

**CITY COMMISSION
AGENDA
REGULAR MEETING
DECEMBER 4, 2024
@ 5:30 PM
HARLINGEN MUSEUM
2425 BOXWOOD STREET
HARLINGEN, TEXAS**

Notice is hereby given that the City Commission of the City of Harlingen, Texas will hold a Regular Meeting on **WEDNESDAY, DECEMBER 4, 2024 at 5:30 P.M.** at Harlingen Museum, 2425 Boxwood Street, Harlingen, Texas and provide the public the ability to view the meeting via internet live-streaming at www.harlingentx.gov and the City of Harlingen YouTube Page.

The public will be permitted to offer citizen communication or participate in items listed as public hearings as provided by the agenda and as permitted by the presiding officer during the meeting.

To offer citizen communication or participate in scheduled public hearings, go to www.harlingentx.gov and click on "PUBLIC HEARING AND CITIZEN COMMUNICATION FORM." Fill out the form and indicate the item you wish to address, and submit the form.

Please indicate (1) the agenda item on which you wish to speak, (2) whether you prefer to speak on the item during citizen communication or at the time the agenda item is brought for consideration before the City Commission.

To submit written comments requesting an item for City Secretary, go to www.harlingentx.gov and click on "PUBLIC HEARING AND CITIZEN COMMUNICATION FORM" write your comments (limited to 400 words or less) and submit the form.

WRITTEN COMMENTS MUST BE SUBMITTED BEFORE 3:00 P.M. THE DAY OF THE MEETING.

A recording of the meeting will be made and will be available to the public in accordance with the Texas Open Meetings Act.

City of Harlingen meetings are available to all persons regardless of disability. If you require special assistance, please contact the City Secretary's Office at (956) 216-5001 or write Post Office Box 2207, Harlingen, Texas 78550 at least 48 hours in advance of the meeting.

The Harlingen City Commission reserves the right, pursuant to the Texas Government Code Chapter 551, Subchapter D, to enter into closed executive session on any item posted on the agenda if a matter is raised that is appropriate for closed discussion.

- 1) **Call Meeting to Order**
 - a) Invocation - Commissioner Ford Kinsley
 - b) Pledge of Allegiance
 - c) Welcome Citizens
- 2) **Conflict of Interest**

" Under State Law, a conflict of interest exists if a commission member, or certain members of that person's family, has a qualifying financial interest in an agenda item. Members with a conflict of interest cannot participate in the discussion nor vote on the agenda item. Are there any known conflicts of interest to disclose at the time? " **(City Attorney)**
- 3) **Announcements:** *With respect to items not listed elsewhere on this agenda, the City Commission may report on items of community interest, including announcing community events, announcing employee or community recognitions.*
 - a) Mayor's Announcements
 - b) City Manager's Announcements
 - c) City Commission Member Announcements
- 4) **Proclamation/Presentation of Awards:**
 - a) Harlingen Animal Shelter - "Pet of the Week"
 - b) Proclamation - Dick Office Supply-Over 45 Years of Service to the Community
- 5) **Citizen Communication:** *At this time, the public is invited to address the City Commission and speak on any matter not specifically listed for public hearing elsewhere in this agenda. Please note that the City Commission members may not respond to comments or deliberate on topics addressed.*
- 6) **Approval of Minutes:**
 - a) Regular Meeting of October 21, 2024
- 7) **Consent Agenda:** *No discussion is anticipated on any of the items in this section because they are routine business, were included in the budget adoption process, or have been previously discussed as a staff report or discussion item. These items will be considered collectively by a single vote, unless a commission member requests an item be removed from the consent agenda.*
 - a) Consideration and possible action to adopt an ordinance on second and final reading amending the City of Harlingen Code of Ordinances, Chapter 103, Buildings and Building Regulations, Article 1, In General, to establish Section 103-6, Affordable Housing Waiver Program, authorizing the waiver of city building permit fees to promote affordable housing. Applicant: City of Harlingen. Attachment **(Planning & Development)**
 - b) Consideration and possible action to adopt an ordinance on second and final reading for a rezoning request from Residential, Single-Family ("R-1") District to Residential, Multi-Family ("M2") District for a property located at 402 W. Taylor Avenue, bearing a legal description of Lot 7, Block 107, Harlingen Original Townsite Subdivision. Applicant: Greg Mar. Attachment **(Planning & Development)**
 - c) Consideration and possible action to adopt an ordinance on second and final reading for a Special Use Permit (SUP) to allow the sale of alcoholic beverages for on-site consumption, in a General Retail District ("GR") for an existing Stripes/7-Eleven located at 3201 E. Harrison Avenue, bearing a

legal description of Lot 1, El Rancho Mini Mart #856 Subdivision. Applicant: Tim Ilaoa c/o 7-Eleven Inc. Attachment (**Planning & Development**)

- d) Consideration and possible action to adopt an ordinance on second and final reading to amend the previously-approved Planned Development ("PD") Site Plan to adjust for duplexes with one unit on each lot with a four (4) foot side setback and the option of a garage or no garage for Lots 26-29, and single family residential lots with four (4) foot side setback and the option for a garage or no garage for Lots 25, 30 and 43-61, Camelot Retirement Community No. 5 Subdivision, located on Guinevere Drive and Lancelot Drive approximately 235 feet east of Camelot Drive. Applicant: Project Management Consulting, c/o A&R Development Construction, LLC. Attachment (**Planning & Development**)
- e) Consideration and possible action to adopt an ordinance on second and final reading for a Special Use Permit (SUP) to allow a storage container in a Light Industry ("LI") District located at 110 Bass Pro Drive, bearing a legal description of Lot 1, Block 1, Cameron Crossing Subdivision Phase IV. Applicant: Lori Beth Browning c/o Cracker Barrel. Attachment (**Planning & Development**)
- f) Consideration and possible action to approve a request from Lorraine Galarza to close the following streets, Saturday, December 14, 2024, from 5:30 p.m. to 8:30 p.m., for Vicky's Christmas Toy Giveaway Event. Attachment (**Police**).

Southside intersection of Findley Dr. and Orange Heights Dr.
Northside intersection of Findley Dr. and Pittman Ave.

- g) Consideration and possible action to approve a request from Ester Cardenas to close the following streets, Tuesday, December 31, 2024, thru Wednesday, January 1, 2025, from 4:00 p.m.- 2:00 a.m. for a Family Reunion Party. Attachment (**Police**).

Northside intersection of South "H" Street and Arthur Street
Southside intersection of 1400 South "H" Street and the Plains Capital Bank private exit drive

- h) Consideration and possible action to authorize the Mayor to execute an interlocal Agreement between the City of Harlingen and the Cities of Brownsville, McAllen, Pharr and Donna, to collaborate on mutual aid crime preventions of burglary and theft of motor vehicles for FY 25. Attachment (**Police**).
- i) Consideration and possible action to authorize Police Chief Michael Kester to use Federal Justice Forfeiture funds to purchase two (2) 2024 Chevy Malibu's from Sames Motor Company for a total cost of \$49,600.00. Attachment (**Police**).

- 8) **Staff Reports and Other Discussion Items:** *Items in this section are not expected to require action by the City Commission and are generally for information only. However, any item listed in this section may become an action item at a future meeting with the request of the Mayor, or after the request of any two Commission members, or the City Manager.*

- a) City Manager's Report
- b) Staff Reports
- c) Presentation by Jeff Hart (Golf-Director) regarding renovations to Tony Butler Golf Course, holes 1-18.

- 9) **Public Hearings:** *At this time, the Mayor will invite members of the public who have filled out the Public Hearing and the Citizen Communication Form to address each item listed in this section. Please limit your comments to the topic of that public hearing. If more than one public hearing is being held, you will be allowed to speak during each topic, provided you have filled out the Public Hearing and Citizen Communication Form for the appropriate topic. If you are signed up for two (2) or more Public Hearings, you will be limited to 5 minutes for all topics.*

- a) Public hearing for the voluntary annexation of a 2.273-acre tract of land out of the extreme Northwest corner of Block 176, Adam's Gardens Subdivision "C", located at the southeast corner of Bass Boulevard (FM 800) and Palis Drive including all of the existing right-of-way along Bass Boulevard (FM 800), from the intersection with Palis Drive to the intersection with Hick Hill Road. Applicant: LS Contractor Specialist, Inc. c/o AEC Engineering, LLC. Attachment (**Planning & Development**)
- 10) **Action Items:** City Commission will discuss, consider, and take any action deemed necessary on items listed in this section, including the adoption of a resolution or an ordinance.

Ordinances:

- a) Consideration and possible action to adopt an ordinance on second and final reading for the voluntary annexation of a 2.273-acre tract of land out of the extreme Northwest corner of Block 176, Adam's Gardens Subdivision "C", located at the southeast corner of Bass Boulevard (FM 800) and Palis Drive including all of the existing right-of-way along Bass Boulevard (FM 800), from the intersection with Palis Drive to the intersection with Hick Hill Road. Applicant: LS Contractor Specialist, Inc. c/o AEC Engineering, LLC. Attachment (**Planning & Development**)
- b) Consideration and possible action to adopt an ordinance on second and final reading amending the City of Harlingen Code of Ordinances Chapter 111, Zoning, Article XII, Special Use Regulations and Restrictions, to establish Section 111-336, Car Wash Establishments, by establishing a 2-mile radius and distance requirement, ensuring no new car wash business be established within a 2-mile radius of an existing car wash due to drought conditions. Applicant: City of Harlingen. Attachment (**Planning & Development**)

- c) Consideration and possible action to approve the Harlingen Animal Shelter Facility to close an additional day (Monday's) to the public, to allow the continued effort of disinfecting the shelter to prevent the spread of more diseases and give efficient time to the Rescues and Foster Homes to come and pick up animals. Attachment (**Health Dept.**)
- d) Consideration and possible action to approve a resolution accepting the Federal Aviation Administration (FAA) anticipated Grant Offer No. 3-48-0101-079-2024, for \$5,000,000.00 for the Air Traffic Control Tower Project at Valley International Airport. Attachment (**Airport**)
- e) Consideration and possible action to approve a request from Remi Garza, Cameron County Elections Administrator, to use the following locations as Early Voting Sites for the December 14, 2024, Special Runoff Election. Attachment (**City Secretary**)

Cultural Arts Center 575 "76" Drive and City Hall, Town Hall Meeting Room, 2nd Floor 118 E. Tyler Ave.-Monday-Friday-December 2nd & 9th thru 6th & 10th, 2024 from 9:00 a.m. to 7:00 p.m., Saturday-December 7, 2024-10:00 a.m. to 5:00 p.m.

- f) Consideration and possible action to approve the planning and construction of a pocket park within Gayle Park Subdivision utilizing the abandoned Bonita Road right of way and dedicating funding for the construction. Attachment (**Parks & Recreation**)
- g) Consideration and possible action to authorize the City Manager to begin negotiations with a Semi-Pro Soccer Club and to execute an agreement for the use of Harlingen Field for their summer season games. Attachment (**Parks & Recreation**)
- h) Consideration and possible action to approve a resolution authorizing the transfer of real property to the Lower Rio Grande Valley Development Council (LRGVDC). Attachment (**City Manager**)

11) **Board Appointments:**

Specifically, appointment or discussion and possible action to include appointment and/or removal of any position subject to appointment or removal by statute, ordinance, or bylaws.

Airport
Animal Shelter Advisory Committee
Audit Committee (Terms expire in June)
Charter Review Committee (Ad Hoc)
Civil Service Commission
Community Development Advisory Board (1)
Construction Board of Adjustments (4)
Convention & Visitors Bureau
Development Corporation of Harlingen, Inc.
Downtown Improvement Board
Golf Course Advisory Board
Harlingen Community Improvement Board
Harlingen Housing Authority Board
Harlingen Finance Corporation (6)
Harlingen Teen and Young Adult Advisory Board (2)
Healthy Harlingen Advisory Board
Keep Harlingen Beautiful Board
Library Advisory Board
Mayor Wellness Council
Museum Advisory Board (1)
Parks Advisory Board
Planning & Zoning Advisory Board
Senior Citizens Advisory Board (1)
Small Business Committee
Tax Increment Finance Board
Utility Board of Trustees
Veterans Advisory Board
Zoning Board of Adjustment (2)

12) **Executive Session:** *All items listed in this section will be deliberated in a closed session. Members of the public are not generally permitted to attend a closed session. Executive Session items may be considered as an action item at the discretion of the Mayor. However, City Commission will not take any action in closed session.*

- a) Discussion and/or possible action approving the highest bid(s) received on the on the following property struck off to Cameron County, for itself and other taxing jurisdictions from a tax resale conducted on November 5, 2024:

1. **Legal Description:** The West 1/2 of South 91.50 feet of Lot 1, Block 43, City of Harlingen, Cameron County, Texas, as described in Cause # 42,123-A, District Court Records of Cameron County, Texas. (ACCT.NO. 1500000430001200)

2. **Legal Description:** The East 1/2 of South 91.50 feet of Lot 1, Block 43, City of Harlingen, Cameron County, Texas, as described in Cause # 42,123-A, District Court Records of Cameron County, Texas. (ACCT.NO. 1500000430001100)

3. **Legal Description:** Lot 28, Block 2, Charleston Addition, An addition to the City of Harlingen, Cameron County, Texas, as described in Volume 615, Page 162, Deed Records of Cameron County, Texas. (ACCT.NO. 1641100020028000)

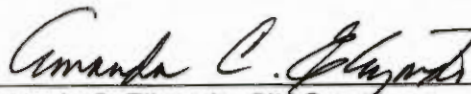
4. **Legal Description:** Lot 4, Block 5, Bonnaville Terrace Subdivision, a Subdivision in the City of

Harlingen, Cameron County, Texas, according to the map or plat thereof, recorded in Volume 18, Page 137, Map Records of Cameron County, Texas; SAVE & EXCEPT however, that certain 0.010 acre tract descried in Volume 28, Page 329, Official Records of Cameron County, Texas, leaving herein a residue of 0.1607 acre, more or less. (ACCT.NO. 9712200050004000)

- b) Consultation with legal counsel pursuant to Texas Government Code 551.071 (2) to receive confidential legal opinion from City Attorney protected by the attorney-client communications privilege and attorney-client work product privilege.
- 13) **Action on Executive Session Items:** *The City Commission will reconvene in open session and may take action on any item listed in the Executive Session Section of this agenda.*
- a) Consideration and possible action on Item(s) # 12(a) 1,2,3, and 4, as discussed in executive session
 - b) Discussion and possible action to approve an ordinance on first reading, amending Harlingen City Code of Ordinances, Article II, Valley International Airport Division 1. Generally, Section 8-25 Airport Operations Manual and adopting Article II, Valley International Airport Division1, Section 8-25 Airport Certification Manual. **(Airport)**
- 14) **Adjournment:**

I, the undersigned authority, do hereby certify that the above Notice of the Regular Meeting of the Harlingen City Commission is a true and correct copy of said notice posted on the bulletin board at City Hall of said City of Harlingen, Texas in a place convenient and readily accessible to the general public at all times and on the City's Internet Website and said Notice was posted on **TUESDAY, NOVEMBER 26, 2024** at or before **4:50** p.m. and remained so posted for at least 72 hours preceding the time of said meeting.

Dated this 26th day of NOVEMBER, 2024


Amanda C. Elizondo, City Secretary

REGULAR MEETING

CITY COMMISSION

HARLINGEN, TEXAS

A Regular Meeting of the Harlingen City Commission was held October 21, 2024, at 5:30 p.m., Harlingen Convention Center, Kiskadee Room A/B, 701 Harlingen Heights Dr, Harlingen, Texas, and providing the public the ability to view the meeting via the internet, live streaming and permitting the public to offer citizen communication or participate in items listed on the agenda via video conferencing or telephonically via www.myharlingen.us Those in attendance were:

Mayor and Commissioners

Mayor Norma Sepulveda
Mayor Pro-Tem Rene Perez
Ford Kinsley Commissioner District 1
Daniel N. Lopez, Commissioner District 2
Michael Mezmar, Commissioner District 3
Frank Morales, Commissioner District 4

City Staff

Gabriel Gonzalez, City Manager
Amanda C. Elizondo, City Secretary
Mark Sossi, City Attorney

1. Call Meeting to Order:

Mayor Sepulveda called the meeting to order, announced that a quorum had been established, and stated that the meeting had been duly posted according to state law. The following proceedings were held:

- a) Invocation – Mayor Norma Sepulveda
- b) Pledge of Allegiance – Mayor Sepulveda
- c) Welcome Citizens – Mayor Sepulveda

2. Conflict of Interest:

"Under State Law, a conflict of interest exists if a council member, or certain members of that person's family, has a qualifying financial interest in an agenda item. Members with a conflict of interest cannot participate in the discussion nor vote on the agenda item. Are there any known conflicts of interest to disclose at this time?"

Mark Sossi, City Attorney, read the conflict of Interest and asked the Mayor and City Commissioners if they had a conflict with any items on the agenda.

Commissioner Lopez abstained from Item 7 (p).

3. Announcements:

- a) Mayor's Announcements – Reminded the community that October is Breast Cancer Awareness Month. She noted the importance of screenings and congratulated the Parks and Recreation Department on the recent "Showdown at the Arroyo Tres" success.
- b) City Manager's Announcements - Thanked the staff for hosting the "Brews and Tunes" held on October 19, 2024, and extended an invitation to citizens to attend the "Trail of Treats" on Thursday, October 31, 2024, from 6:00 p.m. - 9:00 p.m. at the Lon C. Hill Park.

c) **City Commission Member Announcements –**

Commissioner Kinsley stated that today was the beginning of Early Voting and encouraged everyone to get out and vote.

Commissioner Lopez extended an invitation to the community to attend the Brews & Tunes Event.

4. **Proclamation/Presentation of Awards:**

- a) Harlingen Animal Shelter – “Pet of the Week” - Shannon Harvill, Health Director, introduced "Franklin," a 1-year-old male Beagle who is very friendly and looking for a home.

5. **Citizen Communication:**

- Raymond Reyes – 706 Nantucket Dr. Harlingen, TX - Efficiency and continued progress.
- Thalia Garcia – 614 E. Taft, Harlingen, TX – Vestal Park concerns.

6. **Approval of Minutes:**

- a) Regular Meeting of August 7, 2024
b) Regular Meeting of September 4, 2024

Motion was made by Commissioner Lopez and seconded by Commissioner Kinsley to approve the regular minutes of August 7, 2024, and September 4, 2024. Motion carried unanimously.

7. **Consent Agenda:**

- a) Consideration and possible action to adopt an ordinance on the second and final reading for a special use Permit (SUP) to allow the sale of alcoholic beverages for on-premises consumption in a Neighborhood Services ("NS") District for the Arroyo Mart Food Store, located at 1222 S. 1st Street, bearing a legal description of Lots 10, 11 and 12, Block 2, Lillian Bush Addition. Applicant: Edna Martinez.

ORDINANCE NO. 24-62

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF HARLINGEN: A SPECIAL USE PERMIT ISSUED TO ALLOW THE SALE OF ALCOHOLIC BEVERAGES FOR ON-PREMISE CONSUMPTION IN A NEIGHBORHOOD SERVICES ("NS") DISTRICT, FOR THE ARROYO MART FOOD STORE, LOCATED AT 1222 SOUTH 1ST STREET, BEARING A LEGAL DESCRIPTION OF LOTS 10, 11, AND 12, BLOCK 2, LILIAN BUSH ADDITION.

PASSED AND APPROVED on first reading this the 2nd day of October 2024

PASSED AND APPROVED on the second and final reading this the 21st day of October 2024.

ATTEST:
/s/ Amanda C. Elizondo, City Secretary

CITY OF HARLINGEN
/s/Norma Sepulveda, Mayor

- b) Consideration and possible action to adopt an ordinance on the second and final reading amending the City of Harlingen Code of Ordinances, Chapter 111, Zoning, Article VII, Section 111-173, Non-residential height restrictions, by requiring a Special Use Permit for buildings greater than five stories in height. Applicant: City of Harlingen.

ORDINANCE NO. 24-63

AN ORDINANCE AMENDING THE CITY OF HARLINGEN CODE OF ORDINANCES CHAPTER 111, ZONING, ARTICLE VII, SECTION 111-173, NONRESIDENTIAL HEIGHT RESTRICTIONS, BY REQUIRING A SPECIAL USE PERMIT FOR BUILDINGS GREATER THAN FIVE STORIES IN HEIGHT, PROVIDING FOR PUBLICATION AND ORDAINING OTHER MATTERS RELATED TO THE FOREGOING.

PASSED AND APPROVED on first reading this the 2nd day of October 2024

PASSED AND APPROVED on the second and final reading this the 21st day of October 2024.

ATTEST:
/s/ Amanda C. Elizondo, City Secretary

CITY OF HARLINGEN
/s/Norma Sepulveda, Mayor

- c) Consideration and possible action to adopt an ordinance on the second and final reading for a rezoning request from a Non-designated ("N") District to a Residential, Single-Family ("R-1") District for a 55.90-acre tract of land out of Survey 295 Stuart Place Subdivision, located along the south side of Garrett Road, approximately 650 feet east of Altas Palmas Road. Applicant: Javier Hinojosa Engineering c/o Zarate Homes and Design, LLC.

ORDINANCE NO. 24-64

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF HARLINGEN: REZONING FROM NON-DESIGNATED ("N") DISTRICT TO RESIDENTIAL, SINGLE-FAMILY ("R-1") DISTRICT FOR 55.90 ACRES OF LAND OUT OF SURVEY 295, STUART PLACE SUBDIVISION, LOCATED ALONG THE SOUTH SIDE OF GARRETT ROAD, APPROXIMATELY 650 FEET EAST OF ALTAS PALMAS ROAD.

PASSED AND APPROVED on first reading this the 2nd day of October 2024
PASSED AND APPROVED on the second and final reading this the 21st day of October 2024.

ATTEST:
/s/ Amanda C. Elizondo, City Secretary

CITY OF HARLINGEN
/s/Norma Sepulveda, Mayor

- d) Consideration and possible action to adopt an ordinance on the second and final reading for a Special Use Permit to allow the sale of alcoholic beverages for on-premise consumption in a General Retail ("GR") District for a Stripes Convenience Store located at 202 N. Ed Carey Drive, bearing a legal description of Lot 1, Block 1, Camino Real Subdivision. Applicant: Tim Ilaoa c/o 7-Eleven Inc.

ORDINANCE NO. 24-65

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF HARLINGEN: A SPECIAL USE PERMIT TO ALLOW THE SALE OF ALCOHOLIC BEVERAGES FOR ON-PREMISE CONSUMPTION IN A GENERAL RETAIL ("GR") DISTRICT FOR A STRIPES CONVENIENCE STORE, LOCATED AT 202 N. ED CAREY DRIVE, BEARING A LEGAL DESCRIPTION OF LOT 1, BLOCK 1, CAMINO REAL SUBDIVISION.

PASSED AND APPROVED on first reading this the 2nd day of October 2024
PASSED AND APPROVED on the second and final reading this the 21st day of October 2024.

ATTEST:
/s/ Amanda C. Elizondo, City Secretary

CITY OF HARLINGEN
/s/Norma Sepulveda, Mayor

- e) Consideration and possible action to adopt an ordinance on the second and final reading for a Special Use Permit to allow the sale of alcoholic beverages for on-premise consumption in a General Retail ("GR") District for a Stripes Convenience Store, located at 1250 N. 77 Sunshine Strip, bearing a legal description of Lot 11 and the West ½ of Lot 12, Block 1, North Crown Heights Subdivision. Applicant: Tim Ilaoa c/o 7-Eleven Inc.

ORDINANCE NO. 24-66

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF HARLINGEN: A SPECIAL USE PERMIT ISSUED TO ALLOW THE SALE OF ALCOHOLIC BEVERAGES FOR ON-PREMISE CONSUMPTION IN A GENERAL RETAIL ("GR") DISTRICT, FOR A STRIPES CONVENIENCE STORE LOCATED AT 1250 N. 77 SUNSHINE STRIP, BEARING A LEGAL DESCRIPTION OF LOT 11 AND THE WEST ½ OF LOT 12, BLOCK 1, NORTH CROWN HEIGHTS SUBDIVISION.

PASSED AND APPROVED on first reading this the 2nd day of October 2024
PASSED AND APPROVED on the second and final reading this the 21st day of October 2024.

ATTEST:
/s/ Amanda C. Elizondo, City Secretary

CITY OF HARLINGEN
/s/Norma Sepulveda, Mayor

- f) Consideration and possible action to adopt an ordinance on the second and final reading for a Special Use Permit (SUP) to allow the sale of alcoholic beverages for on-premise consumption in a General Retail ("GR") District for a Stripes Convenience Store located at 1313 Haverford Boulevard, bearing a legal description of Lot 1, Haverford Place Section 1 Subdivision. Applicant: Tim Ilaoa c/o 7-Eleven Inc.

ORDINANCE NO. 24-67

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF HARLINGEN: A SPECIAL USE PERMIT TO ALLOW THE SALE OF ALCOHOLIC BEVERAGES FOR ON-PREMISE CONSUMPTION IN A GENERAL RETAIL ("GR") DISTRICT, FOR A STRIPES CONVENIENCE STORE, LOCATED AT 1313 HAVERFORD BOULEVARD, BEARING A LEGAL DESCRIPTION OF LOT 1, HAVERFORD PLACE SECTION 1 SUBDIVISION.

PASSED AND APPROVED on first reading this the 2nd day of October 2024
PASSED AND APPROVED on the second and final reading this the 21st day of October 2024.

ATTEST:
/s/ Amanda C. Elizondo, City Secretary

CITY OF HARLINGEN
/s/Norma Sepulveda, Mayor

- g) Consideration and possible action to adopt an ordinance on the second and final reading for a Special Use Permit (SUP) to allow the sale of alcoholic beverages for on-premise consumption in a General Retail ("GR") District located at the Stripes Convenience Store located at 1725 S. F Street, bearing a legal description of Lots 1 and 2, Harlingen Service Center Subdivision. Applicant: Tim Ilaoa c/o 7-Eleven Inc.

ORDINANCE NO. 24-68

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF HARLINGEN: A SPECIAL USE PERMIT TO ALLOW THE SALE OF ALCOHOLIC BEVERAGES FOR ON-PREMISE CONSUMPTION IN A GENERAL RETAIL ("GR") DISTRICT FOR A STRIPES CONVENIENCE STORE LOCATED AT 1725 S. F STREET, BEARING A LEGAL DESCRIPTION OF LOTS 1 AND 2, BLOCK 1, HARLINGEN SERVICE CENTER SUBDIVISION.

PASSED AND APPROVED on first reading this the 2nd day of October 2024
PASSED AND APPROVED on the second and final reading this the 21st day of October 2024.

ATTEST:
/s/ Amanda C. Elizondo, City Secretary

CITY OF HARLINGEN
/s/Norma Sepulveda, Mayor

- h) Consideration and possible action to approve the installation of speed humps in the following locations: (This item was requested by Commissioner Frank Morales and Mayor Pro-Tem Rene Perez)

- 1400 Block of White Oak Dr.
- 3500 Block of W. Lamb
- North and South Hummingbird Lane

- i) Consideration and possible action to approve a resolution to accept FY-25, STEP COMP Grant Funding for \$50,000 from the Texas Department of Transportation (TxDOT) Comprehensive Program, with matching funds of \$12,549.09, total funds for 2024-2025 grant: \$62,549.09 and authorize the Mayor to execute the resolution.
- j) Consideration and possible action to approve a resolution to accept FY-25 STEP CMV Grant Funding for \$12,000 from the Texas Department of Transportation (TxDOT) CMV Program, with a matching of \$3,002.77, total funds for 2024-2025 grant: \$15,002.77 and authorize the Mayor to execute the resolution.
- k) Consideration and possible action to approve a resolution to accept a grant funding award of \$648,000.00 from the U.S. Department of Justice – COPS Office, FY-24 COPS Technology and Equipment Program Invitational Solicitation funds to purchase new Motorola handheld portable radios and accessories to replace the Tait Brand Radios, used by the Harlingen Police Department and authorize the Mayor to sign the resolution.

- 1 l) Consideration and possible action to approve a resolution authorizing the City Manager to accept a grant
2 award of \$225,577 from the Texas Comptroller of Public Accounts State Energy Conservation Office for
3 park lighting retrofits and enter into an interlocal agreement for said grant.
4
5 m) Consideration and possible action to approve a resolution authorizing the City Manager or designee to
6 accept a grant award of \$192,732 from the U.S. Consumer Product Safety Commission for swimming
7 classes and pool owner/operator training and enter into a cooperative agreement for said grant.
8
9 n) Consideration and possible action to approve a resolution adopting a Grants Management Policy.
10
11 o) Consideration and possible action to approve a resolution authorizing the City Manager to accept a grant
12 award of \$1,383,069 from the Texas Division of Emergency Management for the 5th and 7th Streets Storm
13 Sewer Drainage Improvements Project and enter into an agreement for said grant.
14
15 p) Consideration and possible action to approve the Fire Service Agreements with Cameron County
16 Emergency Services District No. 1 and Cities of Combes, Primera, and Palm Valley for Fiscal Year 2024-
17 2025.

18
19 Mayor Pro-Tem Perez asked to remove Item 7 (h) from the consent agenda.

20
21 Motion was made by Commissioner Kinsley and seconded by Commissioner Lopez to approve Item
22 No. 7 (a through g, i through p). Motion carried unanimously.

23
24 Mayor Pro-Tem Perez asked to add South Palm Court between Garrett Road and Lincoln Street to Item
25 7 (h).

26
27 Commissioner Lopez requested to add the 1200 Block of Greenway Street to Item 7 (h).

28
29 Motion was made by Mayor Pro-Tem Perez and seconded by Commissioner Lopez to approve Item 7
30 (h); subject to adding South Palm Court between Garrett Road and Lincoln St. and the 1200 Blk of Greenway
31 Street. Motion carried unanimously.

32
33 Commissioner Lopez abstained from Item 7 (p).

34
35 Motion was made by Commissioner Kinsley and seconded by Commissioner Morales to approve
36 Item 7 (p). Motion carried as follows: FOR: Mayor Pro-Tem Perez, Commissioners: Kinsley,
37 Morales, Mezmar. AGAINST: None, ABSTAINED: Commissioner Lopez. (Vote: 4-0-1).

38
39 **8. Staff Reports and Other Discussion Items:**

40
41 a) City Manager's Report - None.

42 b) Staff Reports - None.

43 **9. Public Hearings:**

44
45 Mayor Sepulveda announced that Item 9 (a through c) were public hearings, and anyone wishing to
46 speak for or against these items could do so. She opened the public hearings.

47
48 a) Public hearing for a Special Use Permit (SUP) to allow the sale of alcoholic beverages for on-premise
49 consumption in a General Retail ("GR") District, located at 1826 W. Tyler Avenue, bearing a legal
50 description of Lot 1, Block 1, Storm Subdivision. Applicant: Time Ilaoa c/o 7-Eleven Inc.

51
52 . None for Item 9 (a), Mayor Sepulveda closed the public hearing.

53
54 b) Public hearing for a Special Use Permit (SUP) to allow the sale of alcoholic beverages for on-premise
55 consumption in a General Retail ("GR") District, located at 1837 Stuart Place Road, bearing a legal
56 description of Lots 1 and 2, Block 1 North Star Business Center Subdivision. Applicant: Tim Ilaoa c/o
57 7-Eleven Inc.

- None for Item 9 (b), Mayor Sepulveda closed the public hearing.

c) Public hearing amending the City of Harlingen Code of Ordinances, Chapter 109, Subdivisions, Article VII, Cost Participation, Section 109-193 (5), Park Land Dedication, Exemption, to add a provision which exempts non-profits that focus on affordable housing from paying park fees. Applicant: City of Harlingen.

- Robert Caldillo, CEO, Affordable Homes of South Texas – regarding Item 9 (c) provisions for non-profits/ affordable housing and a possible waiver on the park fees.

There being no further comments from the public, Mayor Sepulveda closed the public hearings.

10. **Action Items: Ordinances:**

a) Consideration and possible action to adopt an ordinance on first reading for a Special Use Permit (SUP) to allow the sale of alcoholic beverages for on-premise consumption in a General Retail ("GR") District, located at 1826 W. Tyler Avenue, bearing a legal description of Lot 1, Block 1, Storm Subdivision. Applicant: Tim Ilaoa c/o 7-Eleven Inc.

Motion was made by Commissioner Kinsley and seconded by Mayor Pro-Tem Perez to approve the ordinance on first reading for a Special Use Permit (SUP) to allow the sale of alcoholic beverages for on-premise consumption in a General Retail ("GR") District located at 1826 W. Tyler Avenue, bearing a legal description of Lot 1, Block 1, Storm Subdivision. Motion carried unanimously.

b) Consideration and possible action to adopt an ordinance on first reading for a Special Use Permit (SUP) to allow the sale of alcoholic beverages for on-premise consumption in a General Retail ("GR") District, located at 1837 Stuart Place Road, bearing a legal description of Lots 1 and 2, Block 1 North Star Business Center Subdivision. Applicant: Tim Ilaoa c/o 7-Eleven Inc.

Motion was made by Commissioner Kinsley and seconded by Mayor Pro-Tem Perez to approve an ordinance on first reading for a Special Use Permit (SUP) to allow the sale of alcoholic beverages for on-premise consumption in a General Retail ("GR") District located at 1837 Stuart Place Road, bearing a legal description of Lots 1 and 2, Block 1 North Star Business Center Subdivision. Motion carried unanimously.

c) Consideration and possible action to adopt an ordinance on first reading amending the City of Harlingen Code of Ordinances, Chapter 109, Subdivisions, Article VII, Cost Participation, Section 109-193 (5), Park Land Dedication, Exemption, to add a provision which exempts non-profits that focus on affordable housing from paying park fees Applicant: City of Harlingen.

Motion was made by Commissioner Lopez and seconded by Commissioner Kinsley to approve the ordinance on first reading amending the City of Harlingen Code of Ordinances, Chapter 109, Subdivisions, Article VII, Cost Participation, Section 109-193 (5), Park Land Dedication, Exemption, to add a provision which exempts non-profits that focus on affordable housing from paying park fees. Motion carried unanimously.

d) Consideration and possible action to adopt an ordinance on second and final reading for a Special Use Permit ("SUP") to allow a battery storage energy facility in a General Retail ("GR") District located along the north side of East Harrison Avenue, approximately 485 feet east of Loop 499, bearing a legal description of 2.00 acres out of the west 6.88 acres, Block 49, Palmetal Company Subdivision. Applicant: Christopher Rose on behalf of Aggreko Energy Transition Solutions.

ORDINANCE NO. 24-69

AN ORDINANCE REPEALING ORDINANCE 14-9 OF THE CITY OF HARLINGEN, AND ADOPTING THE 2024 EDITION INTERNATIONAL CODES, BY THE INTERNATIONAL CODE COUNCIL, INC. TO INCLUDE: INTERNATIONAL BUILDING CODE, INTERNATIONAL RESIDENTIAL CODE FOR ONE AND TWO -FAMILY DWELLINGS,

INTERNATIONAL FIRE CODE, INTERNATIONAL WILDLAND URBAN
INTERFACE CODE, INTERNATIONAL ENERGY CONSERVATION
CODE, INTERNATIONAL MECHANICAL CODE, INTERNATIONAL
PLUMBING CODE, INTERNATIONAL FUEL GAS CODE, INTER-
NATIONAL PRIVATE SEWAGE DISPOSAL CODE, INTERNATIONAL
EXISTING BUILDING CODE, INTERNATIONAL SWIMMING POOL
AND SPA CODE, INTERNATIONAL PROPERTY MAINTENANCE
CODE, ICC PERFORMANCE CODE FOR BUILDINGS AND
FACILITIES, INTERNATIONAL GREEN CONSTRUCTION CODE,
AND ADOPTING THE NATIONAL FIRE PROTECTION ASSOCIATION
(NFPA) 101 LIFE SAFETY CODE, INCLUDING THE ANNEX CHAPTERS,
AND ADOPTING THE 2023 EDITION OF THE NATIONAL ELECTRIC
CODE (NFPA 70) INCLUDING ANNEX CHAPTERS AND REPEALING
ALL CITY ORDINANCES IN CONFLICT HERewith AND ORDAINING
OTHER MATTERS RELATING TO THE FOREGOING.

PASSED AND APPROVED on first reading this the 2nd day of October 2024

PASSED AND APPROVED on the second and final reading this the 21st day of October 2024.

ATTEST:

/s/ Amanda C. Elizondo, City Secretary

CITY OF HARLINGEN

/s/Norma Sepulveda, Mayor

Motion was made by Commissioner Lopez and seconded by Mayor Pro-Tem Perez to approve the ordinance on second and final reading for a Special Use Permit ("SUP") to allow a battery storage energy facility in a General Retail ("GR") District located along the north side of East Harrison Avenue, approximately 485 feet east of Loop 499, bearing a legal description of 2.00 acres out of the west 6.88 acres, Block 49, Palmetal Company Subdivision; subject to the Fire Chief taking appropriate action that all rules/regulations are in place. Motion carried unanimously.

- e) Consideration and possible action to adopt an ordinance on first reading for the adoption of the 2024 International Codes and the 2023 National Electrical Codes. Applicant: City of Harlingen.

Motion was made by Commissioner Lopez and seconded by Commissioner Kinsley to approve an ordinance on first reading for the adoption of the 2024 International Codes and the 2023 National Electrical Codes. Motion carried unanimously.

- f) Consideration and possible action to approve the surveys for the Comprehensive Parks and Downtown Master Plans.

Discussion was made on the important component of the master plan project to conduct a survey to gather input from the community members about the vision and priorities for the future development of Harlingen.

Motion was made by Commissioner Lopez and seconded by Commissioner Kinsley to approve the surveys for the Comprehensive Parks and Downtown Master Plans. Motion carried unanimously.

- g) Consideration and possible action to approve the Harlingen Animal Shelter to close on Sundays to the public.

Motion was made by Commissioner Lopez and seconded by Mayor Pro-Tem Perez to approve the Harlingen Animal Shelter to close on Sundays to the public. Motion carried unanimously.

- h) Presentation by Maricela Alvarado and Adrian Galvan and consideration to purchase challenge coin to present to City Veteran Employees.

Ms. Maricela Alvarado stated they had received only two quotes for the coins and gave a brief explanation of the design of the coin and the cost. She highlighted the quotes received from the following companies.

- **The Simple Laugh:** Veteran Owned (Maryland) Total for 100: (\$659 including shipping)
May not deliver by November 11, 2024
- **RAKI, LLC:** Veteran Owned (Donna, Tx) Total for 100: (\$650)

Can deliver by November 11, 2024 - if ordered this week.

Motion was made by Commissioner Morales and seconded by Commissioner Kinsley to approve the purchase challenge coins to present to City Veteran Employees. Motion carried unanimously.

- i) Consideration of a discussion regarding the possible future adoption of a zoning ordinance amendment that would establish a minimum 2-mile distance requirement for proposed new car washes from existing carwashes due to drought conditions. Applicant: City of Harlingen.

Mr. Xavier Cervantes stated that in order to assist the Harlingen Waterworks System with the voluntary stage regarding the Water Conservation Plan and for the city to assist in with the water conservation efforts, staff propose establishing a spatial distance requirement for future car washes and any related issues. The proposed ordinance would require a 2-mile minimum distance from an existing car wash. Any proposed car wash that meets the 2-mile minimum separation would be necessary to install a water reclamation and recycling system as part of its operation model. Harlingen Waterworks System conducted a water consumption study for existing car washes within the city. Due to staff proposing to amend the zoning ordinance, public hearings must be held before the city commission for adoption of the ordinance.

Discussion was held regarding the proposed benefits, and it was pointed out that this amendment was a good idea, especially regarding water conservation, which would benefit the city.

No action was Item 10 (i).

- j) Consideration and possible action to allocate \$1,000,000 from the HOT Fund Balance for the Casa Del Sol Renovation Project. (This item was tabled at the Regular City Commission Meeting of September 18, 2024)

Motion was made by Commissioner Lopez and seconded by Mayor Pro-Tem Perez to remove the item from the table. Motion carried unanimously.

Mr. Gabriel Gonzalez, City Manager, described the conditions of the Casa del Sol ceiling. He stated that the ceiling was detached and could fall onto the floor. As a result of these conditions, all rentals for this facility have been canceled. The cost to have this facility renovated is approximately \$3,000,000. The balance in the Tax Fund reserve is \$3,111,418. He requested to take \$1,000,000 from the fund balance to start the design and reconstruction of this facility. Mr. Gonzalez stated that during Mr. Scott Joslove's visit to Harlingen, he mentioned that Hot Funds could be used for the Casa del Sol renovation project.

Discussion was held regarding the cost of the renovation of the Casa Del Sol and the amount of money that would be spent if the city decided to proceed with this project.

Robert Rodriguez, Finance Director, highlighted the following information:

City of Harlingen – Hotel/Motel Fund Balance Sheet
As of August 31, 2024

ASSETS	
Texpool	\$ 3,039,150.00
Accounts Receivable/Miscellaneous	72,268.00
TOTAL ASSETS:	\$ 3,111,418.00
LIABILITIES AND FUND BALANCE	
Liabilities	\$ 57,268.00
Fund Balance	3,054,150.00
TOTAL LIABILITIES AND FUND BALANCE:	\$ 3,111,418.00

**Casa Del Sol Renovation Budget Estimate
(08-12-2024)**

General Construction	
Subtotal:	\$ 2,049,750.00
Contractor's Fee of Construction Subtotal:	368,955.00
Total Construction Contract Amount:	\$ 2,418,705.00
Furniture, Fixtures, and Equipment (Owner Furnished)	
Subtotal:	\$ 328,496.40
Total Project Cost:	\$ 2,747,201.40

After a lengthy discussion regarding the cost of renovating this building, it was suggested that additional review be done regarding the cost of this project.

Motion was made by Commissioner Morales and seconded by Commissioner Kinsley to table Item 10 (j) for further review. Motion carried unanimously.

11. Board Appointments:

Commissioner Kinsley re-appointed Julio Guerra to Senior Citizens Advisory Board;
Commissioner Mezmar appointed Kinjal Y. Bhakta to Convention and Visitors Bureau;
Commissioner Morales re-appointed Deloria Davis to the Harlingen Community Improvement Board;
Mayor Pro-Tem Perez appointed Brandy Garza to the Animal Shelter Advisory Board to replace Minerva Simpson).

Motion was made by Commissioner Lopez and seconded by Mayor Pro-Tem Perez to approve the re-appointment of Julio Guerra to the Senior Citizens Advisory Board, the appointment of Kinjal Y. Bhakta to Convention and Visitors Bureau, re-appointment of Deloria Davis to Harlingen Community Improvement Board and the appointment of Brandy Garza to the Animal Shelter Advisory Board. Motion carried unanimously.

12. Executive Session:

Item No. 12 was not discussed in executive session.

13. Action on Executive Session Items: The City Commission will reconvene in open session and may take action on any item listed in the Executive Session Section of this agenda.

No action was taken on Item 13.

14. Adjournment:

There being no other business to discuss, Mayor Sepulveda adjourned the meeting.

City of Harlingen

ATTEST:

Norma Sepulveda, Mayor

Amanda C. Elizondo, City Secretary

7(a)

**AGENDA ITEM
EXECUTIVE SUMMARY**

Meeting Date: **December 4, 2024**

Agenda Item:

Consideration and possible action to adopt an ordinance on second and final reading amending the City of Harlingen Code of Ordinances, Chapter 103, Buildings and Building Regulations, Article 1, In General, to establish Section 103-6, Affordable Housing Waiver Program, authorizing the waiver of city building permit fees to promote affordable housing. Applicant: City of Harlingen. Attachment (***Planning & Development***)

Prepared By: Xavier Cervantes, AICP, CPM

Title: Planning and Development Director

Signature: *Xavier Cervantes*

Funding (if applicable):

Are funds specifically designated in the current budget for the full ☐ Yes ☐ No*

*If no, specify source of funding and amount requested:

Finance Director's approval: ☐ Yes ☐ No ☐ N/A

Staff Recommendation:

Staff recommends approval.

City Manager's approval:

CL

☒ Yes ☐ No ☐ N/A

Comments:

City Attorney's approval:

Mark

☒ Yes ☐ No ☐ N/A

ORDINANCE NO. 24-_____

AN ORDINANCE AMENDING THE CITY OF HARLINGEN CODE OF ORDINANCES, CHAPTER 103, BUILDINGS AND BUILDING REGULATIONS, ARTICLE 1, IN GENERAL, TO ESTABLISH SECTION 103-6, AFFORDABLE HOUSING PERMIT WAIVER PROGRAM, AUTHORIZING THE WAIVER OF CITY BUILDING PERMIT FEES TO PROMOTE AFFORDABLE HOUSING; PROVIDING FOR PUBLICATION AND ORDAINING OTHER MATTERS RELATED TO THE FOREGOING

WHEREAS, The City of Harlingen is a home-rule municipality possessing the full power of local self-government pursuant to Article XI, Section 5 of the Texas Constitution; and

WHEREAS, Pursuant to the laws of the State of Texas, including Section 51.001 of the Texas Local Government Code, the Commission has the authority to adopt an ordinance that, among other things, is for good government peace, or order of Harlingen; and

WHEREAS, The City of Harlingen is determined to provide development incentives to non-profit organizations whose mission is to provide more options for affordable housing, alleviate and improve the living conditions of low to moderate income residents, and further improve surrounding economic development; and

WHEREAS, The amendments are also consistent with the goals of the One Vision One Harlingen Comprehensive Plan, of streamlining the development policies to promote Harlingen as an attractive and development option; and

WHEREAS, The City Commission of the City of Harlingen finds that it is in the best interests of the citizens of Harlingen to amend the Code of Ordinances as set forth below;

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE CITY OF HARLINGEN, TEXAS, THAT:

SECTION I: That the City of Harlingen Code of Ordinances, Chapter 103, Buildings and Building Regulations, Article I, In General is hereby amended by adding the language underlined (added) to read in full as follows.

Sec. 103-6- The Affordable Housing Permit Fee Waiver Program

The following fees are hereby waived for qualifying applicants:

- a. Residential Building Permit Fees; and
- b. Plumbing, Electrical, and Mechanical Permit Fees;

To be eligible for a waiver, applicants must meet the following:

- a. Must be a Non-Profit in good standing;
- b. The purpose of the non-profit must include improving substandard housing conditions;
- c. The organization must have guidelines for participation that comply with federal HUD income guidelines.

SECTION II: That the City Secretary of the City of Harlingen, Texas is hereby authorized and directed to cause a true copy of the caption of this ordinance to be published in a newspaper having general circulations in the City of Harlingen, Cameron County, Texas.

The provisions of this ordinance shall become effective from and after the final and lawful passage hereof and publication of the caption hereof as provided for and required in the Code of Ordinances and applicable state statutes.

FINALLY ENACTED this 4th day of December, 2024, at a regular meeting of the Elective Commission of the City of Harlingen, Texas at which a quorum was present and which was held in accordance with TEXAS GOVERNMENT CODE, CHAPTER 551.

CITY OF HARLINGEN

Norma Sepulveda, Mayor

ATTEST:

Amanda C. Elizondo, City Secretary

7(b)

**AGENDA ITEM
EXECUTIVE SUMMARY**

Meeting Date: **December 4, 2024**

Agenda Item:

Consideration and possible action to adopt an ordinance on second and final reading for a rezoning request from Residential, Single-Family ("R-1") District to Residential, Multi-Family ("M2") District for a property located at 402 W. Taylor Avenue, bearing a legal description of Lot 7, Block 107, Harlingen Original Townsite Subdivision. Applicant: Greg Mar. Attachment (**Planning & Development**)

Prepared By: **Xavier Cervantes, AICP, CPM**
Title: **Planning and Development Director**

Signature: *Xavier Cervantes*

Funding (if applicable):

Are funds specifically designated in the current budget for the full ☐ Yes ☐ No*

*If no, specify source of funding and amount requested:

Finance Director's approval: ☐ Yes ☐ No ☐ N/A

Staff Recommendation:

Staff recommends approval of the rezoning request.

City Manager's approval: *GL* ☒ Yes ☐ No ☐ N/A

Comments:

City Attorney's approval: *Mark* ☒ Yes ☐ No ☐ N/A

ORDINANCE NO. 24-

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF HARLINGEN: REZONING FROM RESIDENTIAL, SINGLE-FAMILY ("R-1") DISTRICT TO RESIDENTIAL, MULTI-FAMILY ("M2") DISTRICT FOR A PROPERTY LOCATED AT 402 W. TAYLOR AVENUE, BEARING A LEGAL DESCRIPTION OF LOT 7, BLOCK 107, HARLINGEN ORIGINAL TOWNSITE SUBDIVISION. APPLICANT: GREG MAR

WHEREAS, the Planning and Zoning Commission of the City of Harlingen pursuant to Harlingen's Zoning Ordinance procedure, has recommended a change in the zoning classification for certain described real property in the City of Harlingen; and it is deemed to be in the best interest of the City of Harlingen in accordance with said recommendation of the Planning and Zoning Commission of the City, being the recommendation as hereinafter set forth; and public notice of such proposed rezoning having been fully made and complied with as required by said Zoning Ordinance and applicable laws of the State of Texas; and the City Commission of the City of Harlingen having held public hearings with reference thereto, being duly and thoroughly heard; and after consideration of the evidence presented, said City Commission is of the opinion that it is in the best interest of the City of Harlingen that said Code of Ordinances be amended as indicated, now, therefore,

BE IT ORDAINED BY THE CITY OF HARLINGEN

That the Code of Ordinances of the City of Harlingen (Ordinance 16-8) be and the same is herewith amended by the following described property being changed for permissive zone use as indicated:

Rezoning from Residential, Single -Family ("R-1") District to Residential, Multi-Family ("M2") District for a property located at 402 W. Taylor Avenue, bearing a legal description of Lot 7, Block 107, Harlingen Original Townsite Subdivision as shown in Exhibit "A".

A copy of the Zoning Map constituting a part and parcel of the Code of Ordinances, as filed with the Building Inspection Inspector and for the joint use and information of the Planning and Zoning Commission shall, upon final enactment hereof, be and the same is herewith amended and revised to reflect that the above described property is zoned for land use purposes as above indicated by the boundaries thereof being outlined in pronounced heavy line markings and such heavy line marking boundary enclosure being indicated within by the appropriate initials for that portion herewith zoned for particular land uses; with the Planning and Development Director being herewith instructed and authorized to document such Zoning Map changes and revisions.

The provisions of this ordinance shall become effective from and after the final and lawful passage hereof and publication of the caption hereof as provided for and required in the Code of Ordinances and applicable state statutes.

FINALLY ENACTED this 4th day of December, 2024 at a regular meeting of the Elective Commission of the City of Harlingen, Texas at which a quorum was present, and which was held in accordance with TEXAS GOVERNMENT CODE, CHAPTER 551.

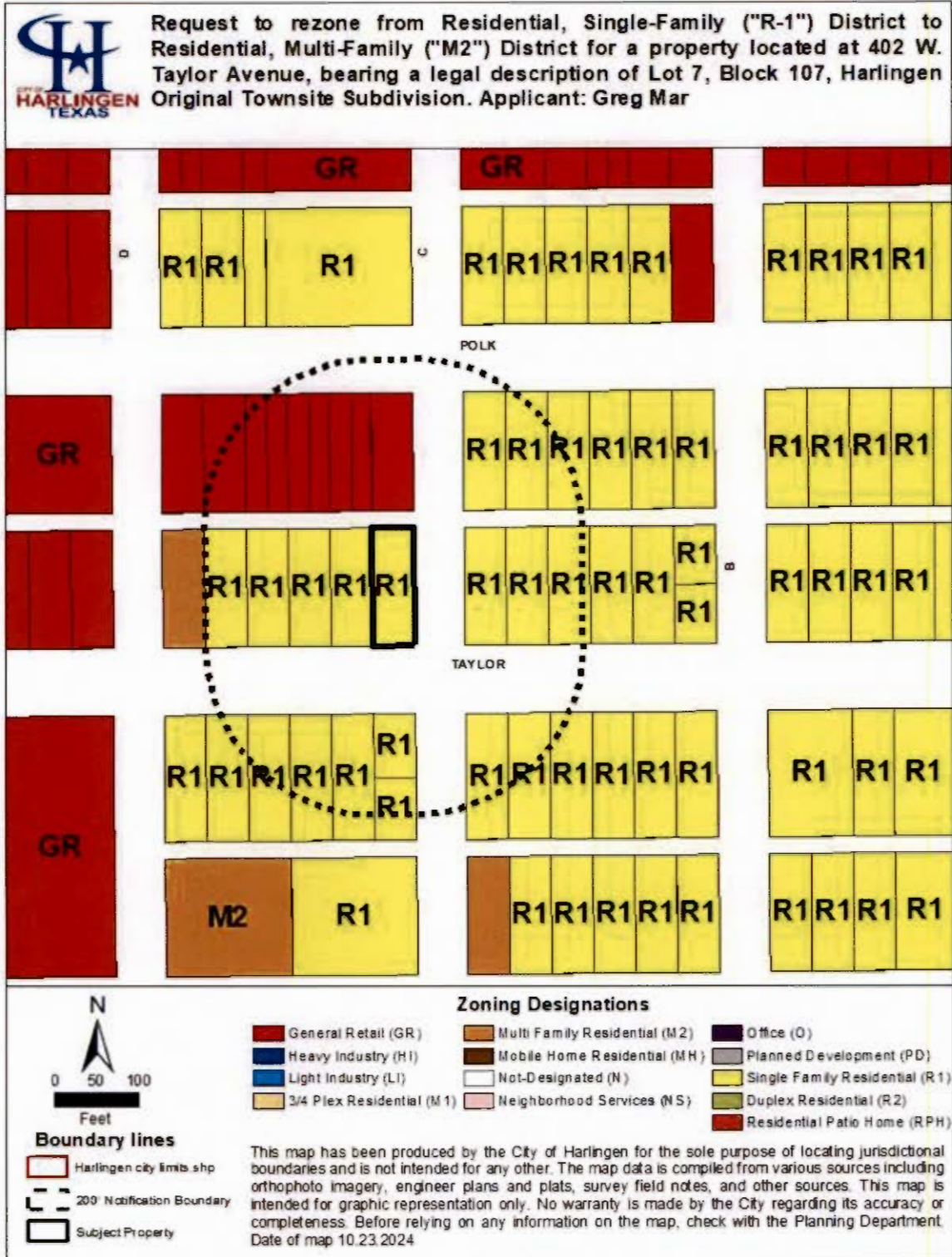
CITY OF HARLINGEN

Norma Sepulveda, Mayor

ATTEST:

Amanda C. Elizondo, City Secretary

Exhibit "A"



**AGENDA ITEM
EXECUTIVE SUMMARY**

7(c)

Meeting Date: **December 4, 2024**

Agenda Item:

Consideration and possible action to adopt an ordinance on second and final reading for a Special Use Permit (SUP) to allow the sale of alcoholic beverages for on-site consumption, in a General Retail District ("GR") for an existing Stripes/7-Eleven located at 3201 E. Harrison Avenue, bearing a legal description of Lot 1, El Rancho Mini Mart #856 Subdivision. Applicant: Tim Ilaoa c/o 7-Eleven Inc. Attachment (**Planning & Development**)

Prepared By: Xavier Cervantes, AICP, CPM

Title: Planning and Development Director

Signature: *Xavier Cervantes*

Funding (if applicable):

Are funds specifically designated in the current budget for the full amount for this purpose?

☐

Yes

☐

No*

*If no, specify source of funding and amount requested:

Finance Director's approval:

☐ Yes

☐ No

☐ N/A

Staff Recommendation:

Staff recommends approval of the special use permit subject to complying with the following conditions:

1. Must obtain and maintain the proper State and City permits;
2. Must maintain the required parking in accordance with city regulations;
3. Must provide video surveillance with a minimum 30 day retention; and,
4. Must comply with the requirements administered by Planning and Zoning, Building Inspections, Fire Prevention, Health and Police Departments
5. Hours of operation shall be from 7:00 am to 12:00 pm, every day.

City Manager's approval:

GCG

☒ Yes

☐ No

☐ N/A

Comments:

City Attorney's approval:

[Signature]

☒ Yes

☐ No

☐ N/A

ORDINANCE NO. 24-

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF HARLINGEN: A SPECIAL USE PERMIT ISSUED TO TIM ILAOA TO ALLOW THE SALE OF ALCOHOLIC BEVERAGES FOR ON-PREMISE CONSUMPTION IN A GENERAL RETAIL ("GR") DISTRICT FOR AN EXISTING STRIPES/7-ELEVEN LOCATED AT 3201 E. HARRISON AVENUE, BEARING A LEGAL DESCRIPTION OF LOT 1, EL RANCHO MINI MART #856 SUBDIVISION.

WHEREAS, the Planning and Zoning Commission of the City of Harlingen pursuant to Harlingen's Zoning Ordinance procedure, has recommended a change in the zoning classification for certain described real property in the City of Harlingen; and it is deemed to be in the best interest of the City of Harlingen in accordance with said recommendation of the Planning and Zoning Commission of the City, being the recommendation as hereinafter set forth; and public notice of such proposed rezoning having been fully made and complied with as required by said Zoning Ordinance and applicable laws of the State of Texas; and the City Commission of the City of Harlingen having held public hearings with reference thereto, being duly and thoroughly heard; and after consideration of the evidence presented, said City Commission is of the opinion that it is in the best interest of the City of Harlingen that said Code of Ordinances be amended as indicated, now, therefore,

BE IT ORDAINED BY THE CITY OF HARLINGEN

That the Code of Ordinances of the City of Harlingen (Ordinance 16-8) be and the same is herewith amended by the following described property being changed for permissive zone use as indicated in Exhibit "A":

Special Use Permit (SUP) issued to Tim Ilaoa to allow the sale of alcoholic beverages for on-premise consumption in a General Retail ("GR") District for an existing Stripes/7-Eleven located at 3201 E Harrison Avenue, bearing a legal description of Lot 1, El Rancho Mini Mart #856 Subdivision.

A copy of the Zoning Map constituting a part and parcel of the Code of Ordinances, as filed with the Chief Building Official and for the joint use and information of the Planning and Zoning Commission shall, upon final enactment hereof, be and the same is herewith amended and revised to reflect that the above described property is zoned for land use purposes as above indicated by the boundaries thereof being outlined in pronounced heavy line markings and such heavy line marking boundary enclosure being indicated within the appropriate initials for that portion herewith zoned for particular land uses; with the Planning and Development Director being herewith instructed and authorized to document such Zoning Map changes and revisions.

The Special Use Permit is made contingent upon construction being complied in accordance with the site plan, a true and correct copy of which is attached hereto and incorporated herein by reference as Exhibit "A" and shall comply with the conditions as listed below:

1. Must obtain and maintain the proper State and City permits;
2. Must maintain the required parking in accordance with city regulations;

3. Must provide video surveillance with a minimum 30 day retention; and,
4. Must comply with the requirements administered by Planning and Zoning, Building Inspections, Fire Prevention, Health and Police Departments
5. Hours of operation shall be from 7:00 am to 12:00 pm, every day.

The provisions of this ordinance shall become effective from and after the final and lawful passage hereof and publication of the caption hereof as provided for and required in the Code of Ordinances and applicable state statutes.

FINALLY ENACTED this 4th day of December, 2024 at a regular meeting of the Elective Commission of the City of Harlingen, Texas at which a quorum was present, and which was held in accordance with TEXAS GOVERNMENT CODE, CHAPTER 551.

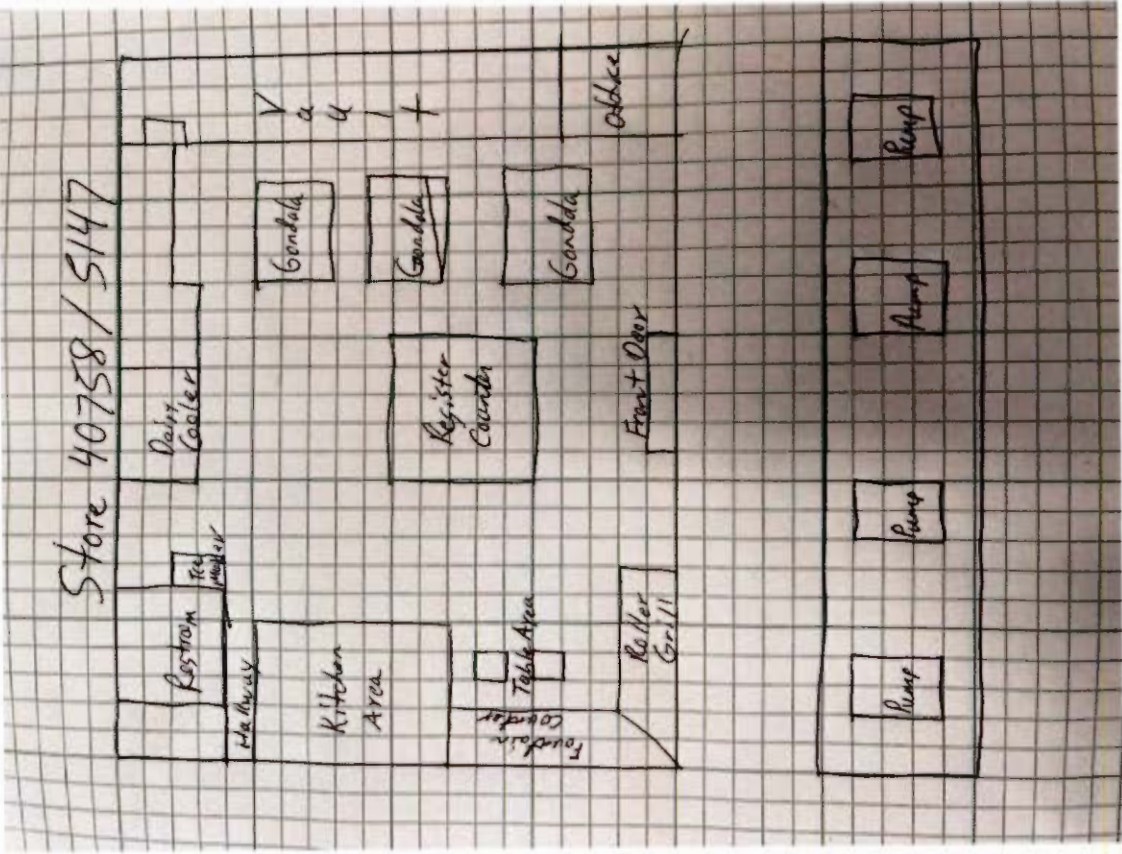
CITY OF HARLINGEN

Norma Sepulveda, Mayor

ATTEST:

Amanda C. Elizondo, City Secretary

Exhibit "A"



**AGENDA ITEM
EXECUTIVE SUMMARY**

7(d)

Meeting Date: **December 4, 2024**

Agenda Item:

Consideration and possible action to adopt an ordinance on second and final reading to amend the previously-approved Planned Development ("PD") Site Plan to adjust for duplexes with one unit on each lot with a four (4) foot side setback and the option of a garage or no garage for Lots 26-29, and single family residential lots with four (4) foot side setback and the option for a garage or no garage for Lots 25, 30 and 43-61, Camelot Retirement Community No. 5 Subdivision, located on Guinevere Drive and Lancelot Drive approximately 235 feet east of Camelot Drive. Applicant: Project Management Consulting, c/o A&R Development Construction, LLC. Attachment **(Planning & Development)**

Prepared By: Xavier Cervantes, AICP, CPM
Title: Planning and Development Director

Signature: *Xavier Cervantes*

Funding (if applicable):

Are funds specifically designated in the current budget for the full ☐ Yes ☐ No*

*If no, specify source of funding and amount requested:

Finance Director's approval: ☐ Yes ☐ No ☐ N/A

Staff Recommendation:

Staff recommends approval of the request.

City Manager's approval: *GG* ☒ Yes ☐ No ☐ N/A

Comments:

City Attorney's approval: *Ma J* ☒ Yes ☐ No ☐ N/A

ORDINANCE NO. 24_____

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF HARLINGEN: AMENDING THE PLANNED DEVELOPMENT ("PD") SITE PLAN TO ADJUST FOR DUPLEXES WITH ONE UNIT ON EACH LOT, WITH A FOUR (4) FOOT SIDE SETBACK AND THE OPTION OF A GARAGE OR NO GARAGE FOR LOTS 26-29, AND SINGLE FAMILY LOTS WITH FOUR (4) FOOT WIDE SETBACK AND THE OPTION FOR A GARAGE OR NO GARAGE FOR LOTS 25, 30 AND 43-61, OF THE CAMELOT RETIREMENT COMMUNITY NO. 5 SUBDIVISION, LOCATED GUINEVERE AND LANCELOT DRIVES APPROXIMATELY 235 FEET EAST OF CAMELOT DRIVE; PROVIDING FOR PUBLICATION AND ORDAINING OTHER MATTERS RELATED TO THE FOREGOING

WHEREAS, the Planning and Zoning Commission of the City of Harlingen pursuant to Harlingen's Zoning Ordinance procedure, has recommended a change in the zoning classification for certain described real property in the City of Harlingen; and it is deemed to be in the best interest of the City of Harlingen in accordance with said recommendation of the Planning and Zoning Commission of the City, being the recommendation as hereinafter set forth; and public notice of such proposed rezoning having been fully made and complied with as required by said Zoning Ordinance and applicable laws of the State of Texas; and the City Commission of the City of Harlingen having held public hearings with reference thereto, being duly and thoroughly heard; and after consideration of the evidence presented, said City Commission is of the opinion that it is in the best interest of the City of Harlingen that said Code of Ordinances be amended as indicated, now, therefore,

BE IT ORDAINED BY THE CITY OF HARLINGEN

That the Code of Ordinances of the City of Harlingen (Ordinance 16-8) and Ordinance 95-41 establishing the original planned development site plan, be and the same is herewith amended by the following described property being changed for permissive zone use as indicated:

Amending the Planned Development ("PD") site plan to adjust for duplexes with one unit on each lot, with a four (4) foot side setback and the option of a garage or no garage for Lots 26-29, and single family lots with four (4) foot setback and the option for a garage or no garage for Lots 25, 30 and 42-61, of the Camelot Retirement Community No. 5 Subdivision, as shown on Exhibit "A".

The provisions prohibiting the violation of the Code of Ordinances shall continue in full force and effect and apply to this ordinance.

The provisions amendment is made contingent upon construction being complied in accordance with the site plan, a true and correct copy of which is attached hereto and incorporated herein by reference as Exhibit "A".

The provisions of this ordinance shall become effective from and after the final and lawful passage hereof and publication of the caption hereof as provided for and required in the Code of Ordinances and applicable state statutes.

FINALLY ENACTED this 4th day of December, 2024 at a regular meeting of the Elective Commission of the City of Harlingen, Texas at which a quorum was present and which was held in accordance with TEXAS GOVERNMENT CODE, CHAPTER 551.

CITY OF HARLINGEN

Norma Sepulveda, Mayor

ATTEST:

Amanda C. Elizondo, City Secretary

EXHIBIT "A"



**AGENDA ITEM
EXECUTIVE SUMMARY**

7(e)

Meeting Date: **December 4, 2024**

Agenda Item:

Consideration and possible action to adopt an ordinance on second and final reading for a Special Use Permit (SUP) to allow a storage container in a Light Industry ("LI") District located at 110 Bass Pro Drive, bearing a legal description of Lot 1, Block 1, Cameron Crossing Subdivision Phase IV. Applicant: Lori Beth Browning c/o Cracker Barrel. Attachment (**Planning & Development**)

Prepared By: **Xavier Cervantes, AICP, CPM**
Title: **Planning and Development Director**
Signature: *Xavier Cervantes*

Funding (if applicable):

Are funds specifically designated in the current budget for the full ☐ Yes ☐ No*

*If no, specify source of funding and amount requested:

Finance Director's approval: ☐ Yes ☐ No ☐ N/A

Staff Recommendation:

Staff recommends approval of the special use permit subject to complying with the following conditions:

1. Maintaining the existing parking and landscaping in accordance with city regulations; and
2. The Special Use Permit will be granted for a period of 90 days; and
3. Complying with the requirements administered by Planning and Zoning, Building Inspections and the Fire Marshal's Office.

City Manager's approval: *LB* ☒ Yes ☐ No ☐ N/A

Comments:

City Attorney's approval: *Mar [Signature]* ☒ Yes ☐ No ☐ N/A

ORDINANCE NO. 24-

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF HARLINGEN: A SPECIAL USE PERMIT ISSUED TO CRACKER BARREL TO ALLOW A STORAGE CONTAINER IN A LIGHT INDUSTRY ("LI") DISTRICT LOCATED AT 110 BASS PRO DRIVE, BEARING A LEGAL DESCRIPTION OF LOT 1, BLOCK 1, CAMERON CROSSING SUBDIVISION PHASE IV PROVIDING FOR PUBLICATION AND ORDAINING OTHER MATTERS RELATED TO THE FOREGOING.

WHEREAS, the Planning and Zoning Commission of the City of Harlingen pursuant to Harlingen's Zoning Ordinance procedure, has recommended a change in the zoning classification for certain described real property in the City of Harlingen; and it is deemed to be in the best interest of the City of Harlingen in accordance with said recommendation of the Planning and Zoning Commission of the City, being the recommendation as hereinafter set forth; and public notice of such proposed rezoning having been fully made and complied with as required by said Zoning Ordinance and applicable laws of the State of Texas; and the City Commission of the City of Harlingen having held public hearings with reference thereto, being duly and thoroughly heard; and after consideration of the evidence presented, said City Commission is of the opinion that it is in the best interest of the City of Harlingen that said Code of Ordinances be amended as indicated, now, therefore,

BE IT ORDAINED BY THE CITY OF HARLINGEN

That the Code of Ordinances of the City of Harlingen (Ordinance 16-8) be and the same is herewith amended by the following described property being changed for permissive zone use as indicated in Exhibit "A":

Special Use Permit (SUP) issued to Cracker Barrel to allow a storage container in a Light Industry ("LI") District located at 110 Bass Pro Drive, bearing a legal description of Lot 1, Block 1, Cameron Crossing Subdivision Phase IV as shown in Exhibit "A".

A copy of the Zoning Map constituting a part and parcel of the Code of Ordinances, as filed with the Chief Building Official and for the joint use and information of the Planning and Zoning Commission shall, upon final enactment hereof, be and the same is herewith amended and revised to reflect that the above described property is zoned for land use purposes as above indicated by the boundaries thereof being outlined in pronounced heavy line markings and such heavy line marking boundary enclosure being indicated within the appropriate initials for that portion herewith zoned for particular land uses; with the Planning and Development Director being herewith instructed and authorized to document such Zoning Map changes and revisions.

The Special Use Permit is made contingent upon construction being complied in accordance with the site plan, a true and correct copy of which is attached hereto and incorporated herein by reference as Exhibit "A" and shall comply with the conditions as listed below:

1. Maintaining the existing parking and landscaping in accordance with city regulations; and
2. The Special Use Permit will be granted for a period of 90 days; and
3. Complying with the requirements administered by Planning and Zoning, Building Inspections and the Fire Marshal's Office.

The provisions of this ordinance shall become effective from and after the final and lawful passage hereof and publication of the caption hereof as provided for and required in the Code of Ordinances and applicable state statutes.

FINALLY ENACTED this 4th day of December, 2024 at a regular meeting of the Elective Commission of the City of Harlingen, Texas at which a quorum was present, and which was held in accordance with TEXAS GOVERNMENT CODE, CHAPTER 551.

CITY OF HARLINGEN

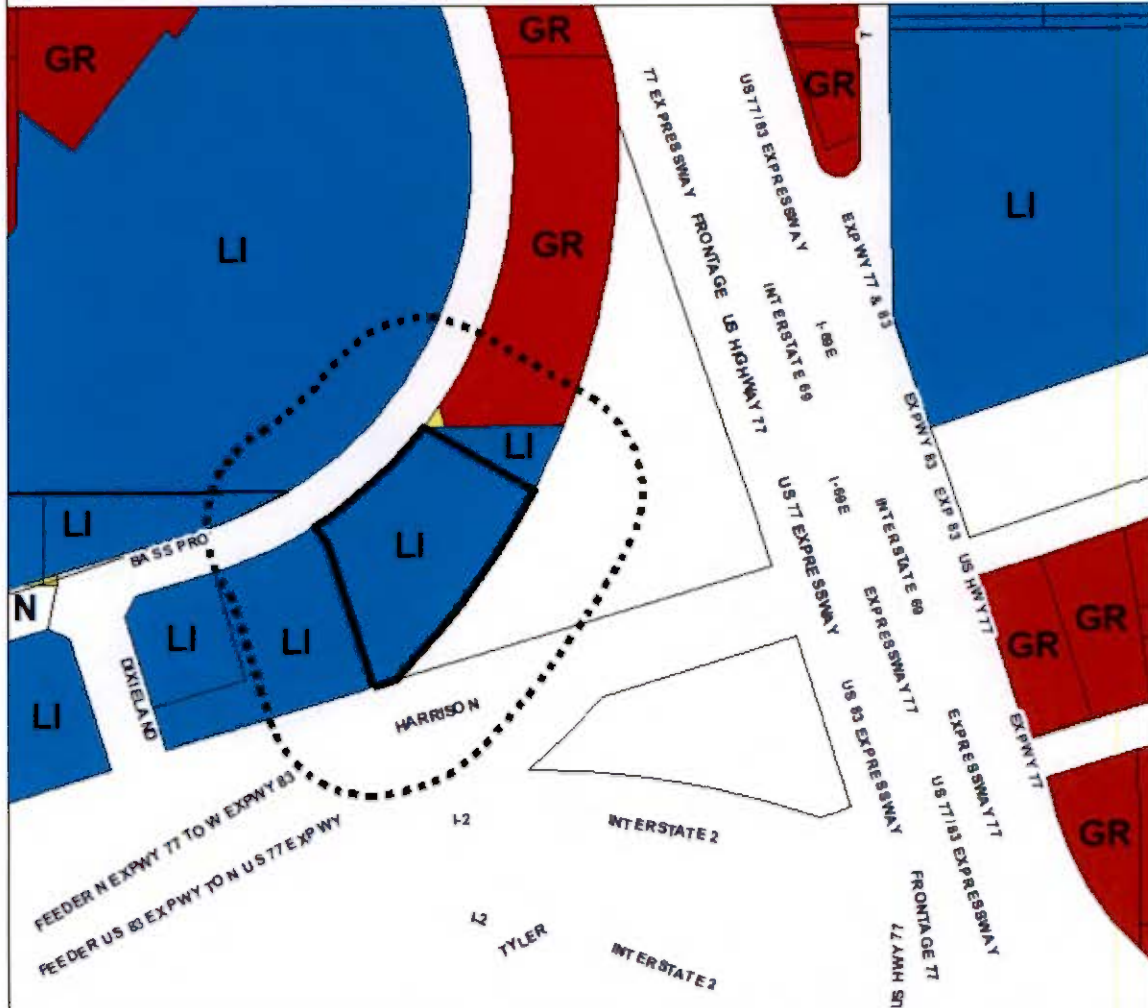
Norma Sepulveda, Mayor

ATTEST:

Amanda C. Elizondo, City Secretary



Request for a Special Use Permit (SUP) to allow a storage container in a Light Industry ("LI") District located at 110 Bass Pro Drive, bearing a legal description of Lot 1, Block 1, Cameron Crossing Subdivision Phase IV. Applicant: Lori Beth Browning c/o Cracker Barrel



Boundary lines

- Harlingen city limits shp
- 200' Notification Boundary
- Subject Property

Zoning Designations

 General Retail (GR)	 Multi Family Residential (M2)	 Office (O)
 Heavy Industry (HI)	 Mobile Home Residential (MH)	 Planned Development (PD)
 Light Industry (LI)	 Not-Designated (N)	 Single Family Residential (R1)
 3/4 Plex Residential (M1)	 Neighborhood Services (NS)	 Duplex Residential (R2)
		 Residential Patio Home (RPH)

This map has been produced by the City of Harlingen for the sole purpose of locating jurisdictional boundaries and is not intended for any other. The map data is compiled from various sources including orthophoto imagery, engineer plans and plats, survey field notes, and other sources. This map is intended for graphic representation only. No warranty is made by the City regarding its accuracy or completeness. Before relying on any information on the map, check with the Planning Department. Date of map 10.10.2024

7/4)

**AGENDA ITEM
EXECUTIVE SUMMARY**

Meeting Date: **December 4, 2024**

Agenda Item:

Consideration and possible action to approve a request from Lorraine Galarza for street closures listed below from 5:30 p.m. to 8:30 p.m. on Saturday, December 14, 2024, for Vicky's Christmas Toy Giveaway event. Attachment (**Police**).

- Southside intersection of Findley Dr. and Orange Heights Dr.
- Northside intersection of Findley Dr. and Pittman Ave.

Prepared By (Print Name): Michael Kester
Title: Chief of Police

Signature: 

Brief Summary:

Lorraine Galarza is requesting for street closures listed below from 5:30 p.m. to 8:30 p.m. on Saturday, December 14, 2024, for Vicky's Christmas Toy Giveaway event.

- Southside intersection of Findley Dr. and Orange Heights Dr.
- Northside intersection of Findley Dr. and Pittman Ave.

Ms. Galarza has obtained the signatures of the residents on that section of the streets and have no objections. The street closure will help to ensure the safety of the visitors attending this event.

The Asst. Fire Chief has reviewed this request and provided his approval.

Funding (if applicable):

Are funds specifically designated in the current budget for the full amount ☐ Yes ☐ No*

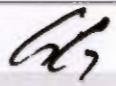
*If no, specify source of funding and amount requested: N/A

Finance Director's approval: ☐ Yes ☐ No ☐ N/A

Staff Recommendation:

Staff recommends approval.

For Street Closures ONLY, Asst. Fire Chief's approval: ☒ Yes ☐ No ☐ N/A

City Manager's approval:  ☒ Yes ☐ No ☐ N/A

Comments:

City Attorney's approval:  ☒ Yes ☐ No ☐ N/A



HARLINGEN POLICE DEPARTMENT
1018 FAIR PARK BLVD., HARLINGEN, TX 78550

INTER-DEPARTMENTAL COMMUNICATION
FRONT DESK: (956) 216-5401 ADMINISTRATION: (956) 216-5403

TO: Chief of Police

DATE: 11/14/24

FROM: District Representative Benito Bravo #3412

RE: Street Closure Request for Christmas Toy Giveaway

Requestor: Lorraine Galarza/ Citizen Harlingen Texas

Event Date: Saturday December 14, 2024

Time: 6:00 P.M.- 8:00 P.M.

Location: 1629 Findley Dr., Harlingen, TX.

Ms. Galarza is requesting a street closure for a Christmas Toy Giveaway event she is hosting at 1629 Findley Drive in Harlingen Texas. The event will be a drive through event open to the public. Ms. Galarza estimates having over 600 people attending the event. The street closure being requested is for December 14, 2024, between 5:30 P.M. and 8:30 P.M. The closing of the streets will ensure the safety of the people attending the event and the public. The street closure will have little to no effect on vehicle traffic during the event. All the residents of the occupied lots within the street closure have provided their signature giving their approval for this street closure request.

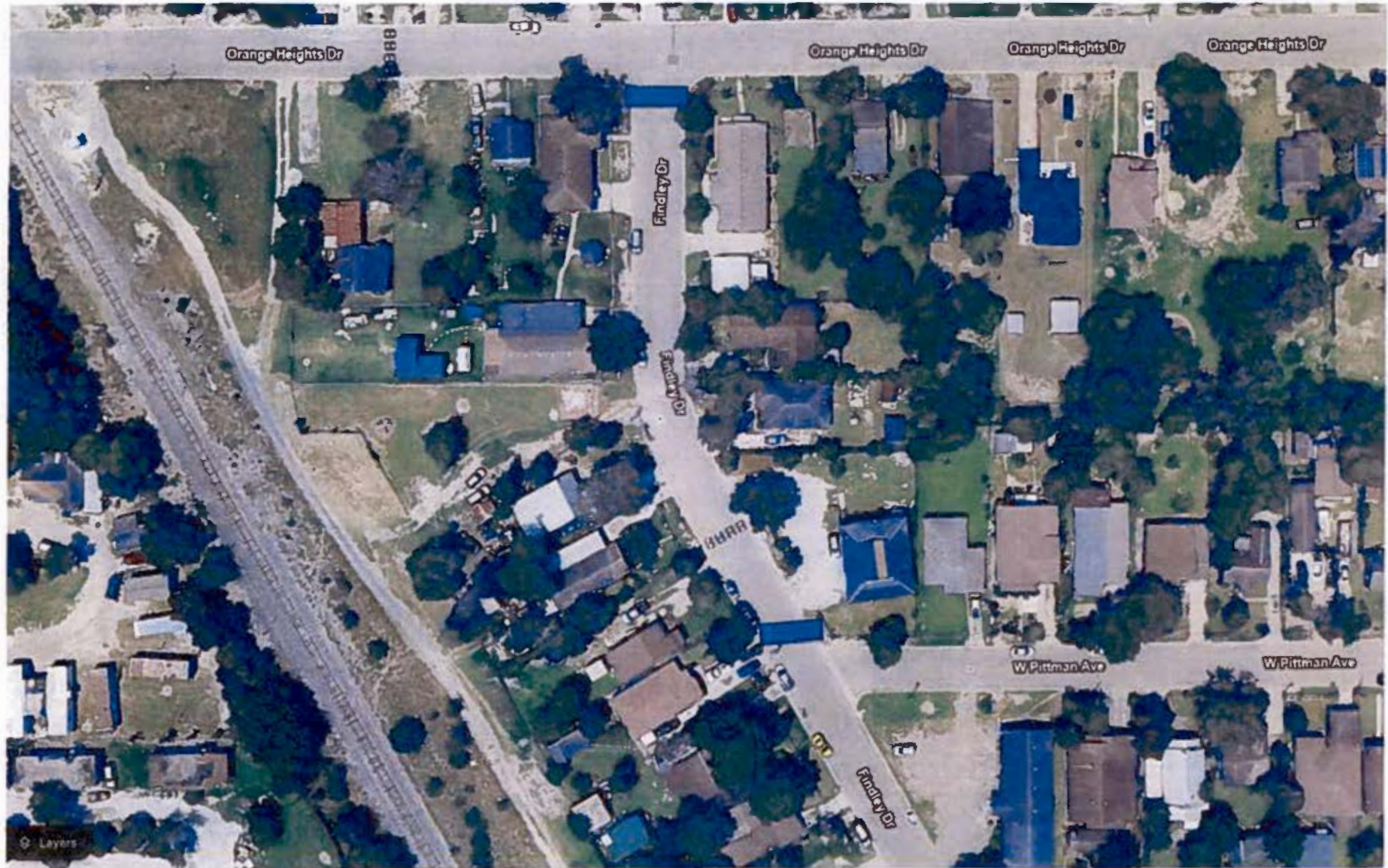
If approved, barricades are to be delivered by the City of Harlingen Streets Department prior to 4:00 P.M. on December 13, 2024, and the barricades will be removed from the roadway on December 14, 2024, at 8:30 P.M. The list of signatures mentioned above, and a copy of the map are attached to this IDC.

The following streets are requested to be temporarily closed throughout the duration of the event.

- Close the south side intersection of Findley Dr. and Orange Heights Dr.
- Close the north side intersection of Findley Dr. and Pittman Ave.

	SIGNATURE	ID#	DATE
OFFICER / EMPLOYEE	<i>Benito Bravo</i>	3412	11/14/2024
SERGEANT / SUPERVISOR			
COMMANDER / MANAGER	<i>[Signature]</i>	3022	11-14-24
DEPUTY CHIEF	<i>[Signature]</i>	1933	11/20-24
ASSISTANT CHIEF			
CHIEF OF POLICE	<i>[Signature]</i>	2088	11/20/24

STREET CLOSURE FOR CHRISTMAS TOY GIVEAWAY 2024



 Barricade

Saturday December 14th



Vicky's Christmas Toy Giveaway

1629 Findley St Harlingen, Tx 78550

6:00pm until Supplies Last

Contact: Irene Flores 956-435-6496

Lorraine Galarza 956-873-7463

lorrainegalarza@yahoo.com

EIN# 92-1255660

NEIGHBORHOOD WATCH DISTRICT 1



Frances Pena - HPD

From: Lorraine Galarza <lorrainegalarza@yahoo.com>
Sent: Wednesday, November 13, 2024 2:26 PM
To: Frances Pena - HPD
Cc: Mike Kester - HPD
Subject: Request for street/block closure for a Christmas Toy Giveaway in District 2

Dear Ms. Pena and Chief Kester,

I am requesting a street block closure for a Christmas Toy Giveaway Event.

Since it will be set-up as a drive-thru, safety is a priority for the families and neighborhood. The event will be on Saturday, December 14th, 6:00 pm to 8 pm, at 1629 Findley Street in Harlingen. Please see attached flyer below for further details. Street closure is needed from Orange Heights Street to Pittman Street (approximately 1 block)

You may reach out to me for any additional questions.

Thank you

Lorraine Galarza
956-873-7463

Frances Pena - HPD

From: Ruben Balboa - HFD
Sent: Thursday, November 21, 2024 8:07 AM
To: Frances Pena - HPD; Eduardo Alvarez - HFD; Rafael Balderas - HFD; Donna Henderson - HFD
Subject: RE: STREET CLOSURE REQUEST

Good morning,

HFD has no issues with the street closings.

From: Frances Pena - HPD <fpena@harlingentx.gov>
Sent: Wednesday, November 20, 2024 2:51 PM
To: Eduardo Alvarez - HFD <[ealvarez@harlingentx.gov](mailto:balboa@harlingentx.gov)>; Rafael Balderas - HFD <rbalderas@harlingentx.gov>; Ruben Balboa - HFD <rbalboa@harlingentx.gov>; Donna Henderson - HFD <dhenderson@harlingentx.gov>
Subject: STREET CLOSURE REQUEST

Good Afternoon Asst. Fire Chief Alvarez:

I would ask if you could please review the attached street closure request for the following event:

1. VICKY'S CHRISTMAS TOY GIVEAWAY

Please provide your recommendation so that I can include as an agenda item at the next City Commission meeting

Thank You!

Frances Pena
Executive Admin. Asst.
Office of the Chief of Police
1018 Fair Park Blvd.
Harlingen, TX 78550
956-216-5403
fpena@harlingentx.gov

This email & the documents that accompany this email may contain information belonging to the sender, which is legally privileged. The information is intended only for the use of the individual or entity stated in this email. If you are not the intended recipient, you are hereby notified that any disclosure, copying, distribution or taking of any action in reliance on the contents of this email information is strictly forbidden and prohibited. If you have received this email in error, please immediately notify us by telephone to arrange for the disposition of the original documents.

Benito Bravo - HPD

From: Lorraine Galarza <lorrainegalarza@yahoo.com>
Sent: Wednesday, November 20, 2024 1:36 PM
To: Benito Bravo - HPD
Subject: Fw: Request for Street Closure, Saturday, December 14th

Yahoo Mail: [Search](#), [Organize](#), [Conquer](#)

— Forwarded Message —

From: "Lorraine Galarza" <lorrainegalarza@yahoo.com>
To: "fpena@harlingentx.gov" <fpena@harlingentx.gov>
Sent: Wed, Nov 20, 2024 at 1:30 PM
Subject: Request for Street Closure, Saturday, December 14th

Hello Ms. Pena and Officer Bravo,

below are the attached letters from the neighbors on Findley Street. This is for street block closure on Saturday, December 14th, 6 pm to 9 pm.

Thank you

Lorraine Galarza
956-873-7463

I, Delia Gonzalez

Give permission to the
City of Harlingen to close
Street during Christmas
Event.

December 14, 2024 6-8p.m.

X 

11-19-24

Phone: 956 2001020

Address: 1621 Findley Dr.

I, Laura Lerma,
Give permission to have
Harlingen City Close Street
for Christmas Toy Give Away
Event.

Date: December 14, 2024

Time: 6 p - 8 p.m.

11-19-24

L. Lerma
Laura Lerma E.

1617 Findley St
Harlingen TX 78556

(956) 367 4028

Nov. 19, 2024

I, Ezequiel Serna,

give permission to have
Street closed during ^{Christmas} Event

EZEQUIEL SERNA - Signature 11-19-24
921 Orange Hts - 409-256-7582

Harlingen, TX 78580

Vicky's Christmas Toy Giveaway
December 14th, Saturday,
6 to 8 p.m.

I, Irene Flores, give permission
for City of Harlingen, to close
Street during Christmas Event.

Event: Vicky's Christmas Toy Give Away Event

Date: December 14, 2024

Time: 6p - 8 p.m.

X Irene Flores

Signature

1001 Orange Hts

Date 11-19-2024

Harlingen, TX 78550

Address

I, Mary Velez, give
Harlingen City to block
Street for Christmas Toy
Giveaway Event.

Vicky's Christmas Toy Event
December 14th 6pm-8p.m.

Address: 1624 Findley St.
Harlingen, TX. 78550

Cell #366-0785

Mary Velez

79

**AGENDA ITEM
EXECUTIVE SUMMARY**

Meeting Date: **December 4, 2024**

Agenda Item:

Consideration and possible action to approve a request from Ester Cardenas for street closures listed below from 4:00 p.m. on Tuesday, December 31, 2024 thru 2:00 a.m. on Wednesday, January 1, 2025 for a Family Reunion Party. Attachment (**Police**).

- Northside intersection of South "H" Street and Arthur Street
- Southside intersection of 1400 South "H" Street and the Plains Capital Bank private exit drive

Prepared By (Print Name): Michael Kester

Title: Chief of Police

Signature: 

Brief Summary:

Ester Cardenas is requesting for street closures listed below from 4:00 p.m. on Tuesday, December 31, 2024 thru 2:00 a.m. on Wednesday, January 1, 2025 for a Family Reunion Party.

- Northside intersection of South "H" Street and Arthur Street
- Southside intersection of 1400 South "H" Street and the Plains Capital Bank private exit drive

The street closures will help to ensure the safety of the visitors attending this event.

The Asst. Fire Chief has reviewed this request and provided his approval.

Funding (if applicable):

Are funds specifically designated in the current budget for the full amount ☐ Yes ☐ No*

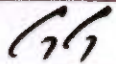
*If no, specify source of funding and amount requested: N/A

Finance Director's approval: ☐ Yes ☐ No ☐ N/A

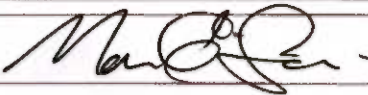
Staff Recommendation:

Staff recommends approval.

For Street Closures ONLY, Asst. Fire Chief's approval: ☒ Yes ☐ No ☐ N/A

City Manager's approval:  ☒ Yes ☐ No ☐ N/A

Comments:

City Attorney's approval:  ☒ Yes ☐ No ☐ N/A



HARLINGEN POLICE DEPARTMENT
1018 FAIR PARK BLVD., HARLINGEN, TX 78550

INTER-DEPARTMENTAL COMMUNICATION
FRONT DESK: (956) 216-5401 ADMINISTRATION: (956) 216-5403

TO: Chief of Police

DATE: 11/13/24

FROM: District Representative Benito Bravo #3412

RE: Street Closure Request for Family Reunion Party at 1400 South H St.

Requestor: Ester Cardenas/ Citizen Harlingen Texas

Event Date: Tuesday December 31, 2024

Time: 4:00 P.M.- 2:00 A.M.

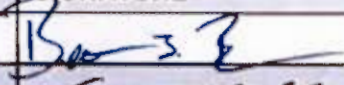
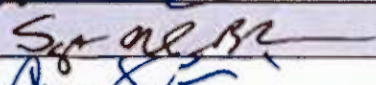
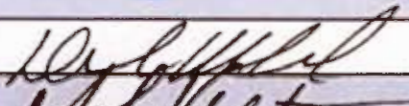
Location: 1400 S. H St., Harlingen, TX.

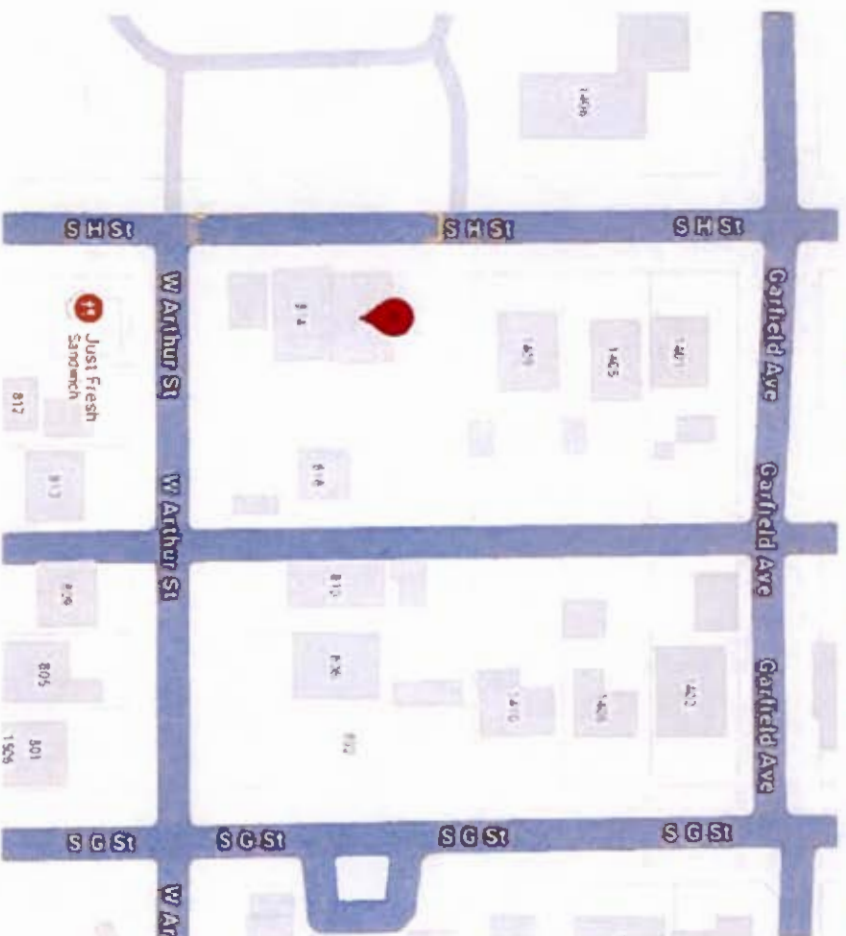
Ms. Cardenas is requesting a street closure for a Family Reunion Party she is hosting at her home located at 822 W. Arthur Street in Harlingen Texas. Ms. Cardenas stated she is requesting the street closure because she is expecting to have about 60 family members attending the celebration. Ms. Cardenas stated the street closure will provide additional open space so her family and friends can safely socialize during the celebration. The street closure being requested is from December 31, 2024 at 4:00 P.M. to January 1, 2025, at 2:00 A.M. The closing of the streets will ensure the safety of the people attending the event and the public. The street closure will have little to no effect on vehicle traffic during the event. There will be no homes affected by the street closure. Ms. Cardenas informed me that the fire hydrant that will be within the street closure will not be blocked during the celebration.

If approved, barricades are to be delivered by the City of Harlingen Streets Department prior to 4:00 P.M. on December 31, 2024, and removed from the roadway on January 01, 2025, at 2:00 A.M. A copy of the map is attached to this IDC.

The following streets are requested to be temporarily closed throughout the duration of the event.

- Close the north side intersection of South H Street and Arthur Street.
- Close the south side intersection of 1400 South H Street and the Plains Capital Bank private exit drive.

	SIGNATURE	ID#	DATE
OFFICER / EMPLOYEE		3412	11/13/2024
SERGEANT / SUPERVISOR		2885	11/13/2024
COMMANDER / MANAGER		3022	11-13-24
DEPUTY CHIEF			
ASSISTANT CHIEF		2965	11-13-24
CHIEF OF POLICE		2088	11-13-24







November 12, 2024

Attn: Chief of Police, Michael Kester:

Please accept this request for a street closure on 1400 block of "H" street between W. Arthur Street and Garfield Avenue on December 31, 2024 between the hours of 4:00 p.m. to January 1, 2025 at 2:00 a.m. I am making this request in order to facilitate a Family Reunion. A portable restroom will be made available for the event. Attached is a map for a better understanding of our request.

Respectfully,

Ester Cardenas

Ester Cardenas

822 W. Arthur St.

Harlingen, Texas 78550

Tel: (956) 241-9508

Email: ester.cardenas@yahoo.com



Frances Pena - HPD

From: Ruben Balboa - HFD
Sent: Wednesday, November 13, 2024 5:13 PM
To: Frances Pena - HPD; Eduardo Alvarez - HFD; Rafael Balderas - HFD; Donna Henderson - HFD
Subject: RE: STREET CLOSURE REQUEST - FAMILY REUNION

Good afternoon Ms. Pena,

HFD has no issues with the street closing.

Respectfully,

Ruben C. Balboa
Assistant Fire Chief
Harlingen Fire Dept. / EOC
24200 FM 509
Harlingen, TX 78550
Office 956-230-8056
Cell 956-226-7649



From: Frances Pena - HPD <fpena@harlingentx.gov>
Sent: Wednesday, November 13, 2024 3:23 PM
To: Eduardo Alvarez - HFD <ealvarez@harlingentx.gov>; Rafael Balderas - HFD <rbalderas@harlingentx.gov>; Ruben Balboa - HFD <rbalboa@harlingentx.gov>; Donna Henderson - HFD <dhenderson@harlingentx.gov>
Subject: STREET CLOSURE REQUEST - FAMILY REUNION

Good Afternoon Asst. Fire Chief Alvarez:

I would ask if you could please review the attached street closure request for the following event:

1. FAMILY REUNION

Please provide your recommendation so that I can include as an agenda item at the next City Commission meeting

Thank You!

Frances Pena
Executive Admin. Asst.

**AGENDA ITEM
EXECUTIVE SUMMARY**

7(h)

Meeting Date: **December 4, 2024**

Agenda Item:

Consideration and possible action to approve and authorize the Mayor of the City of Harlingen, Texas, Norma Sepulveda, to enter into an Interlocal Agreement with the City of Brownsville, City of McAllen, City of Pharr and the City of Donna wherein officials from the State of Texas and Motor Vehicle Crime Prevention Authority have budgeted monies to be funneled to local governments for use in fighting motor vehicle theft crime problems. Attachment (**Police**).

Prepared By (Print Name): Michael Kester

Title: Chief of Police

Signature:



Brief Summary:

The Harlingen Police Department would like to enter into an Interlocal Agreement between the City of Brownsville, City of McAllen, City of Pharr and the City of Donna, wherein the Motor Vehicle Crime Prevention Authority, who is administering such funds, on behalf of the State of Texas, has authorized a grant to participating cities named above to combat said motor vehicle theft crime problems and as further set out in the attached Interlocal Agreement.

Funding (if applicable):

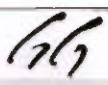
Are funds specifically designated in the current budget for the full amount for this purpose? ☐ Yes ☐ No*

*If no, specify source of funding and amount requested:

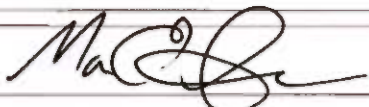
Finance Director's approval: ☐ Yes ☐ No ☐ N/A

Staff Recommendation:

Recommend approval.

City Manager's approval:  ☒ Yes ☐ No ☐ N/A

Comments:

City Attorney's approval:  ☒ Yes ☐ No ☐ N/A

Interlocal Agreement
State of Texas

**INTERLOCAL AGREEMENT BETWEEN THE CITY OF BROWNSVILLE, TEXAS,
THE CITY OF HARLINGEN, TEXAS, THE CITY OF MCALLEN, TEXAS, THE CITY
OF PHARR, TEXAS, AND THE CITY OF DONNA, TEXAS REGARDING A MUTUAL
AID (BURGLARY AND THEFT OF MOTOR VEHICLE FY 25) LAW ENFORCEMENT
TASK FORCE TO COOPERATE IN CERTAIN CRIMINAL INVESTIGATIONS**

THIS AGREEMENT is made this _____ day of _____, 2024, in the City of Brownsville, State of Texas, pursuant to the Inter-local Cooperation Act, Texas Government Code, Chapter 791, regarding Law Enforcement Services Provided Through Cooperation of Municipalities, Counties, and certain other local Governments, between: (1) the City of Brownsville, an incorporated home-rule municipality of the State of Texas, having its principal administrative offices at 1001 E. Elizabeth, Brownsville, Cameron County, Texas 78520, acting through the Brownsville City Commission, (2) the City of Harlingen, an incorporated home-rule municipality of the State of Texas, having its principal administrative offices at 118 E. Tyler Ave, Cameron County, Texas 78550, acting through the Harlingen City Commission, (3) the City of McAllen, an incorporated home-rule municipality of the State of Texas, having its principal administrative offices at 1300 West Houston, McAllen, Hidalgo County, Texas 78501, acting through the McAllen City Commission, (4) the City of Pharr, an incorporated home-rule municipality of the State of Texas, having its principal administrative offices at 118 S. Cage, Pharr, Hidalgo County, Texas 78577, acting through the Pharr City Commission, and (5) the City of Donna, an incorporated home-rule municipality of the State of Texas, having its principal administrative offices at 307 S. 12th Street, Donna, Hidalgo County, Texas 78537, acting through the Donna City Council.

WITNESSETH

WHEREAS, to continue to combat this state and county problem, working with the appropriate agencies and officials of the State of Texas, the Motor Vehicle Crime Prevention Authority has budgeted certain monies to be funneled to local governments for use in fighting motor vehicle theft crime problems.

WHEREAS, THE CITY OF BROWNSVILLE, several counties and municipalities therein jointly applied, through THE CITY OF BROWNSVILLE, for a share of these monies, to be used in establishing the SOUTH TEXAS AUTO THEFT ENFORCEMENT TASK FORCE to combat said motor vehicle theft crime problems.

WHEREAS, the MOTOR VEHICLE CRIME PREVENTION AUTHORITY which is administering such funds on behalf of the State of Texas has authorized a grant in the sum of **\$1,245,547.00** to be awarded to THE CITY OF BROWNSVILLE and the said participating counties and municipalities for such purposes.

WHEREAS, SOUTH TEXAS AUTO THEFT TASK FORCE has agreed to contribute the total of **\$906,050.00** in matching funds if said grant application is approved; and,

WHEREAS, Cameron and Hidalgo County agree to each accept the responsibility and to adhere to all applicable federal, state, and local laws or regulations

NOW, THEREFORE, for and in consideration of the premises and the mutual promises of the parties and mutual benefits they will gain by the performance thereof, all in accordance with the provisions hereinafter set forth, THE CITY OF BROWNSVILLE, THE CITY OF HARLINGEN, THE CITY OF MCALLEN, THE CITY OF PHARR, and THE CITY OF DONNA AGREE AS FOLLOWS:

I.

PURPOSE OF AGREEMENT

The purpose of the agreement is the establishment of the SOUTH TEXAS AUTO THEFT ENFORCEMENT TASK FORCE by the above-named parties to utilize a grant from the State of Texas to combat motor vehicle theft crimes throughout Cameron County, Texas and Hidalgo County, Texas. To this extent, the above-named parties, pursuant to action taken by the governing bodies of said parties at duly-scheduled open meetings of same (by resolution of order, as appropriate) have entered into this Agreement to form a mutual aid law enforcement task force to cooperate in motor vehicle theft & burglary criminal investigations, to include the agreement to conduct 68A vehicle inspections as often as scheduling and operations will allow for the individual cities of the task force for purposes of identifying stolen vehicles before titling in Texas. Whereby certain peace officers employed by said parties (as covered by this Agreement) will have the additional investigative authority throughout said counties as set forth in the Agreement, which shall provide for the compensation of the peace officers involved in the activities of the Task Force, which shall be known as the SOUTH TEXAS AUTO THEFT ENFORCEMENT TASK FORCE.

To be established that there will be a fee for conducting 68A inspections to not be over \$40.00 dollars per inspection. Each agency part of the SOUTH TEXAS AUTO THEFT ENFORCEMENT TASK FORCE shall decide whether they will charge for this service. The monies generated from these inspections will be deposited into the agency's account which shall be created solely for these events (unless it is deposited into a general account where track of the monies is kept). Once a month the monies generated will be transferred to the Grantee's account where it will be available for their agency's Taskforce member's needs as they arise. Each agency shall keep track of the inspections to include receipts if they so choose to charge.

II.

TERM OF AGREEMENT

This agreement will be effective from September 1, 2024 to August 31, 2025, at which time, said Agreement will terminate. Upon mutual agreement of the parties, set forth in writing and signed by the (participating) parties, assuming that funds are available to do so, this Agreement may be continued, on the same terms, for such periods as desired or is feasible, until modified by subsequent amendment. This Agreement, subject to applicable law and restrictions contained in the aforesaid state grant, may be terminated at any time by mutual agreement of the parties, set forth in writing and signed by the parties.

III.

FUNDING

The said parties paying for the performance of the aforesaid governmental functions or services shall make payment therefore from current revenues available to the paying party.

IV.

EQUIPMENT and PERSONNEL

The SOUTH TEXAS AUTO THEFT ENFORCEMENT TASK FORCE shall consist of the following personnel, assigned by the respective entities set forth hereinafter: (1) Detectives/Investigators/Officer, not more than Seventeen (17) at any one time, assigned to the Task Force by the Brownsville Police Department, Harlingen Police Department, McAllen Police Department, Pharr Police Department, and Donna Police Department, the final assignments to be approved by the Board of Governors pursuant to administrative provisions below. The personnel, supplies, and direct operating expenses for the Task Force shall be financed pursuant to and by the aforesaid state grant; a copy of the Budget Schedule there under being annexed hereto as Exhibit "A", which is incorporated by reference herein. The Task Force Commander and all other personnel assigned by the parties to this Agreement shall remain the employees of the party making such assignment and shall not, by virtue of serving on the South Texas Auto Theft Enforcement Task Force, be considered as employees, agents, or servants, of the Board of Governors, of the South Texas Auto Theft Enforcement Task Force, or of any party to this agreement other than the party making said assignment. Upon termination of this agreement, equipment including vehicles, hardware, and other non-expendable items will revert to the applicant (City of Brownsville). The Motor Vehicle Crime Prevention Authority of the State of Texas will be notified, and inventory records will be updated.

V.

AMENDMENTS

This Agreement may be amended by the mutual agreement of the parties hereto in writing to be attached to and incorporated into this agreement.

VI.

COMPENSATION

The officers serving on the SOUTH TEXAS AUTO THEFT ENFORCEMENT TASK FORCE are entitled to the same wages, salary, pension, and other compensation and rights, including injury or death benefits, as if the service were rendered in the municipality (i.e., city or county) of the officer's regular employment. Moreover, the Officer is also entitled to payment for any reasonable expenses incurred for travel, food or lodging while on duty outside the limits of the territory of the officer's regular employment. To this extent, the officers serving on the TASK FORCE will be compensated in accordance with the salary schedule (which is annexed hereto as Exhibit "A") incorporated into the Budget, as administered by the Board of Governors. Moreover, the municipality (i.e., city or county) regularly employing said officers; shall pay (subject to

reimbursement pursuant to the procedures established under the aforesaid state grant, after the payment is made and reimbursement is requested), all wages and disability payments, pension payments, damages to equipment and clothing, medical expenses, and travel, food, lodging, and vehicle lease.

The personnel and sub grantee personnel (listed in the Professional and Contract Services Category) included in this grant shall only perform duties related to statutory purposes outlined in Texas Transportation Code Chapter 1006 and Texas administrative Code Title 43; part 3; Chapter 57. If the positions funded or used as cash match engage in general government duties, then the grantee (and sub-grantees) shall not submit for reimbursement the portion attributed to general government law enforcement operations.

VII.

EXTENT OF AUTHORITY

A law enforcement officer covered by this Agreement may make an arrest anywhere outside the jurisdiction in which the officer is or would be regularly employed, throughout Cameron, and Hidalgo Counties and any other area where such arrest is authorized by law. As required by statute, the law enforcement agencies of the area where the said arrest is made shall be notified of the said arrest without delay, and the notified agency shall make available the notice to the arrest in the same manner as if the arrest were made by a member of that agency.

VIII.

EMPLOYEE STATUS

A law enforcement officer regularly employed by another municipality (i.e. city or county) shall remain the employee of such municipality but shall be considered, for the purpose of making an arrest at any location throughout Cameron and Hidalgo County, to be in service of the SOUTH TEXAS AUTO THEFT ENFORCEMENT TASK FORCE and a peace officer in and about Cameron and Hidalgo County under the command and supervision of the TASK FORCE COMMANDER. Accordingly, the officer has all the powers of a regular law enforcement officer anywhere in Cameron and Hidalgo, County; to this extent, qualification for office in the municipality (i.e., city or county) or regular employment constitutes qualification for office anywhere in Cameron and Hidalgo Counties, and no additional oath, bond, or compensation is needed. The party who assigns a peace officer to the SOUTH TEXAS AUTO THEFT ENFORCEMENT TASK FORCE or that regularly employs the TASK FORCE COMMANDER shall remain solely responsible for the health, safety, acts, or omissions of that assigned peace officer or TASK FORCE COMMANDER.

IX.

LEGAL CONSTRUCTION

In the event any one or more of the provisions contained in this Agreement shall be held to be invalid, illegal, or unenforceable in any respect such invalidity, illegality, or unenforceability shall not affect any other provision thereof and this Agreement shall be construed as if such invalid,

illegal, or unenforceable provision had never been contained herein.

X.

UNIFORM ASSURANCES

In accordance with §783.005 of the Texas Government Code Grantee and sub-grantee shall comply with the following uniform assurances:

Byrd Anti-Lobbying Amendment-Grantee certifies that no federal appropriated funds have been paid or will be paid to any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress on its behalf to obtain, extend, or modify this contract or grant. If non-federal funds are used by Grantee to conduct such lobbying activities, the prescribed disclosure form shall promptly be filed. In accordance with 31 U.S.C. § 1352(b)(5), Grantee acknowledges and agrees that it is responsible for ensuring that each sub-grantee certifies its compliance with the expenditure prohibition and the declaration requirement.

Child Support Obligation-Grantee represents and warrants that it will include the following clause in the award documents for every sub-award and subcontract and will require sub-recipients and contractors to certify accordingly: Under Section 231.006 of the Family Code, the vendor or applicant certifies that the individual or business entity named in this contract, bid or application is not ineligible to receive the specified grant, loan, or payment and acknowledges that this contract may be terminated and payment may be withheld if this certification is inaccurate. A bid or an application for a contract, grant, or loan paid from state funds must include the name and social security number of the individual or sole proprietor and each partner, shareholder, or owner with an ownership interest of at least 25 percent of the business entity submitting the bid or application.

Clean Air Act & Federal Water Pollution Control Act- Grantee represents and warrants that it will comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387).

Compliance with Laws, Rules and Requirements- Grantee represents and warrants that it will comply, and assure the compliance of all its sub-recipients and contractors, with all applicable federal and state laws, rules, regulations, and policies in effect or hereafter established. In addition, Grantee represents and warrants that it will comply with all requirements imposed by the awarding agency concerning special requirements of law, program requirements, and other administrative requirements. In instances where multiple requirements apply to Grantee, the more restrictive requirement applies.

Contract Oversight- Grantee represents and warrants that it will maintain oversight to ensure that contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders.

Contract Work Hours & Safety Standards Act- Grantee represents and warrants that it will comply with the requirements of the Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708).

Cyber security Training Program- Grantee represents and warrants its compliance with § 2054.5191 of the Texas Government Code relating to the cyber security training program for local government employees who have access to a local government computer system or database. If Grantee has access to any state computer system or database, Grantee shall complete cyber security training and verify completion of the training program to the Agency pursuant to and in accordance with § 2054.5192 of the Government Code.

Davis-Bacon Act and the Copeland Act- Grantee represents and warrants that it will comply with the requirements of the Davis-Bacon Act (40 U.S.C. 3141- 3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction") and the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874).

Debarment and Suspension- Grantee certifies that it and its principals are not suspended or debarred from doing business with the state or federal government as listed on the State of Texas Debarred Vendor List maintained by the Texas Comptroller of Public Accounts and the System for Award Management (SAM) maintained by the General Services Administration.

Debts and Delinquencies- Grantee agrees that any payments due under the contract or grant shall be applied towards any debt or delinquency that is owed to the State of Texas.

Disaster Recovery Plan- Upon request of Agency, Grantee shall provide copies of its most recent business continuity and disaster recovery plans.

Disclosure of Violations of Federal Criminal Law-Grantee represents and warrants its compliance with 2 CFR § 200.113 which requires the disclosure in writing of violations of federal criminal law involving fraud, bribery, and gratuity and the reporting of certain civil, criminal, or administrative proceedings to SAM.

Disclosure Protections for Certain Charitable Organizations, Charitable Trusts & Private Foundations- Grantee represents and warrants that it will comply with Section 2252.906 of the Texas Government Code relating to disclosure protections for certain charitable organizations, charitable trusts, and private foundations.

Dispute Resolution- The dispute resolution process provided in Chapter 2009 of the Texas Government Code is available to the parties to resolve any dispute arising under the agreement.

Excluded Parties- Grantee certifies that it is not listed in the prohibited vendors list authorized by Executive Order No. 13224, "Blocking Property and Prohibiting Transactions with Persons Who Commit, Threaten to Commit, or Support Terrorism", published by the United States Department of the Treasury, Office of Foreign Assets Control.

Executive Head of a State Agency Affirmation- under Section 669.003 of the Texas Government Code, relating to contracting with an executive head of a state agency, Grantee represents that no person who served as an executive of Agency, in the past four (4) years, was involved with or has any interest in the contract or grant. If Grantee employs or has used the services of a former executive of Agency, then Grantee shall provide the following information in the Response: name of the former executive, the name of the state agency, the date of separation from the state agency, the position held with Grantee, and the date of employment with Grantee.

Funding Limitation- Grantee understands that all obligations of Agency under the contract or grant are subject to the availability of grant funds. The contract or grant is subject to termination or cancellation, either in whole or in part, without penalty to Agency if such funds are not appropriated or become unavailable.

Governing Law & Venue- This agreement shall be governed by and construed in accordance with the laws of the State of Texas, without regard to the conflicts of law provisions. The venue of any suit arising under this agreement is fixed in any court of competent jurisdiction of Travis County, Texas, unless the specific venue is otherwise identified in a statute that directly names or otherwise identifies its applicability to the contracting state agency.

Indemnification-to the extent permitted by law Grantee shall defend, indemnify and hold harmless the state of Texas and agency, and/or their officers, agents, employees, representatives, contractors, assignees, and/or designees from any and all liability, actions, claims, demands, or suits, and all related costs, attorney fees, and expenses arising out of, or resulting from any acts or omissions of Grantee or its agents, employees, subcontractors, order fulfillers, or suppliers of subcontractors in the execution or performance of the contract and any purchase orders issued under the contract. The defense shall be coordinated by Grantee with the office of the Texas Attorney General when Texas state agencies are named defendants in any lawsuit and Grantee may not agree to any settlement without first obtaining the concurrence from the office of the Texas Attorney General. Grantee and agency agree to furnish timely written notice to each other of any such claim.

Law Enforcement Agency Grant Restriction- Grantee on behalf of South Texas Auto Theft Enforcement Task Force is a law enforcement agency regulated by Chapter 1701 of the Texas Occupations Code, Grantee represents and warrants that it will not use appropriated money unless the law enforcement agency is in compliance with all rules adopted by the Texas Commission on Law Enforcement (TCOLE), or TCOLE certifies that it is in the process of achieving compliance with such rules.

Legal Authority- Grantee represents that it possesses legal authority to apply for the grant. A resolution, motion or similar action has been duly adopted or passed as an official act of the Grantee's governing body, authorizing the filing of the Response, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative, or the designee of Grantee to act in connection with the Response and to provide such additional information as may be required.

Lobbying Expenditure Restriction- Grantee represents and warrants that Agency's payments to Grantee and Grantee's receipt of appropriated or other funds under the contract or grant are not prohibited by Sections 403.1067 or 556.0055 of the Texas Government Code which restrict lobbying expenditures

No Conflicts of Interest State- Grantee represents and warrants that performance under the contract or grant will not constitute an actual or potential conflict of interest or reasonably create an appearance of impropriety. Further, Grantee represents and warrants that in the administration of the grant, it will comply with all conflict of interest prohibitions and disclosure requirements required by applicable law, rules, and policies, including Chapter 176 of the Texas Local

Government Code. If circumstances change during the course of the contract or grant, Grantee shall promptly notify Agency.

No Waiver of Sovereign Immunity- The Parties expressly agree that no provision of the grant or contract is in any way intended to constitute a waiver by the Agency or the State of Texas of any immunities from suit or from liability that the Agency or the State of Texas may have by operation of law.

Open Meetings- Grantee represents and warrants its compliance with Chapter 551 of the Texas Government Code which requires all regular, special or called meeting of a governmental body to be open to the public, except as otherwise provided by law.

Texas Public Information Act-Information, documentation, and other material in connection with this Solicitation or any resulting contract or grant may be subject to public disclosure pursuant to Chapter 552 of the Texas Government Code (the "Public Information Act"). In accordance with Section 2252.907 of the Texas Government Code, Grantee is required to make any information created or exchanged with the State pursuant to the contract or grant, and not otherwise excepted from disclosure under the Texas Public Information Act, available in a format that is accessible by the public at no additional charge to the State.

Reporting Compliance-Grantee represents and warrants that it will submit timely, complete, and accurate reports in accordance with the grant and maintain appropriate backup documentation to support the reports.

Records Retention State Grant- Grantee shall maintain and retain all records relating to the performance of the grant including supporting fiscal documents adequate to ensure that claims for grant funds are in accordance with applicable State of Texas requirements. These records will be maintained and retained by Grantee for a period of four (4) years after the grant expiration date or until all audit, claim, and litigation matters are resolved, whichever is later. Agency reserves the right to direct a Grantee to retain documents for a longer period of time or transfer certain records to Agency custody when it is determined the records possesses longer term retention value. Grantee must include the substance of this clause in all sub-awards and subcontracts.

Reporting Suspected fraud and Unlawful Conduct-Grantee represents and warrants that it will comply with Section 321.022 of the Texas Government Code, which requires that suspected fraud and unlawful conduct be reported to the State Auditor's Office.

State Auditor's Right to Audit-The state auditor may conduct an audit or investigation of any entity receiving funds from the state directly under the contract or indirectly through a subcontract under the contract. The acceptance of funds directly under the contract or indirectly through a subcontract under the contract acts as acceptance of the authority of the state auditor, under the direction of the legislative audit committee, to conduct an audit or investigation in connection with those funds. Under the direction of the legislative audit committee, an entity that is the subject of an audit or investigation by the state auditor must provide the state auditor with access to any information the state auditor considers relevant to the investigation or audit.

Sub-award Monitoring-Grantee represents and warrants that it will monitor the activities of the sub-grantee as necessary to ensure that the sub-award is used for authorized purposes, in compliance with applicable statutes, regulations, and the terms and conditions of the sub-award, and that sub award performance goals are achieved.

XI.

FINANCIAL ADMINISTRATION

In accordance with §783.006 of the Texas Government Code Standard Financial Management Conditions the prescribed are applicable to all grants and agreements executed between affected entities:

Financial reporting- Accurate, current, and complete disclosure of the financial results of grant related activities must be made in accordance with the financial reporting requirements of the grant.

Accounting records- Grantee will maintain records, which adequately identify the source and application of funds, provided for grant related activities. These records will contain information pertaining to grant awards and obligations, unobligated balances, assets, liabilities, outlays or expenditures, and income.

Internal control- Effective control and accountability will be maintained for all grant cash, real and personal property, and other assets. Grantee will safeguard all such property and assure that it is used for authorized grant purposes.

Page Budget control- Actual expenditures will be kept within budgeted amounts for each grant.

Allowable cost- Applicable cost principles, agency program regulations, and the terms of grant agreements shall be followed in determining the reasonableness, allowability, and allocability of costs.

Source documentation- Accounting records must be supported by such source documentation as checks, paid bills, payroll records, receipts, timesheets, travel vouchers, and other records, etc. These source documents must be retained and made available for MVCPA staff when requested.

Cash management- Grantee will establish reasonable procedures to ensure the receipt of reports on cash balances and cash disbursements in sufficient time to enable them to prepare complete and accurate cash transactions reports to the awarding agency.

Reimbursement Grant- All expenditures reported will be based on actual amounts paid and documented. Reporting budgeted amounts or estimated costs as expenditures are not permitted and if used may result in payment suspension and possible termination of the grant.

Costs Incurred outside the Program Period- Grant funds may not be obligated prior to the effective date without written permission of the MVCPA director or subsequent to the termination date of the grant period. All obligations must be consistent with the Statement of Grant Award and

used for statutorily authorized purposes.

XII.

COMPLIANCE

Grantee and sub-grantee will comply with state law, program rules and regulations and the Statement of Grant Award. In addition, Grantee and sub-grantee represents and warrants that it will comply with all requirements imposed by the awarding agency concerning special requirements of law, program requirements, and other administrative requirements. Information, guidance and program rules can be found in the Motor Vehicle Crime Prevention Authority Grant Administrative Manual and if not found in the administrative manual then grantee and sub-grantee must follow the Texas Grant Management Standards maintained under the authority of the Texas Comptroller of Public Accounts. These grant management standards are used by the Motor Vehicle Crime Prevention Authority in the administration of the MVCPA grant program.

Sub-grantee Monitoring and Management- The local government must monitor the activities of the sub-grantee as necessary to ensure that sub-award performance goals are achieved and the sub-award is used for authorized purposes, in compliance with state law, rules, and the terms and conditions of the sub-award. Monitoring of the sub-grantee must include:

- (1) Reviewing financial and performance reports required by the local government.
- (2) Following-up and ensuring that the sub-grantee takes timely and appropriate action on all deficiencies pertaining to the sub-award provided to the sub-grantee from the local government detected through audits, on-site reviews, and other means.
- (3) Issuing a management decision for audit findings pertaining to the sub-award provided to the sub-grantee from the local government as required.

XIII.

ENTIRE AGREEMENT

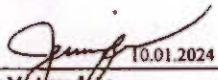
This Agreement supersedes any and all other agreements, either oral or in writing, between the parties hereto with respect to the subject matter hereof, and no other agreement, statement, or promise relating to the subject matter of this Agreement which is not contained herein shall be valid or binding upon all parties.

EXECUTED IN DUPLICATE ORIGINALS, EACH OF WHICH SHALL HAVE THE FULL FORCE AND EFFECT OF AN ORIGINAL, EFFECTIVE SEPTEMBER 1, 2024.

CITY OF BROWNSVILLE, TEXAS

By: _____
John Cowen Jr., Mayor
(On _____, 2024)

APPROVED AS TO FORM
AND LEGALITY:



Jennifer M. Arredondo
First Assistant City Attorney

ATTEST:

Name: _____

Title: _____

CITY OF HARLINGEN, TEXAS

By: _____
Norma Sepulveda, Mayor
(On _____, 2024)

ATTEST:

Name: _____

Title: _____

CITY OF MCALLEN, TEXAS

By: _____
Javier Villalobos, Mayor
(On _____, 2024)

ATTEST:

Name: _____

Title: _____

CITY OF PHARR, TEXAS

By: _____
Ambrosio Hernandez, Mayor
(On _____, 2024)

ATTEST:

Name: _____

Title: _____

CITY OF DONNA, TEXAS

By: _____
David Moreno, Mayor
(On _____, 2024)

ATTEST:

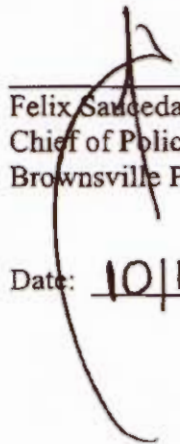
Name: _____

Title: _____

COOPERATIVE WORKING AGREEMENT

This is to certify that the objectives of the **Brownsville Police Department - South Texas Auto Theft Enforcement Task Force** grant application for fiscal year funding by the Texas Motor Vehicle Crime Prevention Authority of the Governor's Office have been reviewed and it is hereby mutually agreed to cooperate to whatever extent is necessary in carrying out the approved work plan.

Additionally, **The Brownsville Police Department** is cognizant of the rules and regulations governing the operation of the grant and hereby agrees to abide by any and all such rules or special conditions relating to the grant.



Felix Sanceda
Chief of Police
Brownsville Police Department

Date: 10/15/2024

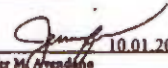
ASSURANCES CERTIFICATION

I certify that the programs proposed in this application meet all the requirements of the Texas Motor Vehicle Crime Prevention Authority Program, that all the information presented is correct, and that the applicant will comply with the provisions of the Texas Motor Vehicle Crime Prevention Authority and all other federal and state laws, regulations, and guidelines. By appropriate language incorporated in each grant, sub-grant, or other document under which funds are to be disbursed, the undersigned shall assure that the applicable conditions above apply to all recipients of assistance.

Authorized Official
John Cowen Jr., Mayor
Brownsville, Texas 78520

Date

APPROVED AS TO FORM
AND LEGALITY:



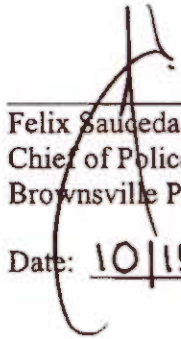
Jennifer M. Alvord
First Assistant City Attorney

10.01.2024

COOPERATIVE WORKING AGREEMENT

This is to certify that the objectives of the **Brownsville Police Department - South Texas Auto Theft Enforcement Task Force** grant application for fiscal year funding by the Texas Motor Vehicle Crime Prevention Authority of the Governor's Office have been reviewed and it is hereby mutually agreed to cooperate to whatever extent is necessary in carrying out the approved work plan.

Additionally, the **Harlingen Police Department** is cognizant of the rules and regulations governing the operation of the grant and hereby agrees to abide by all such rules or special conditions relating to the grant.



Felix Saucedo
Chief of Police
Brownsville Police Department

Date: 10/15/2024



Michael Kester
Chief of Police
Harlingen Police Department

Date: 11/20/2024

ASSURANCES CERTIFICATION

I certify that the programs proposed in this application meet all the requirements of the Texas Motor Vehicle Crime Prevention Authority Program, that all the information presented is correct, and that the applicant will comply with the provisions of the Texas Motor Vehicle Crime Prevention Authority and all other federal and state laws, regulations, and guidelines. By appropriate language incorporated in each grant, sub-grant, or other document under which funds are to be disbursed, the undersigned shall assure that the applicable conditions above apply to all recipients of assistance.

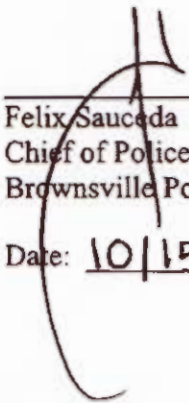
Authorized Official
Norma Sepulveda, Mayor
City of Harlingen, Texas 78550

Date

COOPERATIVE WORKING AGREEMENT

This is to certify that the objectives of the **Brownsville Police Department - South Texas Auto Theft Enforcement Task Force** grant application for fiscal year funding by the Motor Vehicle Crime Prevention Authority of the Governor's Office have been reviewed and it is hereby mutually agreed to cooperate to whatever extent is necessary in carrying out the approved work plan.

Additionally, the **McAllen Police Department** is cognizant of the rules and regulations governing the operation of the grant and hereby agrees to abide by any and all such rules or special conditions relating to the grant.



Felix Saucedo
Chief of Police
Brownsville Police Department

Date: 10/15/2024

Victor Rodriguez
Chief of Police
McAllen Police Department

Date: _____

ASSURANCES CERTIFICATION

I certify that the programs proposed in this application meet all the requirements of the Texas Motor Vehicle Crime Prevention Authority Program, that all the information presented is correct, and that the applicant will comply with the provisions of the Texas Motor Vehicle Crime Prevention Authority and all other federal and state laws, regulations, and guidelines. By appropriate language incorporated in each grant, sub-grant, or other document under which funds are to be disbursed, the undersigned shall assure that the applicable conditions above apply to all recipients of assistance.

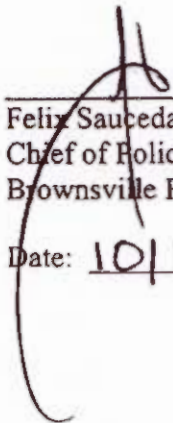
Authorized Official
Javier Villalobos, Mayor
City of McAllen, Texas 78501

Date

COOPERATIVE WORKING AGREEMENT

This is to certify that the objectives of the **Brownsville Police Department - South Texas Auto Theft Enforcement Task Force** grant application for fiscal year funding by the Texas Motor Vehicle Crime Prevention Authority of the Governor's Office have been reviewed and it is hereby mutually agreed to cooperate to whatever extent is necessary in carrying out the approved work plan.

Additionally, the **Pharr Police Department** is cognizant of the rules and regulations governing the operation of the grant and hereby agrees to abide by all such rules or special conditions relating to the grant.



Felix Saucedo
Chief of Police
Brownsville Police Department

Date: 10/15/2024

Juan F. Gonzalez
Chief of Police
Pharr Police Department

Date: _____

ASSURANCES CERTIFICATION

I certify that the programs proposed in this application meet all the requirements of the Texas Motor Vehicle Crime Prevention Authority Program, that all the information presented is correct, and that the applicant will comply with the provisions of the Texas Motor Vehicle Crime Prevention Authority and all other federal and state laws, regulations, and guidelines. By appropriate language incorporated in each grant, sub-grant, or other document under which funds are to be disbursed, the undersigned shall assure that the applicable conditions above apply to all recipients of assistance.

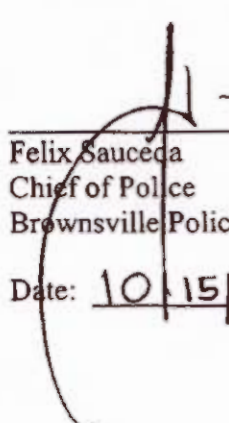
Authorized Official
Ambrosio Hernandez, Mayor
City of Pharr, Texas 78577

Date

COOPERATIVE WORKING AGREEMENT

This is to certify that the objectives of the **Brownsville Police Department - South Texas Auto Theft Enforcement Task Force** grant application for fiscal year funding by the Texas Motor Vehicle Crime Prevention Authority of the Governor's Office have been reviewed and it is hereby mutually agreed to cooperate to whatever extent is necessary in carrying out the approved work plan.

Additionally, the **Donna Police Department** is cognizant of the rules and regulations governing the operation of the grant and hereby agrees to abide by all such rules or special conditions relating to the grant.



Felix Saucedo
Chief of Police
Brownsville Police Department

Date: 10/15/2024

Gilbert Guerrero
Chief of Police
Donna Police Department

Date: _____

ASSURANCES CERTIFICATION

I certify that the programs proposed in this application meet all the requirements of the Texas Motor Vehicle Crime Prevention Authority Program, that all the information presented is correct, and that the applicant will comply with the provisions of the Texas Motor Vehicle Crime Prevention Authority and all other federal and state laws, regulations, and guidelines. By appropriate language incorporated in each grant, sub-grant, or other document under which funds are to be disbursed, the undersigned shall assure that the applicable conditions above apply to all recipients of assistance.

Authorized Official
David Moreno, Mayor
City of Donna, Texas 78537

Date

Non-Supplanting Certification

I certify that the programs proposed in this application meet all the requirements of the Texas Transportation Code Chapter 1006 and Texas administrative Code Title 43; part 3; Chapter 57, requires that state funds provided by this Act shall not be used to supplant state or local funds. Public Law 98-473 requires that federal funds provided by that Act shall not be used to supplant state or local funds.

I further certify that M.V.C.P.A funds have not been used to replace state or local funds that would have been available in the absence of M.V.C.P.A funds. The certification shall be incorporated in each grantee's report of expenditure and status of funds referred to under TAC Rule §57.3 of this title (relating to Compliance Adoption by Reference).

AUTHORIZED OFFICIAL

Helen Ramirez

DATE

City of Brownsville

GRANTEE

7(i)

**AGENDA ITEM
EXECUTIVE SUMMARY**

Meeting Date: **December 4, 2024**

Agenda Item:

Consideration and possible action to allow Police Chief Michael Kester to use Federal Justice Forfeiture funds to purchase two (2) 2024 Chevy Malibus from Sames Motor Company for a total cost of \$49,600.00. Attachment (**Police**).

Prepared By (Print Name): Michael Kester

Title: Chief of Police

Signature:



Brief Summary:

Chief Michael Kester is requesting to use Federal Justice Forfeiture account funds to purchase two (2) 2024 Chevy Malibus at a total cost \$49,600.00 from Sames Motor Company. The new vehicles will be unmarked for administrative use.

Funding (if applicable):

Are funds specifically designated in the current budget for the full amount ☐ Yes ☒ No*
for this purpose?

*If no, specify source of funding and amount requested: Federal Justice Forfeiture Account
130-3010-904-8032 / \$49,600.00

Finance Director's approval:

☐ Yes ☐ No ☐ N/A

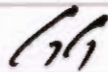
Staff Recommendation:

Staff recommends approval.

For Street Closures ONLY, Fire Chief's approval:

☐ Yes ☐ No ☐ N/A

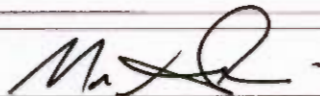
City Manager's approval:



☒ Yes ☐ No ☐ N/A

Comments:

City Attorney's approval:



☒ Yes ☐ No ☐ N/A

Quotation

THE ULTIMATE FLEET MANAGEMENT SOLUTION PROVIDER



**Government
Fleet Sales**

Quotation No # A00142

Quotation Date Nov 02, 2024

Valid Till Date Dec 03, 2024

Quotation From

SAMES MOTOR COMPANY

PO Box 879

Laredo TX 78042

United States of America (USA)

Email: dlowry@sames.net

Phone: +19564827507

Quotation For

City of Harlingen

Cameron County

Harlingen Texas

United States of America (USA)

Email: lmoore@harlingentx.gov

Contact: Larry Moore

Year Make Model	Contract #	Color	Quantity	Rate	Amount	Tax Rate	Tax	Total
1. MY 2024 Malibu	TIPS 240901	White	2	\$24,800.00	\$49,600.00	0%	\$0.00	\$49,600.00

Specifications listed under attachments below

Amount \$49,600.00

Tax \$0.00

Total (USD) \$49,600.00

Terms and Conditions

- Balance on vehicle only is due 30 days after delivery to upfitter or customer. \$500 monthly floor plan interest will be added to any unpaid balance beyond the NET 30 terms.

Attachments

- [ref1730579970432.pdf](#)

For any enquiry, reach out via email at dlowry@sames.net, call on +1 956 482 7507



Order Workbench

Order Details - Order #DHFHW7

Displayed: 11/2/24 at 04:36:13 PM EDT
Printed By: Lowry, David

BAC Information

Contact Name	Contact Phone
DAN	Stock No.

Model/Order Information

Model Year	2024	VIN	IG1ZB5ST8RF244360	MSRP W/DFC	\$26,195.00
Division	CHEVROLET	Request ID	DHFHW6		
Distribution Entity	FLT				
Order Type	FBC - Fleet Political Subdivision				
Allocation Group	MALIBU				
Model	1ZC69 - Malibu: LS				
TPW	6/24/24				
Requested TPW	2/19/24				

Field Actions

Number of Recalls	0	Number of Bulletins	0
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Field Action Indicator	Field Action Link
No data found.	

Vehicle Specifications

PEG	1LS - 1LS Preferred Equipment Group	Trim	HIH - Dark Atmosphere / Medium Ash Cloth Interior Trim	Transmission	MRG - Transmission, Automatic Continuously Var. Ratio
Color	GAZ - Summit White	Engine	LFV - Engine 4 cyl, 1.5L, Turbo	Emissions	FE9 - Federal Emissions

Ordered Options

1LS	1LS Preferred Equipment Group	QC7	Wheel, 16 x 7.0, aluminum
AS1	Seats, Front Bucket	R83	Tire 16 inch, P205/65R
B34	Floor mats, front, carpeted	T8Z	Buckle to Drive

B35 Rear Floor Mats, Carpeted Insert
BTM Push button start, keyless
BTV Remote Start
D31 Mirror, Interior Rearview
DL6 Mirror O/S, Remote Control, Electric, Heated, Color
FE9 Federal Emissions
GAZ Summit White
HIH Dark Atmosphere / Medium Ash Cloth Interior Trim
IOR Radio, Infotainment, 8" Color Touch-Screen
K34 Cruise Control Automatic, Electronic
KL9 Engine Control Stop/Start
KT1 Tire Inflator Kit
LFV Engine 4 cyl, 1.5L, Turbo
MRG Transmission, Automatic Continuously Var. Ratio
N37 Steering Column Tilt, Telescoping
N45 3-Spoke Steering Wheel
PPW Wireless Projection
PRF 3 Years of OnStar Remote Access

TDM Teen Driver Mode
TQ5 Control Intelligent High Beam
U2J XM Radio Not Installed
UD7 Rear Park Assist
UDC Display Instrument Driver Info Enhanced (One color grap
UE1 OnStar
UE4 Sensor Indicator Following Distance
UEU Forward Collision Alert Sensor
UHX Sensor Indicator Lane Keep Assist
UHY Low Speed Forward Automatic Braking
UKJ Braking, Front Pedestrian
UQF Speaker system standard audio
UVB Vision Rear View, Mono, HD Digital
VK3 License Plate bracket, front
VQ2 Fleet Program Dealer Assistance, HB not Applicable
VV4 Communication Equip Mobile Internet Connectivity
WPR Driver Confidence Package (Includes UD7 & DL6 Only)
WPS Chevy Safety Assist

Customer Information

Fleet Information

Primary FAN 945321 Bid Number 429577 PO #
End-User FAN fleetBidItemNumber 1

Event History

Event Code	Event Description	Effective Date	Timestamp	End Date	System	User ID
4200	Shipped / From SAN ANTONIO TX - TRUCK - To SAN ANTONIO TX/PROFLEET	07/06/2024	07/09/2024 06:53:45.648 AM		VTIMS	VIDSTRN1
5000	Delivered to Dealer	07/08/2024	07/09/2024 06:53:45.647 AM		VTIMS	VIDSTRN1
4A50	Arrived at Dealer	07/06/2024	07/06/2024 06:25:05.179 PM		VTIMS	VIDSTRN1
4B00	Bayed	07/03/2024	07/04/2024 04:32:33.510 AM		VTIMS	VIDSTRN1
4800	Rail Ramp Unload / From KANSAS CITY KS - RAIL - null - To SAN ANTONIO TX/UNION PACIFIC	07/02/2024	07/03/2024 04:32:59.430 AM		VTIMS	VIDSTRN1

Event Code	Event Description	Effective Date	Timestamp	End Date	System	User ID
4800	Bayed	07/02/2024	07/03/2024 04:32:59.425 AM		VTIMS	VIDSTRN1
4200	Shipped / From KANSAS CITY KS - RAIL - ETTX850286 - To SAN ANTONIO TX/UNION PACIFIC	06/25/2024	06/26/2024 04:33:37.756 AM		VTIMS	VIDSTRN1
4800	Bayed	06/25/2024	06/25/2024 04:33:26.441 AM		VTIMS	VIDSTRN1
4150	Original Invoice	06/24/2024	06/25/2024 04:33:26.436 AM		BARS	VIDSINV1
4000	Available to Ship	06/24/2024	06/25/2024 04:33:26.435 AM		COMS	VIDSATS1
3800	Produced	06/24/2024	06/25/2024 04:33:26.019 AM		COMS	VIDSPRD1
3400	Broadcast	06/12/2024	06/12/2024 05:46:20.041 AM	06/25/2024	ORDERMGT	OM0PV005
3300	Scheduled for Production	06/11/2024	06/11/2024 03:51:00.466 PM	06/12/2024	ORDERMGT	OM0PV005
3100	Available to Sequence	06/10/2024	06/10/2024 07:00:36.860 PM	06/11/2024	ORDERMGT	OM0PV005
3000	Accepted by Production Control	02/06/2024	02/06/2024 07:06:49.337 PM	06/10/2024	ORDERMGT	OM0PV005
2500	Preferred	02/06/2024	02/06/2024 06:26:31.475 PM	02/06/2024	ORDERMGT	OM0P0405
2000	Accepted by GM	02/06/2024	02/06/2024 06:16:33.902 PM	02/06/2024	ORDERMGT	392628791
1300	Order Request Approved	02/06/2024	02/06/2024 06:16:33.902 PM	02/06/2024	ORDERMGT	392628791
1030	Order Request Re-edited; Passed	02/05/2024	02/05/2024 10:05:04.524 PM	02/05/2024	ORDERMGT	OM0P0408
1030	Order Request Re-edited; Passed	02/01/2024	02/01/2024 09:33:46.396 PM	02/01/2024	ORDERMGT	OM0P0408
1030	Order Request Re-edited; Passed	01/30/2024	01/30/2024 09:36:07.918 PM	01/30/2024	ORDERMGT	OM0P0408
1030	Order Request Re-edited; Passed	01/29/2024	01/29/2024 10:00:05.073 PM	01/29/2024	ORDERMGT	OM0P0408
1000	Order Request Accepted by GM	01/26/2024	01/26/2024 02:47:52.553 PM	02/06/2024	NAOWB	KLemanster
1001	Order Request Added	01/26/2024	01/26/2024 02:47:52.553 PM		NAOWB	KLemanster

Change History

Effective Date	Timestamp	Data Element	Before Value	After Value	User ID
05/06/2024	05/06/2024 03:51:09 PM	Target production date	2024-06-17	2024-06-24	OM0PV005
04/10/2024	04/10/2024 06:59:05 PM	Target production date		2024-06-17	OM0PV005
04/10/2024	04/10/2024 04:21:33 PM	Target production date	2024-06-24		OM0PV005
03/21/2024	03/21/2024 07:01:23 PM	Target production date	2024-05-13	2024-06-24	OM0PV005
02/07/2024	02/07/2024 12:09:25 PM	Target production date		2024-05-13	OM0PV005

**AGENDA ITEM
EXECUTIVE SUMMARY**

9(2)

Meeting Date: **December 4, 2024**

Agenda Item:

Public hearing for the voluntary annexation of a 2.273-acre tract of land out of the extreme Northwest corner of Block 176, Adam's Gardens Subdivision "C", located at the southeast corner of Bass Boulevard (FM 800) and Palis Drive including all of the existing right-of-way along Bass Boulevard (FM 800), from the intersection with Palis Drive to the intersection with Hick Hill Road. Applicant: LS Contractor Specialist, Inc. c/o AEC Engineering, LLC. Attachment (**Planning & Development**)

Prepared By: Xavier Cervantes, AICP, CPM
Title: Planning and Development Director

Signature: *Xavier Cervantes*

Brief Summary:

Project Timeline

- November 2, 2024 – In accordance with State and local law, notice of required public hearings published in the Valley Morning Star.
- November 13, 2024 – Public hearing to recommend the annexation by the Planning and Zoning Commission.
- November 20, 2024 – Public hearing and consideration of annexation by the City Commission via First Ordinance Reading.
- December 4, 2024 – Public hearing and consideration of annexation ordinance by the City Commission via Second and final reading.

Summary

- The property owner has requested the voluntary annexation of 2.273 acres of land (**Attachment I**). The property has frontage along Bass Boulevard (FM 800) and along Palis Drive and is contiguous to the city limits via the TXDOT right-of-way from Hick Hill Road to Palis Drive. Officials from TxDOT have approved the annexation of the portion of the roadway. In State Highways TxDOT maintains ownership of the roadway but the Harlingen Police Department will have jurisdiction in case of a traffic accident (**Attachment II**).
- The property owner is selling the portion of the subject property to the Dollar General Corporation for a Dollar General store to service the roof tops in the area and the corporation finds it beneficial for the store to be within the city limits.
- Water services for this property will be provided by the Harlingen Waterworks System.
- Soon after annexation the property owner will be processing the rezoning of the property to General Retail district and subsequently will process permits for the proposed store. During the rezoning no notices will be mailed to surrounding property owners since the notification area is outside of the city limits in all directions.

- The subject annexation will require three public hearings and two readings of the ordinance. The above timeline delineates the annexation process.
- In 2024, the city has annexed a total of 103.94 acres. With this annexation it will be a total of 106.21 acres annexed in the calendar year. In 2023, the city annexed 19.94 acres. In 2022, the city annexed 71.1 acres. In 2021, the city annexed 1.47 acres.

Funding (if applicable):

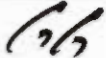
Are funds specifically designated in the current budget for the full ☐ Yes ☐ No*

*If no, specify source of funding and amount requested:

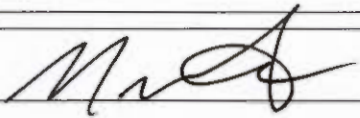
Finance Director's approval: ☐ Yes ☐ No ☐ N/A

Staff Recommendation:

Staff recommends approval.

City Manager's approval:  ☒ Yes ☐ No ☐ N/A

Comments:

City Attorney's approval:  ☒ Yes ☐ No ☐ N/A

**AGENDA ITEM
EXECUTIVE SUMMARY**

10(2)

Meeting Date: **December 4, 2024**

Agenda Item:

Consideration and possible action to adopt an ordinance on second and final reading for the voluntary annexation of a 2.273-acre tract of land out of the extreme Northwest corner of Block 176, Adam's Gardens Subdivision "C", located at the southeast corner of Bass Boulevard (FM 800) and Palis Drive including all of the existing right-of-way along Bass Boulevard (FM 800), from the intersection with Palis Drive to the intersection with Hick Hill Road. Applicant: LS Contractor Specialist, Inc. c/o AEC Engineering, LLC.
Attachment (*Planning & Development*)

Prepared By: Xavier Cervantes, AICP, CPM
Title: Planning and Development Director

Signature: *Xavier Cervantes*

Brief Summary:

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- Soon after annexation the property owner will be processing the rezoning of the property to General Retail district and subsequently will process permits for the proposed store. During the rezoning no notices will be mailed to surrounding property owners since the notification area is outside of the city limits in all

directions.

- The subject annexation will require three public hearings and two readings of the ordinance. The above timeline delineates the annexation process.
- In 2024, the city has annexed a total of 103.94 acres. With this annexation it will be a total of 106.21 acres annexed in the calendar year. In 2023, the city annexed 19.94 acres. In 2022, the city annexed 71.1 acres. In 2021, the city annexed 1.47 acres.

Funding (if applicable):

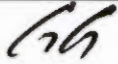
Are funds specifically designated in the current budget for the full ☐ Yes ☐ No*

*If no, specify source of funding and amount requested:

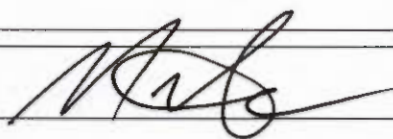
Finance Director's approval: ☐ Yes ☐ No ☐ N/A

Staff Recommendation:

Staff recommends approval.

City Manager's approval:  ☒ Yes ☐ No ☐ N/A

Comments:

City Attorney's approval:  ☒ Yes ☐ No ☐ N/A



REQUEST FOR VOLUNTARY ANNEXATION

A 2.273-ACRE (99,000.00 SQUARE FEET) TRACT OF LAND, MORE OR LESS, OUT OF THE EXTREME NORTHWEST CORNER OF BLOCK ONE HUNDRED SEVENTY-SIX (176), ADAMS GARDENS SUBDIVISION "C", CAMERON COUNTY, TEXAS, ACCORDING TO THE MAP OR PLAT THEREOF RECORDED IN VOLUME 10, PAGE 3, MAP RECORDS OF CAMERON COUNTY, TEXAS.

The owner of the above-mentioned property intends to make a substantial improvement to the property by constructing a free-standing building. This property will become home to one of the new Dollar General stores here in the Rio Grande Valley. This chain of Dollar General stores are small neighborhood stores, aimed at creating a hassle-free shopping experience and providing affordable quality products to the community.

Regarding utilities, as per the development of this Dollar General store, the owner will be investing in the installation of approximately 1,050 linear feet of 8" water line that will be needed to extend water service to the building. Based on the information we have received from Harlingen Water Works, there will be no need to extend sanitary sewer lines to the site, and we have been told the store will be allowed to utilize an OSSF system instead.

With this said, we are formally requesting the annexation of the above-mentioned 2.273-acre tract of land, as it is currently not in the city limits of Harlingen, Texas. The property is currently vacant and lies within the City of Harlingen's 3 1/2 mile ETJ. The reason for the annexation request is to subdivide the property; proposed subdivision name being "DG BASS SUBDIVISION", with the intention of establishing the subdivision within the city limits of Harlingen. Furthermore, we intend to rezone all 2.273 acres to General Retail District zoning.

This property is located on the SE corner of the intersection of Bass Boulevard (F.M. 800) and Palis Drive, in the County of Cameron, Texas.

Sincerely,

AEC ENGINEERING LLC.

Carlos Garza (President), P.E., P.G., SIT, CAPM, CFM
Phone #: 956-607-1372

A handwritten signature in black ink, appearing to read "Carlos Garza".



10-23-24

Attachment II- Letter from TXDOT

From: Darby Venza <Darby.Venza@txdot.gov>
Sent: Thursday, September 19, 2024 1:55 PM
To: Xavier Cervantes <xcervantes@harlingentx.gov>
Cc: Andres Espinoza <Andres.Espinoza@txdot.gov>; Pedro Alvarez <Pedro.Alvarez@txdot.gov>
Subject: RE: FM 800 - Annexation Request (City of Harlingen)

Mr. Cervantes-

TxDOT has no objection to the proposed annexation.

DARBY F. VENZA

Legal Services Section Director

TEXAS DEPARTMENT OF TRANSPORTATION

Right of Way Division

Office: 512-416-2930

Mobile: 512-884-8892

[TxDOT.gov](https://www.txdot.gov) | [Get Involved](#) | [Texas Highways](#)



Customer service is our passion.
How are we doing? ([click here](#))

ROW Division Mission Statement

"Delivering right of way solutions for Texas."

Attachment III- Property Survey

DATE: 10-11-24
BY: [Signature]
FOR: [Signature]

JAY JASSO SUBDIVISION
CABINET 1, PAGE 840-A, MAP
RECORDS OF CAMERON
COUNTY, TEXAS

BLOCK 176 (20 ACRES)
ADAMS GARDENS SUBDIVISION "C"
VOLUME 10, PAGE 3, MAP RECORDS
OF CAMERON COUNTY, TEXAS

LAUREN ESTATES
CABINET 1, SLOT 2555-B, MAP RECORDS OF
CAMERON COUNTY, TEXAS

LOT 14

LOT 1
BLOCK 2

GEORGETTE SUBDIVISION
CABINET 1, SLOT 3191, MAP RECORDS OF
CAMERON COUNTY, TEXAS

KISKADEE HEIGHTS SUBDIVISION
CABINET 1, SLOT 2704-B, MAP RECORDS
OF CAMERON COUNTY, TEXAS

LOT 1

OG BASS SUBDIVISION
(2.27 AC - GROSS)

OG BASS SUBDIVISION
LEGAL DESCRIPTION:
A 2.27-ACRE (99,000 SQUARE FEET) TRACT OF LAND BEING 1/4 SECTION 10, T10N, R10E, S10E, OF THE EXTREME NORTHWEST CORNER OF BLOCK ONE HUNDRED SEVENTY SIX (176), ADAMS GARDENS SUBDIVISION "C", CAMERON COUNTY, TEXAS, ACCORDING TO THE MAP OR PLAN THEREOF RECORDED IN VOLUME 10, PAGE 3, MAP RECORDS OF CAMERON COUNTY, TEXAS.

REMAINDER OF BLOCK 176 (17.73 ACRES)
ADAMS GARDENS SUBDIVISION "C"
VOLUME 10, PAGE 3, MAP RECORDS OF
CAMERON COUNTY, TEXAS

BLOCK 177 (20 ACRES)
ADAMS GARDENS SUBDIVISION "C"
VOLUME 10, PAGE 3, MAP RECORDS
OF CAMERON COUNTY, TEXAS

REMAINDER OF BLOCK 170 (5 ACRES)
ADAMS GARDENS SUBDIVISION "C", VOLUME 10, PAGE 2
MAP RECORDS OF CAMERON COUNTY, TEXAS

REISS SUBDIVISION, LOT 3
CABINET 1, SLOT 837-B, MAP RECORDS OF
CAMERON COUNTY, TEXAS

REISS SUBDIVISION, LOT 2
CABINET 1, SLOT 837-B, MAP RECORDS OF
CAMERON COUNTY, TEXAS

REISS SUBDIVISION, LOT 1
CABINET 1, SLOT 837-B, MAP RECORDS OF
CAMERON COUNTY, TEXAS

BLOCK 171 (20 ACRES)
ADAMS GARDENS SUBDIVISION "C",
VOLUME 10, PAGE 3, MAP RECORDS
OF CAMERON COUNTY, TEXAS

LEGEND

- PLANNED OR EXISTING ROAD
- PLANNED OR EXISTING BOULEVARD
- EXISTING EASEMENT

BOUNDARY SURVEY

LEGAL DESCRIPTION:
A 2.27-ACRE (99,000 SQUARE FEET) TRACT OF LAND, MORE OR LESS, OUT OF THE EXTREME NORTHWEST CORNER OF BLOCK ONE HUNDRED SEVENTY SIX (176), ADAMS GARDENS SUBDIVISION "C", CAMERON COUNTY, TEXAS, ACCORDING TO THE MAP OR PLAN THEREOF RECORDED IN VOLUME 10, PAGE 3, MAP RECORDS OF CAMERON COUNTY, TEXAS.

INCLUDING ALL OF THE EXISTING RIGHT OF WAY ALONG BASS BOULEVARD (FM 800), FROM THE INTERSECTION OF BASS BOULEVARD (FM 800) & PULS DRIVE TO THE INTERSECTION OF BASS BOULEVARD (FM 800) AND HICK HILL ROAD.

EXHIBIT "B"

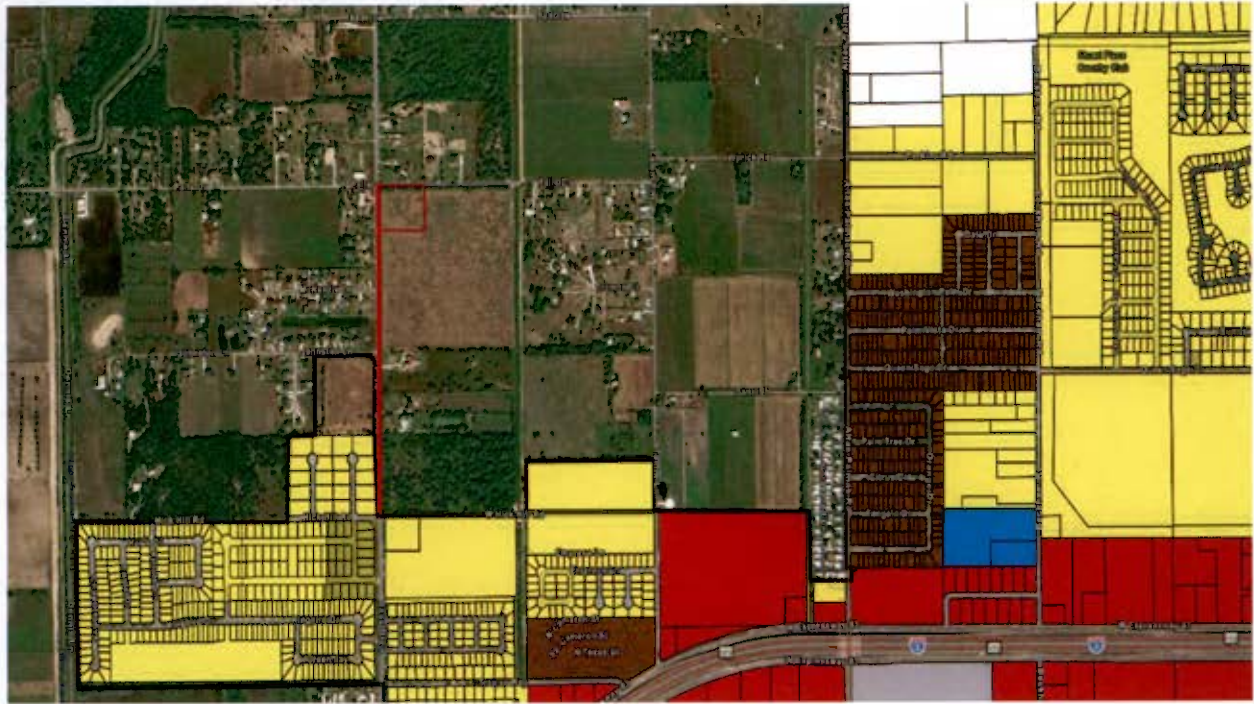
10-11-24

DATE

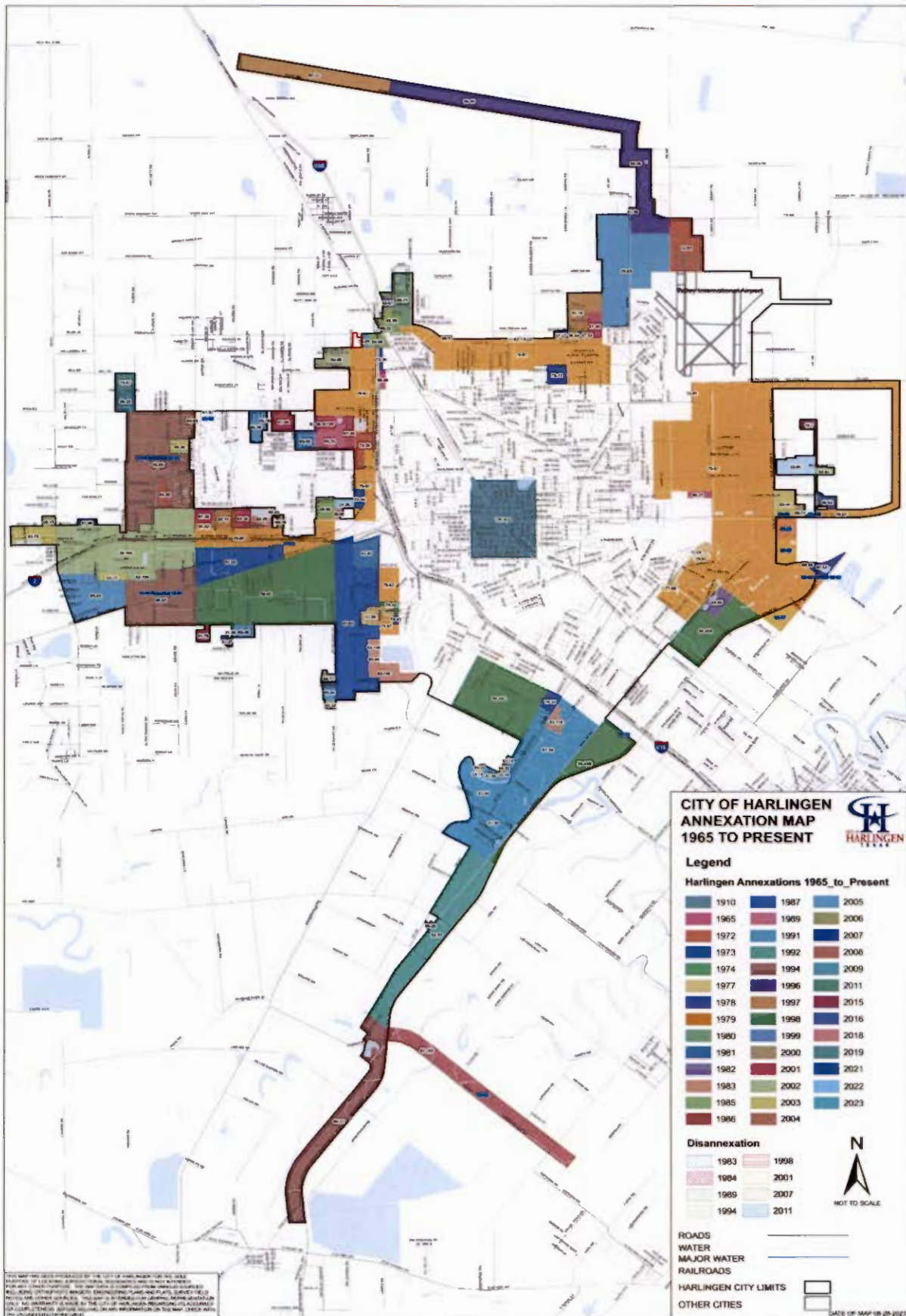
Attachment IV- Aerial Photo



Attachment V- Zoning Map



Attachment VI- Annexation Map



ORDINANCE NO. 24-_____

AN ORDINANCE EXTENDING THE CORPORATE LIMITS OF THE CITY OF HARLINGEN BY ANNEXING, FOR FULL PURPOSE, A 2.273 ACRE TRACT OF LAND OUT OF THE EXTREME NORTHWEST CORNER OF BLOCK 176, ADAM'S GARDENS SUBDIVISION "C", LOCATED AT THE SOUTHEAST CORNER OF BASS BOULEVARD (FM 800) AND PALIS DRIVE INCLUDING ALL OF THE EXISTING RIGHT-OF-WAY ALONG BASS BOULEVARD (FM 800), FROM THE INTERSECTION WITH PALIS DRIVE TO THE INTERSECTION WITH HICK HILL ROAD; BINDING THE LAND TO ALL OF THE ACTS, ORDINANCES, RESOLUTIONS, AND REGULATIONS OF THE CITY; APPROVING AN ANNEXATION SERVICES AGREEMENT; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Harlingen, Texas (the "City") desires to annex approximately 2.273 acres of land situated at the southeast corner of Bass Boulevard (FM 800) and Palis Drive legally described as a 2.273-acre tract of land out of the extreme Northwest corner of block 176, Adam's Gardens Subdivision "C", including all and depicted in Exhibit "A", with the exhibit being attached hereto and incorporated herein by reference (collectively, the "Property"); and

WHEREAS, pursuant to Chapter 43, Section 43.003, of the Texas Local Government Code, a home-rule municipality may extend the boundaries of the municipality and annex area adjacent to the municipality which are contained in the municipality's extra-territorial jurisdiction (ETJ); and

WHEREAS, Chapter 43, Subchapter C-3 of the Texas Local Government Code authorizes municipalities to annex an area on the request of all property owners in an area, whereby the City has received a petition for annexation by the property owner for the tract of land described as depicted in Exhibit "B"; and

WHEREAS, in accordance with Texas Local Government Code, Chapter 43, Subchapter C-3, Section 43.0672, the City has negotiated and entered into a written agreement dated September 23, 2024, with the owner of the Property regarding the provision of services to the Property upon annexation, of which the applicable annexation services agreement and schedule is attached hereto and incorporated herein as Exhibit "C," and

WHEREAS, the City Commission provided public notice and held public hearings on November 13, November 20, and December 4, 2024, for all interested persons to attend and be heard in accordance with Texas Local Government Code, Chapter 43, Subchapter C-3, § 43.0673; and

WHEREAS, at such hearings all interested persons were heard concerning the advisability of annexing such tracts of land; and

WHEREAS, the City Commission of the City of Harlingen, finds that the inclusion of such additional area will be of benefit to the City of Harlingen; now therefore

BE IT ORDAINED BY THE CITY OF HARLINGEN:

- Section 1.** The foregoing recitals are hereby found to be true and correct and are hereby adopted by the City Commission and made a part hereof for all purposes as findings of fact.
- Section 2.** The Property, lying outside of, but adjacent to and adjoining the City and located within the City's ETJ, is hereby annexed into the City, and the boundaries of the City are extended to include the Property within the corporate limits of the City. From and after the date of this ordinance, the Property shall be entitled to all the rights and privileges of the City and shall be bound by all the acts, ordinances, resolutions, and regulations of the City.
- Section 3.** The City finds annexation of the Property to be in the public interest due the Property promoting economic growth of the City.
- Section 4.** The annexation services agreement attached as Exhibit "C" is approved, and municipal services shall be provided to the Property in accordance therewith.

Section 5. The City Manager is hereby authorized and directed to take appropriate action to have the official map of the City revised to reflect the addition to the City's Corporate Limits and the City Secretary is directed to file a certified copy of this Ordinance in the office of the County Clerk of Cameron County, Texas, and in the official records of the City.

Section 7. If for any reason any section, paragraph, subdivision, clause, phrase, word, or other provision of this ordinance shall be held invalid or unconstitutional by final judgment of a court of competent jurisdiction, it shall not affect any other section, paragraph, subdivision, clause, phrase, word, or provision of this ordinance, for it is the definite intent of this Commission that every section, paragraph, subdivision, clause phrase, word, or provision hereof shall be given full force and effect for its purpose.

Section 8. This Ordinance will take effect upon its adoption by the City Commission in accordance with the provisions of Article V, Section 5 of the City Charter.

APPROVED ON FIRST READING on this 20th day of November, 2024

APPROVED, PASSED, AND ADOPTED ON SECOND AND FINAL READING on this 4th day of December, 2024

CITY OF HARLINGEN

Norma Sepulveda, Mayor

ATTEST:

Amanda Elizondo, City Secretary

EXHIBIT "A"



REQUEST FOR VOLUNTARY ANNEXATION

A 2.273-ACRE (99,000.00 SQUARE FEET) TRACT OF LAND, MORE OR LESS, OUT OF THE EXTREME NORTHWEST CORNER OF BLOCK ONE HUNDRED SEVENTY-SIX (176), ADAMS GARDENS SUBDIVISION "C", CAMERON COUNTY, TEXAS, ACCORDING TO THE MAP OR PLAT THEREOF RECORDED IN VOLUME 10, PAGE 3, MAP RECORDS OF CAMERON COUNTY, TEXAS.

The owner of the above-mentioned property intends to make a substantial improvement to the property by constructing a free-standing building. This property will become home to one of the new Dollar General stores here in the Rio Grande Valley. This chain of Dollar General stores are small neighborhood stores, aimed at creating a hassle-free shopping experience and providing affordable quality products to the community.

Regarding utilities, as per the development of this Dollar General store, the owner will be investing in the installation of approximately 1,050 linear feet of 8" water line that will be needed to extend water service to the building. Based on the information we have received from Harlingen Water Works, there will be no need to extend sanitary sewer lines to the site, and we have been told the store will be allowed to utilize an OSSF system instead.

With this said, we are formally requesting the annexation of the above-mentioned 2.273-acre tract of land, as it is currently not in the city limits of Harlingen, Texas. The property is currently vacant and lies within the City of Harlingen's 3 1/2 mile ETJ. The reason for the annexation request is to subdivide the property; proposed subdivision name being "DG BASS SUBDIVISION", with the intention of establishing the subdivision within the city limits of Harlingen. Furthermore, we intend to rezone all 2.273 acres to General Retail District zoning.

This property is located on the SE corner of the intersection of Bass Boulevard (F.M. 800) and Palis Drive, in the County of Cameron, Texas.

Sincerely,

AEC ENGINEERING LLC.

Carlos Garza (President), P.E., P.G., SIT, CAPM, CFM
Phone #: 956-607-1372

A handwritten signature in black ink, appearing to read "Carlos Garza".



10-23-24

EXHIBIT "B"

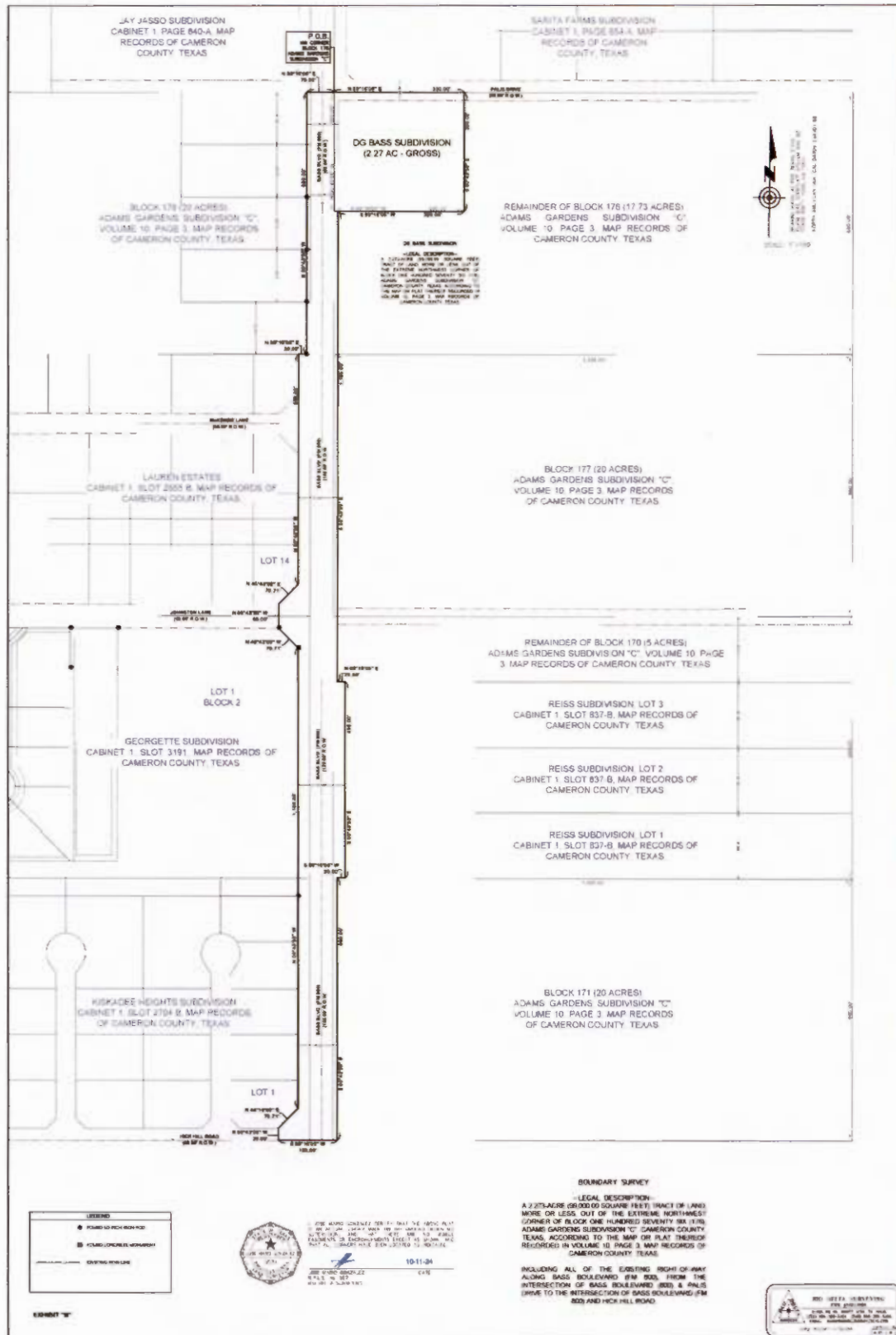


EXHIBIT "B"

METES AND BOUNDS DESCRIPTION

BEGINNING AT A POINT LOCATED IN THE INTERSECTION OF BASS BOULEVARD (FM 800) AND PALIS DRIVE, BEING THE NORTHWEST CORNER OF BLOCK 176, OF ADAMS GARDENS SUBDIVISION "C" (VOL. 10, PG. 3, C.C.M.R.), BEING ALSO THE SOUTHWEST CORNER OF BLOCK 189, OF SAID ADAMS GARDENS SUBDIVISION "C", BEING ALSO THE SOUTHWEST CORNER OF SARITA FARMS SUBDIVISION (CABINET 1, SLOT 854 A, C.C.M.R.), FOR THE NORTHWEST CORNER AND POINT OF BEGINNING OF THIS HEREIN DESCRIBED TRACT;

- 1) THENCE N 89°16'05" E, ALONG THE CENTERLINE OF SAID PALIS DRIVE, BEING THE NORTH LINE OF SAID BLOCK 176 OF ADAMS GARDENS SUBDIVISION "C", BEING ALSO THE SOUTH LINE OF SAID BLOCK 189 OF ADAMS GARDENS SUBDIVISION "C", BEING ALSO THE SOUTH LINE OF SAID SARITA FARMS SUBDIVISION, A DISTANCE OF 330.00 FEET TO THE NORTHEAST CORNER OF THIS HEREIN DESCRIBED TRACT;
- 2) THENCE S 00°43'55" E, AT A DISTANCE OF 20.00 FEET PASS THE EXISTING SOUTH RIGHT-OF-WAY LINE OF SAID PALIS DRIVE, AND CONTINUING A TOTAL DISTANCE OF 300.00 FEET TO A No. 4 REBAR SET FOR THE SOUTHEAST CORNER OF THIS HEREIN DESCRIBED TRACT;
- 3) THENCE, S 89°16'05" W, AT A DISTANCE OF 320.00 FEET TO A POINT OF INTERSECTION WITH THE EXISTING EAST RIGHT-OF-WAY LINE OF SAID BASS BOULEVARD (FM 800);
- 4) THENCE S 00°43'55" E, ALONG AND WITH THE EXISTING EAST RIGHT-OF-WAY LINE OF SAID BASS BOULEVARD (FM 800), A DISTANCE OF 1,185.00 FEET TO A POINT OF INTERSECTION WITH THE NORTH LINE OF LOT 3 OUT OF REISS SUBDIVISION (CABINET 1, SLOT 837-B, C.C.M.R.);
- 5) THENCE N 89°16'05" E, A DISTANCE OF 20.00 FEET TO A POINT OF INTERSECTION WITH THE EXISTING EAST RIGHT-OF-WAY LINE OF SAID BASS BOULEVARD (FM 800);
- 6) THENCE S 00°43'55" E, ALONG AND WITH THE EXISTING EAST RIGHT-OF-WAY LINE OF SAID BASS BOULEVARD (FM 800), A DISTANCE OF 495.00 FEET TO A POINT OF INTERSECTION WITH THE NORTH LINE OF BLOCK 171, OF ADAMS GARDENS SUBDIVISION "C" (VOL. 10, PG. 3, C.C.M.R.);
- 7) THENCE S 89°16'05" W, A DISTANCE OF 20.00 FEET TO A POINT OF INTERSECTION WITH THE EXISTING EAST RIGHT-OF-WAY LINE OF SAID BASS BOULEVARD (FM 800);
- 8) THENCE S 00°43'55" E, ALONG AND WITH THE EXISTING EAST RIGHT-OF-WAY LINE OF SAID BASS BOULEVARD (FM 800), A DISTANCE OF 680.00 FEET TO A POINT OF INTERSECTION WITH THE CENTERLINE OF HICK HILL ROAD;
- 9) THENCE, S 89°16'05" W, AT A DISTANCE OF 150.00 FEET TO A POINT OF INTERSECTION WITH THE EXISTING WEST RIGHT-OF-WAY LINE OF SAID BASS BOULEVARD (FM 800);
- 10) THENCE N 00°43'55" W, ALONG AND WITH THE EXISTING WEST RIGHT-OF-WAY LINE OF SAID BASS BOULEVARD (FM 800), A DISTANCE OF 30.00 FEET TO THE SOUTHEAST CORNER OF LOT 1 OF KISKADEE HEIGHTS SUBDIVISION (RECORDED IN CABINET 1, SLOT 2704B, C.C.M.R.);
- 11) THENCE, N 44°16'05" E, ALONG AND WITH THE EXISTING WEST RIGHT-OF-WAY LINE OF SAID BASS BOULEVARD (FM 800), A DISTANCE OF 70.71 FEET TO AN OUTSIDE CORNER OF LOT 1 OF KISKADEE HEIGHTS SUBDIVISION (RECORDED IN CABINET 1, SLOT 2704B, C.C.M.R.);
- 12) THENCE N 00°43'55" W, ALONG AND WITH THE EXISTING WEST RIGHT-OF-WAY LINE OF SAID BASS BOULEVARD (FM 800), A DISTANCE OF 1,160.00 FEET TO A CONCRETE MONUMENT FOUND FOR AN OUTSIDE CORNER OF LOT 1, BLOCK 2 OF GEORGETTE SUBDIVISION (RECORDED IN CABINET 1, SLOT 3191, C.C.M.R.);
- 13) THENCE, N 45°43'55" W, ALONG AND WITH THE EXISTING WEST RIGHT-OF-WAY LINE OF SAID BASS BOULEVARD (FM 800), A DISTANCE OF 70.71 FEET TO A 1/2 INCH IRON ROD FOUND FOR THE NORTHEAST CORNER OF LOT 1, BLOCK 2 OF GEORGETTE SUBDIVISION (RECORDED IN CABINET 1, SLOT 3191, C.C.M.R.);
- 14) THENCE N 00°43'55" W, ALONG AND WITH THE EXISTING WEST RIGHT-OF-WAY LINE OF SAID BASS BOULEVARD (FM 800), A DISTANCE OF 60.00 FEET TO THE SOUTHEAST CORNER OF LOT 14 OF LAUREN ESTATES (RECORDED IN CABINET 1, SLOT 2555B, C.C.M.R.);
- 15) THENCE, N 45°43'55" E, ALONG AND WITH THE EXISTING WEST RIGHT-OF-WAY LINE OF SAID BASS BOULEVARD (FM 800), A DISTANCE OF 70.71 FEET TO AN OUTSIDE CORNER OF LOT 14 OF LAUREN ESTATES (RECORDED IN CABINET 1, SLOT 2555B, C.C.M.R.);
- 16) THENCE N 00°43'55" W, ALONG AND WITH THE EXISTING WEST RIGHT-OF-WAY LINE OF SAID BASS BOULEVARD (FM 800), A DISTANCE OF 380.00 FEET TO A POINT OF INTERSECTION WITH THE NORTH LINE OF LAUREN ESTATES (RECORDED IN CABINET 1, SLOT 2555B, C.C.M.R.);
- 17) THENCE N 89°16'05" E, A DISTANCE OF 20.00 FEET TO A 1/2 INCH IRON ROD FOUND AT A POINT OF INTERSECTION WITH THE EXISTING WEST RIGHT-OF-WAY LINE OF SAID BASS BOULEVARD (FM 800);
- 18) THENCE N 00°43'55" W, ALONG AND WITH THE EXISTING WEST RIGHT-OF-WAY LINE OF SAID BASS BOULEVARD (FM 800), A DISTANCE OF 660.00 FEET TO A POINT OF INTERSECTION WITH THE NORTH LINE OF BLOCK 176, OF ADAMS GARDENS SUBDIVISION "C" (VOL. 10, PG. 3, C.C.M.R.);
- 19) THENCE N 89°16'05" E, A DISTANCE OF 70.00 FEET TO THE POINT OF BEGINNING.

EXHIBIT "A"

JOSE MARIO GONZALEZ, R.P.L.S. 5571

JOB NUMBER
1455.049



RIO DELTA SURVEYING

24593 FM 88, MONTE ALTO, TX 78538
(TEL) 956-380-5154 (FAX) 956-380-5156
EMAIL: MARIO@RIODELTASURVEYING.COM
FIRM No. 10013900



EXHIBIT "C"

ANNEXATION SERVICE AGREEMENT

SECTION 1. Pursuant to the provisions of V.T.C.A., Local Government Code Section 43.0672, in connection to the voluntary annexation of a 2.273-acre tract of land out of the extreme northwest corner of Block 176, Adam's Gardens Subdivision "C", Cameron County, Texas, the owners(s) of the land in the area and the City of Harlingen ("City"), collectively referred to herein as the "Parties", hereby enter into this written Annexation Service Agreement as follows:

A. Services to be provided on the effective date of annexation unless otherwise specified.

1. Police Protection
Patrolling, radio response to calls and other routine police services using present personnel and equipment will be provided on the effective date of annexation. Patrol positions will be added when population warrants.
2. Fire Protection
Fire protection by the present personnel and equipment of the fire fighting force within the limitations of available water will be provided on the effective date of annexation.
3. Emergency Medical Services
Emergency medical services will be provided through contract services on the effective date of annexation.
4. Environmental Health and Code Compliance
Health protection including the elimination of weedy lots, illegal dumping, unsanitary septic systems, sources of standing water and other public nuisances will be provided on the effective date of annexation.

Regulation of animal and fowl density will be provided on the effective date of annexation.

5. Solid Waste Collection
Pick up will begin on the effective date of annexation at the same level of service and cost provided to other similar areas presently found within the City of Harlingen.

Brush collection will be on a periodic basis as established by the City Sanitation Department with an active utility account.

6. Operation and maintenance of public water and wastewater facilities
Routine maintenance of existing water and wastewater facilities owned by Harlingen Waterworks System that are not within the service area of another water or wastewater utility will begin on the effective date of annexation.
 7. Operation and maintenance of public roads and streets
Routine maintenance of public roads and streets will begin on the effective date of annexation on the same basis as presently occurs in the city.
- B. If the city fails to zone the property as General Retail ("GR") District after the rezoning public hearings are held, the city agrees to de-annex the property within three (3) months after the rezoning process is completed.
- C. The city agrees not to require the dedication of any additional right of way and to not require ten (10) feet of additional asphalt, with curb and gutter and sidewalks along the Palis Drive boundary during the subdivision process.

SIGNED this ____ day of _____, 2024.

CITY OF HARLINGEN

By: _____
Gabriel Gonzalez, CPM, City Manager

PROPERTY OWNER(S) OF THE PROPERTY DESCRIBED ABOVE

By: Teodoro Snavely
LS Contractors Specialist, Inc.

**AGENDA ITEM
EXECUTIVE SUMMARY**

10(b)

Meeting Date: **December 4, 2024**

Agenda Item:

Consideration and possible action to adopt an ordinance on second and final reading amending the City of Harlingen Code of Ordinances Chapter 111, Zoning, Article XII, Special Use Regulations and Restrictions, to establish Section 111-336, Car Wash Establishments, by establishing a 2-mile radius and distance requirement, ensuring no new car wash business be established within a 2-mile radius of an existing car wash due to drought conditions. Applicant: City of Harlingen. Attachment **(Planning & Development)**

Prepared By: **Xavier Cervantes, AICP, CPM**
Title: **Planning and Development Director**

Signature: *Xavier Cervantes*

Funding (if applicable):

Are funds specifically designated in the current budget for the full ☐ Yes ☐ No*
amount for this purpose?

*If no, specify source of funding and amount requested:

Finance Director's approval: ☐ Yes ☐ No ☐ N/A

Staff Recommendation:

Staff recommends approval.

City Manager's approval: *[Signature]* ☒ Yes ☐ No ☐ N/A

Comments:

City Attorney's approval: *[Signature]* ☒ Yes ☐ No ☐ N/A

ORDINANCE NO. 24-_____

AN ORDINANCE AMENDING THE CITY OF HARLINGEN CODE OF ORDINANCES CHAPTER 111, ZONING, ARTICLE XII, SPECIAL USE REGULATIONS AND RESTRICTIONS, TO ESTABLISH SECTION 111-336 CAR WASH ESTABLISHMENTS, BY ESTABLISHING A 2-MILE RADIUS AND DISTANCE REQUIREMENT, ENSURING NO NEW CAR WASH BUSINESS BE ESTABLISHED WITHIN A 2-MILE RADIUS OF AN EXISTING CAR WASH; PROVIDING FOR PUBLICATION AND ORDAINING OTHER MATTERS RELATED TO THE FOREGOING

WHEREAS, The City of Harlingen is a home-rule municipality possessing the full power of local self-government pursuant to Article XI, Section 5 of the Texas Constitution; and

WHEREAS, Pursuant to the laws of the State of Texas, including Section 51.001 of the Texas Local Government Code, the Commission has the authority to adopt an ordinance that, among other things, is for good government peace, or order of Harlingen; and

WHEREAS, The amendments are also consistent with the goals of the One Vision One Harlingen Comprehensive Plan, of streamlining the development policies to promote Harlingen as an attractive and development option; and

WHEREAS, The car wash use is a prevalent business model in the City of Harlingen; and

WHEREAS, The car wash use is a business model that requires the consumption of large volumes of water; and

WHEREAS, This amendment will promote the conservation of water by requiring the installation of a water reclamation and recycling system as part of its operations model; and

WHEREAS, The Planning and Zoning Commission has reviewed the proposed amendment and has recommended approval; and

WHEREAS, The City Commission of the City of Harlingen finds that it is in the best interests of the citizens of Harlingen to amend the Code of Ordinances as set forth below;

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE CITY OF HARLINGEN, TEXAS, THAT:

SECTION I: That the City of Harlingen Code of Ordinances, Chapter 111, Zoning, Article XII, Special Use Regulations and Restrictions is hereby amended by adding the language underlined (added) to read in full as follows.

Sec. 111-336- Car Wash Establishments

Car Wash

A facility or area for the cleaning or steam cleaning, washing, polishing, or waxing of passenger vehicles, such as, but not limited to automobiles, passenger vans, small passenger shuttles, small recreational vehicles, boats, and/or water-sports equipment by machine or hand-operated facilities. A car wash may be:

- a. A single unit type that has a single bay or a group of single bays with each bay to accommodate one vehicle only; or
- b. A tunnel type that allows the washing of multiple vehicles in a tandem arrangement while moving through the structure.

Car washes shall not be located within 2-mile radius of another existing car wash. Car washes permitted under the Code of Ordinances shall be designed to employ a water recycling system as the primary source of water supply necessary to operate the business.

SECTION II: That the City Secretary of the City of Harlingen, Texas is hereby authorized and directed to cause a true copy of the caption of this ordinance to be published in a newspaper having general circulations in the City of Harlingen, Cameron County, Texas.

The provisions of this ordinance shall become effective from and after the final and lawful passage hereof and publication of the caption hereof as provided for and required in the Code of Ordinances and applicable state statutes.

FINALLY ENACTED this 4th day of December, 2024, at a regular meeting of the Elective Commission of the City of Harlingen, Texas at which a quorum was present and which was held in accordance with TEXAS GOVERNMENT CODE, CHAPTER 551.

CITY OF HARLINGEN

Norma Sepulveda, Mayor

ATTEST:

Amanda C. Elizondo, City Secretary

**AGENDA ITEM
EXECUTIVE SUMMARY**

10(C)

Meeting Date: **December 4, 2024**

Agenda Item:

Consideration and possible action to approve the Harlingen Animal Shelter to close a second day for the public.

Prepared By (Print Name): Shannon Harvill
Title: Environmental Health Director

Signature: 

Brief Summary:

The City of Harlingen Health Department is requesting for the Animal Shelter to be closed to the public for a second day. The shelter is currently closed to the public on Sunday's and the department would like for Mondays to be close as well to continue the effort on disinfecting the shelter to prevent the spread of more diseases. This closure will also give the efficient time to the Rescues and Foster Homes to come and pick up animals. The shelter will continue to open their doors between 1:00pm to 6:00pm, Tuesday thru Saturday to the public. Staff recommends approval.

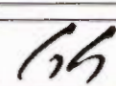
Funding (if applicable):

Are funds specifically designated in the current budget for the full amount ☐ Yes ☐ No*
for this purpose?

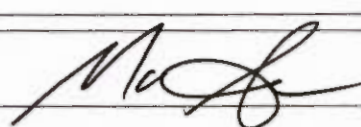
*If no, specify source of funding and amount requested:

Finance Director's approval: ☐ Yes ☐ No ☐ N/A

Staff Recommendation:

City Manager's approval:  ☒ Yes ☐ No ☐ N/A

Comments:

City Attorney's approval:  ☒ Yes ☐ No ☐ N/A

Sunday Tasks - Puppy Room

Clean and disinfect using the cleaning process listed below

- *Clean all puppy square floors, walls (inside & out of squares), and all edges/corners.
- *Scrub windows, windowsills, and bars on windows.
- *Scrub all floors, walls, doors, edges/corners in the room.
- *Scrub sink, counter, and cabinet – inside and out.
- *Clean and organize inside cabinet under sink.

Cleaning Process

1. **Dispose of Solid Waste:**
 - Pick up and dispose of any feces, urine, or other solid waste into a trash bag.
2. **Initial Rinse:**
 - Rinse the kennel with clean water to remove loose debris.
3. **Apply Rescue Solution:**
 - Mix the Rescue Cleaning Solution according to the label instructions (8fl.oz of Rescue Solution to 1 gallon of water) .
 - Spray or pour the solution onto all surfaces, ensuring it covers the floor, walls, and door areas of the kennel.
4. **Scrub Thoroughly:**
 - Use a scrub brush or sponge to clean all surfaces, focusing on corners, cracks, and edges where dirt and bacteria may accumulate.

Disinfecting Process

1. **Reapply Rescue Solution for Disinfection:**
 - After scrubbing, apply a fresh layer of Rescue Solution to all surfaces.
 - Allow the solution to sit for the required contact time (usually 5–10 minutes, per the product label).
2. **Final Rinse:**
 - Rinse the kennel thoroughly with clean water to remove any residue.
3. **Dry the Kennel:**
 - Use disposable rags or paper towels to dry the kennel completely or allow it to air dry. Ensure no puddles are left behind

(Side note remember to switch glove in between all kitten/puppies under the age of 1 year when handling)

Sunday Tasks – Cat Room

Clean and disinfect using the cleaning process listed below

***When cleaning the metal cages, use scrub brushes and Rescue spray bottles.**

*Scrub all metal parts of cages using scrub brushes and Rescue.

This includes:

Each individual bar, hinge, and handle on the doors of cages.

The floor, walls, edges/corners, ceiling and shelves, and windows of every cage.

Outside walls of cages, front, back, sides, and tops

***When cleaning the green and black cages, use ONLY Rescue WIPES.**

*Wipe every part of each cage using Rescue wipes.

This includes:

Each individual bar, hinge, and handle on the doors of cages.

The floor, walls, edges/corners, ceiling and shelves, and windows of every cage.

Outside walls of cages, front, sides, and tops.

*Scrub windows, windowsills, and bars on windows using scrub brushes and Rescue.

*Scrub all floors, walls, doors, edges/corners in the room using scrub brushes and Rescue.

*Scrub sink inside and out, and legs with scrub brush and Rescue.

*Remove everything from white table. Scrub with brush and Rescue spray.

When completed, rinse off and put away all tools. Brushes, and cleaners that were used.

Clean and disinfect all transfer cages/crates that were used.

Cleaning Process

1. Dispose of Solid Waste:

- Pick up and dispose of any feces, urine, or other solid waste into a trash bag.

2. Initial Rinse:

- Rinse the kennel with clean water to remove loose debris.

3. Apply Rescue Solution or Wipes:

- For general areas, use Rescue Cleaning Solution:
 - Mix according to the label instructions and apply to all surfaces.
- For cat rooms, Rescue Disinfectant Wipes should be used instead of the solution:
 - Wipe all surfaces, ensuring complete coverage of floors, walls, and cage areas.

4. Scrub Thoroughly:

- Use a scrub brush, sponge, or wipes to clean all surfaces, focusing on corners, cracks, and edges where dirt and bacteria may accumulate.

Disinfecting Process

1. Reapply Rescue Solution or Use Wipes for Disinfection:

- After scrubbing, apply a fresh layer of Rescue Solution to all surfaces (general areas).
- In the cat room, reapply Rescue Disinfectant Wipes, ensuring thorough coverage.
- Allow the solution or wipes to sit for the required contact time (usually 5–10 minutes, per the product label).

2. Final Rinse (if using solution):

- Rinse the kennel thoroughly with clean water to remove any residue. Wipes do not require rinsing.

3. Dry the Kennel:

- Use disposable rags or paper towels to dry the kennel completely or allow it to air dry. Ensure no puddles are left behind.

After Cleaning

1. Inspect the Kennel:

- Check to ensure it is visibly clean, dry, and free of odors or residue.

2. Return Items:

- Place clean, disinfected bowls, bedding, and toys back into the kennel.

3. Return the Animal:

- Safely transfer the animal back into the clean kennel.

4. Dispose of Waste and Clean Tools:

- Safely dispose of all waste and disinfect cleaning tools and gloves.

Additional Notes for Cat Room Cleaning:

- Rescue Disinfectant Wipes are to be used in place of the solution in the cat room to minimize excessive moisture and ensure quick and effective cleaning.
- The same protocol and contact time must be followed to ensure proper disinfection.
- Wipes simplify the process but require careful attention to fully cover all surfaces.

By adhering to this protocol, both general kennels and cat rooms will be maintained in a clean, safe, and sanitary condition for animals and staff.

(Side note remember to switch glove in between all kitten/puppies under the age of 1 year when handling)

Sunday Tasks - General Population and Quarantine

Clean and disinfect using the cleaning process listed below

* Scrub all kennels with scrub brushes and Rescue.

This includes:

Doors (including all chain link), floors, walls (inside & out), all edges/corners, bars, drains, and beds (top and underneath)

*Scrub all windows, windowsills and bars with scrub brushes and Rescue.

* Scrub all floors, walls, doors, edges/corners of the room with scrub brushes with Rescue.

Cleaning Process

1. **Dispose of Solid Waste:**

- Pick up and dispose of any feces, urine, or other solid waste into a trash bag.

2. **Initial Rinse:**

- Rinse the kennel with clean water to remove loose debris.

3. **Apply Rescue Solution:**

- Mix the Rescue Cleaning Solution according to the label instructions (8fl.oz of Rescue Solution to 1 gallon of water) .
- Spray or pour the solution onto all surfaces, ensuring it covers the floor, walls, and door areas of the kennel.

4. **Scrub Thoroughly:**

- Use a scrub brush or sponge to clean all surfaces, focusing on corners, cracks, and edges where dirt and bacteria may accumulate.

Disinfecting Process

1. **Reapply Rescue Solution for Disinfection:**

- After scrubbing, apply a fresh layer of Rescue Solution to all surfaces.
- Allow the solution to sit for the required contact time (usually 5–10 minutes, per the product label).

2. **Final Rinse:**

- Rinse the kennel thoroughly with clean water to remove any residue.

3. **Dry the Kennel:**

- Use disposable rags or paper towels to dry the kennel completely or allow it to air dry. Ensure no puddles are left behind

(Side note remember to switch glove in between all kitten/puppies under the age of 1 year when handling)

Sunday Tasks - Hallway Area

Clean and disinfect using the cleaning process listed below

*Sweep floor, including under large shelf.

*Scrub the sink inside and out, and the legs with a brush and with the Rescue.

*Remove all trash from cans and replace bags.

Cleaning Process

5. **Dispose of Solid Waste:**

- Pick up and dispose of any feces, urine, or other solid waste into a trash bag.

6. **Initial Rinse:**

- Rinse the kennel with clean water to remove loose debris.

7. **Apply Rescue Solution:**

- Mix the Rescue Cleaning Solution according to the label instructions (8fl.oz of Rescue Solution to 1 gallon of water) .
- Spray or pour the solution onto all surfaces, ensuring it covers the floor, walls, and door areas of the kennel.

8. **Scrub Thoroughly:**

- Use a scrub brush or sponge to clean all surfaces, focusing on corners, cracks, and edges where dirt and bacteria may accumulate.

Disinfecting Process

4. **Reapply Rescue Solution for Disinfection:**

- After scrubbing, apply a fresh layer of Rescue Solution to all surfaces.
- Allow the solution to sit for the required contact time (usually 5–10 minutes, per the product label).

5. **Final Rinse:**

- Rinse the kennel thoroughly with clean water to remove any residue.

6. **Dry the Kennel:**

- Use disposable rags or paper towels to dry the kennel completely or allow it to air dry. Ensure no puddles are left behind

(Side note remember to switch glove in between all kitten/puppies under the age of 1 year when handling)

Sunday Tasks - Extra Tasks

Clean and disinfect using the cleaning process listed below

*Remove all trash from cans. Remove all debris from all cans. Spray with water first and then with bleach. Let sit for 15 minutes to disinfect. Rinse and let dry. Replace bags.

*Clean side yard. Remove all trash and debris. Scoop up all animal waste.

*Clean outside runs in the back. Including:

Remove all items from area.

Scrub all doors (including all chain link), floors, walls (inside & out), all edges/corners, bars, and drains with scrub brushes and Rescue.

Clean and disinfect all tools.

*Walk front and side yards and remove all pet waste from all grass areas.

Cleaning Process

9. Dispose of Solid Waste:

- Pick up and dispose of any feces, urine, or other solid waste into a trash bag.

10. Initial Rinse:

- Rinse the kennel with clean water to remove loose debris.

11. Apply Rescue Solution:

- Mix the Rescue Cleaning Solution according to the label instructions (8fl.oz of Rescue Solution to 1 gallon of water) .
- Spray or pour the solution onto all surfaces, ensuring it covers the floor, walls, and door areas of the kennel.

12. Scrub Thoroughly:

- Use a scrub brush or sponge to clean all surfaces, focusing on corners, cracks, and edges where dirt and bacteria may accumulate.

Disinfecting Process

7. Reapply Rescue Solution for Disinfection:

- After scrubbing, apply a fresh layer of Rescue Solution to all surfaces.
- Allow the solution to sit for the required contact time (usually 5–10 minutes, per the product label).

8. Final Rinse:

- Rinse the kennel thoroughly with clean water to remove any residue.

9. Dry the Kennel:

- Use disposable rags or paper towels to dry the kennel completely or allow it to air dry. Ensure no puddles are left behind

(Side note remember to switch glove in between all kitten/puppies under the age of 1 year when handling)

Monday Tasks – Small Medical Room

Clean and disinfect using the cleaning process listed below

- *Remove all animals from the room before starting.
- *Remove all items from room.
- *Wipe down all surfaces with Rescue wipes. This includes all chairs, door handles, light switches, doors, counters, tables, and all other high touch areas.
- *Sweep floor.
- *Scrub walls, doors, sink, and floors with rescue. Allow to dry.
- *Organize all medical supplies.
- *Remove all trash and replace bags.
- *Clean and disinfect the crates of any animals that were in this room BEFORE placing them back in the room. Ensure that they all have fresh bedding and water.
- *Prop door open to allow fresh air to circulate.

Cleaning Process

1. **Dispose of Solid Waste:**
 - Pick up and dispose of any feces, urine, or other solid waste into a trash bag.
2. **Initial Rinse:**
 - Rinse the kennel with clean water to remove loose debris.
3. **Apply Rescue Solution:**
 - Mix the Rescue Cleaning Solution according to the label instructions (8fl.oz of Rescue Solution to 1 gallon of water) .
 - Spray or pour the solution onto all surfaces, ensuring it covers the floor, walls, and door areas of the kennel.
4. **Scrub Thoroughly:**
 - Use a scrub brush or sponge to clean all surfaces, focusing on corners, cracks, and edges where dirt and bacteria may accumulate.

Disinfecting Process

1. **Reapply Rescue Solution for Disinfection:**
 - After scrubbing, apply a fresh layer of Rescue Solution to all surfaces.
 - Allow the solution to sit for the required contact time (usually 5–10 minutes, per the product label).
2. **Final Rinse:**
 - Rinse the kennel thoroughly with clean water to remove any residue.
3. **Dry the Kennel:**

- Use disposable rags or paper towels to dry the kennel completely or allow it to air dry. Ensure no puddles are left behind

(Side note remember to switch glove in between all kitten/puppies under the age of 1 year when handling)

Main Hallway

Clean and disinfect using the cleaning process listed below

- * Ensure that all soiled dishes are properly cleaned before cleaning hallway.
- * Remove all animals before starting to clean.
- * Remove all items from hallway, including trashcans, cart, etc.
- * Remove all linen and dishes from shelf.
- * Sweep the floor. Pull linen shelf away from wall and sweep under.
- * Scrub walls, doors, sink, and floors (including floor under and walls behind linen shelf) with Rescue.
- * Wipe down linen shelf with Rescue wipes.
- * Organize all linen and dishes back on the shelf.
- * Scrub black cart with scrub brush and rescue. Allow to dry.
- * Remove all trash and replace bags.
- * Clean and disinfect the crates of any animals that were in this room BEFORE placing them back in the room. Ensure that they all have fresh bedding and water.
- * Prop all doors open to allow fresh air to circulate.

Cleaning Process

5. **Dispose of Solid Waste:**
 - Pick up and dispose of any feces, urine, or other solid waste into a trash bag.
6. **Initial Rinse:**
 - Rinse the kennel with clean water to remove loose debris.
7. **Apply Rescue Solution:**
 - Mix the Rescue Cleaning Solution according to the label instructions (8fl.oz of Rescue Solution to 1 gallon of water) .
 - Spray or pour the solution onto all surfaces, ensuring it covers the floor, walls, and door areas of the kennel.
8. **Scrub Thoroughly:**
 - Use a scrub brush or sponge to clean all surfaces, focusing on corners, cracks, and edges where dirt and bacteria may accumulate.

Disinfecting Process

4. **Reapply Rescue Solution for Disinfection:**
 - After scrubbing, apply a fresh layer of Rescue Solution to all surfaces.

- Allow the solution to sit for the required contact time (usually 5–10 minutes, per the product label).
- 5. **Final Rinse:**
 - Rinse the kennel thoroughly with clean water to remove any residue.
- 6. **Dry the Kennel:**
 - Use disposable rags or paper towels to dry the kennel completely or allow it to air dry. Ensure no puddles are left behind

(Side note remember to switch glove in between all kitten/puppies under the age of 1 year when handling)

Monday Tasks - Laundry Room

Clean and disinfect using the cleaning process listed below

- *Remove all animals from the room before starting.
- *Remove all items from room. (not the washer and drier)
- *Sweep room. Including around and behind washer and drier.
- *Disinfect all surfaces, including tables, door handles, light switches, and windows with Rescue wipes.
- *Disinfect the washer by running an empty cycle with hot water and a cup of bleach only. Wipe the outside of the washer down with Rescue wipes.
- *Disinfect the drier by wiping it down inside and out with Rescue wipes. Ensure that the lint trap is clean.
- *Scrub walls, door, bathtub, and floor with Rescue. Allow to dry.
- *Remove all trash and replace bags.
- *Organize all items in the room
- *Clean and disinfect the crates of any animals that were in this room BEFORE placing them back in the room. Ensure that they all have fresh bedding and water.
- *Start a load of soiled laundry to wash. Keep the washer and drier going all day until all soiled laundry is clean and dry. (Be sure to clean out the lint trap after each load removed from the drier)
- *Be sure that all dried laundry is properly organized on the linen shelf.
- *Prop door open to allow fresh air to circulate.

Cleaning Process

1. **Dispose of Solid Waste:**
 - Pick up and dispose of any feces, urine, or other solid waste into a trash bag.
2. **Initial Rinse:**
 - Rinse the kennel with clean water to remove loose debris.
3. **Apply Rescue Solution:**
 - Mix the Rescue Cleaning Solution according to the label instructions (8fl.oz of Rescue Solution to 1 gallon of water) .
 - Spray or pour the solution onto all surfaces, ensuring it covers the floor, walls, and door areas of the kennel.

4. Scrub Thoroughly:

- Use a scrub brush or sponge to clean all surfaces, focusing on corners, cracks, and edges where dirt and bacteria may accumulate.

Disinfecting Process

1. Reapply Rescue Solution for Disinfection:

- After scrubbing, apply a fresh layer of Rescue Solution to all surfaces.
- Allow the solution to sit for the required contact time (usually 5–10 minutes, per the product label).

2. Final Rinse:

- Rinse the kennel thoroughly with clean water to remove any residue.

3. Dry the Kennel:

- Use disposable rags or paper towels to dry the kennel completely or allow it to air dry. Ensure no puddles are left behind

(Side note remember to switch glove in between all kitten/puppies under the age of 1 year when handling)

Monday Tasks – Front, Lobby Area, & Break room

Clean and disinfect using the cleaning process listed below

- *Remove all unnecessary items from lobby and hallways.
- *Wipe down all surfaces with Rescue wipes. This includes ledges, windowsills, chairs, door handles, light switches, doors, counters, tables, and all other high touch areas.
- *Disinfect all windows inside and out with Rescue. (Please do not remove window art)
- *Clean break room refrigerator inside and out with Rescue wipes. Clean all tables and counters with Rescue wipes.
- *Clean both restrooms. Scrub walls, doors, sinks and toilets with Rescue.
- *Take out all trash and replace bags.
- *Sweep floors and mop with Rescue.

Cleaning Process

1. **Dispose of Solid Waste:**
 - Pick up and dispose of any feces, urine, or other solid waste into a trash bag.
2. **Initial Rinse:**
 - Rinse the kennel with clean water to remove loose debris.
3. **Apply Rescue Solution:**
 - Mix the Rescue Cleaning Solution according to the label instructions (8fl.oz of Rescue Solution to 1 gallon of water) .
 - Spray or pour the solution onto all surfaces, ensuring it covers the floor, walls, and door areas of the kennel.
4. **Scrub Thoroughly:**
 - Use a scrub brush or sponge to clean all surfaces, focusing on corners, cracks, and edges where dirt and bacteria may accumulate.

Disinfecting Process

1. **Reapply Rescue Solution for Disinfection:**
 - After scrubbing, apply a fresh layer of Rescue Solution to all surfaces.
 - Allow the solution to sit for the required contact time (usually 5–10 minutes, per the product label).
2. **Final Rinse:**
 - Rinse the kennel thoroughly with clean water to remove any residue.
3. **Dry the Kennel:**
 - Use disposable rags or paper towels to dry the kennel completely or allow it to air dry. Ensure no puddles are left behind

(Side note remember to switch glove in between all kitten/puppies under the age of 1 year when handling)

Large Medical Room

Clean and disinfect using the cleaning process listed below

*Wipe down all surfaces with Rescue wipes. This includes all chairs, door handles, light switches, doors, counters, tables, and all other high touch areas.

*Wipe down scale with Rescue wipes.

*Scrub freezer inside and out with Rescue. (If freezer is empty)

*Sweep floor

*Scrub walls, doors, and floors with rescue.

*Organize all medical supplies

*Remove all trash and replace bags.

*Wipe down refrigerator inside and out with rescue wipes.

Cleaning Process

5. Dispose of Solid Waste:

- Pick up and dispose of any feces, urine, or other solid waste into a trash bag.

6. Initial Rinse:

- Rinse the kennel with clean water to remove loose debris.

7. Apply Rescue Solution:

- Mix the Rescue Cleaning Solution according to the label instructions (8fl.oz of Rescue Solution to 1 gallon of water) .
- Spray or pour the solution onto all surfaces, ensuring it covers the floor, walls, and door areas of the kennel.

8. Scrub Thoroughly:

- Use a scrub brush or sponge to clean all surfaces, focusing on corners, cracks, and edges where dirt and bacteria may accumulate.

Disinfecting Process

4. Reapply Rescue Solution for Disinfection:

- After scrubbing, apply a fresh layer of Rescue Solution to all surfaces.
- Allow the solution to sit for the required contact time (usually 5–10 minutes, per the product label).

5. Final Rinse:

- Rinse the kennel thoroughly with clean water to remove any residue.

6. Dry the Kennel:

- Use disposable rags or paper towels to dry the kennel completely or allow it to air dry. Ensure no puddles are left behind

(Side note remember to switch glove in between all kitten/puppies under the age of 1 year when handling)

10(d)

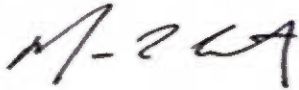
**AGENDA ITEM
EXECUTIVE SUMMARY**

Meeting Date: **December 4, 2024**

Agenda Item:

Consideration and possible action to approve a resolution accepting the Federal Aviation Administration (FAA) anticipated Grant offer No. 3-48-0101-079-2024, in the amount of Five Million Dollars and no/100s (\$5,000,000.00) for the Air Traffic Control Tower Project at Valley International Airport. Attachment (**Airport**)

Prepared By (Print Name): Marv R. Esterly
Title: Director of Aviation

Signature: 

Brief Summary:

This grant is for Valley International Airport's Air Traffic Control Tower project.

Funding (if applicable):

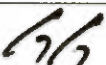
Are funds specifically designated in the current budget for the full ☒ Yes ☐ No*

*If no, specify the source of funding and amount requested:

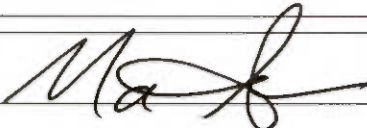
Finance Director's approval: ☐ Yes ☐ No ☐ N/A

Staff Recommendation:

Staff recommends acceptance of the anticipated Federal Aviation Administration (FAA) Grant offer No. 3-48-0101-079-2024, in the amount of Five Million Dollars and no/100s (\$5,000,000.00) for the Air Traffic Control Tower project at Valley International Airport.

City Manager's approval:  ☒ Yes ☐ No ☐ N/A

Comments:

City Attorney's approval:  ☒ Yes ☐ No ☐ N/A

RESOLUTION NO. NO. _____

STATE OF TEXAS §

COUNTY OF CAMERON §

WHEREAS, the United States Department of Transportation, Federal Aviation Administration is expected to submit an anticipated grant offer; Grant No. 3-48-0101-079-2024; and

WHEREAS, the intended purpose of the anticipated Grant No. 3-48-0101-079-2024 is for the Air Traffic Control Tower project at Valley International Airport in the amount of Five Million Dollars and no/100s (\$5,000,000.00); and

WHEREAS, the anticipated Grant No. 3-48-0101-079-2024 for the Valley International Airport was approved by the Harlingen Airport Board during its regular meeting of November 19, 2024; and

WHEREAS, the Elective Commission of the City of Harlingen, Texas, deems it necessary and desirable to accept the execution of the anticipated FAA Grant No. 3-48-0101-079-2024, in the amount of Five Million Dollars and no/100s (\$5,000,000.00); now, therefore,

BE IT RESOLVED BY THE CITY OF HARLINGEN:

The Mayor of the City of Harlingen, Norma Sepulveda, is hereby authorized to execute on behalf of the City of Harlingen the anticipated Grant Offer No. 3-48-0101-079-2024 for the Air Traffic Control Tower project at Valley International Airport in the amount of Five Million Dollars and no/100s (\$5,000,000.00);

When so executed by the Mayor of the City of Harlingen, the City of Harlingen shall be bound to all of the conditions and requirements as stated in said anticipated grant offer if and when it is received.

CONSIDERED AND ADOPTED this 4th day of December 2024, at a Regular Meeting of the Elective Commission of the City of Harlingen, Texas, at which a quorum was present and which was held in accordance with Texas Government Code, Title 5, Subtitle A, Chapter 551.

CITY OF HARLINGEN

BY: _____
Norma Sepulveda, Mayor

ATTEST:

Amanda Elizondo, City Secretary

10(e)

**AGENDA ITEM
EXECUTIVE SUMMARY**

Meeting Date: **December 4, 2024**

Agenda Item:

Consideration and possible action to approve a request from Remi Garza, Cameron County Elections Administrator, to use the following locations as Early Voting Sites for the December 14, 2024, Special Runoff Election. Attachment (*City Secretary*)

Cultural Arts Center 575 "76" Drive and City Hall, Town Hall Meeting Room, 2nd Floor 118 E. Tyler Ave.-Monday-Friday-December 2nd & 9th thru 6th & 10th, 2024 from 9:00 a.m. to 7:00 p.m., Saturday-December 7, 2024-10:00 a.m. to 5:00 p.m.

Prepared By: Amanda Elizondo, City Secretary

Brief Summary:

Funding (if applicable):

Are funds specifically designated in the current budget for the full amount (Yes/No):

*If no, specify source of funding and amount requested:

Finance Director's approval (Yes/No/NA):

Staff Recommendation:

City Manager approval:



Comments:

City Attorney's approval:





REMI GARZA, CERA
ELECTIONS ADMINISTRATOR

November 20, 2024

Amanda Elizondo
City Secretary
City of Harlingen
118 E. Tyler Ave.
Harlingen, Texas 78550

Dear Ms. Elizondo

This is our official request to designate the following locations as an Early Voting sites for the City of Harlingen Special Runoff Election to be held on December 14, 2024:

**Harlingen Cultural Arts Center, 575 "76" Dr. Harlingen, Texas and Harlingen City Hall
Town Hall Meeting Room, 118 E. Tyler Ave, Harlingen, Texas**

The dates and times for early voting are as follow:

Monday, Dec. 2 thru Friday, Dec. 6	9:00 a.m. to 7:00 p.m.
Saturday, Dec. 7	10:00 a.m. to 5:00 p.m.
Monday, Dec. 9 thru Tuesday, Dec. 10	9:00 a.m. to 7:00 p.m.

If you agree, we will be delivering voting equipment a few days before Election Day begins. It will need to be stored in a secure area and be available during the election. We will also need three (3) folding tables, (4-6) chairs and working 120-volt electrical plugs for the equipment.

Upon consideration and agreement, please fax us a confirmation letter at (956) 550-7298 or email it to Maribel.diaz@co.cameron.tx.us. We greatly appreciate your help in making the approaching elections a success.

Thank you in advance for your consideration to this request.

Sincerely,

Remi Garza for Remi Garza

Remi Garza
Elections Administrator

10(f)

**AGENDA ITEM
EXECUTIVE SUMMARY**

Meeting Date: **December 4, 2024**

Agenda Item:

Consideration and possible action to approve the planning and construction of a pocket park within Gayle Park Subdivision utilizing the abandoned Bonita Road right of way and dedicating funding for the construction.

Prepared By: Javier Mendez, Parks & recreations Director

Brief Summary:

The land in question is an abandoned road right of way measuring 60' x 145', which was the proposed extension of Bonita Road, between blocks 5 & 10 of Gayle Subdivision. The City Commissioner from District 2 has requested to come up with some improvement ideas and cost estimates of how to develop the property to help keep it maintained. Building a pocket nature park in a neighborhood that is more than 2.17 miles away from any other public park in the city offers numerous benefits. It improves access to green space, promotes mental and physical health, fosters social interaction, and could provide educational and environmental advantages. Additionally, it enhances the aesthetic appeal of the area and contributes to community safety. Furthermore, the idea is to design something that is low maintenance and environmental sustainability. A well-maintained pocket park can raise the attractiveness of the neighborhood and increase property values. When residents are regularly in the park and use it often, they develop a sense of ownership over the space. This leads to better care of the area, improved maintenance, and a decrease in vandalism or neglect.

Using current in-house construction figures, we have estimated the construction of the improvement at a total of \$43,036. This includes a 5-foot-wide walking trail of approximately 410 linear feet, 4 solar lights, a butterfly garden area, 2 shade structures with concrete slab and bench, 2 permeable parking spaces, 6 native trees, a 30 x 20 open slab, 2-15' x 10' pergolas, a 10-foot-high privacy fence on both sides of the property, water meter and possibly an electrical meter.

Funding (if applicable):

Are funds specifically designated in the current budget for the full amount (Yes/No):NO

*If no, specify source of funding and amount requested:

Finance Director's approval (Yes/No/NA):Yes

Staff Recommendation:

Staff recommends approval.

City Manager approval:

66

Comments:

City Attorney's approval:

Ma

Proposed Pocket Park



Gayle Subdivision (Aerial Zoomed Out)



Gayle Subdivision (Zoomed In)



Photo of property from rear facing street



Photo of property from front facing rear.

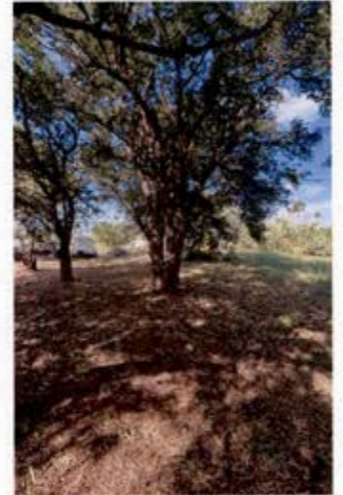


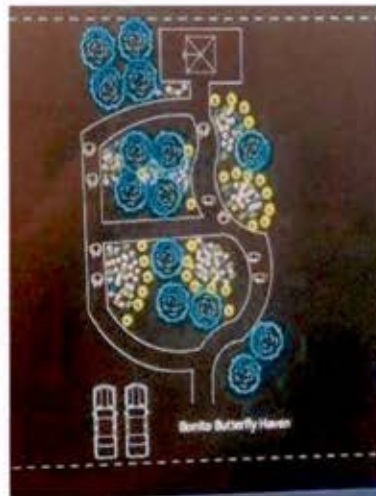
Photo in middle of property



Photo of property from street (West Side) facing rear.



Photo of property facing rear (North)



Concept of proposed improvements

Item	Description	Qty	Unit	Unit Cost	Total
1	5 foot decomposed granite trail	2050	Sq.Ft.	\$ 1.49	\$ 3,054.50
2	6" trail/parking lot curbing	892	L.F.	\$ 1.90	\$ 1,694.80
3	Solar Lights	4	Each	\$ 2,000.00	\$ 8,000.00
4	10 x 12 Shade Shelters w/Slab & Bench	1	Each	\$ 4,000.00	\$ 4,000.00
5	Parking Lot (Brick Pavers)	2,057	Each	\$ 1.25	\$ 2,571.25
6	Native Trees	6	Each	\$ 200.00	\$ 1,200.00
7	Butterfly Garden	1	L.S.	\$ 1,000.00	\$ 1,000.00
8	30' x 20' concrete slab	50	Sq. Ft.	\$ 21.00	\$ 1,050.00
9	15' x 10' pergola	2	Each	\$ 2,800.00	\$ 5,600.00
10	10' Privacy Fence	290	L.F.	\$ 18.50	\$ 5,365.00
11	5/8" Water Meter tap	1	L.S.	\$ 4,000.00	\$ 4,000.00
12	Electrical Service	1	L.S.	\$ 5,500.00	\$ 5,500.00
					\$ 43,035.55

109)

**AGENDA ITEM
EXECUTIVE SUMMARY**

Meeting Date: **December 4, 2024**

Agenda Item:

Consideration and possible action to authorize the City Manager to begin negotiations with a Semi-Pro Soccer Club and to execute an agreement for the use of Harlingen Field for their summer season games. Attachment (*Parks & Recreation*)

Prepared By: Javier Mendez, Parks & recreations Director

Brief Summary:

This agenda item seeks approval for a Semi-Pro Soccer Club to use Harlingen Field for their summer season games. The club is requesting access to the field and supporting amenities for league games during the summer months.

The use of Harlingen Field will be scheduled around other activities to minimize conflicts, with specific dates and times coordinated with the city's recreation department.

Granting approval will allow the club to reserve Harlingen Field for their season, with any applicable fees and terms established in the facility use agreement.

Staff assessed the facilities and are obtaining quotes to repair some of the equipment, such as the A/C motor and water heater for the changing rooms. We also need to replace the ceiling tiles in the changing rooms, but everything else is functioning. We have about 22 field lights out and will be working on repairing them. We will also need to work on the field and level it for soccer.

Funding (if applicable):

Are funds specifically designated in the current budget for the full amount (Yes/No):No

*If no, specify source of funding and amount requested:

Finance Director's approval (Yes/No/NA):N/A

Staff Recommendation:

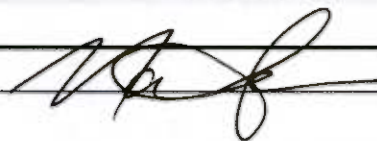
Staff recommends approval.

City Manager approval:



Comments:

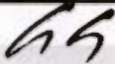
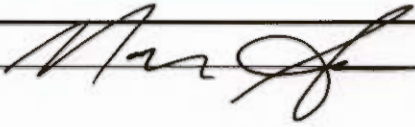
City Attorney's approval:



10(h)

**AGENDA ITEM
EXECUTIVE SUMMARY**

Meeting Date: **December 4, 2024**

Agenda Item:
Consideration and possible action authorizing the transfer of ownership of city-owned property located at 102 South T Street to the Lower Rio Grande Valley Development Council (LRGVDC). Attachment (<i>City Manager</i>)
Prepared By: Ana Hernandez, Mobility & Special Projects Director
Brief Summary:
Funding (if applicable):
Are funds specifically designated in the current budget for the full amount (Yes/No): *If no, specify source of funding and amount requested:
Finance Director's approval (Yes/No/NA):
Staff Recommendation:
Staff recommends authorizing the transfer of ownership of city-owned property to the LRGVDC.
City Manager approval: 
Comments:
City Attorney's approval: 



August 20, 2024

Gabriel Gonzalez, CPM
City Manager
City of Harlingen
118 E. Tyler St.
Harlingen, TX 78551

Dear Mr. Gonzalez,

I hope this letter finds you well. I am writing to formally request a letter from the City of Harlingen, stating the promising transfer of title pursuant to 49 CFR Part 24, Subpart B – Real Property Acquisition for the 201 T Street property (Property ID# 78151). *Additionally, I would like to confirm that we are prepared to initiate payment reimbursement (\$1,828,608.97) for the purchase of the property as per our agreement.*

As you have completed the acquisition process, having written confirmation of the City's commitment to facilitate the transfer of title is crucial for our records and maintaining satisfactory continuing control of the property to protect the federal interest in the property. This letter will serve as a significant document in completing the necessary documentation and fulfilling regulatory requirements.

Furthermore, we are eager to proceed with the reimbursement process promptly upon completing the review of the required payment documentation from the City. Therefore, I kindly request that the letter include details such as the property address, legal description, and any pertinent information regarding the transfer process.

Please let me know if there are any additional steps or documentation required from our end to expedite this process. We are fully committed to complying with all necessary procedures and ensuring a smooth transition.

Your prompt attention to this matter would be greatly appreciated. If there are any further details or clarifications needed from my end, please feel free to reach out to me.

Thank you for your cooperation and assistance in this matter. We look forward to receiving the requested letter and proceeding with the reimbursement process in a timely manner.

Warm regards,

Thomas F. Logan,
Director of Regional Transit

Cc: Ana Hernandez, Mobility/Special Projects Director
Crystal Balboa, Finance Director
Manuel Cruz, LRGVDC Executive Director
Nancy Sanchez, Planning & Mobility Supervisor

510 S. Pleasantview Dr. • Weslaco, TX 78596
956.969.5761 (p) • 956.969.8176 (f) • www.lrgvdc.org

RESOLUTION No. 2024 - ____

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HARLINGEN, TEXAS AUTHORIZING THE TRANSFER OF REAL PROPERTY TO THE LOWER RIO GRANDE VALLEY DEVELOPMENT COUNCIL; AND DEALING WITH RELATED MATTERS.

WHEREAS, the Lower Rio Grande Valley Development Council Valley Metro allocated \$2,000,000 in Section 5307 FY 2020 CARES Act apportionment funds from the Federal Transit Administration to the City of Harlingen, Texas to support land acquisition and other improvements; and,

WHEREAS, the City owns the parcel legally described in Exhibit A attached hereto (“Property”); and,

WHEREAS, the City agrees to transfer ownership of the Property to the Lower Rio Grande Valley Development Council to ensure compliance with grant regulations.

NOW THEREFORE, BE IT RESOLVED that the City Commission hereby approves the transfer of the Property as detailed in Exhibit A attached hereto and authorizes staff to take all necessary steps to implement this resolution.

CONSIDERED AND ADOPTED this 12th day of December 2024 at a Regular Meeting of the Elective Commission of the City of Harlingen, Texas, at which a quorum was present, and which was held in accordance with Government Code Chapter 551, as amended.

Norma Sepulveda, Mayor

Amanda C. Elizondo, City Secretary

EXHIBIT A

EXHIBIT "A"
414,920 SQUARE FEET OR 9.525 ACRES
BOUNDARY SURVEY

BEING A 9.525 ACRE TRACT OF LAND LOCATED IN THE CAMERON COUNTY SCHOOL LAND SURVEY, SECTION 27, ABSTRACT NO. 32, CAMERON COUNTY, TEXAS, AND IN BLOCK 32, PETERSBURG SUBDIVISION, RECORDED IN VOLUME 4, PAGE 50, MAP RECORDS, CAMERON COUNTY, TEXAS (M.R.C.C.T.), AND ALSO BEING THE REMAINDER OF A CALLED 10 ACRE TRACT CONVEYED IN A DEED TO CENTRAL POWER AND LIGHT COMPANY, RECORDED IN VOLUME 386, PAGE 154, DEED RECORDS, CAMERON COUNTY, TEXAS (D.R.C.C.T.), A CALLED 0.200 ACRE TRACT CONVEYED IN A DEED TO CENTRAL POWER AND LIGHT COMPANY, RECORDED IN VOLUME 1316, PAGE 93, D.R.C.C.T., AND A CALLED 0.200 ACRE TRACT WITH NO RECORDING INFORMATION FOUND, THE PERIMETER OF SAID 9.525 ACRE TRACT OF LAND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A 1/2-INCH IRON ROD WITH AN ORANGE CAP STAMPED "RPLS 5964" FOUND ON THE EAST RIGHT-OF-WAY LINE OF NORTH T STREET (FORMERLY KNOWN AS AUDLOX ROAD), AT THE NORTHWEST CORNER OF THE REMAINDER OF SAID 10 ACRE TRACT, SAME BEING THE SOUTHWEST CORNER OF A CALLED 0.9379 ACRE TRACT CONVEYED IN A DEED TO CITY OF HARLINGEN, TEXAS, RECORDED IN DOCUMENT NO. 2019-38800, OFFICIAL RECORDS, CAMERON COUNTY, TEXAS (O.R.C.C.T.);

THENCE NORTH 89 DEGREES 44 MINUTES 09 SECONDS EAST, WITH THE COMMON LINE OF THE REMAINDER OF SAID 10 ACRE TRACT, AND SAID 0.9379 ACRE TRACT AND A CALLED 0.908 ACRE TRACT CONVEYED IN THE SAME DEED TO CITY OF HARLINGEN, TEXAS, RECORDED IN DOCUMENT NO. 2019-38800, O.R.C.C.T., A DISTANCE OF 617.99 FEET TO A 1/2-INCH IRON ROD FOUND AT THE NORTHEAST CORNER OF THE REMAINDER OF SAID 10 ACRE TRACT, SAME BEING THE NORTHWEST CORNER OF SAID 0.200 ACRE TRACT (VOL. 1316, PG. 93), AND ON THE SOUTH LINE OF LOT 1, BLOCK 1, TEMPLE BETHANIA SUBDIVISION, RECORDED IN CABINET 1, PAGE 342-1, M.R.C.C.T., CONVEYED IN A DEED TO ABUNDANT LIFE ASSEMBLY OF GOD CHURCH, RECORDED IN DOCUMENT NO. 2012-1093, O.R.C.C.T., FOR AN ANGLE POINT ON THE NORTH LINE OF THE HEREIN DESCRIBED TRACT;

THENCE SOUTH 89 DEGREES 20 MINUTES 39 SECONDS EAST, WITH THE COMMON LINE OF SAID 0.200 ACRE TRACT (VOL. 1316, PG. 93) AND SAID LOT 1, A DISTANCE OF 15.55 FEET TO A CONCRETE MONUMENT FOUND AT THE NORTHEAST CORNER OF SAID 0.200 ACRE TRACT (VOL. 1316, PG. 93), SAME BEING THE NORTHWEST CORNER OF THE REMAINDER OF A CALLED 7.49 ACRE TRACT CONVEYED IN A DEED TO ABUNDANT LIFE ASSEMBLY OF GOD CHURCH, RECORDED IN VOLUME 5024, PAGE 5, O.R.C.C.T., FOR THE NORTHEAST CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE SOUTH 00 DEGREES 15 MINUTES 39 SECONDS EAST, WITH THE COMMON LINE OF SAID 0.200 ACRE TRACT (VOL. 1316, PG. 93) AND SAID 7.49 ACRE TRACT, A DISTANCE OF 558.33 FEET TO A CONCRETE MONUMENT FOUND AT THE SOUTHEAST CORNER OF SAID 0.200 ACRE TRACT (VOL. 1316, PG. 93), SAME BEING THE SOUTHWEST CORNER OF THE REMAINDER OF SAID 7.49 ACRE TRACT, AND ON THE NORTH LINE OF PROVIDENCIA CANAL, FOR THE SOUTHEAST CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE SOUTH 73 DEGREES 41 MINUTES 07 SECONDS WEST, WITH THE COMMON LINE OF SAID 0.200 ACRE TRACT (VOL. 1316, PG. 93) AND PROVIDENCIA CANAL, A DISTANCE OF 16.11 FEET TO A 1/2-INCH IRON ROD FOUND AT THE SOUTHWEST CORNER OF SAID 0.200 ACRE TRACT (VOL. 1316, PG. 93), SAME BEING THE SOUTHEAST CORNER OF SAID 0.200 ACRE TRACT (NO RECORD INFORMATION FOUND), FOR AN ANGLE POINT ON THE SOUTH LINE OF THE HEREIN DESCRIBED TRACT;

THENCE SOUTH 71 DEGREES 44 MINUTES 00 SECONDS WEST, WITH THE COMMON LINE OF SAID 0.200 ACRE TRACT (NO RECORD INFORMATION FOUND) AND PROVIDENCIA CANAL, A DISTANCE OF 556.60 FEET TO A 1/2-INCH IRON ROD FOUND AT THE SOUTH CORNER OF SAID 0.200 ACRE TRACT (NO RECORD INFORMATION FOUND), FOR A SOUTH CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE SOUTH 89 DEGREES 30 MINUTES 30 SECONDS WEST, WITH THE COMMON LINE OF SAID 0.200 ACRE TRACT (NO RECORD INFORMATION FOUND) AND PROVIDENCIA CANAL, A DISTANCE OF 48.28 FEET TO A 5/8-INCH IRON ROD WITH CAP STAMPED "SAM" SET AT THE SOUTHEAST CORNER OF A CALLED 0.059 ACRE TRACT CONVEYED IN A DEED TO THE STATE OF TEXAS FOR U.S. 77N, RECORDED IN VOLUME 709, PAGE 97, O.R.C.C.T., FOR THE SOUTHERNMOST SOUTHWEST CORNER OF THE HEREIN DESCRIBED TRACT;

EXHIBIT "A"

THENCE NORTH 18 DEGREES 04 MINUTES 08 SECONDS WEST, WITH THE COMMON LINE OF SAID 0.059 ACRE TRACT AND THE REMAINDER OF SAID 10 ACRE TRACT, A DISTANCE OF 114.70 FEET TO A 5/8-INCH IRON ROD WITH CAP STAMPED "SAM" SET FOR AN ANGLE POINT ON THE SOUTHWEST LINE OF THE HEREIN DESCRIBED TRACT;

THENCE NORTH 19 DEGREES 47 MINUTES 14 SECONDS WEST, CONTINUING WITH THE COMMON LINE OF SAID 0.059 ACRE TRACT AND THE REMAINDER OF SAID 10 ACRE TRACT, A DISTANCE OF 15.93 FEET TO A 5/8-INCH IRON ROD WITH CAP STAMPED "SAM" SET AT THE NORTH CORNER OF SAID 0.059 ACRE TRACT, FOR THE WESTERNMOST SOUTHWEST CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE NORTH 00 DEGREES 15 MINUTES 51 SECONDS WEST, WITH THE COMMON LINE OF THE EAST RIGHT-OF-WAY LINE OF SAID NORTH T STREET AND THE WEST LINE OF THE HEREIN DESCRIBED TRACT, A DISTANCE OF 611.04 FEET TO THE POINT OF BEGINNING AND CONTAINING 414,920 SQUARE FEET OF 9.525 ACRES OF LAND.

ALL BEARINGS, DISTANCES, COORDINATES AND ELEVATIONS ARE BASED ON THE TEXAS STATE PLANE COORDINATE SYSTEM, SOUTH ZONE, NAD 83 (2011), GEOID 18. DISTANCES SHOWN ARE GRID. COMBINED SCALE FACTOR 0.9999954961.

REFERENCE IS MADE TO THE SKETCH OF EVEN DATE ACCOMPANYING THIS DESCRIPTION.



ERIK MILNES
TEXAS REGISTERED PROFESSIONAL
LAND SURVEYOR NUMBER 6622
SURVEYING AND MAPPING, LLC
TEXAS FIRM REGISTRATION NO. 10064300

8/11/20



DATE: AUGUST 2020

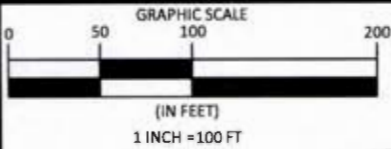
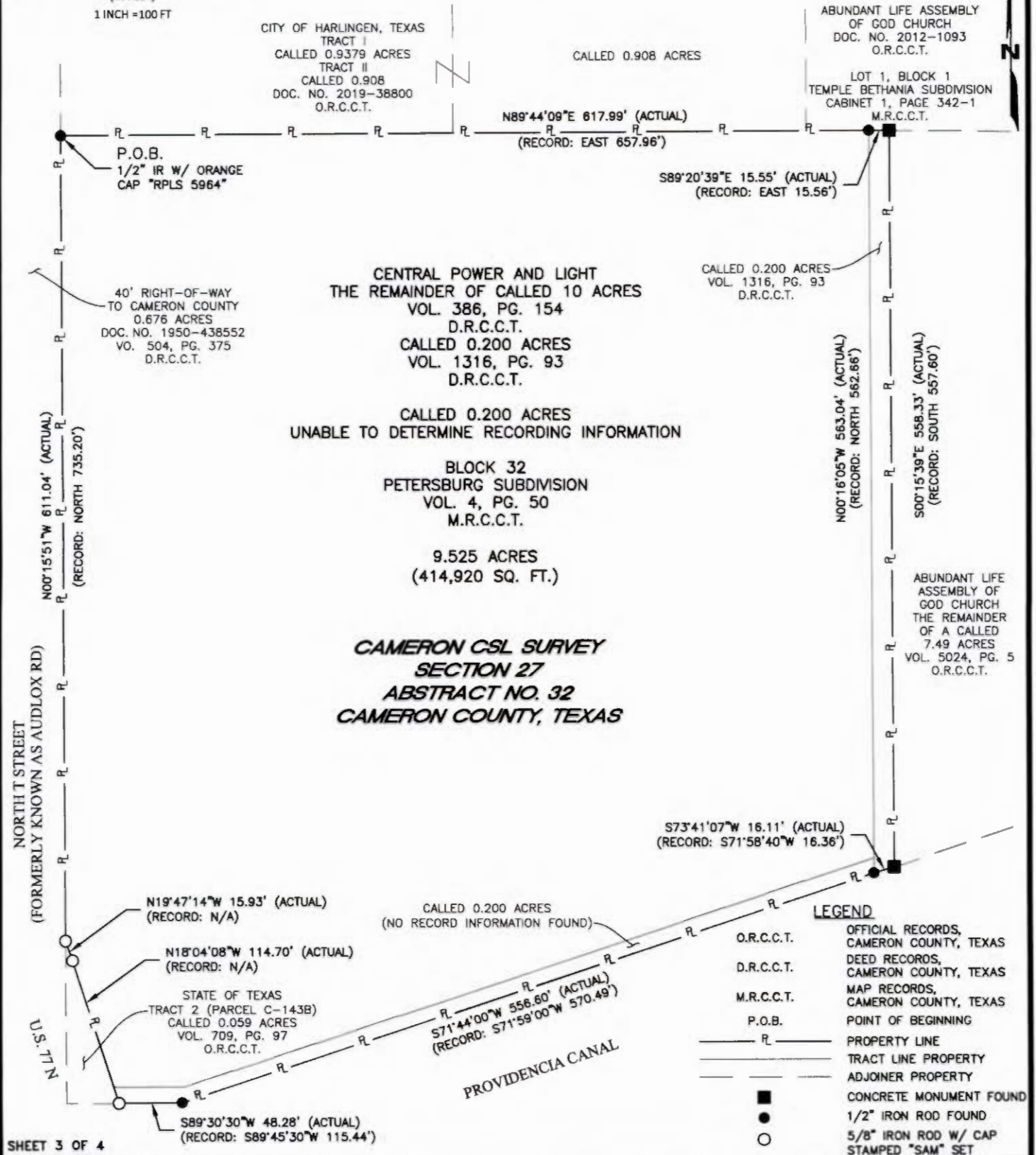


EXHIBIT "A"



SHEET 3 OF 4

PROJECT: AEP HARLINGEN
JOB NUMBER: 1019052538
DATE: AUGUST 2020
SCALE: 1"=100'
DRAWN BY: M.BAIN
REVIEWED BY: R.SCHURIG

AEP TEXAS INC.
 9.525 ACRES, 414,920 SQUARE FEET
 HARLINGEN BOUNDARY SURVEY
 CAMERON COUNTY SCHOOL LAND SURVEY
 SECTION 27
 ABSTRACT NO. 32
 CAMERON COUNTY, TEXAS



4801 Southwest Parkway Ofc: 512.447.0575
 Building Two, Suite 100 Fax: 512.328.3029
 Austin Texas, 78735 email: info@sam.biz
 Texas Firm Registration No. 10064300

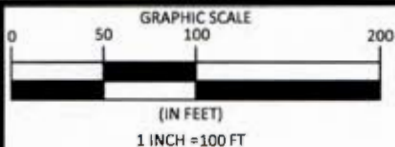


EXHIBIT "A"

2




8/11/20
ERIK MILNES
TEXAS REGISTERED PROFESSIONAL
LAND SURVEYOR NO. 6622
TEXAS FIRM REGISTRATION NO. 10064300

BEARING BASIS: ALL BEARINGS AND COORDINATES SHOWN
HEREON ARE BASED ON THE TEXAS STATE PLANE
COORDINATE SYSTEM, NAD 83(2011), SOUTH CENTRAL
ZONE. ALL DISTANCES SHOWN HEREON ARE GRID DISTANCES.
GRID DISTANCES CAN BE CALCULATED BY DIVIDING BY A
COMBINED SCALE FACTOR OF 0.9999954961.

THIS EXHIBIT DOES NOT REFLECT ANY UNDERGROUND
UTILITIES, EASEMENT OF RECORD OR OTHER ENCUMBRANCES
THAT MAY AFFECT THE SUBJECT TRACT.

REFERENCE IS MADE TO THE DESCRIPTION OF EVEN DATE
ACCOMPANYING THIS SKETCH.

SHEET 4 OF 4

PROJECT: AEP HARLINGEN
JOB NUMBER: 1019052538
DATE: AUGUST 2020
SCALE: 1"=100'
DRAWN BY: M.BAIN
REVIEWED BY: R.SCHURIG

AEP TEXAS INC.
9.525 ACRES, 414,920 SQUARE FEET
HARLINGEN BOUNDARY SURVEY
CAMERON COUNTY SCHOOL LAND SURVEY
SECTION 27
ABSTRACT NO. 32
CAMERON COUNTY, TEXAS



4801 Southwest Parkway Office: 512.447.0575
Building Two, Suite 100 Fax: 512.328.3028
Austin Texas, 78735 Email: info@sam.biz
Texas Firm Registration No. 10064300



CAPITAL OF THE LOWER RIO GRANDE VALLEY

Mission Statement:

"Ensure a business-friendly climate focused on economic growth, quality of life and efficient delivery of excellent services to our community."

August 29, 2024

Thomas Logan
Director of Regional Transit
Lower Rio Grande Valley Development Council
510 South Pleasantview Drive
Weslaco, TX 78596

Re: Transfer of Title for the property located at 102 South T Street (Property ID 78151)

Mr. Logan:

We have received your letter dated August 20, 2024, which was hand-delivered to our office. In your letter, you requested a written commitment from the City of Harlingen to complete the transfer of title for the property located at 102 South T Street (Property ID: 78151) and bearing a legal description of Harlingen – Petersburg Pt. Blk 32 W, 9.5250 acres, to the Lower Rio Grande Valley Development Council (LRGVDC). As a result, I would like to inform you that we agree to transfer the property title to the LRGVDC as soon as payment for the purchase is reimbursed to the city.

The city purchased this property on May 19, 2023. On April 19, 2024, the city re-submitted a request for reimbursement for \$1,828,608.97, the total acquisition cost paid by the city minus the unbilled property taxes. The city has yet to be billed for its share of the property taxes. This reimbursement request has been on hold subject to issuance of this letter.

As discussed during our meeting, there is still an estimated \$171,391 leftover funds from the original FTA grant award of \$2 million. The city would like to request reimbursement, subject to FTA approval, for additional expenses paid in connection with the sale of the property, such as the appraisal report, review appraisal report, attorney fees and the environmental report. The additional amount requested is **\$14,368**.

Please feel free to contact Ana Hernandez, Special Projects Director, with any questions.

Sincerely,

Gabriel Gonzalez, CPM

CC: Robert Rodriguez, Finance Director
Ana Hernandez, Special Projects Director
Edgar Valles, Accounting Manager

Enclosure (s)

"Recipient of Keep Texas Beautiful Governor's Achievement Award"

118 E. Tyler ★ P.O. Box 2207 ★ Harlingen, Texas 78551

PREPARED 08/29/2024, 9:14:16

ACCOUNT ACTIVITY LISTING

PROGRAM GM360L

FISCAL YEAR: 2021 THRU: 2023

ACCOUNT NUMBER SELECTION

FROM: 001-1399-413.39-95

TYPE: O (O-ONLY, R-RANGE, S-SELECTIVE)

TRANSACTION SELECTION

TYPES... AJ X CR X BA X TF X EN AP X

DATE RANGE...FROM: 9/01/2021 TO: 12/30/2022

PERIOD...FROM: 00 TO: 99

POSTING DATE RANGE...FROM: 0/00/0000 TO: 99/99/9999

SUPPRESS PRINTING OF ACCOUNTS WITHOUT TRANSACTIONS (N/Y): N

PRINT DEBIT/CREDIT COLUMNS, SUPPRESS BUDGET . . . (N/Y): Y

PRINT ENCUMBRANCE (N/Y): N

PAGE BREAK BY FUND: N

PAGE BREAK BY ACCOUNT: N

PAGE BREAK BY DPT/DIV: N

USE CURRENT BUDGET FOR ESTIM/APPROP TOTAL: N

PREPARED 08/29/2024, 9:14:16
PROGRAM GM360L
CITY OF HARLINGEN

ACCOUNT ACTIVITY LISTING

PAGE 1
ACCOUNTING PERIOD 14/2021

GROUP	PO	ACCTG	----	TRANSACTION----					
NBR	NBR	PER.	CD	DATE	NUMBER	DESCRIPTION	DEBITS	CREDITS	CURRENT BALANCE
FUND 001 General Fund									
001-1399-413.39-95						Srvcs & Chrsg - Misc / Special Projects			
5368				13/21	AJ 09/30/21 2021-01515	CORRECT VOIDED CKS FY2022		1,500.00	
5369				13/21	AJ 09/30/21 2021-01516	RECORD CK#294335	1,500.00		
5170				12/21	AP 09/30/21 0295697	HILTON GARDEN INN - HARLINGEN	1,500.00		
				7/23/21	GENERAL SESSION	CK#294335 STILL OUTSTANDI			
5344	080384			13/21	AP 09/30/21 0295906	ROBINSON, DUFFY & BARNARD, LL	2,950.00		
						APPRAISAL REVIEW			
5485	080357			13/21	AP 09/30/21 0296656	MELDEN & HUNT, INC	1,050.00		
						MULTIMODAL TRNST TERMINAL			
5485	080460			13/21	AP 09/30/21 0296704	STITCH GALLERY, INC.	287.76		
						ADMIN LONG SLEEVE SHIRTS			
5154				12/21	AP 09/27/21 0294335	HILTON GARDEN INN - HARLINGEN		1,500.00	
						DID NOT RECEIVED CHECK			
5064	080149			12/21	AP 09/20/21 0295566	BROWNSVILLE VALUATION SERVICE	8,000.00		
						APPRAISAL REPORT			
4986				12/21	AP 09/14/21 0295319	CITY OF HARLINGEN GENERAL FUN	6.96		
						DEPARTMENTS			
4786				11/22	AP 08/11/22 0302180	HILTON GARDEN INN - HARLINGEN	3,139.50		
						PUBLIC SAFETY CONFERENCE			
5013				10/22	AJ 07/28/22 2022-01322	RECLASS EXP ACCOUNT CK#		5,000.00	
						301720			
4495				10/22	AP 07/28/22 0301720	RIO GRANDE VALLEY ABSTRACT CO	5,000.00		
						PURCHASE 209 W JACKSON AV			
2739	080077			06/22	AP 03/30/22 0299186	KOA HILLS CONSULTING, LLC.	2,500.00		
						ECIVICS INTERFACE DEVELOP			
2739	081937			06/22	AP 03/30/22 0299217	ROBINSON, DUFFY & BARNARD, LL	1,875.00		
						APPRAISAL RPRT			
2203				05/22	AP 02/25/22 0298574	FINANCE & INSURANCE SYSTEMS	2,249.55		
						BLACK HISTORY PROG HELD @			
2070	081671			05/22	AP 02/15/22 0298450	HILTON GARDENN INN 2/26/2	55.00		
						4IMPRINT, INC.			
2070	081671			05/22	AP 02/15/22 0298450	PACIFIC ALUMINUM SPORT BO	1,395.00		
						PACIFIC ALUMINUM SPORT BO			
2070	081671			05/22	AP 02/15/22 0298450	4IMPRINT, INC.	214.50		
						PACIFIC ALUMINUM SPORT BO			
1955				05/22	BA 02/08/22 2022-0054	Amendment NO 1 FY 2022			
						ORDINANCE 2022-06			
1759	T29492			03/22	AP 12/28/21 0298038	DICK OFFICE SUPPLY	19.14		
						FOAM BOARDS FOR REDISTRIC			
1028				03/22	AP 12/10/21 0297180	COMMERCE BANK-COMMERCIAL CARD	496.28		
						CANDY FOR HALLOWEEN PARK			
704	080357			02/22	AP 11/18/21 0296656	MELDEN & HUNT, INC	1,050.00		
						MULTIMODAL TRNST TERMINAL			
475				02/22	AP 11/05/21 0296501	READY-TEE	1,500.00		
						SPONSORSHIP FOR VETERANS			
136				01/22	AP 10/14/21 0296000	DAY GOLF TOURNAMENT	1,000.00		
						HILTON GARDEN INN - HARLINGEN			
						GREAT KISKADEE BALLROOM			
75				01/22	AP 10/07/21 0295697	HILTON GARDEN INN - HARLINGEN		1,500.00	
						DUPLICATED PAYMENT			
187				01/22	AP 10/07/21 0295697	HILTON GARDEN INN - HARLINGEN	1,500.00		

PREPARED 08/29/2024, 9:14:16
PROGRAM GM360L
CITY OF HARLINGEN

ACCOUNT ACTIVITY LISTING

PAGE 2
ACCOUNTING PERIOD 14/2021

GROUP	PO	ACCTG	---	TRANSACTION---					
NBR	NBR	PER.	CD	DATE	NUMBER	DESCRIPTION	DEBITS	CREDITS	CURRENT BALANCE

FUND 001 General Fund

001 1399-413.39-95 Srves & Chrgs - Misc / Special Projects

continued

872						DUPLICATED PAYMENT			
						VENDOR RTD CHECK			
						03/23 AP 12/08/22 0304455			
						AMBIOTEC ENVIRONMENTAL	2,700.00		
						5418 OCT-NOV 2022			
						ENVIROMENTAL SITE ASSESSM			

ACCOUNT TOTAL	39,988.69	9,500.00	30,488.69
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FUND TOTAL	39,988.69	9,500.00	30,488.69
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GRAND TOTAL	39,988.69	9,500.00	30,488.69
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PREPARED 08/29/2024, 9:18:04 ACCOUNT ACTIVITY LISTING

PROGRAM GM360L

FISCAL YEAR: 2023

ACCOUNT NUMBER SELECTION

FROM: 001-1201-412.32-02

TYPE: O (O-ONLY, R-RANGE, S-SELECTIVE)

TRANSACTION SELECTION

TYPES... AJ X CR X BA X TF X EN AP X

DATE RANGE...FROM: 0/00/0000 TO: 99/99/9999

PERIOD...FROM: 11 TO: 11

POSTING DATE RANGE...FROM: 0/00/0000 TO: 99/99/9999

SUPPRESS PRINTING OF ACCOUNTS WITHOUT TRANSACTIONS (N/Y): N

PRINT DEBIT/CREDIT COLUMNS, SUPPRESS BUDGET (N/Y): Y

PRINT ENCUMBRANCE (N/Y): N

PAGE BREAK BY FUND: N

PAGE BREAK BY ACCOUNT: N

PAGE BREAK BY DPT/DIV: N

USE CURRENT BUDGET FOR ESTIM/APPROP TOTAL: N

PREPARED 08/29/2024, 9:18:04
PROGRAM GM360L
CITY OF HARLINGEN

ACCOUNT ACTIVITY LISTING

-----TRANSACTION-----									CURRENT
GROUP	PO	ACCTG	CD	DATE	NUMBER	DESCRIPTION	DEBITS	CREDITS	BALANCE
NBR	NBR	PER.							

FUND 001 General Fund									
001-1201-412.32-02 Srvc&Chgs - Professional / Special Counsel Legal Svc									
4509		11/23 AP 08/09/23 0309551				ROUNTREE LAW FIRM	718.00		
AEP 07/31/2023 PURCHASE									
ACCOUNT TOTAL							718.00	.00	718.00
FUND TOTAL							718.00	.00	718.00
GRAND TOTAL							718.00	.00	718.00



CITY OF HARLINGEN
P.O. BOX 2207
HARLINGEN, TX 78551
(956) 427-8718

ACCOUNTS PAYABLE

CHECK NO. 295566

CHECK DATE	INVOICE NO.	DESCRIPTION	NET AMOUNT
09/20/21	"T" ST	APPRAISAL REPOR 080149	8,000.00

CITY OF HARLINGEN
P.O. BOX 2207 HARLINGEN, TEXAS 78551



CONSOLIDATED CASH CHECK NO. 295566

Frost Bank
HARLINGEN, TEXAS

CHECK DATE		
09	24	21

VOID IF NOT CASHED IN 90 DAYS

AMOUNT
****8,000.00

EIGHT THOUSAND AND 00/100 DOLLARS

PAY TO THE
ORDER OF

BROWNSVILLE VALUATION SERVICES
P.O. BOX 335
SAN BENITO TX 78586

Handwritten signature

⑈295566⑈ ⑆114000093⑆

⑈259312102⑈

PI310I01

CITY OF HARLINGEN
Purchase Order Inquiry9/20/21
09:20:07

P.O. Number :	080149	Date :		Ordered . . . :	8000.00
Change nbr :		Status :	6 RECEIVED - NO INVOICE	Invoiced . . . :	.00
Type :	P PURCHASE ORDER	Date :	8/03/21	Liquidated . . . :	.00
Vendor :	11541 BROWNSVILLE VALUATION SERVICES	Balance . . . :			8000.00
Ship to . . . :	CA CITY ADMINISTRATION	Last rec :	9/17/21	CADALIA	
Invoice to . . . :	FN FINANCE DEPARTMENT	Last inv :	0/00/00		
Buyer . . . :	MARI LEAL	Freight amt :			
Confirm by :	ELIZA VASQUEZ CIQ ON FIL	Adjustment :			
Ship via . . . :		Sales tax :		0.00%	
F.O.B. . . . :		Addt'l tax :		0.00%	
Freight . . . :		Retainage % :		0.00%	
Contract nbr :		Deliver by :		8/31/21	
Payment Discount :	0.00%	Order Discount :		0.00%	
Terms : Nbr days disc due :		Net :		User ID . . . :	PIMARILE
Requisition Nbr :	0000143394	Date :	8/02/21	Date posted :	8/03/21
By :	GMROBERT FOR ANA HERNANDZ	Acct nbr :		00113994133995	
		Project :			

F2=Items F3=Exit F8=Remarks F9=Invoices F12=Cancel F13=Vendor inquiry
F16=Rec/Inv Comments F18=Receipt Inq F24=More Keys



PURCHASE ORDER

PO#

080149

THE PO NUMBER MUST APPEAR ON ALL PACKAGES, DOCUMENTS
AND CORRESPONDENCE REGARDING THIS ORDER.

INVOICE ADDRESS: CITY OF HARLINGEN
ATTN: ACCOUNTS PAYABLE
P.O. BOX 2207
HARLINGEN, TX 78551
EMAIL: INVOICES@MYHARLINGEN.US

No substitutions or additions will be accepted unless approved by the Purchasing Department. Prices shown on this P.O. are not subject to change by vendor unless specifically stated on proposal and approved by an authorized representative. Do not ship freight collect. If terms of this order are other than F.O.B. destination, prepay said charges and add to invoice with copy of freight bill attached.

VENDOR: 11541 BROWNSVILLE VALUATION SERVICES P. O. BOX 335 BROWNS. VAL. SVCS@GMAIL.COM SAN BENITO, TX 78586 TEL# (956) 579-9890	P.O. DATE: 08/03/21	DELIVERY DATE: 08/31/21
	SHIP TO: CITY OF HARLINGEN ADMINISTRATION OFFICE 118 EAST TYLER HARLINGEN, TX 78550	

001-1399-413.39-95

1	8000.00	DL	YELLOW BOOK APPRAISAL SERVICES FOR THE PROPERTY LOCATED AT 201 S. "T" STREET LEGAL DESCRIPTION: PETERBURG PT BLK 32 W. 10.00 ACRES CAMERON COUNTY, TX. (AEP OFFICES)	1.0000	8000.00
---	---------	----	--	--------	---------

SUB-TOTAL 8000.00

TOTAL 8000.00

Authorized By: Mari Leal
PURCHASING AGENT

CITY OF HARLINGEN PURCHASING OFFICE, (956) 216-5316, FAX# (956) 427-8711, EMAIL: PURCHASING@MYHARLINGEN.US



Brownsville Valuation Services

brownsvillevaluationservices@gmail.com
P.O. Box 335 • San Benito, Texas 78586
(956) 579-9890

July 16, 2021

Ms. Ana Hernandez, AICP, CNU-A
Mobility and Special Projects Director
City of Harlingen
ahernandez@myharlingen.us

Re: Appraisal of AEP office located on North "T" Street in Harlingen, TX

Ms. Hernandez,

Thank you for the opportunity to provide a quote for a Yellow Book Appraisal.

My fee would be \$8,000 and I would complete the appraisal within five weeks from date of engagement.

Should you have any questions, please do not hesitate to contact me.

Respectfully,

Eliza Vasquez
Certified General Real Estate Appraiser
TX-1380438-G



CITY OF HARLINGEN
P.O. BOX 2207
HARLINGEN, TX 78551
(956) 427-8718

ACCOUNTS PAYABLE

CHECK NO. 295906

CHECK DATE	INVOICE NO.	DESCRIPTION	NET AMOUNT
09/30/21	2021-248	APPRAISAL REVIE 080384	2,950.00

CITY OF HARLINGEN
P.O. BOX 2207 HARLINGEN, TEXAS 78551



CONSOLIDATED CASH CHECK NO. 295906

Frost Bank
HARLINGEN, TEXAS

CHECK DATE		
10	14	21

VOID IF NOT CASHED IN 90 DAYS

AMOUNT
***2,950.00

TWO THOUSAND NINE HUNDRED FIFTY AND 00/100 DOLLARS

PAY TO THE
ORDER OF

ROBINSON, DUFFY & BARNARD, LLP
1906 E. TYLER AVE. STE. "C"
HARLINGEN TX 78550

Gabriel Gonzalez
R. D. S.

⑈ 295906⑈ ⑆ 114000093⑆

⑈ 259312102⑈

PI310I01

CITY OF HARLINGEN
Purchase Order Inquiry10/11/21
15:13:05

P.O. Number : 080384
Change nbr : Date :
Status : 6 RECEIVED - NO INVOICE
Type : P PURCHASE ORDER
Date : 9/08/21
Vendor : 1180 ROBINSON, DUFFY & BARNARD, LLP
Ship to : CA CITY ADMINISTRATION
Invoice to : FN FINANCE DEPARTMENT
Buyer : MARI LEAL
Confirm by :
Ship via :
F.O.B. :
Freight :
Contract nbr :
Payment Discount : 0.00%
Terms : Nbr days disc due : Net :
Requisition Nbr : 0000143923 Date : 9/01/21
By : CADALIA
Ordered : 2950.00
Invoiced : .00
Liquidated : .00
Balance : 2950.00
Last rec : 10/07/21 CADALIA
Last inv : 0/00/00
Freight amt :
Adjustment :
Sales tax : 0.00%
Addt'l tax : 0.00%
Retainage % : 0.00%
Deliver by : 10/15/21
Discount : 0.00%
User ID : PIMARILE
Date posted : 9/08/21
Acct nbr : 00113994133995
Project :
F2=Items F3=Exit F8=Remarks F9=Invoices F12=Cancel F13=Vendor inquiry
F16=Rec/Inv Comments F18=Receipt Inq F24=More Keys

Gonzalez, Georgina

From: Hernandez, Ana
Sent: Tuesday, October 12, 2021 10:54 AM
To: Gonzalez, Georgina
Cc: Invoices
Subject: Re: 2021-248 Appraisal Review Report-Invoice_revised
Attachments: 2021-248R Appraisal Review Report_revised.pdf; 2021-248 Invoice_revised.pdf

FY 2021, please.

Ana

Ana Hernandez, AICP, CNU-A
Mobility and Special Projects Director
City of Harlingen
Cell: (956) 202-1979

On Oct 12, 2021, at 10:42 AM, Gonzalez, Georgina <gonzalezm@myharlingen.us> wrote:

Hi Ana,

Will this be paid in FY21 or FY22?

Please advise.

Thank you.

Best Regards,

Georgina Gonzalez
City of Harlingen
Accounting Specialist
118 E Tyler
Harlingen, TX 78550

From: Hernandez, Ana
Sent: Thursday, October 7, 2021 11:10 AM
To: Estella Martinez; Invoices
Cc: Steve Robinson
Subject: RE: 2021-248 Appraisal Review Report-Invoice_revised

Excellent. Thank you!

From: Estella Martinez [<mailto:emartinez@rdbllp.com>]
Sent: Thursday, October 7, 2021 11:07 AM
To: Hernandez, Ana <ahernandez@myharlingen.us>; Invoices <invoices@myharlingen.us>
Cc: Steve Robinson <srobinson@rdbllp.com>
Subject: RE: 2021-248 Appraisal Review Report-Invoice_revised

PURCHASE ORDER

fy 22



PURCHASE ORDER

PO#

080384

THE PO NUMBER MUST APPEAR ON ALL PACKAGES, DOCUMENTS
AND CORRESPONDENCE REGARDING THIS ORDER.

INVOICE ADDRESS: CITY OF HARLINGEN
ATTN: ACCOUNTS PAYABLE
P.O. BOX 2207
HARLINGEN, TX 78551
EMAIL: INVOICES@MYHARLINGEN.US

No substitutions or additions will be accepted unless approved by the Purchasing Department. Prices shown on this P.O. are not subject to change by vendor unless specifically stated on proposal and approved by an authorized representative. Do not ship freight collect. If terms of this order are other than F.O.B. destination, prepay said charges and add to invoice with copy of freight bill attached.

VENDOR: 1180 ROBINSON, DUFFY & BARNARD, LLP 1908 E. TYLER AVE. STE C HARLINGEN, TX 78550 TEL# (956) 428-4480 FAX# (956) 428-4154	P.O. DATE: 09/08/21 DELIVERY DATE: 10/15/21 SHIP TO: CITY OF HARLINGEN ADMINISTRATION OFFICE 118 EAST TYLER HARLINGEN, TX 78550
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001-1399-413.39-95

1	1.00 DL APPRAISAL REVIEW SERVICES FOR 201 S. "T" STREET FOR THE HARLINGEN MULTI-MODAL TRANSIT TERMINAL CONDUCTED IN ACCORDANCE WITH THE UNI- FORM APPRAISAL STANDARDS FOR FEDERAL LAND ACQUISITIONS (YELLOW BOOK) DELIVERY TIME: 30-45 DAYS FROM ENGAGEMENT	2950.0000	2950.00
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SUB-TOTAL	2950.00
TOTAL	2950.00

Authorized By:

Mari Real

PURCHASING AGENT

CITY OF HARLINGEN PURCHASING OFFICE, (956) 216-5316, FAX# (956) 427-8711, EMAIL: PURCHASING@MYHARLINGEN.US

ROBINSON, DUFFY & BARNARD, L.L.P.

REAL ESTATE APPRAISERS & CONSULTANTS
1906 East Tyler Avenue, Suite C, Harlingen, Texas 78550

Tax ID #74-2800304

Invoice # 2021-248

Revised

INVOICE

Date: October 6, 2021

Submitted to: CITY OF HARLINGEN
ATTN: Accounts Payable
P.O. Box 2207
Harlingen, TX 78551
E-mail: invoices@myharlingen.us
cc: Ana Hernandez

BALANCE DUE

\$2,950.00

SNR

DESCRIPTION:

Pay last balance
in this column

Charges Credits Balance

Professional Services

Appraisal Review Report Of:
201 South "T" Street
Harlingen, Cameron County, Texas
PO #80384

2021-248

Appraisal Fee: \$2,950.00

BALANCE DUE

\$2,950.00

BALANCE DUE UPON RECEIPT OF INVOICE
Thank You

Conducted in accordance with the uniform appraisal standards for Federal Land Acquisitions (Yellow Book)

QUALIFICATIONS OF THE APPRAISER

Stephen N. Robinson

Education

Bachelor of Science, Texas A & M University, May-1979

Master of Agriculture in Land Economics and Real Estate, Texas A&M University, Dec-1980

American Institute Courses 1A-1, 1A-2, 1B-A, 1B-B, 2-1, 2-2, 3, and Standards of Professional Practice;
Society of Real Estate Appraisers' Course 101

CCIM Institute Courses 101, 201, and 301

Experience

Graduate Research Assistant to the Texas Real Estate Research Center from Sep-1979 to May-1980, and Sep-1980 through Dec-1980

Summer Internship with Moore Appraisal Service from May-1980 through Aug-1980

Fee appraiser with Moore Appraisal Service from Dec-1980 to May-1988

Partner, Moore and Robinson, Real Estate Appraisers & Consultants – May-1988 to May-1995

Owner, Moore and Robinson, Real Estate Appraisers & Consultants - May 1995 to Oct-1996

Partner, Robinson and Duffy, L.L.P., Real Estate Appraisers & Consultants – Nov-1996 to Apr-2001

Partner in Robinson, Duffy & Barnard, L.L.P., Real Estate Appraisers & Consultants from April 3, 2001 to the present

Mr. Robinson has appraised a variety of real property interests in residential, agricultural, special purpose, and income producing properties. Mr. Robinson has also qualified as an expert witness in Special Commissioner's, County, State, and Federal Courts. He has also done appraisals for numerous individuals, corporations, and attorneys.

Affiliations

Appraisal Institute, MAI, currently certified under the continuing education program

State Certified; TX-1321106-G, by the Texas Appraiser Licensing and Certification Board

CCIM Institute, Certified Commercial Investment Member (CCIM)

American Society of Farm Managers and Rural Appraisers, Associate Member

Harlingen Board of Realtors

Texas Association of Realtors

National Association of Realtors

Licensed real estate broker in the State of Texas

Qualifications of Stephen N. Robinson, cont.



**Certified General
Real Estate Appraiser**

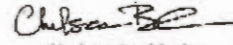
Appraiser: Stephen Newton Robinson

License #: TX 1321106 G

License Expires: 06/30/2023

Having provided satisfactory evidence of the qualifications required by the Texas Appraiser Licensing and Certification Act, Occupations Code, Chapter 1103, authorization is granted to use this title:
Certified General Real Estate Appraiser

For additional information or to file a complaint please contact TALCB at www.talcb.texas.gov.


Chelsea Buchholtz
Commissioner

Qualifications of Stephen N. Robinson, cont.

References

Mark A. Saenz
Chief Real Estate and Space Management Officer
The University of Texas Rio Grande Valley
1201 W. University Drive
EASFC 127
Edinburg, TX 78539
Office: (956) 665-2122
mark.saenz@utrgv.edu

Katherine Williamson, ARA
Review Appraiser
U.S. Department of the Interior
Office of Valuation Services
1631 Cerro Crestado Drive
Lunas, NM 87031
Office: (505) 248-7418
kathy_williamson@ios.doi.gov

Carter Smith
Executive Director
Texas Parks and Wildlife Department
4200 Smith School Road
Austin, TX 78744
Office: (512) 389-4802
carter.smith@tpwd.texas.gov

Richard Molina
Chief Appraiser
Cameron Appraisal District
P.O. Box 1010
2021 Amistad Drive
San Benito, Texas 78586
Office: (956) 399-9322
Fax: (956) 361-6097
rmolina@cameroncad.org

Qualifications of Stephen N. Robinson, cont.

Continuing Education	Date Completed
ASFMRA Best in Business Ethics (American Society of Farm Managers and Rural Appraisers)	09/08/2021
2020-2021 7-Hour Equivalent USPAP Update Course (Appraisal Institute)	09/01/2021
How Tenants Create or Destroy Value: Leasehold Valuation and its Impact on Value (Appraisal Institute)	05/02/2019
2018-2019 7-Hour USPAP Update Course (Appraisal Institute)	12/31/2018
Appraising Small Residential Income Properties (Corelogic/The Columbia Institute)	12/27/2018
Manufactured Home Appraisal (McKissock)	12/21/2018
Appraisal of Owner-Occupied Commercial Properties (McKissock)	11/16/2018
Online Business Practices and Ethics (Appraisal Institute)	03/26/2018
DIY DCF in Excel (CCIM Institute)	08/16/2017
Uniform Appraisal Standards for Federal Land Acquisitions, 2016 (American Society of Farm Managers and Rural Appraisers)	06/23/2017
2016-2017 7 Hour National USPAP Update Course (Appraisal Institute)	05/11/2017
Supervisor-Trainee Course for Texas (McKissock)	02/14/2016
2014-2015 7-hour National USPAP Update Course (McKissock)	06/29/2015
Online Cool Tools: New Technology for RE Appraisers (Appraisal Institute)	10/14/2013
Online Comparative Analysis (Appraisal Institute)	09/20/2013
Online Business Practices and Ethics (Appraisal Institute)	08/26/2013
7 Hour National USPAP Equivalent Course (Appraisal Institute)	07/15/2013
Online Appraisal Curriculum Overview - Residential (Appraisal Institute)	06/29/2013
15 Hour National USPAP Equivalent Course (Appraisal Institute)	06/28/2013
Online Appraisal Curriculum Overview - General (Appraisal Institute)	06/27/2013
Risky Business: Ways to Minimize Your Liability McKissock)	06/30/2011
2010-2011 National USPAP Update Equivalent (McKissock)	06/29/2011
Mortgage Fraud – Protect Yourself (McKissock)	06/29/2011
Land and Site Valuation (McKissock)	06/28/2011
Online Apartment Appraisal, Concepts & Applications (Appraisal Institute)	04/21/2009
Online Real Estate Finance Statistics and Valuation Modeling (Appraisal Institute)	04/17/2009
Online Basic Appraisal Principles (Appraisal Institute)	01/23/2009
Online Business Practices and Ethics (Appraisal Institute)	12/26/2008
Online Appraising Convenience Stores (Appraisal Institute)	03/24/2008
7 Hour National USPAP Equivalent Course (Appraisal Institute)	06/27/2007
Online Analyzing Operating Expenses (Appraisal Institute)	06/28/2007
Online Valuation of Detrimental Conditions in Real Estate (Appraisal Institute)	06/30/2007
Online Appraising From Blueprints and Specifications (Appraisal Institute)	06/29/2007
Developing & Growing an Appraisal Practice (McKissock)	06/28/2005
National USPAP Update Equivalent – Virtual Classroom (McKissock)	06/27/2005
Online Business Practices and Ethics (Appraisal Institute)	04/01/2004

Learn how to use the Marshall & Swift Manuals – Residential (Appraisal Institute)	01/15/2004
Construction Details & Trends (McKissock)	06/27/2003
Factory-Built Housing (McKissock)	06/26/2003
Income Capitalization (McKissock)	06/26/2003
7-Hour National USPAP Update Course (Appraisal Institute)	06/20/2003
FHA and the Appraisal Process (Appraisal Institute)	09/09/1999
Supporting Sales Comparison Grid Adjustments (Appraisal Institute)	05/21/1999
Eminent Domain and Condemnation Appraising (Appraisal Institute)	09/29/1997
Standards of Professional Practice, Part B (Appraisal Institute)	11/04/1995
Appraising from Blueprints and Specifications (Appraisal Institute)	09/19/1995
Standards of Professional Practice, Part A (USPAP) (Appraisal Institute)	03/24/1995
Understanding Limited Appraisals – General (Appraisal Institute)	06/13/1994
Standards of Prof. Practice, Part B (Appraisal Institute)	03/09/1991
Standards of Prof. Practice, Part A (Appraisal Institute)	03/07/1991
Standards of Prof. Practice, Part A (Appraisal Institute)	03/06/1991
Valuation Analysis & Report Writing (Appraisal Institute)	06/21/1985
Case Studies in R.E. Valuation (Appraisal Institute)	06/15/1985
Rural Valuation (Appraisal Institute)	03/18/1985
Standards of Professional Practice (Appraisal Institute)	03/18/1985
Cap Theory & Tech, Part B (Appraisal Institute)	02/23/1985
Cap Theory & Tech, Part A (Appraisal Institute)	02/16/1985
R.E. Appraisal Principles (Appraisal Institute)	09/17/1984
Basic Valuation Procedures (Appraisal Institute)	09/17/1984
Introduction to Appraising Real Property (Appraisal Institute)	06/08/1984
Continuing Education, end.	

2021-248R

**AN APPRAISAL REVIEW REPORT
PERTAINING TO**

201 "T" Street
Harlingen, Texas

Prepared For: Ana Hernandez, AICP, CNU-A
Mobility and Special Projects Director
City of Harlingen
118 East Tyler Avenue
Harlingen, Texas 78550

Prepared By: Robinson, Duffy & Barnard, L.L.P.
1906 East Tyler Avenue, Suite C
Harlingen, Texas 78550

Robinson, Duffy & Barnard, L.L.P.

ROBINSON, DUFFY & BARNARD, L.L.P.

REAL ESTATE APPRAISERS & CONSULTANTS
1906 E. Tyler Avenue, Suite C, Harlingen, Texas 78550

October 7, 2021

Ana Hernandez, AICP, CNU-A
Mobility and Special Projects Director
City of Harlingen
118 East Tyler Avenue
Harlingen, Texas 78550

Re: 201 "T" Street, Harlingen, Texas

Dear Ms. Hernandez:

As requested, I have completed an appraisal review report for the above referenced property. Eliza Vasquez, of Brownsville Valuation Services, performed the appraisal under review, and the effective date of appraisal is September 12, 2021. The appraisal was prepared for the City of Harlingen, and the date of the report is October 5, 2021.

I developed my appraisal review in conformity with Standards 3 and 4 of the Uniform Standards of Professional Appraisal Practice (USPAP) and in compliance with the Uniform Appraisal Standards for Federal Land Acquisitions (UASFLA). Under Section 3.2 of UASFLA, I have performed a technical review, and the results of my review are in the following report. The appraisal report was received on October 5, 2021, and the date of preparation of the review report is October 7, 2021.

In summary, it is my opinion as the reviewer that the above referenced appraisal report meets the requirements of the Uniform Standards of Professional Appraisal Practice, and it complies with the Uniform Appraisal Standards for Federal Land Acquisitions. Furthermore, it is the reviewer's opinion that there is adequate support for the opinion of value, and it complies with all appropriate standards, laws, and regulations relating to the appraisal of property for land acquisitions using federal funding.

Respectfully submitted,

Steve Robinson
Steve Robinson, MAI, CCIM
TX-1321106-G

CERTIFICATION

I certify that, to the best of my knowledge and belief:

1. the statements of fact contained in this review are true and correct;
2. the reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions and are my personal, impartial, unbiased professional analyses, opinions, and conclusions;
3. I have no present or prospective interest in the property that is the subject of the work under review and no personal interest with respect to the parties involved;
4. I have performed no services, as an appraiser or in any other capacity, regarding the property that is the subject of the work under review within the three-year period immediately preceding acceptance of this assignment;
5. I have no bias with respect to the property that is the subject of the work under review or to the parties involved with this assignment;
6. my engagement in this assignment was not contingent upon developing or reporting predetermined results;
7. my compensation is not contingent on an action or event resulting from the analyses, opinions, or conclusions in this review or from its use;
8. my compensation for completing this assignment is not contingent upon the development or reporting of predetermined assignment results or assignment results that favors the cause of the client, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal review;
9. my analyses, opinions, and conclusions were developed and this review report was prepared in conformity with the *Uniform Appraisal Standards for Federal Land Acquisitions*;
10. my analyses, opinions, and conclusions were developed and this review report was prepared in conformity with the *Uniform Standards of Professional Appraisal Practice*, except to the extent that the *Uniform Appraisal Standards For Federal Land Acquisitions* required invocation of the Jurisdictional Exception Rule, as described on Section 1.2.7.2 of the *Uniform Appraisal Standards for Federal Land Acquisitions*;

11. I have not made a personal inspection of the subject of the work under review;
12. I have not made a personal inspection of the market comparables cited in the appraisal report under review;
13. I have not verified the factual data presented in the appraisal report reviewed;
14. and no one provided significant appraisal or appraisal review assistance to the person signing this certification; and
15. as of the date of this appraisal review, I have completed the continuing education program for Designated members of the Appraisal Institute.

Steve Robinson

Steve Robinson, MAI, CCIM
TX-1321106-G

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SECTION I – SCOPE OF THE REIVIEW REPORT

PREFACE

The City of Harlingen (the City) engaged Robinson, Duffy & Barnard, L.L.P. to review an appraisal done by Eliza Vasquez, of Brownsville Valuation Services. In various communications, the City made it clear that the appraisal must be reviewed for compliance with “yellow book” standards.”¹

Robinson, Duffy & Barnard, L.L.P. has prepared this assignment in conformity with USPAP Standard 3: Appraisal Review, Development and USPAP Standard 4: Appraisal Review, Reporting.

Standard 3 states that,

“In developing an appraisal review, a reviewer must apply the appraisal review methods and techniques that are necessary for credible results.”²

Standard 4 states that,

“In reporting the results of an appraisal review, an appraiser must communicate each analysis, opinion, and conclusion in a manner that is not misleading.”³

Using Standards 3 and 4 as the foundation for this assignment, Robinson, Duffy & Barnard, L.L.P. communicates the conclusions of their review in following report.

IDENTIFICATION OF THE PROBLEM

Client

In this assignment, the Client is the City of Harlingen.

Purpose of Appraisal Review

The City of Harlingen desires to acquire a 9.525-acre site with building improvements located at 201 “T” Street, Harlingen, Cameron County, Texas. The public purpose for this site is a proposed Harlingen Multimodal Transit Terminal. As part of the development process, the City of Harlingen retained Eliza Vasquez of Brownsville Valuation Services, to prepare an appraisal report that will be used “...for application for a grant to be administered by the Federal Transit Administration”, an agency within the U.S. Department of Transportation that “...provides financial and technical assistance to local public transit systems.”⁴

The City retained Robinson, Duffy & Barnard, L.L.P. to prepare a review report of the Brownsville Valuation Services appraisal report. The purpose of this review report was to determine whether the appraisal report done by Brownsville Valuation Services complies with the Uniform Appraisals Standards for Federal Land Acquisitions (UASFLA).

¹ The term “yellow book” refers to the *Uniform Appraisal Standards for Federal Land Acquisitions*, 2016.

² *Uniform Standards of Professional Appraisal Practice*, 2020 - 2021 Edition, page 26.

³ *Uniform Standards of Professional Appraisal Practice*, 2020 - 2021 Edition, page 29.

⁴ <https://www.transit.dot.gov/about-fta>

Intended Users

In this assignment, the intended users are the City of Harlingen and the Federal Transit Authority. This review report is not intended for other users.

Intended Use

The intended use of this appraisal review is to provide the Client with a technical review of the appraisal report prepared by Brownsville Valuation Services. This review report is not intended for any other purpose.

Type of Value

The Uniform Standards of Professional Appraisal Practice (USPAP) instructs appraisers and reviewers "...to identify the exact definition of market value, and its authority, applicable in each appraisal completed for the purpose of market value."⁵ Since this appraisal review is prepared for a use involving federal funding, the definition of market value is from the Uniform Appraisal Standards for Federal Land Acquisitions (UASFLA).

As set forth in that publication,

*"Market Value is the amount in cash, or on terms reasonably equivalent to cash, for which in all probability the property would have sold on the effective date of value, after a reasonable exposure time on the open competitive market, from a willing and reasonably knowledgeable seller to a willing and reasonably knowledgeable buyer, with neither acting under any compulsion to buy or sell, giving due consideration to all available economic uses of the property."*⁶

Dates Pertinent to the Review

In the appraisal under review, the appraiser used August 12, 2021, as the effective date of appraisal, and the date of preparation of the appraisal report was October 5, 2021.

On September 8, 2021, the Client engaged Robinson, Duffy & Barnard, LLP (RDB) to perform a review of the subject, and the Client sent RDB the report on September 16, 2021; RDB undertook work on the assignment as of that date. A preliminary review revealed several minor deficiencies, and the appraiser re-submitted a revised appraisal on October 5, 2021. The date of preparation of this appraisal review report is October 7, 2021.

Property Characteristics Relevant to the Assignment

In this review, the property under consideration is 9.525 acres and improvements located at 201 "T" Street, Harlingen, Cameron County, Texas. The property had historically been utilized as a local service center and storage yard for AEP Texas (American Electric Power), an electric utility company. Several free-standing building improvements are situated on the site, including an office building and two office/warehouses, which have chronological ages ranging from 29 years for the office to 73 years for one of the office/warehouses. The perimeter is enclosed with security fencing, and much of the site is improved with paving. AEP Texas discontinued the use of the facility in October 2018, and it has been vacant since. The property has not been advertised for sale or lease.

⁵ Uniform Standards of Professional Appraisal Practice, 2020 – 2021 Edition, page 5.

⁶ Uniform Appraisal Standards for Federal Land Acquisitions, 2016, page 10.

The subject is proximate to the intersection of two major expressways, and though it has visibility to the expressway, it does not have direct frontage, and it is bordered by an irrigation canal and a railroad track that further limits its access and exposure. Although the subject is on the east side of the expressway and in an area of light industrial uses, the dominate land use to the west of the expressway is commercial in nature. Thus, the highest and best use analysis must consider these relevant property characteristics, especially regarding the potential for changing land use patterns and how improvements contribute to the highest and best use.

Property Rights Appraised

From the perspective of the appraiser, the property right appraised is the fee simple interest, subject to all known rights, restrictions, easements, and reservations of record.

Assignment Conditions

In this appraisal review assignment, the following underlying assumptions and limiting conditions are incorporated:

1. Market forces, not appraisers or reviewers, dictate market value.
2. Market value changes as market conditions change over time and the value opinion contained in the appraisal report is intended for use as of the effective date of the appraisal.
3. A survey was included in the appraisal report, and it was referenced by the reviewer.
4. The property rights are defined and explained in the appropriate section of the appraisal report. Value conclusions reflect real estate only, and no other interests are included. The reviewer assumes that any and all prior (or to be reserved) mineral reservations do not include surface materials such as sand, gravel, caliche, etc.
5. No opinion is rendered or implied as to the title, which is assumed to be good and marketable. The reviewer is not qualified to examine title and has made no attempt to do so. No title commitment was contained in the appraisal, and the client did not provide a title commitment to the reviewer.
6. The reviewer is not an attorney and is unqualified to give legal advice. Any information of a legal nature found in this review report is only for the reader's information and should not be construed as legal advice.
7. Information furnished by others is believed to be reliable, but no responsibility is assumed for its accuracy.
8. The reviewer performed a technical review of the appraisal report provided by the client, and the reviewer did not make an on-site inspection of the property that is the subject of this review, nor were the comparables sales inspected.
9. The reviewer assumes that no environmental concerns or issues affect the subject property. If environmental problems are discovered, the subject's market value could be impacted, and reviewer reserves the right to reconsider all opinions of value. The opinions found in this review report are based upon the assumption that no environmental problems exist and that no hazardous materials are present.

10. The reviewer has no responsibility for engineering issues pertaining to the property, including but not limited to drainage, hydrology, soil tests, availability of utilities, and county, state, or federal regulations. The reviewer is not an expert on such matters, and experts should be consulted if questions arise.
11. The reviewer has no responsibility for the reported conditions of the building improvements, and the assumption is made that the appraiser performed a thorough analysis and investigation of the buildings.
12. The reviewer is in no way responsible for any cost incurred to discover or correct any deficiencies present in the property, whether physical, financial, or legal.
13. This appraisal review report was obtained from the reviewer and consists of "Trade secrets and commercial or financial information", which is privileged and confidential and exempted from disclosure under 5 U.S.C. 522 (b) (4). Notify the reviewer of any request to copy this report in whole or in part. The submission of this report does not include the right of publication.
14. Federal law and the By-Laws and Regulations of the Appraisal Institute govern disclosure of the contents of this appraisal report. Neither all nor any part of the contents of this report (especially any conclusions, or the identity of the reviewer or his firm) shall be disseminated to the public through media outlets such as any other public means of communications without the written consent of the undersigned.
15. The reviewer acknowledges the client's responsibilities under the Freedom of Information Act in regard to some of the above conditions. The reviewer understands that the client may be required to provide this report to others; however, if the client provides this report to any third party, it is incumbent for the client to make such party aware of all limiting conditions and assumptions of the assignment and related discussions.
16. **JURISDICTIONAL EXCEPTION:** Under the requirements of USPAP Standards Rule 1-2(c), *"When reasonable exposure time is a component of the definition for the value opinion being developed, the appraiser must also develop an opinion of reasonable exposure time linked to the value opinion."*⁷ Under the tenets of the UASFLA Section 1.2.7.2, *"...the appraiser shall not link an opinion of market value for federal acquisition purposes to a specific exposure time."*⁸ This creates a jurisdictional exception, which states, *"If any applicable law or regulation precludes compliance with any part of USPAP, only that part of USPAP becomes void for that assignment."*⁹ The regulation prohibiting the development of an opinion of reasonable exposure time linked to the value opinion is in Section 4.2.1.2 of the UASFLA.

⁷ *Uniform Standards of Professional Appraisal Practice*, 2020 - 2021 Edition, page 17.

⁸ *Uniform Appraisal Standards for Federal Land Acquisitions*, 2016, page 31.

⁹ *Uniform Standards of Professional Appraisal Practice*, 2020- 2021 Edition, page 15.

SCOPE OF WORK DETERMINATION

As part of the review process, a discussion pertaining to the "scope of work" undertaken is required. The scope of work refers to *"The type and extent of research and analysis in an appraisal or appraisal review assignment."*¹⁰ In the 2020-2021 Edition of USPAP, the Scope of Work Rule is defined as follows:

"For each appraisal and appraisal review assignment, an appraiser must:

- 1. identify the problem to be solved;*
- 2. determine and perform the scope of work necessary to develop credible assignment results; and*
- 3. disclose the scope of work in the report."*¹¹

"The scope of work must include the research and analyses that are necessary to develop credible assignment results. The scope of work is acceptable when it meets or exceeds:

- the expectations of parties who are regularly intended users for similar assignments; and*
- what an appraiser's peers' actions would be in performing the same or a similar assignment."*¹²

For the current assignment pertaining to the review appraisal, the problem to be solved is to determine whether the appraisal report by Brownsville Valuation Services complies with USPAP and UASFLA. To make this determination, the reviewer performed a technical review of the appraisal produced by Brownsville Valuation Services. The reviewer did not inspect the subject property. The reviewer began by reading the appraisal report prepared by Brownsville Valuation Services. After the initial reading, the reviewer began a more in-depth analysis of the appraisal document to:

- a) develop an opinion as to the appropriateness of the appraisal methods and techniques used and develop the reasons for any disagreements;
- b) develop an opinion as to the completeness of the appraisal report under review within the scope of work and standards applicable to the appraisal assignment;
- c) verify that mathematical calculations are accurate;
- d) verify that the data used is appropriate, adequate, and internally consistent and develop an opinion as to the apparent adequacy and relevance of the data and propriety of any adjustments to the data;
- e) determine whether the highest and best use is properly analyzed and supported; and
- f) determine whether the approach(es) to value employed by the appraiser are appropriate and adequately supported.

¹⁰ *The Appraisal of Real Estate*, 15th Edition, Chicago, Illinois, 2020, p. 75.

¹¹ *Uniform Standards of Professional Appraisal Practice*, 2020 - 2021 Edition, page 13.

¹² *Ibid*, page 14.

SECTION II – REVIEW OF APPRAISAL

INTRODUCTION

Under the Uniform Appraisal Standards for Federal Land Acquisitions, *"The appraisal review process in federal acquisitions should be developed in conformity with these Standards [UASFLA], which are compatible with the standards and practices of the appraisal profession and with the current edition of the USPAP."*¹³ In compliance with the tenets of the UASFLA, this review is identified as a technical review that is conducted as a desk review.

*"A technical review is developed and reported by an appraiser in accordance with these Standards [UASFLA], which require conformity with USPAP and agency policies, rules, and regulations. In completing a technical review, the review appraiser renders opinions on the quality of an appraisal report and whether the opinion(s) of value are adequately supported and in compliance with all appropriate standards, laws, and regulations relating to the appraisal of property for federal acquisition purposes."*¹⁴

This section summarizes the technical review performed by the reviewer of the appraisal report prepared by Brownsville Valuation Service. The first step in the review process was for the reviewer to read the appraisal report in its entirety to determine if it meets the requirements of the Uniform Standards of Professional Appraisal Practice (USPAP) and the Uniform Appraisal Standards for Federal Land Acquisitions (UASFLA). To comply with Standard 3, Appraisal Review, Development and Standard 4, Appraisal Review, Reporting, the reviewer used the following USPAP Appraisal Review Form as a framework to check appraiser's appraisal report for compliance with USPAP Standard 1: Real Property Appraisal, Development and Standard 2: Real Property Appraisal, Reporting.

Included in the USPAP Appraisal Review Form is a narrative section in which the reviewer provides comments (if necessary) on each USPAP standard as it pertains to the appraisal performed by Brownsville Valuation Services. The reviewer notes that minor errors in grammar, punctuation, and typos, and minor technical deficiencies can be found in every appraisal report; however, the reviewer did not attempt to point out and correct each instance.

The reviewer then completed an in-depth UASFLA Appraisal Review Checklist to focus specifically on whether the Brownsville Valuation Services appraisal report complies with the tenets of the Uniform Appraisal Standards for Federal Land Acquisitions.

¹³ *Uniform Appraisal Standards for Federal Land Acquisitions*, 2016, page 80.

¹⁴ *Ibid*, page 82.

CONCLUSION

The purpose of this appraisal review was to determine whether the appraisal report done by Brownsville Valuation Services complies with the Uniform Appraisal Standards for Federal Land Acquisitions (UASFLA). The UASFLA incorporate the Uniform Standards of Professional Appraisal Practice (USPAP); therefore, the appraisal must comply with USPAP as well. To determine if the appraisal report is in compliance, the reviewer utilized a USPAP Appraisal Review Form (found on pages 8 through 12) and a UASFLA Appraisal Review Form (found on pages 13 through 20).

In summary, it is my opinion as the reviewer that the appraisal report under review meets the requirements of the Uniform Standards of Professional Appraisal Practice and it complies with the Uniform Appraisal Standards for Federal Land Acquisitions. Furthermore, it is the reviewer's opinion that there is adequate support for the opinion of value, and it complies with all appropriate standards, laws, and regulations relating to the appraisal of property for land acquisitions using federal funding.

Steve Robinson
Steve Robinson, MAI, CCIM
TX-1321106-G

USPAP APPRAISAL REVIEW FORM

(Rev. 10-2019)

Reviewer: Steve Robinson, MAI, CCIM Company: Robinson, Duffy & Barnard, L.L.P.
Subject Property Location: 201 "T" Street, Harlingen, Texas
Legal Description: 9.525 acres in Cameron County School Land Survey, Sect. 27, Abstract 32, Cameron County, Texas
Property Type/Description: 23,980 SF of office/warehouse buildings and storage yard on 9.525 acres
Principal Appraiser: Eliza Vasquez Certification No.: TX-1380438-G
Associate Appraiser: _____ Certification No.: _____
Company Name: Brownsville Valuation Services
Address: P.O. Box 335, San Benito, Texas 78586 Telephone: (956) 579-9890
Effective Date of Appraisal: August 12, 2021 Date report was received for review: October 5, 2021
Date of report: September 16, 2021 Date of review preparation: October 7, 2021

Does the appraisal conform to USPAP with respect to the following:

Comment Yes No N/A

Ethics, Record Keeping, Competency, Scope of Work, & Jurisdictional Exception Rules

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Comment: Ethics Rule appears to be in compliance. It is unknown if the Record Keeping Rule is in compliance, since the client did not furnish the appraiser's work file. With regard to the Competency Rule, the appraiser appears to be competent to perform this appraisal. With regard to the Jurisdictional Exception Rule, the appraiser invokes the Jurisdictional Exception Rule and does not link her opinion of market value to exposure time.

Standards Rule 1-1: In developing a real property appraisal, an appraiser must:

SR1-1(a) be aware of, understand, and correctly employ those recognized methods and techniques that are necessary to produce a credible appraisal;

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SR1-1(b) not commit a substantial error of omission or commission that significantly affects an appraisal; and

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SR1-1(c) not render appraisal services in a careless or negligent manner, such as by making a series of errors that, although individually might not significantly affect the results of an appraisal, in the aggregate affects the creditability of those results.

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Standards Rule 1-2: In developing a real property appraisal, an appraiser must:

SR1-2(a) identify the client and other intended users;

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SR1-2(b) identify the intended use of the appraiser's opinions and conclusions;

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SR1-2(c) identify the type and definition of value, and, if the value opinion to be developed is market value, ascertain whether the value is to be the most probable price:

(i) in terms of cash; or

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(ii) in terms of financial arrangements equivalent to cash; or

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(iii) in other precisely defined terms; and

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(iv) if the opinion of value is to be based on non-market financing or financing with unusual conditions or incentives, the terms of such financing must be clearly identified and the appraiser's opinion of their contributions to or negative influence on value must be developed by analysis of relevant market data;

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Does the appraisal conform to USPAP with respect to the following:

Comment Yes No N/A

SR1-2(d) identify the effective date of the appraiser's opinions and conclusions;

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SR1-2(e) identify the characteristics of the property that are relevant to the type and definition of value and intended use of the appraisal, including:

- (i) its location and physical, legal, and economic attributes;
- (ii) the real property interest to be valued;
- (iii) any personal property, trade fixtures, or intangible items that are not real property but are included in the appraisal;
- (iv) any known easements, restrictions, encumbrances, leases, reservations, covenants, contracts, declarations, special assessments, ordinances, or other items of a similar nature; and
- (v) whether the subject property is a fractional interest, physical segment, or partial holding;

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SR1-2(f) identify any extraordinary assumptions necessary in the assignment;

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SR1-2(g) identify any hypothetical conditions necessary in the assignment; and

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SR1-2(h) determine the scope of work necessary to produce credible assignment results in accordance with the SCOPE OF WORK RULE.

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Standards Rule 1-3: When necessary for credible assignment results in developing a market value opinion, an appraiser must:

SR1-3(a) identify and analyze the effect on use and value of existing land use regulations, reasonably probable modifications of such land use regulations, economic supply and demand, the physical adaptability of the real estate, and market area trends; and

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SR1-3(b) develop an opinion of the highest and best use of the real estate.

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Standards Rule 1-4: In developing a real property appraisal, an appraiser must collect, verify, and analyze all information necessary for credible assignment results.

SR1-4(a) When a sales comparison approach is necessary for credible assignment results, an appraiser must analyze such comparable sales data as are available to indicate a value conclusion.

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SR1-4(b) When a cost approach is necessary for credible assignment results, an appraiser must:

- (i) develop an opinion of site value by an appropriate appraisal method or technique;
- (ii) analyze such comparable cost data as are available to estimate the cost new of the improvements (if any); and
- (iii) analyze such comparable data as are available to estimate the difference between the cost new and the present worth of the improvements (depreciation).

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SR1-4(c) When an income approach is necessary for credible assignment results, an appraiser must:

- (i) analyze such comparable rental data as are available and/or the potential earnings capacity of the property to estimate the gross income potential of the property;
- (ii) analyze such comparable operating expense data as are available to estimate the operating expenses of the property;

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Does the appraisal conform to USPAP with respect to the following:

Comment Yes No N/A

- (iii) analyze such comparable data as are available to estimate rates of capitalization and/or rates of discount; and ☐ ☐ ☐ ☒
- (iv) base projections of future rent and/or income potential and expenses on reasonably clear and appropriate evidence. ☐ ☐ ☐ ☒

SR1-4(d) When developing an opinion of the value of a leased fee estate or a leasehold estate, an appraiser must analyze the effect on value, if any, of the terms and conditions of the lease(s). ☐ ☐ ☐ ☒

SR1-4(e) When analyzing the assemblage of the various estates or component parts of a property, an appraiser must analyze the effect on value, if any, of the assemblage. An appraiser must refrain from valuing the whole solely by adding together the individual values of the various estates or component parts. ☐ ☐ ☐ ☒

SR1-4(f) When analyzing anticipated public or private improvements, located on or off the site, an appraiser must analyze the effect on value, if any, of such anticipated improvements to the extent they are reflected in market actions. ☐ ☐ ☐ ☒

SR1-4(g) When personal property, trade fixtures, or intangible items are included in the appraisal, the appraiser must analyze the effect on value of such non-real property items. ☐ ☒ ☐ ☐

Standards Rule 1-5: When the value opinion to be developed is market value, an appraiser must, if such information is available to the appraiser in the normal course of business:

SR1-5(a) analyze all agreements of sale, options, and listings of the subject property current as of the effective date of the appraisal; and ☐ ☐ ☐ ☒

SR-1-5(b) analyze all sales of the subject property that occurred within the three (3) years prior to the effective date of the appraisal. ☐ ☒ ☐ ☐

Standards Rule 1-6: In developing a real property appraisal, an appraiser must:

SR1-6 (a) reconcile the quality and quantity of data available and analyzed within the approaches used; and ☐ ☒ ☐ ☐

SR1-6 (b) reconcile the applicability and relevance of the approaches, methods and techniques used to arrive at the value conclusion(s). ☐ ☒ ☐ ☐

Standards Rule 2-1: Each written or oral real property appraisal report must:

SR2-1(a) clearly and accurately set forth the appraisal in a manner that will not be misleading; ☐ ☒ ☐ ☐

SR2-1(b) contain sufficient information to enable the intended users of the appraisal to understand the report properly; and ☐ ☒ ☐ ☐

SR2-1(c) clearly and accurately disclose all assumptions, extraordinary assumptions, hypothetical conditions, and limiting conditions used in the assignment. ☐ ☒ ☐ ☐

Comment Yes No N/A

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Does the appraisal conform to USPAP with respect to the following:

Comment Yes No N/A

(xi) clearly and conspicuously:

- state all extraordinary assumptions and hypothetical conditions; and
- state that their use might have affected the assignment results; and

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(xii) include a signed certification in accordance with Standards Rule 2-3.

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Standards Rule 2-3: Each written real property appraisal report must contain a signed certification that is similar in content to that shown on page 24 of the 2020-2021 edition of USPAP.

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Standards Rule 2-4: To the extent that it is both possible and appropriate, an oral real property appraisal report must address the substantive matters set forth in Standards Rule 2-2(a).

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UASFLA APPRAISAL REVIEW FORM

UASFLA 6th EDITION APPRAISAL REVIEW CHECKLIST					
Appraisal Report Prepared By:	Eliza Vasquez / Brownsville Valuation Services	Client:	City of Harlingen		
Effective Date Of Value:	August 12, 2021	Intended Users:	City of Harlingen/Federal Transit Authority		
Property Appraised:	201 "T" Street, Harlingen, Texas	Property Type:	Office/Warehouse on 9.325 Acres		
Appraisal Review Report Prepared By:	Steve Robinson, MAI, CCIM	Before and After Analysis:	N/A		
Appraisal Review Report Reading Dates:	September 28, 29, 30, 2021	Improved?	Yes		
INTRODUCTION - UASFLA SECTION 2.3.1					
2.3.1.1 Title Page					
Property name:	Should include	Per UASFLA	Yes	No	N/A
Property address	Should include		✓		
Agency assigned tract or parcel number (if any)	Should include				✓
Name of the individual(s) making the report	Should include		✓		
Address of the individual(s) making the report	Should include		✓		
Effective date of the appraisal	Should include		✓		
2.3.1.2 Letter of Transmittal					
Date of the letter	Should include	Per UASFLA	Yes	No	N/A
Identification of the property appraised	Should include		✓		
Identification of the property rights appraised	Should include		✓		
Reference that the letter is accompanied by an appraisal report	Should include		✓		
Statement of the effective date of the appraisal	Should include		✓		
Identification of any hypothetical conditions, extraordinary assumptions, limiting conditions, or legal instructions identification	Should include		✓		
Value Opinion	Should include		✓		
For Partial Acquisitions: Opinions of the value of the larger parcel before the acquisition and the remainder property after the acquisition, and the difference.	Should include				✓
Appraiser's signature	Should include		✓		
2.3.1.3 Table of Contents					
Major parts of the appraisal report and their subheadings should be listed.	Should list	Per UASFLA	Yes	No	N/A
Items in the addenda of any report shall be listed individually.	Shall list		✓		
2.3.1.4 Appraiser's Certification (also see specific Certification tab)					
Appraiser's signed certification statement consistent with the certification requirements of USPAP Standard 2	Shall include	Per UASFLA	Yes	No	N/A
The following statements must be included:					
• the appraisal was developed and the appraisal report was prepared in conformity with the <i>Uniform Appraisal Standards for Federal Land Acquisitions</i>	Must include		✓		
• the appraisal was developed and the appraisal report prepared in conformance with the Appraisal Standards Board's <i>Uniform Standards of Professional Appraisal Practice</i> and complies with USPAP's Jurisdictional Exception Rule when invoked by Section 1.2.7.2 of the <i>Uniform Appraisal Standards for Federal Land Acquisitions</i>	Must include		✓		
• the appraiser has made a physical inspection of the property appraised and that the property owner, or [his/her] designated representative, was given the opportunity to accompany the appraiser on the property inspection.	Must include		✓		
The appraiser's opinion of the market value of the subject property as of the effective date of the appraisal.	Shall include		✓		
For Partial Acquisitions: The certification shall include both the appraiser's opinion of the market value of the whole property as of the effective date of the appraisal and the appraiser's opinion of the remainder property's market value after the government's acquisition and the difference between them as of the effective date of the appraisal.	Shall include				✓
Items that may be required by law and the appraiser's professional organization(s).	May Add		✓		
Appraisers should avoid adding certifications that are not pertinent to the specific appraisal (e.g., that the report was prepared in accordance with FIRREA or that are beyond the scope of the appraisers' assignment (e.g., certifying an opinion of just compensation).	Should Avoid				✓
2.3.1.5 Executive Summary					
Major facts and conclusions that led to the final opinion(s) of value	Shall Report	Per UASFLA	Yes	No	N/A
Identification of the property appraised	Should include		✓		
Highest and best use of the property (both before and after the acquisition if a partial acquisition)	Should include		✓		
Brief description of improvements (both before and after the acquisition if a partial acquisition)	Should include		✓		
Indicated value of the property by each approach to value employed (both before and after the acquisition if a partial acquisition)	Should include		✓		
Final opinion of value (both before and after the acquisition if a partial acquisition)	Should include		✓		
Hypothetical conditions, extraordinary assumptions, limiting conditions, or instructions	Should include		✓		
Effective date of the appraisal	Should include		✓		

2.3.1.6 Photographs	Per UASFLA	Yes	No	N/A	Comment
Photographs shall show the front elevation of the major improvements, any unusual features, views of the abutting properties on either side, views of the property directly opposite, and interior photographs of any unique features.	Shall Show	✓			
Except for an overall view, photographs may be incorporated in the body of the report as appropriate, or may be placed in the addenda of the report.	May	✓			
Each photograph should be numbered and show the identification of the property, the date taken, and the name of the person taking the photograph.	Should	✓			Property is small and photos are easily identified.
Location from which each photograph was taken and the direction the camera lens was facing should be shown on a plot plan of the property in the report's addenda.	Should	✓			Property is small and photos are easily identified.
2.3.1.7 Statement of Assumptions and Limiting Conditions	Per UASFLA	Yes	No	N/A	Comment
Any assumptions and limiting conditions that are necessary to the background of the appraisal shall be stated.	Shall State	✓			
Any agency or special legal instructions provided to the appraiser shall be referenced and a copy of such instructions shall be included in the addenda of the appraisal report.	Shall			✓	
If the appraisal has been made subject to any encumbrances against the property, such as easements, these shall be stated.	Shall State	✓			
It is unacceptable to state that the property has been appraised as if free and clear of all encumbrances, except as stated in the body of the report; the encumbrances must be identified in this portion of the report.	Unacceptable and Must	✓			
The appraiser must avoid including "boilerplate" assumptions and limiting conditions. For instance, an assumption that improvements are free from termite infestations is inappropriate in the appraisal of vacant land. Also, assumptions and limiting conditions cannot be used by an appraiser to alter an appraisal contract, assignment letter, or the appraiser's scope of work.	Must Avoid	✓			
For Partial Acquisitions: The appraiser should identify those hypothetical conditions, assumptions, and limiting conditions that apply to both the before and after acquisition appraisals, those that apply only to the appraisal of the larger parcel before the acquisition, and those that apply only to the appraisal of the remainder.	Should Identify			✓	
2.3.1.8 Description of Scope of Work	Per UASFLA	Yes	No	N/A	Comment
The appraiser shall use this section of the report to identify the seven critical elements that defined the appraisal problem to be solved:					
• Client	Shall Identify	✓			
• Intended Users	Shall Identify	✓			
• Intended Use	Shall Identify	✓			
• Definition of Market Value	Shall Identify	✓			
• Effective Date	Shall Identify	✓			
• Property Characteristics	Shall Identify	✓			
• Assignment Conditions	Shall Identify	✓			
For Partial Acquisitions: The appraiser should identify those hypothetical conditions, assumptions, and limiting conditions that apply to both the before and after acquisition appraisals, those that apply only to the appraisal of the larger parcel before the acquisition, and those that apply only to the appraisal of the remainder.	Shall Identify			✓	
Description of the property rights appraised.	Shall Include	✓			
Definition of market value found in Section 1.2.4 of UASFLA (must be placed in this portion of the appraisal report).	Shall and Must	✓			
Should describe the investigation and analysis that was undertaken in developing the appraisal.	Should Describe	✓			
Geographical area and time span searched for market data should be included, as should a description of the type of market data researched and the extent of market data confirmation.	Should	✓			
Should state the references and data sources relied upon in developing the appraisal.	Should State	✓			
The applicability of all approaches to value shall be discussed and the exclusion of any approach to value shall be explained.	Shall Discuss and Explain	✓			
Explanation and discussion of the implications of hypothetical conditions or extraordinary assumptions must be included.	Must Include	✓			
Hypothetical conditions and extraordinary assumptions must be labeled as such and any legal instructions must be included in the addenda of the report. (1.2.7.1 Must consult client or counsel before use of hypothetical condition)	Must Label and Include	✓			
1.2.4 & 1.2.7.2 Jurisdictional Exceptions and Exposure Time	Per UASFLA	Yes	No	N/A	Comment
The appraiser shall not link an opinion of market value for federal acquisition purposes to a specific exposure time.	Shall Not Link	✓			
Did the appraiser invoke USPAP's Jurisdictional Exception Rule? Note: Not linking an opinion of value to a specific exposure time requires a jurisdictional exception to USPAP Standards Rule 1-2(c).	Required	✓			
Estimates of marketing time are not appropriate for just compensation purposes, and must not be included.	Must Not Include	✓			

2.3.2.3.4 Use History	Per UASFLA	Yes	No	N/A	Comment
State briefly the history of the use of the property as vacant and as improved. <u>Note:</u> If information is indeterminable, the appraiser must report that fact.	State	✓			
If improved, state the purpose for which the improvements were designed and the dates of original construction and major renovations, additions, and/or conversions. <u>Note:</u> If information is indeterminable, the appraiser must report that fact.	State	✓			
Include a 10-year history of the use and occupancy of the property. <u>Note:</u> If information is indeterminable, the appraiser must report that fact.	Include	✓			
2.3.2.3.5 Sales History	Per UASFLA	Yes	No	N/A	Comment
Include a 10-year record of all sales. <u>Note:</u> If no sale has occurred in the past 10 years, the appraiser must report the last sale of the property, irrespective of date.	Include	✓			
Information to be reported must include:					
• Name of the seller	Must Include			✓	
• Name of the buyer	Must Include			✓	
• Date of sale	Must Include			✓	
• Price	Must Include			✓	
• Terms and conditions of sale	Must Include			✓	
• The appraiser's verification of the sale and whether the transaction met the conditions required for a comparable sale under Section 1.5.2.2	Must Include			✓	
Offers to buy or sell the property (if the information is available).	Include			✓	
2.3.2.3.6 Rental History	Per UASFLA	Yes	No	N/A	Comment
Report the historical rental or lease history of the property for at least the past three years (if this information can be ascertained).	Report			✓	
All current leases should be reported, including the date of the lease, name of the tenant, rental amount, term of the lease, parties responsible for property expenses, and other pertinent lease provisions.	Should Report			✓	
The appraiser must describe the verification process and whether the lease(s) meets the conditions required for a comparable lease.	Must Describe			✓	
2.3.2.3.7 Assessed Value and Annual Tax Load	Per UASFLA	Yes	No	N/A	Comment
Include the current assessment and dollar amount of real estate taxes. <u>Note:</u> If assessed value is statutorily a percentage of market value, state the percentage.	Include	✓			
Some jurisdictions have developed programs wherein property will be assessed based on its current use rather than its highest and best use. These programs often relate to farmlands, timberlands, and open space; for purposes of eligibility, owners may have to agree to leave the property in its existing use for a certain period of time. In such a case, the appraiser should report both the current assessed value and taxes for the property's existing use and the estimated assessed value and tax load for the property at its highest and best use.	Should Report			✓	
2.3.2.3.8 Zoning and Other Land Use Regulations	Per UASFLA	Yes	No	N/A	Comment
Identify the zoning for the subject property.	Identify	✓			
Zoning must be reported in descriptive terms (e.g., multifamily residential, 5000 sq. ft. of land per unit) rather than by zoning code (e.g., MF-2).	Must Report	✓			
Other local land use regulations (that have an impact on the highest and best use and value of the property), including setback requirements, off-street parking requirements, and open space requirements must be reported.	Must Report	✓			
The appraiser should also note any master or comprehensive land use plan in existence that may affect the utility or value of the property.	Should Note			✓	
If the property was recently rezoned, that must be reported.	Must Report			✓	
If the rezoning of the property is imminent or probable, discuss in detail the investigation and analysis that led to that conclusion under Section 2.3.3.1 (Highest and Best Use). <u>Note:</u> The mere assertion by an appraiser that a property could be rezoned is insufficient.	Discuss			✓	
The appraiser must identify all other land use and environmental regulations that have an impact on the highest and best use and value of the property. <u>Note:</u> The impact of the regulations must also be discussed in the highest and best use analysis.	Must	✓			
The appraiser must also discuss the impact of any private restrictions on the property, such as deed and/or plat restrictions.	Must Discuss	✓			
DATA ANALYSIS AND CONCLUSIONS - BEFORE ACQUISITION UASFLA SECTION 2.3.3					
2.3.3.1.1 Highest and Best Use	Per UASFLA	Yes	No	N/A	Comment
Highest and Best Use as Vacant: The appraiser must describe the analysis developed under Section 1.4 concerning the highest and best use of the property as if vacant	Must	✓			
• Physically possible uses (as if vacant) <u>Note:</u> The physical characteristics of the property that impact value must be addressed. These should include property size, shape, topography, access, road frontage, and utilities.	Must	✓			
• Legally permissible uses (as if vacant) <u>Note:</u> The appraiser must describe the legal constraints on the property. Zoning requirements, height restrictions, setback and open space requirements, and all other legal constraints on the property should be described and their impact discussed.	Must	✓			
• Financially feasible uses (as if vacant)	Must Address	✓			
• Maximally productive uses (highest value) (as if vacant)	Must Address	✓			

Highest and Best Use as Improved: If the property contains improvements, the appraiser must address the highest and best use as improved. • Legally permissible uses (as improved) • Physically possible uses (as improved) • Financially feasible uses (as improved) • Maximally productive uses (highest value) (as improved)	Must Address if Improved Must Address if Improved Must Address if Improved Must Address if Improved Must Address if Improved	✓ ✓ ✓ ✓ ✓
The appraiser should discuss the use of the property (as if vacant and as improved), which results in the highest value, and the analysis that supports that conclusion.	Should Discuss	✓
If the appraiser concludes a highest and best use that will require rezoning of the property, the investigations and analyses developed under Section 1.3.1.3 concerning the probability of obtaining that zoning change <u>should be reported</u> in sufficient detail for the client and intended users to understand the reasons for the conclusion.	Should Report	✓
If the appraiser concludes that the highest and best use requires some other form of government approval, the investigations and analyses developed under Sections 1.3.1.3 and 1.4.5 concerning the probability of obtaining those approvals <u>must be described</u> in sufficient detail for the client and intended users to understand the reasons for the conclusion.	Must Describe	✓
The appraiser should identify the timing of the highest and best use and the likely purchaser and user (as if vacant and as improved).	Should Identify	✓
2.3.3.1.2 Larger Parcel:	Per UASFLA	Yes No N/A Comment
The appraiser must describe the factual basis and analysis underlying the conclusion of the larger parcel analysis.	Must Describe	✓
The three tests (unity of highest and best use, unity of title, and configuration) must be reported in sufficient detail, with emphasis on the unity of highest and best use.	Must Report	✓
APPLICATION OF APPROACHES TO VALUE		
2.3.3.2.1 Land Valuation - Sales Comparison Approach	Per UASFLA	Yes No N/A Comment
The appraiser shall provide detailed descriptions of confirmed sales of lands that have the same or similar highest and best use as the subject property	Shall Provide	✓
The description of each sale transaction used as a comparable sale should include (at a minimum): • Date of the transaction • Price paid • Name of the seller • Name of the buyer • Size of the property • Location of the property • Zoning or other legal constraints • Description of the physical characteristics • Person with whom the transaction was verified	Should Should Should Should Should Should Should Should Should	✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓
Differences between the comparable sales and the subject property shall be considered and adjustments made to the sales to address these differences.	Shall Consider	✓
Items of comparison shall include: • Property rights conveyed • Financing terms • Conditions of sale • Expenditures made immediately after purchase • Market conditions • Location • Physical characteristics • Economic characteristics • Legal characteristics • Non-realty components of value included in the sale property	Shall Include Shall Include Shall Include Shall Include Shall Include Shall Include Shall Include Shall Include Shall Include Shall Include	✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓
The adjustments must be summarized in an adjustment grid.	Must Summarize	✓
Each adjustment (whether qualitative or quantitative) should be supported with market data.	Should Support	✓
The data and analysis must provide sufficient detail for the client and intended users to understand the data, the analysis, and the logic of the appraiser's opinion of market value for the subject land as if vacant.	Must Provide	✓
2.3.3.2.2 Land Valuation - Subdivision Development Method	Per UASFLA	Yes No N/A Comment
The report must address all of the factors and assumptions used in sufficient detail for the client and intended users to understand the outcome of this method	Must Address	✓
The market support for each of the following factors used in this analysis must be clearly presented in the report: • Lot Sale • Absorption Rate • Development Costs • Expenses • Time Lag • Discount Rate	Must Present Must Present Must Present Must Present Must Present Must Present	✓ ✓ ✓ ✓ ✓ ✓

The discounted cash flow analysis prepared as part of this analysis must be included in the report.	Must include				
2.3.3.3. Cost Approach	Per UASFLA	Yes	No	N/A	Comment
This portion of the report should be in the form of computational data, arranged in sequence, beginning with reproduction or replacement cost.	Should	✓			
The report should state the source (book and page—including last date of page revision—if a national service) of all figures used.	Should State	✓			
Entrepreneur's profit, as an element of reproduction or replacement cost, must be considered and discussed.	Must	✓			
If applicable, entrepreneur's profit should be derived from market data whenever possible.	Should	✓			
If the appraiser retained the services of a contractor or professional cost estimator to assist in developing the reproduction or replacement cost estimate, this data should be referenced and the estimator's report included in the addenda of the appraisal report.	Should			✓	
The dollar amount of depreciation from all causes, including physical deterioration, functional obsolescence, and economic or external obsolescence shall be explained and deducted from reproduction or replacement cost.	Shall Explain and Deduct	✓			
2.3.3.4. Sales Comparison Approach	Per UASFLA	Yes	No	N/A	Comment
Each appraisal report must contain a sufficient description of the comparable sales used so that it is possible for the reader to understand the conclusions drawn by the appraiser from the comparable sales data.	Must Contain	✓			
Photographs of the comparable sales must accompany each appraisal report.	Must	✓			
Every photograph should show the date taken and the name of the person taking the photograph.	Should Show		✓		This is stated in the narrative.
Documentation of each comparable sale shall include:					
• Name of the buyer	Shall include	✓			
• Name of the seller	Shall include	✓			
• Date of sale	Shall include	✓			
• Legal description (this may be abbreviated if lengthy, or reference may be made to a tax parcel number)	Shall include	✓			
• Type of sale instrument	Shall include	✓			
• Document recording information	Shall include	✓			
• Price	Shall include	✓			
• Terms of sale	Shall include	✓			
• Location	Shall include	✓			
• Zoning	Shall include	✓			
• Present use	Shall include	✓			
• Highest and best use	Shall include	✓			
• Brief physical description of the property	Shall include	✓			
A plot plan or sketch of each comparable property should be included.	Should include	✓			
When quantitative and qualitative adjustments are both used in the adjustment process, all quantitative adjustments should be made first.	Should			✓	
If using qualitative analysis, it is essential that the comparable sales utilized include both sales that are overall superior and overall inferior to the subject property.	Essential			✓	
In developing a final opinion of value by the sales comparison approach, the appraiser shall explain the comparative weight given to each comparable sale.	Shall Explain	✓			
A comparative adjustment chart or graph is required.	Required	✓			
2.3.3.5. Income Approach	Per UASFLA	Yes	No	N/A	Comment
The appraisal report shall include adequate factual data to support each figure and factor used.	Shall include			✓	
The appraisal report should be arranged in detailed form to show at least (1) estimated gross economic (or market) rent, or income; (2) allowance for vacancy and credit losses; (3) an itemized estimate of total expenses; and (4) an itemized estimate of the reserves for replacements, if applicable.	Should Arrange			✓	
The capitalization technique, method, and rate used should be explained in narrative form and supported by a statement of the sources of rates and factors.	Should Explain			✓	
The preferred source of an applicable capitalization rate is from actual capitalization rates reflected by comparable sales.	Preferred			✓	
If the property is actually rented, its current rent is often the best evidence of its economic (or market) rent and should be given appropriate consideration by the appraiser in developing an opinion of the gross economic rent of the property.	Should			✓	
The appraiser should attempt to obtain at least the last three years' historical income and expense statements for the property.	Should Attempt			✓	
If this historical income and expense information is available, it should be included in this portion of the appraisal report or in the addenda.	Should			✓	
2.3.3.6. Reconciliation and Final Opinion of Market Value	Per UASFLA	Yes	No	N/A	Comment
The appraiser must explain the reasoning applied to arrive at the final opinion of value.	Must Explain	✓			
The appraiser must explain how the results of each approach to value were weighed in that opinion.	Must Explain	✓			

The appraiser must explain the reliability of each approach to value for solving the particular appraisal problem.		Must Explain	✓		
The appraiser shall also state the final opinion of value of all of the property under appraisal as a single amount, including the contributory value of fixtures, timber, minerals, and water rights, if any.		Shall State	✓		
If that value opinion includes elements of value that were based on estimates developed by others (e.g., timber cruisers, mineral appraisers), the appraiser cannot merely assume their accuracy. The reasonableness of the subsidiary estimates must be confirmed in accordance with Section 1.13.		Cannot	✓		
FACTUAL DATA, DATA ANALYSIS, AND CONCLUSIONS - AFTER ACQUISITION UASFLA					
SECTION 2.3.4					
2.3.4	Factual Data - After Acquisition (Partial Acquisitions Only)	Yes	No	N/A	Comment
2.3.4.1	Legal Description: The legal description of the remainder property shall be included. <u>Note:</u> If not available, appraisers <u>may</u> develop their own by utilizing the before acquisition legal description and excluding from it the legal description of the real estate acquired by the government.	Shall Include		✓	
2.3.4.1	Legal Description: If the estate acquired is less than a fee interest (e.g., an easement), the legal description under Section 2.3.2.1 may be referenced and the legal description of the property encumbered by the estate acquired should be included. Should be referenced.	Should		✓	
2.3.4.2	Neighborhood Factors: The appraiser shall describe the government project for which the property is being acquired and its impact, if any, on the neighborhood and the remainder property.	Shall Describe		✓	
2.3.4.2	Neighborhood Factors: The aspects of the government's project that will result in damages to the remainder property should be described in specific detail.	Should Describe		✓	
2.3.4.3.1	Site: The appraiser must describe the remainder site, paying particular attention to the shape, size, available utilities, and available access to the remainder site.	Must Describe		✓	
2.3.4.3.2	Improvements: The appraiser must describe those improvements remaining in whole or in part.	Must Describe		✓	
2.3.4.3.3	Fixtures: The appraiser must describe those fixtures remaining.	Must Describe		✓	
2.3.4.3.4	History: If the appraisal is prepared after the date of acquisition, the appraiser must report the utilization of the remainder property since the date of acquisition as well as any sales or rentals of the remainder property.	Must Report		✓	
2.3.4.3.5	Assessed Value and Tax Load: The appraiser must estimate what the assessed value and annual tax load will be on the remainder property.	Must Estimate		✓	
2.3.4.3.6	Zoning and Other Land Use Regulations: The appraiser must report the influence of zoning and other land use regulations on the remainder property.	Must Report		✓	
2.3.5.1	Analysis of Highest and Best Use: The appraiser shall state and explain the highest and best use of both the remainder land (as if vacant) and the remainder property (as improved).	Shall State		✓	
2.3.5.1	Analysis of Highest and Best Use: Impacts of the acquisition on the property's highest and best use or the intensity of that use shall be specifically addressed and described.	Shall Describe		✓	
2.3.5.1	Analysis of Highest and Best Use: If restoration or rehabilitation of the remainder property will be required before it can be put to its highest and best use, the physical and economic feasibility of such restoration or rehabilitation shall be explained and justified.	Shall Explain		✓	
2.3.5.1	Analysis of Highest and Best Use: If the acquisition includes a temporary construction easement, or other temporary property interest, the effect of such temporary acquisition on the remainder property's highest and best use must be discussed.	Must Discuss		✓	
2.3.5.2	Land Valuation: The appraiser will develop an opinion of the market value of the remainder land for its highest and best use as if vacant and available for such use.	Will Develop		✓	
2.3.5.2	Land Valuation: If the acquisition includes one or more temporary construction easements, the impact of those easements on the value of the remainder property must be accounted for in the valuation of the land after acquisition.	Must Account For		✓	

2.3.5.2	Land Valuation: Any diminution in the remainder land value by reason of the temporary encumbrances must be measured in accordance with Section 1.9.1, and then be used as the basis for an adjustment to the remainder's land value in this section of the report.	Must be Measured		✓		
2.3.5.3	Cost Approach: See Section 2.3.3.3			✓		
2.3.5.4	Sales Comparison Approach: See Section 2.3.3.4			✓		
2.3.5.5	Income Capitalization Approach: See Section 2.3.3.5			✓		
2.3.5.6	Reconciliation and Final Opinion of Market Value: The appraiser must describe the reasoning applied to arrive at the final opinion of value of the remainder property.	Must Describe		✓		
2.3.6.1	Recapitulation: The appraiser must report the difference between the value of the larger parcel and the value of the remainder by deducting the property's after value from its before value.	Must Report		✓		
2.3.6.2	Allocation and Damages: Damages, as such, are not appraised. However, the appraiser shall briefly explain any damages to the remainder property and allocate the difference in the value of the property before and after the acquisition between the value of the acquisition and damages to the remainder. <i>Note:</i> Such allocation is an accounting tabulation and not necessarily indicative of the appraisal method employed.	Shall Explain		✓		
2.3.6.2	Allocation and Damages: If damages have been measured by a cost to cure, the appraiser must justify the cost to cure and demonstrate that the cost to cure is less than the damage would be if the cure was not undertaken.	Must Justify		✓		
2.3.6.3	Special Benefits: The appraiser shall identify any special or direct benefits accruing to the remainder property and explain how and why those benefits have occurred.	Must Identify		✓		
EXHIBITS AND ADDENDA 2.3.7						
2.3.7	Exhibits and Addenda		Yes	No	N/A	Comment
	Legal Instructions: Any legal instructions must be presented.	Must be Presented			✓	
	Location Map: This exhibit should display the location of the subject property within the city or area in which the property is located.	Should Display	✓			
	Location Map: All maps should include a north arrow and the identification of the subject property.	Should Include	✓			
	Comparable Data Maps: The maps should include a north arrow and show the locations of both the comparable sales and/or rentals and the subject property.	Should Include	✓			Missing North arrow.
	Details of Comparable Sales and Rental Data: This data may be included in the body of the report. Photographs of each comparable property must be included.	Body of Report	✓			3 ancillary sales in Addenda.
	Plot Plan: The plot plan should depict the entire subject property, including dimensions and street frontages.	Should Depict	✓			
	Plot Plan: Structural improvements should be shown in their approximate locations; significant on-site improvements and easements should also be shown. The dimensions of improvements should be noted.	Should	✓			
	Plot Plan: The location from which each of the subject photographs was taken should be identified on the plot plan, as well as the photograph identification number and the direction in which the photo was taken.	Should Identify		✓		Identified by caption.
	Plot Plan: In a partial acquisition, the plot plan should identify the remainder area and its dimensions. <i>Note:</i> Any significant construction features of the government project for which the property is being acquired should be shown.	Should Identify			✓	
	Floor Plan: Floor plans are required only for reports related to leasehold acquisitions or when they are necessary to describe a unique property feature.	Sometimes Required	✓			
	Title Evidence Report: If the agency provided a title evidence report to the appraiser it should be included, but if it is lengthy it may be referenced.	Should Include			✓	Not provided.
	Other Pertinent Reports and Exhibits: These would include, for example, any written instructions given to the appraiser by the agency or its legal counsel, any specialist reports (such as timber appraisals, environmental studies, mineral or water-rights studies or appraisals, reproduction cost estimates, cost to cure estimates, fixture valuations), any pertinent title documents (such as leases or easements), and any charts or illustrations that may have been referenced in the body of the report.					
	Include the qualifications of all appraisers or technicians who made significant contributions to the completion of the appraisal assignment.	Include	✓			
LEASEHOLDS AND PROJECTS 2.4 & 2.5						
2.4	Reporting Requirements for Leasehold Acquisitions		Yes	No	N/A	Comment
2.4.1	Are the provisions regarding leasehold acquisitions adhered to, if applicable? (2.4.1 - 2.4.3, page 72)				✓	
2.5	Project Appraisal Reports		Yes	No	N/A	Comment
2.5	Are the provisions regarding project appraisal reports adhered to, if applicable? (2.5, page 72 - 79).				✓	

ADDENDA



CITY OF HARLINGEN
P.O. BOX 2207
HARLINGEN, TX 78551
(956) 427-8718

ACCOUNTS PAYABLE

CHECK NO. 304455

CHECK DATE	INVOICE NO.	DESCRIPTION	NET AMOUNT
12/08/22	7731	5418 OCT-NOV 20	2,700.00

CITY OF HARLINGEN
P.O. BOX 2207 HARLINGEN, TEXAS 78551



CONSOLIDATED CASH CHECK NO. 304455

Frost Bank
HARLINGEN, TEXAS

CHECK DATE		
12	09	22

VOID IF NOT CASHED IN 90 DAYS

AMOUNT
***2,700.00

TWO THOUSAND SEVEN HUNDRED AND 00/100 DOLLARS

PAY TO THE
ORDER OF

AMBIOTEC ENVIRONMENTAL
CONSULTANTS, INC.
P.O. BOX 2565
HARLINGEN TX 78551

Gabriel Gonzalez
Rodriguez

⑈ 304455⑈ ⑆ 114000093⑆

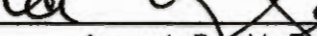
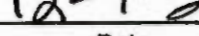
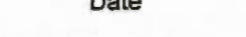
⑈ 259312102⑈



Vendor Name	<u>Ambiotec Environment Consultants inc.</u>	Vendor Number	<u>3291</u>
Mailing	<u></u>		<u>New Vendor</u>
Address	<u>P.O. BOX 2565</u>		
City, State, Zip	<u>HARLINGEN, TEXAS 78551</u>		

102-201 S. T ST. HARLINGEN CAMERON COUNTY, TEXAS

Signature Robert Long Department Director 12/2/2022 Date

FINANCE DEPARTMENT USE ONLY		
Signature		
	Accounts Payable Review	Date
Signature		
	Budget Confirmation	Date
Signature		
	Finance Director Approval	Date

**AMBIOTEC ENVIRONMENTAL
CONSULTANTS, INC.**

P.O. BOX 2565
HARLINGEN, TX 78551-2565
PH. (958) 423-7807

Invoice

DATE	INVOICE #
11/16/2022	7731

BILL TO:

City of Harlingen
Mr. Gabriel Gonzalez
118 E Tyler Ave
Harlingen TX 78550
ggonzalez@myharlingen.us

DESCRIPTION	AMOUNT
Phase I Environmental Site Assessment	2,700.00
Total	2,700.00

AEC Project No.: 5418
Service Period: October - November 2022
Site: Former AEP Service Center Facility
102/201 S "T" St
Harlingen, Cameron County, Texas

001-1399-413.39,-95
Special Projects

Terms - Due on receipt or subject to 1.5% monthly finance charge.

TOTAL

\$2,700.00

9 acre property



CITY OF HARLINGEN
P.O. BOX 2207
HARLINGEN, TX 78551
(956) 427-8718

ACCOUNTS PAYABLE

CHECK NO. 309551

CHECK DATE	INVOICE NO.	DESCRIPTION	NET AMOUNT
08/09/23	3014-0010M	AEP 07/31/2023.	718.00

CITY OF HARLINGEN
P.O. BOX 2207 HARLINGEN, TEXAS 78551



CONSOLIDATED CASH CHECK NO. 309551

Frost Bank
HARLINGEN, TEXAS

CHECK DATE		
08	10	23

VOID IF NOT CASHED IN 90 DAYS

SEVEN HUNDRED EIGHTEEN AND 00/100 DOLLARS

AMOUNT
\$*****718.00

PAY TO THE
ORDER OF

ROUNTREE LAW FIRM
222 E. VAN BUREN ST, STE. 101
HARLINGEN TX 78550

Gabriel Gonzalez
Rodriguez

⑈ 309551⑈ ⑆114000093⑆

⑈ 259312102⑈

CITY OF HARLINGEN
CHECK REQUISITION

ROUNTREE LAW FIRM
222 E. VAN BUREN, SUITE 101
HARLINGEN TX 78550-6804
TELEPHONE: (956) 412-1234
FACSIMILE: (956) 412-1235

RECEIVED
City Manager's Office

AUG 07 2023

City of Harlingen

CITY OF HARLINGEN
Attn: City Manager Gabriel Gonzalez
118 EAST TYLER ST.
HARLINGEN TX 78550

Page: 1
07/31/2023
Account No: 3014-0011M
Statement No: 1

Purchase of AEP

Fees

		Hours	
07/03/2023	WCR Review copies; review notes to file and additional copy.	0.70	210.00
07/12/2023	WCR Review balance of information.	0.20	60.00
07/13/2023	WCR Telephone conference with City Manager; conferences with Paula.	0.40	120.00
07/26/2023	WCR Review closing documents from title company; message left for City Manager.	1.00	300.00
	For Current Services Rendered	2.30	690.00

Expenses

Miscellaneous Expenses	28.00
Total Expenses Thru 07/31/2023	28.00
Total Current Work	718.00
Balance Due	<u>\$718.00</u>



CAPITAL OF THE LOWER RIO GRANDE VALLEY

Mission Statement:

"Ensure a business-friendly climate focused on economic growth, quality of life and efficient delivery of excellent services to our community."

TEXAS

April 19, 2024

Manny Cruz, Executive Director
Lower Rio Grande Valley Development Council
301 W. Railroad
Weslaco, TX 78596

RE: LAND ACQUISITION ACTIVITY (TX-2020-125-01) - REQUEST FOR REIMBURSEMENT (AMENDED)

Dear Mr. Cruz,

Enclosed please find a reimbursement request for \$1,828,608.97, which the City of Harlingen paid for the acquisition of the 201 T Street property (Property ID: 78151) in Harlingen, Texas. This property will be used to expand the proposed Harlingen Transit Terminal. The expansion will accommodate additional bus movement, park and ride lot, commercial and office space, among other uses. This amount is below the administrative settlement value approved by the Federal Transit Administration on July 11, 2022.

The City's Finance Department paid the earnest money deposit to the Rio Grande Valley Abstract by check on May 26, 2023, and the remaining balance was paid via wire on September 5, 2023, as specified in the contract.

The following supporting documents are enclosed:

- Reimbursement request breakdown
- General ledger
- Earnest money check deposit
- Wire transfer documentation
- Settlement statement
- Contract for sale
- Copy of grant application TX-2020-125-01
- FTA administrative settlement letter
- Parcel information from Cameron County Appraisal District

Should you have any questions, please feel free to contact Ana Hernandez, AICP, CNU-A, at (956) 216-5242 or ahernandez@harlingentx.gov.

Sincerely,

Gabriel Gonzalez, CPM
City Manager

CC: Robert Rodriguez, Finance Director
Ana Hernandez, Mobility/Special Projects Director

"Recipient of Keep Texas Beautiful Governor's Achievement Award"

118 E. Tyler ★ P.O. Box 2207 ★ Harlingen, Texas 78551

**Reimbursement Request Breakdown
Land Acquisition Activity**

Sale Costs

Contract sales price	\$	1,850,000.00
Closing costs	\$	9,726.00
Subtotal	\$	1,859,726.00

\$ Paid by the City

Earnest money	\$	50,000.00
Wire transfer	\$	1,778,608.97
Subtotal	\$	1,828,608.97

Property Taxes (Pro-rated)*	\$	31,117.03
-----------------------------	----	-----------

Total Paid by City of Harlingen as of 4/19/24	\$	1,828,608.97
--	-----------	---------------------

Approved FTA Settlement	\$	1,850,000.00
Administrative Value		

Total Reimbursement Request	\$	1,828,608.97
------------------------------------	-----------	---------------------

\$ Reimbursement request to be submitted at a later time:	\$	31,117.03
--	----	-----------

**At closing, City was credited for County Property Taxes from 1/1/23 to 9/5/23 but has not made payment as of 4/19/2024*

PREPARED 09/08/2023, 8:18:10
PROGRAM GM362LA

GENERAL LEDGER ACTIVITY

FISCAL YEAR: 2023

ACCOUNT NUMBER SELECTION
ACCOUNT: 120-7220-901.80-01
TYPE: O (O-ONLY, R-RANGE, S-SELECTIVE)

PERIOD...FROM: 00 TO: 99

PRINT SUMMARY TOTALS ONLY (Y/N): N
SUPPRESS PRINTING OF ACCOUNTS WITHOUT ACTIVITY . . (Y/N): N
EXCLUDE REVENUE AND EXPENSE SUMMARY ACCOUNTS . . . (Y/N): N
PRINT PERIOD BALANCE (Y/N): N
PAGE BREAK ON ACCOUNT (Y/N): N
PAGE BREAK BY FUND (Y/N): Y

PREPARED 09/08/2023, 8:18:10
PROGRAM GM3621A
CITY OF HARLINGEN

GENERAL LEDGER ACTIVITY LISTING

FUND 120 Award Programs-Restricted								BEGINNING
GROUP ACCTG ---TRANSACTION---								/ENDING
APP NUMBER	PER.	CD	DATE	NUMBER	DESCRIPTION	DEBITS	CREDITS	BALANCE
120-7220-901.80-01					Capital Outlay / Land			.00
GM 03376	08/23	AP	05/25/23	0307909	RIO GRANDE VALLEY ABSTRAC	50,000.00		
					DEPOSIT SALE OF HARLINGEN			
GM 04955	12/23	AJ	09/05/23	2023-01329	CLOSING COST SALE OF HGN	1,778,608.97		
					S.C. PROPERTY			
ACCOUNT TOTAL						1,828,608.97		1,828,608.97
FUND TOTAL						.00	1,828,608.97	1,828,608.97



CITY OF HARLINGEN
P.O. BOX 2207
HARLINGEN, TX 78551
(956) 427-8718

ACCOUNTS PAYABLE

CHECK NO. 307909

CHECK DATE	INVOICE NO.	DESCRIPTION	NET AMOUNT
05/25/23	DEPOSIT	DEPOSIT SALE OF	50,000.00

CITY OF HARLINGEN
P.O. BOX 2207 HARLINGEN, TEXAS 78551



CONSOLIDATED CASH CHECK NO. 307909

Frost Bank
HARLINGEN, TEXAS

CHECK DATE		
05	26	23

VOID IF NOT CASHED IN 90 DAYS

AMOUNT
***50,000.00

FIFTY THOUSAND AND 00/100 DOLLARS

PAY TO THE
ORDER OF

RIO GRANDE VALLEY ABSTRACT CO., IN
2025 E. TYLER AVE.
HARLINGEN TX 78550

Gabriel Gonzalez
Rodriguez

⑈ 307909⑈ ⑆ 114000093⑆

⑈ 259312102⑈

2593126020

205 101126 Horizon BR#2 DR#205
205 101126 TEL 4DD7IM3 UNKNOWN TRANCK
seq# 00000676800 core seq#
ruid# 1129b1c1-8c61-44ba-8e37-6b191d713fc
puid# 1374181mcg-190b-5360-2405e119868f
puid# 1374181mcg-190b-5360-2405e119868f

NO POSTAGE NECESSARY
IF MAILED IN THE UNITED STATES

Payments List View | All Payments

 Print

City of Harlingen - CITYOFHARLIN

Value Date	Status	Approval Cutoff	From Account	Beneficiary	Amount	Payment Type	Instructions
09/05/2023	Approved		259312162	Rio Grande Valley Abstract Co., Inc	1,778,608.97	Wire - Domestic	

REPORT TOTALS

Wires		Total Debit Amount	Payments	Total Credit Amount	Payments
Wires	(USD to USD)	1,778,608.97 USD	1		

Payments

✓ 1 Payment Approved

^ Details

ID: 3202

To: Rio Grande Valley Abstract Co., Inc 0043559

From: Consolidated Cash 259312102

Amount: 1,778,608.97 USD

Value Date: 09/05/2023

Payment Type: Wire - Domestic

Max display of info: 31 days ⓘ

⊕ Add a New Payment ⊕ Quick Entry ⊕ File Import

🕒 09/05/2023 09:35 AM

☒ All	Actions	Beneficiary	ID	Amount	Currency	Credit / Debit Indicator	From Account	Value Date	Same Day ACH Payment	Template Code	Template Description
---	---------	-------------	----	--------	----------	--------------------------	--------------	------------	----------------------	---------------	----------------------

There is no content

Approve

Unapprove

Reject

Delete

Your report Payments List View - All Payments - 20230816094634.pdf is now available. You may download now, or access the Downloads section to download it at a later time.

Download now

Dismiss

Transaction Details List View | Last 7 Days



City of Harlingen - CITYOFHARLIN

Account Number	259312102	Balances as of	09/05/2023 13:28:33
Account Name	Consolidated Cash	Transactions As Of	09/05/2023 13:28:33
Currency	USD		

TODAY'S BALANCES

Opening Ledger	2,071,505.94	Opening Available	1,974,476.34	Current Ledger	2,071,505.94
Current Available	1,548,074.48	Zero Day Float	1,262,204.00	One Day Float	14,240.00
2 or More Days Float	0.00	3 or More Days Float	0.00	Interim Collected	1,520,303.46

TRANSACTION SUMMARY

Transaction Type	Credits	Credit Amount	Debits	Debit Amount
MONEY TRANSFER	0	0.00	1	1,778,608.97
All Transactions	0	0.00	1	1,778,608.97

TRANSACTION DETAILS

Post Date	Transaction Description	Amount	Bank Reference	Customer Reference	Transaction Detail
09/05/2023	OUTGOING MONEY TRANSFER	-1,778,608.97			REFERENCE NO. 001186

Ajo. Settlement Statement

U.S. Department of Housing
and Urban Development

OMB No. 2502-0265

B. Type of Loan

1. ☐ FHA 2. ☐ FmHA 3. ☐ Conv Unins
4. ☐ VA 5. ☐ Conv Ins. 6. ☐ Seller Finance
7. ☒ Cash Sale

6. File Number
202096162

7. Loan Number

8. Mortgage Ins Case Number

C. Note: This form is furnished to give you a statement of actual settlement costs. Amounts paid to and by the settlement agent are shown. Items marked "(p.o.c.)" were paid outside the closing; they are shown here for informational purposes and are not included in the totals.

D. Name & Address of Borrower
City of Harlingen
118 East Tyler Avenue
Harlingen, TX 78550

E. Name & Address of Seller
AEP Texas Inc., a Delaware corporation,
successor by merger to Central Power and
Light Company
539 N. Carancahua Street
Corpus Christi, TX 78401

F. Name & Address of Lender

G. Property Location

Being 9.525 ac. tr of land, Cameron County School Land Survey, Sect. 27,
Abs. #32 and Blk. 32, Petersburg Subd., 10 ac tr & 0.200 ac tr, Cameron
Coun

Harlingen, TX 78550

H. Settlement Agent Name

Rio Grande Valley Abstract Co., Inc.

905 W. Price Road

Brownsville, TX 78520 Tax ID: 742475659

Underwritten By: First American Title Guaranty Company

Place of Settlement

Rio Grande Valley Abstract Co., Inc.

2025 East Tyler Avenue

Harlingen, TX 78550

I. Settlement Date

9/5/2023

Fund:

J. Summary of Borrower's Transaction**100. Gross Amount Due from Borrower**

101. Contract Sales Price	\$1,850,000.00
102. Personal Property	
103. Settlement Charges to borrower	\$9,726.00
104.	
105.	

Adjustments for items paid by seller in advance

106. City property taxes	
107. County property taxes	
108. Annual assessments	
109. School property taxes	
110. Irrigation District tax	
111. H owners assoan dues	
112.	
113.	
114.	
115.	
116.	

120. Gross Amount Due From Borrower \$1,859,726.00**200. Amounts Paid By Or in Behalf Of Borrower**

201. Deposit or earnest money	\$50,000.00
202. Principal amount of new loan(s)	
203. Existing loan(s) taken subject to	
204. Commitment fee	
205.	
206. Option Fee	
207.	
208.	
209.	

Adjustments for items unpaid by seller

210. City property taxes	
211. County property taxes 01/01/23 to 09/05/23	\$31,117.03
212. Annual assessments	
213. School property taxes	
214. Irrigation District tax	
215. H owners assoan dues	
216.	
217.	
218.	
219.	

220. Total Paid By/For Borrower \$81,117.03**300. Cash At Settlement From/To Borrower**

301. Gross Amount due from borrower (line 120)	\$1,859,726.00
302. Less amounts paid by/for borrower (line 220)	\$81,117.03

303. Cash From Borrower \$1,778,608.97

Section 5 of the Real Estate Settlement Procedures Act (RESPA) requires the following: • HUD must develop a Special Information Booklet to help persons borrowing money to finance the purchase of residential real estate to better understand the nature and costs of real estate settlement services; • Each lender must provide the booklet to all applicants from whom it receives or for whom it prepares a written application to borrow money to finance the purchase of residential real estate; • Lenders must prepare and distribute with the Booklet a Good Faith Estimate of the settlement costs that the borrower is likely to incur in connection with the settlement. These disclosures are mandatory.

K. Summary of Seller's Transaction**400. Gross Amount Due to Seller**

401. Contract Sales Price	\$1,850,000.00
402. Personal Property	
403.	
404.	
405.	

Adjustments for items paid by seller in advance

406. City property taxes	
407. County property taxes	
408. Annual assessments	
409. School property taxes	
410. Irrigation District tax	
411. H owners assoan dues	
412.	
413.	
414.	
415.	
416.	

420. Gross Amount Due to Seller \$1,850,000.00**500. Reductions in Amount Due to Seller**

501. Excess Deposit	
502. Settlement Charges to Seller (line 1400)	\$481.19
503. Existing Loan(s) Taken Subject to	
504. Payoff of first mortgage loan to	
505. Payoff of second mortgage loan to	
506. Option Fee	
507.	
508.	
509.	

Adjustments for items unpaid by seller

510. City property taxes	
511. County property taxes 01/01/23 to 09/05/23	\$31,117.03
512. Annual assessments	
513. School property taxes	
514. Irrigation District tax	
515. H owners assoan dues	
516.	
517.	
518.	
519.	

520. Total Reduction Amount Due Seller \$31,598.22**600. Cash At Settlement To/From Seller**

601. Gross Amount due to seller (line 420)	\$1,850,000.00
602. Less reductions in amt. due seller (line 520)	\$31,598.22

603. Cash To Seller \$1,818,401.78

Section 4(a) of RESPA mandates that HUD develop and prescribe this standard form to be used at the time of loan settlement to provide full disclosure of all charges imposed upon the borrower and seller. These are third party disclosures that are designed to provide the borrower with pertinent information during the settlement process in order to be a better shopper. The Public Reporting Burden for this collection of information is estimated to average one hour per response, including the time for reviewing instructions searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number. The information requested does not lend itself to confidentiality.

L. Settlement Charges				Paid From	Paid From
				Borrower's Funds at Settlement	Seller's Funds at Settlement
700. Total Sales/Broker's Commission based on price	\$1,850,000.00	@ % = \$0.00			
Division of Commission (line 700) as follows:					
701.	to				
702.	to				
703. Commission Paid at Settlement				\$0.00	\$0.00
704. The following persons, firms or	to				
705. corporations received a portion	to				
706. of the real estate commission	to				
707. amount shown above	to				
800. Items Payable in Connection with Loan					
801. Loan Origination Fee	%	to			
802. Loan Discount	%	to			
803. Appraisal Fee		to			
804. Credit Report		to			
805. Lender's Inspection Fee		to			
806. Mortgage Ins Application		to			
807. Assumption Fee		to			
808. Flood Certification Fee		to			
900. Items Required by Lender To Be Paid in Advance					
901. Interest from	9/5/2023	to	10/1/2023 @ \$0/day		
902. Mortgage Ins Premium for	months	to			
903. Hazard Ins Premium for	years	to			
1000. Reserves Deposited With Lender					
1001. Hazard insurance	months @		per month		
1002. Mortgage insurance	months @		per month		
1003. City property taxes	months @		per month		
1004. County property taxes	months @		\$3,831.89 per month		
1005. Annual assessments	months @		per month		
1006. School property taxes	months @		per month		
1007. Irrigation District tax	months @		per month		
1008. H owners assoan dues	months @		per month		
1011. Aggregate Adjustment					
1100. Title Charges					
1101. Settlement or closing fee		to			
1102. Abstract or title search		to			
1103. Title examination		to			
1104. Title insurance binder		to			
1105. Document preparation		to			
1106. Notary fees		to			
1107. Attorney's fees		to			
(includes above items numbers)					
1108. Title insurance		to	Rio Grande Valley Abstract Co., Inc.	\$9,256.00	
(includes above items numbers)					
1109. Lender's coverage			\$0.00/\$0.00		
1110. Owner's coverage			\$1,850,000.00/\$9,256.00		
1111. Escrow fee		to	Rio Grande Valley Abstract Co., Inc.	\$400.00	\$400.00
1112. Tax Service		to	RGV Tax Service, Inc.		\$81.19
1113. Courier Fee		to			
1114. Efile fee		to	Rio Grande Valley Abstract Co., Inc.	\$4.00	
1115. Guaranty fee		to	Rio Grande Valley Abstract Escrow Account	\$2.00	
1200. Government Recording and Transfer Charges					
1201. Recording Fees	Deed \$64.00 ; Mortgage ; Rel		to Rio Grande Valley Abstract Co., Inc.	\$64.00	
1202. City/county tax/stamps	Deed ; Mortgage		to		
1203. State tax/stamps	Deed ; Mortgage		to		
1204. Tax certificates		to			
1300. Additional Settlement Charges					
1301. Survey		to			
1302. Pest Inspection		to			
1400. Total Settlement Charges (enter on lines 103, Section J and 502, Section K)				\$9,726.00	\$481.19

I have carefully reviewed the HUD-1 Settlement Statement and to the best of my knowledge and belief, it is a true and accurate statement of all receipts and disbursements made on my account or by me in this transaction. I further certify that I have received a completed copy of pages 1, 2 and 3 of this HUD-1 Settlement Statement.

CONTRACT FOR THE SALE AND PURCHASE OF REAL ESTATE

THIS CONTRACT FOR THE SALE AND PURCHASE OF REAL ESTATE (this "Contract") is entered into by and between AEP TEXAS INC. successor by merger to Central Power and Light Company, a Delaware company ("Seller") and CITY OF HARLINGEN ("Purchaser") and is effective as of the later of the signature dates below (the "Effective Date"). Seller and Purchaser hereby agrees as follows:

1. Premises. Seller agrees to sell, and Purchaser agrees to purchase, certain real estate situated in the Township of Harlingen, County of Cameron, Texas, containing approximately 9.525 acres, and as may be more particularly described and/or depicted on Exhibit A, attached hereto and made a part hereof (the "Premises").

2. Purchase Price. The purchase price for the Premises shall be One Million Eight Hundred Fifty Thousand and 00/100 Dollars (\$1,850,000.00). The purchase price shall be payable in the following manner:

a. Fifty Thousand and 00/100 Dollars (\$50,000.00) as earnest money (the "Deposit"), to be deposited with Rio Valley Abstract Company, Inc. c/o Crystal Pedraza 2025 E. Tyler Ave. Harlingen, Texas 78550 within ten (10) days following the Effective Date.

b. The balance of the purchase price in cashier's check, certified check, or wire transfer upon delivery of the Deed (the "Closing").

3. Conveyance. On the date of Closing, Seller shall convey the Premises to Purchaser by Special Warranty Deed (the "Deed") free and clear of encumbrances, and subject to (i) all existing public highways and streets, easements, rights of way, prescriptive rights, oil and gas rights and leases, coal and other mineral rights and leases, covenants, conditions, restrictions and reservations, if any, whether or not of record, (ii) all zoning and other governmental regulations and restrictions, (iii) non-delinquent real estate taxes and assessments, (iv) easements for electric distribution and/or transmission and communication lines and/or related facilities and appurtenances reserved by Seller or its affiliates, (v) the conditions and restrictions contained in this Contract, and (vi) such state of facts as an examination of the Premises and/or an accurate survey of the Premises would reveal (collectively, the "Permitted Encumbrances").

4. Closing. The date for delivery of the Deed and the Closing of this transaction shall be tentatively set as ninety (90) days from the Effective Date or as otherwise may be agreed upon by the parties. Notwithstanding the foregoing, the Closing is contingent upon completion of a survey, and approval by the County in which the Premises is located of the survey, and any other requirements, including but not limited to a lot split, that may be necessary for the transfer of the Premises. The Closing shall be held at a place mutually agreeable to the parties.

5. Possession. Seller shall deliver possession and occupancy of the Premises to Purchaser at Closing, unless otherwise agreed upon by the parties in writing.

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6. Condition. The Premises is being sold "AS IS – WHERE IS, WITH ALL FAULTS" without representation or warranty, express or implied. Purchaser acknowledges that Purchaser will conduct or has conducted its own inspection of the Premises and is relying solely upon such inspection to determine the condition of the Premises. Purchaser hereby assumes the risk that adverse past, present, and future physical characteristics and conditions may not have been revealed or investigated. Purchaser hereby waives and releases Seller from any and all objections to or claims with respect to any and all physical characteristics and existing conditions of the Premises including, without limitation, any hazardous material, hazardous substances, contaminants, pollutants, or asbestos containing materials in, at, on, under or related to the Premises.

7. Title Examination and Survey. Seller shall provide to Purchaser a copy of any title report for the Premises in Seller's possession. In the event Purchaser elects to obtain its own title report, Purchaser shall be responsible for conducting and paying for such examination of the title to the Premises as Purchaser deems appropriate. If Purchaser determines that title to the Premises is not marketable and free from encumbrances (determined in accordance with the title examination standards of the Bar Association for the state in which the Premises is located), except the Permitted Encumbrances, then Purchaser shall notify Seller within thirty (30) days following the Effective Date, specifying such title matters to which Purchaser objects. If Purchaser fails to notify Seller within such thirty (30) day period of any objections to title, then Purchaser shall be deemed to have elected to waive any such objections and to accept title to the Premises and proceed to purchase the Premises pursuant to the terms of this Contract. If Purchaser gives Seller notice of a title objection within said thirty (30) day period which renders title unmarketable, in accordance with the provisions of this Contract, then Seller shall have a period of thirty (30) days, or such additional reasonable period of time as is necessary to correct such defect, and the date of Closing shall be extended for such reasonable period of time as is necessary for Seller to correct said defect. In the event Seller fails or refuses to correct such defect within said period, Purchaser, at its option, may terminate this Contract, and Seller shall promptly return the Deposit.

With respect to a survey of the Premises, check one (1) of the following that is applicable:

☒ Seller has obtained, or will obtain, at Seller's cost and expense, a boundary survey of the Premises that is sufficient to transfer title of the Premises to Purchaser. If Purchaser determines that such survey is not sufficient for Purchaser or Purchaser's lender, Purchaser may obtain its own survey of the Premises, at Purchaser's sole cost and expense.

☐ Purchaser has obtained, or will obtain, at Purchaser's cost and expense, a boundary survey of the Premises that is sufficient to transfer title of the Premises to Purchaser.

8. Inspection. Seller agrees to permit Purchaser to enter the Premises at reasonable times to survey or inspect the Premises, or to make environmental audits and such other studies as Purchaser may deem necessary or advisable to determine the acceptability of the Premises for use by Purchaser. The cost of such environmental assessment or other studies shall be borne solely by

1400288.1

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Purchaser. Purchaser shall promptly provide Seller with a copy of any such environmental assessment or other study, together with any other written documents associated therewith. Purchaser hereby agrees that Purchaser shall keep confidential the results of any environmental assessment or other study, and Purchaser agrees that the results of any environmental assessment shall not be released to any governmental agency or entity or any other third party without the prior written consent of Seller, except where expressly required by law. The right to enter the Premises shall be at the sole risk and expense of Purchaser, and Purchaser agrees to indemnify, defend, and hold Seller harmless from any and all personal injury, including death, loss, liability, claims, and expense whatsoever (including reasonable attorneys' fees) arising out of the acts of Purchaser, or its agents, servants, employees or designees on the Premises, except where caused by the gross negligence of Seller, its agents, servants and employees. Further, Purchaser agrees to reimburse Seller for any physical damage caused by Purchaser or its agents or contractors while on the Premises. If Purchaser, in its sole discretion, determines within thirty (30) days following the Effective Date that the Premises is unacceptable for its use due to an unsatisfactory site condition, Purchaser may terminate this Contract by giving Seller written notice thereof within such thirty (30) day period. In the event Purchaser fails to so notify Seller, or if it closes the acquisition of the Premises, Purchaser shall be deemed to have waived any objection hereunder. The act of closing shall constitute a waiver and release of any and all objections to or claims with respect to any and all physical characteristics and existing conditions of the Premises, including, without limitation, any hazardous materials, hazardous substances, contaminants, pollutants, or asbestos containing materials, in, at, on, under or related to the Premises.

9. Purchaser's Release. From and after the date of Closing, Purchaser and its successors and assigns shall release Seller and its successors and assigns, affiliated companies, and all of its and/or their officers, directors, employees, and agents from and against any and all claims, demands, losses, liabilities, damages, fines, penalties, costs and expenses (including without limitation, costs for site remediation, and costs for reasonable attorney fees) known or unknown, arising or alleged to arise in any manner whatsoever from any condition on or under the Premises, or the failure of the Premises to comply with applicable environmental laws and regulations, or arising or alleged to arise in any manner from any claim for personal injury or disease or death of any person occurring or accruing from and after the date of Closing, or arising or alleged to arise from any claim for damage to any property, including loss of use thereof, except for any claims arising or alleged to arise from any personal injury or disease or death of any person occurring or accruing from the acts or omissions of Seller prior to the date of Closing. This release and waiver shall survive the Closing of the sale of the Premises to Purchaser.

10. Taxes and Assessments. Seller and Purchaser shall be responsible for paying, respectively, their pro-rata share of real estate taxes as of the date of Closing based on a 365-day year and, if undetermined, on the most recently available tax rate and valuation. Such pro-rations made on the date of Closing shall be final. Seller shall pay any delinquent taxes, including penalty and interest, and any assessments which are a lien on the date of Closing. Purchaser shall be solely responsible for paying for any increase in real estate taxes caused by or relating to Purchaser's change in the use of the Premises after the date of Closing.

11. Closing Costs and Other Expenses. If Purchaser elects to have an attorney or title company close this transaction, Purchaser will pay (a) the Closing fee and costs associated therewith; (b) the cost of any updated or new title search, or title insurance premium for any owner or lender policy Purchaser elects to obtain; and (c) all recording fees relating to placing the Deed of record. Documentary stamps or any other transfer taxes required in connection with filing of the Deed shall be paid by the party who customarily pays such fees in the market in which the Premises is located. Seller shall pay the cost of filing any mortgage or lien release, if required. Each party will pay the cost of its own legal counsel incurred in connection with this transaction

12. Assignment. This Contract may not be assigned by Purchaser without the express prior written consent of Seller, which Seller is under no obligation to grant. Any assignment, or purported assignment, without the express prior written consent of Seller shall be null and void.

13. Termination. If this Contract is terminated pursuant to any rights provided herein, this Contract shall be null and void, and the parties shall be relieved from any further obligation hereunder. If this Contract is terminated as a result of Seller's failure (a) to cure a title objection or an environmental issue raised by Purchaser, or (b) to obtain a required approval, Seller shall promptly refund the Deposit to Purchaser. If this Contract is terminated as a result of Purchaser's default hereunder or for any other reason, then Seller may retain the Deposit without prejudice to any rights Seller may have as a result of such action by Purchaser.

14. Time of the Essence. Time is expressly declared to be of the essence in this Contract, unless the parties otherwise agree in writing.

15. Entire Agreement. The parties acknowledge and agree that this Contract constitutes their entire agreement and that no oral or implied agreement exists. This Contract shall be binding upon their respective heirs, legal representatives, successors and assigns; and the representations, warranties, covenants, and agreements contained herein shall survive the Closing of this transaction.

16. Notices. All notices and other communications authorized, required or permitted hereunder shall be made in writing and shall be deemed given when personally delivered or when deposited, U.S. certified or registered mail, postage prepaid, return receipt requested, or sent via overnight delivery, and addressed as follows:

To Seller:	AEP Texas Inc.
	Attn: Real Estate Asset Management
	1 Riverside Plaza, 16 th Floor
	Columbus, Ohio 43215

With a copy to: AEP Texas Inc.
Attn: John M. Garcia
539 N. Carancahua St.
Corpus Christi, Texas 78401
Phone: 361 815-0632
Email: jmgarcia1@aep.com

To Purchaser: City of Harlingen
c/o Gabriel Gonzalez City Manager
118 East Tyler
Harlingen, Texas 78551
Phone: 956 216-5005
Email: ggonzalez@myharlingen.us

17. Governing Law. This Contract shall be governed by the laws of the state in which the Premises is located.

18. Brokers' Fees or Commissions. The parties acknowledge that Seller shall not be obligated to pay for any brokers' commission, consultant or finders' fees in connection with this transaction; provided, however, if Seller has entered into a separate listing agreement for the Premises, Seller shall pay any commission required by such listing agreement according to its terms.

19. Risk of Loss. Risk of loss to any improvements located on the Premises from fire or other casualty, or to the Premises by reason of condemnation, shall be borne by Seller until the Closing; provided, however, that if improvements located on the Premises are damaged or destroyed by fire or other casualty and not repaired and restored by Seller to as good a condition as they were prior to such casualty, or if a portion of the Premises is taken through condemnation proceedings or are transferred voluntarily in lieu thereof, Purchaser, at its option, may rescind this Contract, in which event all parties hereto shall be released from all liability hereunder, and the Deposit shall be immediately returned to Purchaser.

20. Approval. Seller's obligation to sell the Premises is expressly subject to the approval of Seller's Board. In the event Seller does not obtain such approval, Seller may terminate this Contract, in which event the Deposit shall be refunded to Purchaser, and all parties shall be relieved from any further obligations hereunder. If the sale of the Premises requires the approval of the Public Service Commission of the state in which the Premises is located, that approval must be obtained prior to the Closing.

21. Reservation of Utility Easement. Seller and Purchaser acknowledge that (i) Seller currently has located on the Premises certain overhead and underground electric and communications facilities (the "Original Facilities"); (ii) Purchaser intends to remove all improvements located on the Premises, including the Original Facilities, and construct new improvements on the Premises; and (iii) Purchaser intends to have Seller install facilities ("Replacement Facilities") to replace the Original Facilities after Purchaser completes the installation of new improvements on the Premises. Until such time as permanent Replacement Facilities have been installed on the Premises, Seller shall continue to have general easement rights on the Premises. The Deed provided to the Purchaser at Closing shall contain language similar to the following:

a. Excepting and Reserving from this conveyance unto Grantor, its successors and assigns, lessees and tenants, (i) an easement for any existing electric power lines and appurtenant poles, towers, supporting structures, crossarms, conductors, wires, cables, and other facilities and associated equipment now or hereafter located on the Premises (the "Easement"); and (ii) a permanent right-of-way and easement for the purpose of distributing and transmitting electric or other energy, and for telephone, telegraph, or communication purposes. Grantor further reserves:

b. The right to construct, reconstruct, operate, maintain, inspect, protect, repair, replace, renew, enlarge, relocate, upgrade, extend and remove poles, towers, supporting structures, and any crossarms, guys, anchors, grounding systems and fixtures, and all other facilities and associated equipment, and string conductors, wires, and cables, adding thereto from time to time (collectively, the "Facilities").

c. The right to cut, trim, and/or otherwise control, and at Grantor's option, to remove from the Easement, or from the Premises adjoining the Easement on either side, any trees, overhanging branches, brush, buildings, structures, or other obstructions which may endanger the safety of or interfere with the construction, operation, or maintenance of any Facilities.

d. The right of ingress and egress from the Easement to public roads in and over existing or future roads and lanes and other reasonable routes on the Premises.

e. The rights, easements, privileges, and appurtenances which may be required or desirable for the full exercise of the rights herein reserved.

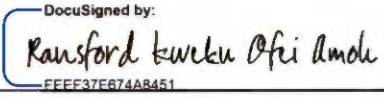
By acceptance of this Contract, Purchaser agrees, on behalf of itself and its successors and assigns, not to place any building or other structure or obstruction within the Easement.

Purchaser warrants to Seller that it has full capacity, power and authority to enter into and perform this Contract according to its terms.

Executed by the parties to be effective as of the later of the dates set forth below.

SELLER:

AEP TEXAS INC., a Delaware Corporation

By:  FFFF37F674A8451

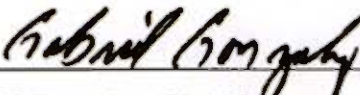
Ransford Kweku Ofei Amoh, Managing Director
Real Estate and Workplace Services
American Electric Power Service Corporation
Authorized Signer

Date: 5/19/2023 | 6:41 AM EDT

PURCHASER:

City OF HARLINGEN

By:  Gabriel Gonzalez, City Manager

Date: 5/17/2023

Exhibit A
Legal Description and/or Depiction of the Premises

Certificate Of Completion

Envelope Id: 0AA3451498F1476AA9A5211944EF72F1
 Subject: Complete with DocuSign: Halingen SC - AEP Contract.pdf
 Source Envelope:
 Document Pages: 8
 Certificate Pages: 3
 AutoNav: Enabled
 EnvelopeId Stamping: Disabled
 Time Zone: (UTC-05:00) Eastern Time (US & Canada)

Status: Completed

Envelope Originator:
 Ana K. Castillo
 700 Morrison Road
 Gahanna, OH 43230
 akcastillo@aep.com
 IP Address: 167.239.221.104

Record Tracking

Status: Original
 5/18/2023 9:27:39 AM

Holder: Ana K. Castillo
 akcastillo@aep.com

Location: DocuSign

Signer Events

John M. Garcia
 jmgarcia1@aep.com
 Supervisor of Real Estate
 American Electric Power
 Security Level: Email, Account Authentication
 (None)

Signature



Signature Adoption: Pre-selected Style
 Using IP Address: 161.235.221.103

Timestamp

Sent: 5/18/2023 10:07:46 AM
 Viewed: 5/18/2023 10:09:14 AM
 Signed: 5/18/2023 10:09:29 AM

Electronic Record and Signature Disclosure:

Accepted: 9/3/2017 3:06:56 PM
 ID: 3aed19ef-33f0-4a56-8cac-c7e103d98e66

Cynthia D. Buckbee
 cdbuckbee@aep.com
 REAM Records Supervisor
 Security Level: Email, Account Authentication
 (None)



Signature Adoption: Pre-selected Style
 Using IP Address: 167.239.221.102

Sent: 5/18/2023 10:05:34 AM
 Resent: 5/18/2023 10:09:31 AM
 Resent: 5/18/2023 10:46:06 AM
 Resent: 5/18/2023 12:31:56 PM
 Viewed: 5/18/2023 1:23:28 PM
 Signed: 5/18/2023 1:23:40 PM

Electronic Record and Signature Disclosure:

Accepted: 5/18/2023 1:23:28 PM
 ID: fb887e31-edec-4cd7-83c5-c4ac39fd16bb

P. Todd Ireland
 ptireland@aep.com
 Manager Real Estate Asset Management
 Appalachian Power Company
 Security Level: Email, Account Authentication
 (None)



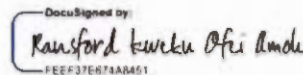
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 Using IP Address: 167.239.221.101

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 Signed: 5/18/2023 1:48:31 PM

Electronic Record and Signature Disclosure:

Accepted: 9/9/2015 1:39:12 PM
 ID: b88d9a61-54c6-4049-8659-9d8a34e93235

Ransford Kweku Ofei Amoh
 rkofei-amoh@aep.com
 Mng. Dir Real Estate & Workplace Svc
 American Electric Power
 Security Level: Email, Account Authentication
 (None)



Signature Adoption: Pre-selected Style
 Using IP Address: 161.69.57.14

Sent: 5/18/2023 1:48:32 PM
 Resent: 5/18/2023 2:37:26 PM
 Viewed: 5/19/2023 6:40:18 AM
 Signed: 5/19/2023 6:41:43 AM

Electronic Record and Signature Disclosure:

Accepted: 4/26/2016 1:22:27 PM
 ID: 70aa357f-4435-4633-89aa-c275d8396380

Online GIS Map Disclaimer: This product is for informational purposes only and may not have been prepared for or be suitable for legal, engineering or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries. The Cameron Appraisal District expressly disclaims any and all liability in connection herewith.

Property Data Disclaimer: All information contained herein, is considered in the public domain and is distributed without warranty of any kind, implied, expressed or statutory. The Cameron Appraisal District makes no claims, promises or guarantees about the accuracy, completeness, or adequacy of this information and expressly disclaims liability for any errors and omissions. Appraisal year 2018 and prior have been certified. Information relating to appraisal year 2019 should be considered a "work in progress".

Cameron Appraisal District

Property ID: **78151** for Year: **2022****2022 Account Information**

Property ID:	78151	Legal Description:	HARLINGEN - PETERSBURG PT BLK 32 W, 10.0000 ACRES
Geo ID:	22-4100-0320-0070-00	Zoning:	C
Type:	Real	Agent Code:	613695
Category Cd:	J3	Category:	
Jurisdictions:	IHG, SST, CHG, GCC, SDS, SAN, CAD, TR2		

Location

Address:	102 S T ST HARLINGEN, TX	Map ID:	05-10-05
Neighborhood Cd:	224100	Neighborhood:	conv neighborhood

2022 Owner Information

Owner Name:	AEP TEXAS CENTRAL CO	Owner ID:	37416
Mailing Address:	1 Riverside Plz Fl 16	Ownership:	100.0000%
	Columbus, OH 43215-2355	Exemptions:	

2022 Property Valuation (ID: 78151)

Improvement Homesite:		\$0		
Improvement Non-Homesite:	(+)	\$573,455		
Improvement Value:	=	\$573,455		
Land Homesite:		\$0		
Land Non-Homesite:	(+)	\$1,332,936		
Agricultural Market:	(+)	\$0	Ag. Use:	\$0
Land Value:	=	\$1,332,936		
Market Value:	=	\$1,906,391		
Ag-Use Reduction:	(-)	\$0		
Appraised Value:	(=)	\$1,906,391		
HS Capped Value:	(-)	\$0		
Assessed Value:	(=)	\$1,906,391		

2022 Taxing Jurisdictions (ID: 78151)

Entity	Description	Tax Rate	Appraised Value	Taxable Value	Estimated Tax	Tax Ceiling
CHG	CITY OF HARLINGEN	0.619849	\$1,906,391	\$1,906,391	\$11,816.75	
GCC	CAMERON COUNTY	0.436893	\$1,906,391	\$1,906,391	\$8,328.89	
IHG	HARLINGEN C.I.S.D	1.156200	\$1,906,391	\$1,906,391	\$22,041.69	
SAN	PORT OF HARLINGEN	0.026897	\$1,906,391	\$1,906,391	\$512.76	
SD5	DRAINAGE DISTRICT #5	0.137364	\$1,906,391	\$1,906,391	\$2,618.69	
SST	SOUTH TEXAS I.S.D	0.049200	\$1,906,391	\$1,906,391	\$937.94	
				Total:	\$46,256.72	

2022 Improvements/Building (ID: 78151)

Seg #: 1		State Code: J3	Living Area: 5,418	Value: \$245,129		
Type	Description	Class	Exterior	Yr Built	SqFt	
MA	MAIN AREA	VCA2		1992	5,418	
OP1	OPEN PORCH 1/4	*		1992	162	
OP1	OPEN PORCH 1/4	*		1992	56	
CCD	CONCRETE DRIVE	*		1980	22,305	
FL6	CHAIN LINK FENCE 6'	*		1992	2,538	
BT	BLACK TOP	*		1980	104,282	
MA	MAIN AREA	HCA		1969	10,800	
OP1	OPEN PORCH 1/4	*		1969	600	
LD1	LOADING DOCK 1	*		1969	3,600	
MA	MAIN AREA	3CA		2000	11,700	
MA	MAIN AREA	3CA		1948	8,800	
Seg #: 2		State Code: J3	Living Area: 10,800	Value: \$156,579		

2022 Improvements/Building (ID: 78151)

Type	Description	Class	Exterior	Yr Built	SqFt
MA	MAIN AREA	VCA2		1992	5,418
OP1	OPEN PORCH 1/4	*		1992	162
OP1	OPEN PORCH 1/4	*		1992	56
CCD	CONCRETE DRIVE	*		1980	22,305
FL6	CHAIN LINK FENCE 6'	*		1992	2,539
BT	BLACK TOP	*		1980	104,262
MA	MAIN AREA	HCA		1969	10,800
OP1	OPEN PORCH 1/4	*		1969	600
LD1	LOADING DOCK 1	*		1969	3,600
MA	MAIN AREA	3CA		2000	11,700
MA	MAIN AREA	3CA		1948	8,800

Seg #: 3

State Code: J3

Living Area: 11,700

Value: \$128,583

Type	Description	Class	Exterior	Yr Built	SqFt
MA	MAIN AREA	VCA2		1992	5,418
OP1	OPEN PORCH 1/4	*		1992	162
OP1	OPEN PORCH 1/4	*		1992	56
CCD	CONCRETE DRIVE	*		1980	22,305
FL6	CHAIN LINK FENCE 6'	*		1992	2,539
BT	BLACK TOP	*		1980	104,262
MA	MAIN AREA	HCA		1969	10,800
OP1	OPEN PORCH 1/4	*		1969	600
LD1	LOADING DOCK 1	*		1969	3,600
MA	MAIN AREA	3CA		2000	11,700
MA	MAIN AREA	3CA		1948	8,800

Seg #: 4

State Code: J3

Living Area: 8,800

Value: \$43,164

Type	Description	Class	Exterior	Yr Built	SqFt
MA	MAIN AREA	VCA2		1992	5,418
OP1	OPEN PORCH 1/4	*		1992	162
OP1	OPEN PORCH 1/4	*		1992	56
CCD	CONCRETE DRIVE	*		1980	22,305
FL6	CHAIN LINK FENCE 6'	*		1992	2,539
BT	BLACK TOP	*		1980	104,262
MA	MAIN AREA	HCA		1969	10,800
OP1	OPEN PORCH 1/4	*		1969	600
LD1	LOADING DOCK 1	*		1969	3,600
MA	MAIN AREA	3CA		2000	11,700
MA	MAIN AREA	3CA		1948	8,800

2022 Land Segments (ID: 78151)

Type	Description	Acres	SqFt	Front	Depth	Value	Ag Value
COMM	COMMERCIAL	10.0000	435,600.00	0.00	0.00	\$1,332,936	\$0

Roll History (ID: 78151)

Year	Improvements	Land	Ag Use	Appraised	HS Cap	Assessed
2022	\$573,455	\$1,332,936	\$0	\$1,906,391	\$0	\$1,906,391
2021	\$573,455	\$1,332,936	\$0	\$1,906,391	\$0	\$1,906,391
2020	\$685,579	\$1,356,936	\$0	\$2,042,515	\$0	\$2,042,515
2019	\$684,040	\$1,525,920	\$0	\$2,209,960	\$0	\$2,209,960
2018	\$684,040	\$1,525,920	\$0	\$2,209,960	\$0	\$2,209,960
2017	\$684,040	\$1,525,920	\$0	\$2,209,960	\$0	\$2,209,960
2016	\$592,109	\$1,525,920	\$0	\$2,118,029	\$0	\$2,118,029
2015	\$592,109	\$1,525,920	\$0	\$2,118,029	\$0	\$2,118,029
2014	\$592,109	\$1,525,920	\$0	\$2,118,029	\$0	\$2,118,029
2013	\$592,109	\$183,660	\$0	\$775,769	\$0	\$775,769
2012	\$592,109	\$183,660	\$0	\$775,769	\$0	\$775,769
2011	\$579,209	\$183,660	\$0	\$762,869	\$0	\$762,869
2010	\$579,209	\$183,660	\$0	\$762,869	\$0	\$762,869
2009	\$579,209	\$183,660	\$0	\$762,869	\$0	\$762,869
2008	\$579,209	\$183,660	\$0	\$762,869	\$0	\$762,869

Deed History - Last 3 Transactions (ID: 78151)

Deed Date	Type	Description	Grantor	Grantee	Volume	Page	Deed No.
1/1/2000	UNK	UNKNOWN		CENTRAL POWER & LIGHT			

TX-2020-125-01 | LRGVDC FY 2020 CARES Act Section 5307 Harlingen UZA Capital, Operating and PM

Summary Points of Contact Application Control Totals Application Projects News Related Actions

In-Progress	Initial Review / Concurrence	Final Concurrence	Obligation	Executed	Active	Closed
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Recipient Details

Recipient ID	Recipient Name
1868	Lower Rio Grande Valley Development Council Corporation, Inc.

Award Status Information

Award Number	Last Disbursement Date
TX-2020-125-01	Aug 18, 2021
Award Name	Period of Performance Start Date
LRGVDC FY 2020 CARES Act Section 5307 Harlingen UZA Capital, Operating and PM	Jul 09, 2020
Award Status	Original Period of Performance End Date
Initial Review / Concurrence	Dec 31, 2022
Award Date	Current Period of Performance End Date
N/A	Dec 29, 2024
Executed Date	Period of Performance Revision Number
N/A	0

Amendment Details

Amendment Created Date
Aug 12, 2021
Amendment Created By
Nancy Sanchez
Last Updated Date
Oct 07, 2021
Last Updated By
Nancy Sanchez

- Amendment Reasons**
- ☐ Change Award Scope
 - ☐ Increase Award Funding
 - ☐ Decrease Award Funding
 - ☐ Change Performance Period
 - ☐ Other

Amendment Remarks

This amendment is being created to add the remaining awarded Section 5307 FY 2020 CARES Act funding of \$2,370,000.

The funding will include the following projects:

- \$2,000,000 for Land Acquisition
- \$200,000 for Facility Expansion
- \$40,000 for Renovation of Admin Facility & Office Equipment
- \$30,000 for Renovation of Admin Facility & Parking lot
- \$100,000 for Renovation of Maintenance Facility & Storage

Executive Summary

Amendment 1 :

Purpose: This amendment is being created to add the remaining awarded Section 5307 FY 2020 CARES Act apportionment funds of \$2,370,000. The funding will be used for Land acquisition, facility expansion, renovation of Administration and Maintenance Facility. It also includes storage, office equipment, renovation of parking lot and any other related activities and expenses. The application will include pre-award authority. This project will maximize the utilization of federal funds for FY 2020 CARES Act Section 5307 Harlingen UZA to respond to and recover from the COVID-19 Coronavirus pandemic.

Activities to be performed: Apportionment Funds in the amount of \$2,370,000 will include the following projects:

- 1) Land acquisition: Apportionment funds in the amount of \$2,000,000 will be used by the city of Harlingen toward the land acquisition of the property located at southern part of 201 N. T Street to expand the proposed Harlingen Multimodal Transit Terminal. This includes any other related activities or expenses. The property is approximately 10 acres. The project map is attached. Project is located on page 20 of STIP/TIP and has been attached.
- 2) Expansion and renovation: Apportionment funds in the amount of \$370,000 will be used in the expansion and renovation of Administration, maintenance, parking lot, office equipment,

storage, plus any other related activities and/or expenses. There are no functional and location changes. There will be Capacity change only, office and storage space. Project is located on page 43 of STIP/TIP and has been attached.

Expected Outcomes: The project will improve the reliability of the bus system and help meet the growing demand for transit service. The expansion and renovation of Administration, maintenance, parking lot, office equipment, storage is expected to accommodate additional bus movement, park and ride lot, overnight rolling stock storage, commercial and office space, and room for future growth.

Intended beneficiaries:

1. Continuing to provide transit service for the public from Monday-Saturday from approximately 6:00 a.m. to 8:30 p.m.
2. Provide access to social services, health and human services, civil and municipal services, educational facilities and others.
3. Enhance economic opportunities.
4. Ensuring vehicles and equipment are properly maintained.
5. To provide service which is efficient, safe, and reliable.
6. Ensure maintenance issues will be addressed quickly with target goals of remaining at 100% accessibility with no vehicle downtime.

Activities: The Lower Rio Grande Valley Development Council (LRGVDC) provides public transportation services. The transportation services consist of demand response and flexible routes that provide transportation access to residents for important services such as health care needs, education, employment, shopping, recreation and others. Demand response service and deviations on flexible routes require one day advance reservations.

Original application project: This project will maximize the utilization of federal funds for FY 2020 CARES Act Section 5307 Harlingen UZA to respond to and recover from the COVID-19 Coronavirus pandemic. The total amount allocated to the Lower Rio Grande Valley Development Council (LRGVDC), a direct recipient under the Section 5307 is \$6,087,342 of which \$3,717,342 is obligated in this grant. The remaining \$2,370,000 will be amended in later or applied to a future grant.

These funds will be used to continue to provide reliable and safe public transportation services by LRGVDC Valley Metro within the Harlingen urbanized area.

Project breakdown:

Operating: \$2,020,000 Operating expenses for our transit agency will include, but is not limited to, salaries and wages, fringe benefits, services, fuel and lubricants, vehicle maintenance, materials and supplies, utilities, and any other related activity or expense. To include administrative services related to the support of the transit operations and the Valley Metro program. Operating assistance is needed to continue to offer public transportation services to the public. Operating will be performed by in house staff.

Preventive Maintenance: \$792,342 (LRGVDC), Apportionment funds will be used to support the maintenance and upkeep of vehicles and any other related activities or expenses.

Preventive Maintenance includes but is not limited to salaries and wages, fringe benefits, maintenance services, other materials and supplies and any other related maintenance expenses. Preventive Maintenance will be performed by in house staff.

Rolling Stock: \$380,000 Apportionment funds will be used to purchase one (1) Type XI replacement ADA equipped Vehicle. VIN #s (1) 1GBG5U1948F414643. The useful life expectancy is 12 years/500,000 miles.

Fare box Collection systems: \$150,000 Apportionment funds will be used for the purchase of a fare collection system whose stable and integrated platform is necessary to keep passenger flow run smoothly at peak hours and at the same time gather data.

CCTV Surveillance: \$50,000 Apportionment funds will be used for the acquisition of security surveillance system and any other related expenses and/or activities.

Shop Equipment: \$200,000: Allocated funds will consist of Acquisition of shop equipment, acquisition of miscellaneous equipment and any other related expenses and or activities related to the project.

Two-way Radios: \$25,000: Acquisition of two-way radios and any other related expenses and/or activities

ADP Software: \$40,000 This includes acquisition of software and any other related expenses and/or activities.

ADP Hardware: \$60,000 This includes acquisition of hardware and any other related expenses and/or activities.

This application utilizes CARES Act funding to help respond to and recover from the COVID-19 pandemic. Per the CARES Act, the grant requests 100% federal share. The Recipient agrees that if it receives Federal funding from the Federal Emergency Management Agency (FEMA) or through a pass-through entity through the Robert T. Stafford Disaster Relief and Emergency Assistance Act, a different Federal agency, or insurance proceeds for any portion of a project activity approved for FTA funding under this Grant Agreement, it will provide written notification to FTA, and reimburse FTA for any Federal share that duplicates funding provided by FEMA, another Federal agency, or an insurance company.

Per the CARES Act, the project(s) in this application is not required to be programmed in the Long-Range Transportation Plan or Statewide Transportation Improvement Program.

Application Details

Type of Financial Assistance

Grant

Frequency of Milestone Progress Report

Annual

Frequency of Financial Federal Reports

Annual

Does this application include funds for research and/or development activities?

No, this application does not include funds for research and/or development activities.

Requires E.O 12372 Review?

No

State Application ID

N/A

Date Submitted for State Review

N/A

Pre-Award Authority

Yes, this application is using Pre-Award authority.

Does this application include suballocation funds?

Recipient organization is a Direct Recipient of suballocated funds (by a Designated Recipient).

Will this Grant be using Lapsing funds?

No

Will indirect costs be applied to this application?

Yes, Indirect Costs will be applied to this application at our organizations' approved rate(s).

Indirect Cost Description

Indirect Cost Rate 29.98% (form has been uploaded in documents)

Delinquent Federal Debt

No, my organization does not have delinquent federal debt.

Delinquent Federal Debt Description

N/A