

**CITY COMMISSION
AGENDA
REGULAR MEETING
FEBRUARY 5, 2025
@ 5:30 PM
CITY HALL, TOWN HALL MEETING ROOM
2ND FLOOR, 118 E. TYLER AVENUE
HARLINGEN, TEXAS**

Notice is hereby given that the City Commission of the City of Harlingen, Texas will hold a Regular Meeting on **WEDNESDAY, FEBRUARY 5, 2025 at 5:30P.M.** at City Hall, Town Hall Meeting Room, 118 E. Tyler Avenue, Harlingen, Texas and provide the public the ability to view the meeting via internet live streaming at www.myharlingentx.gov and the City of Harlingen YouTube Page.

The public will be permitted to offer citizen communication or participate in items listed as public hearing 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.myharlingentx.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.myharlingentx.gov and click on " PUBLIC HEARING AND CITIZEN COMMUNICATION FORM" write your comments (limited to 400 words or less) and submit the form.

PLEASE SUBMIT WRITTEN COMMENTS 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- Southwest Airlines- 50th Year Anniversary
 - c) Proclamation - Morgan LaMantia
 - d) Proclamation - American Society of Civil Engineers and Texas Society of Professional Engineers.
- 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) Special Meeting of December 11, 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 for a Special Use Permit (SUP) to allow an unmanned battery storage facility in a Light Industry ("LI") District located at 1335 Memphis Street, bearing a legal description of the East 6.604 acres out of Block 3, Paul Hill Subdivision. Applicant: Ravenvolt, Inc. Attachment **(Planning & Development)**
 - b) Consideration and possible action to adopt an ordinance on second and final reading for a rezoning request from Not-Designated ("N") District to General Retail ("GR") District for a 2.273-acre tract of land out of the extreme northwest corner of Block 176, Adams Gardens Subdivision "C", located at the southeast corner of Bass Boulevard (FM 800) and Palis Drive. Applicant: AEC Engineering c/o LS Contractors Specialist, Inc. Attachment **(Planning & Development)**

- c) Consideration and possible action to renew a Subscription Master Agreement between the City of Harlingen and eCivis Grant Management Software for a one-year term. Attachment **(Special Projects Department)**.
- d) Consideration and possible action to approve a request to close the following streets for the 34th Annual Jalapeno 100 Bike Ride event, Saturday, March 1, 2025, from 6:00 a.m. to 4:00 p.m. beginning and ending at the Boys and Girls Club located at 1209 West Washington Avenue. Attachment **(Police)**.

Fair Park Blvd. / West Teege Ave., eastside of the intersection blocking east bound lane only.
Fair Park Blvd. between North "L" & "J" Streets (No thru traffic) to include all entries and exits from Harlingen Performing Arts, Municipal Auditorium and Casa de Amistad's Parking Lots.
North "J" Street / Washington Ave., westside of the intersection.
North "K" Street / Washington Ave., southside of the intersection,
North "L" / Adams Ave., eastside of the intersection.
North "L" Street and Adams Ave. / Teege Ave., southside of the intersections
Include DETOUR signs at North "L" Street/Fair Park Blvd. to send traffic north onto Wichita Avenue.

- e) Consideration and possible action to approve a request from Our Lady of Assumption Catholic Church to close the Eastside intersection of South "M" Street and West Lincoln Avenue; the alleyway in the 1300 Block of West Lincoln Avenue; and the Westside intersection of South "L" Street and West Lincoln Avenue from 8:00 a.m. to 11:00 p.m., Saturday, April 26, 2025, for their Annual Spring Kermes. Attachment **(Police)**.
- f) Consideration and possible action to approve a resolution authorizing the City Manager to submit a grant application to the Office of the Governor – Bullet-Resistant Shield Grant Program, FY2026, to fund shields for the Harlingen Police Department. Attachment **(Special Projects Department)**
- g) Consideration and possible action to approve a resolution authorizing the City Manager to submit a grant application to the FY 2026 Office of the Governor – General Victim Assistance Program to continue funding the Crime Victim Liaison position at the Harlingen Police Department. Attachment **(Special Projects Department)**
- h) Consideration and possible action to approve a resolution authorizing the City Manager to submit a grant application to the Office of the Governor – Criminal Justice Program, FY2026, which will be used to fund radios for patrol units of the Harlingen Police Department. Attachment **(Special Projects Department)**
- i) Consideration and possible action to approve a resolution authorizing the City Manager to submit a grant application to the Office of the Governor – Rifle Resistant Body Armor Grant Program, FY2026, to fund rifle-resistant body armor for officers of the Harlingen Police Department. Attachment **(Special Projects Department)**
- j) Consideration and possible action to approve a resolution authorizing the City Manager to submit a grant application to the Federal Fiscal Year 2025 Office of the Governor – State Homeland Security Program – LETPA Projects (SHSP-L), to fund ballistic helmets for the Harlingen Police Department SWAT team. Attachment **(Special Projects Department)**
- k) Consideration and possible action to approve a resolution authorizing the City Manager to submit a grant application to the Office of the Governor Border Zone Fire Departments, FY 2026 Attachment **(Special Projects Department)**
- l) Consideration and possible action to approve a resolution authorizing the City Manager to submit a grant application to the Office of the Governor – Federal Fiscal Year 2025 State Homeland Security Program – Regular Projects (SHSP-R). Attachment **(Special Projects Department)**

Department)

- m) Consideration and possible action to approve a \$10 discount for any of the following full, half, 5K, and relay races at the Harlingen Marathon, with a one-time code administered for each to increase the number of participants. **(Convention & Visitor's Bureau)**

Running clubs
HCISD employees
Veterans & Military
City of Harlingen employees and Elected Officials

- 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 - Harlingen Public Library

- 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 to participate in the Texas Enterprise Zone Program and nominate VHS Harlingen Hospital Company, LLC, 2101 Pease Street, Harlingen, Texas 78550, to the Office of the Governor as an Enterprise Project. **(HEDC)**
- b) Public hearing for the voluntary annexation of a 479.25-acre tract of land out of Survey 279, and all the existing right-of-way from the three county roads adjacent to the subject property also known as Bob Youker Street from Rio Hondo Road to Woodall Avenue, Woodall Avenue from Bob Youker Street west 764.44 feet and the unnamed County right-of-way along the east side of the subject property, located along the north side of Rio Hondo Road approximately 8,540 feet east of Loop 499. Applicant: City of Harlingen. **(Planning & Development)**
- c) Public hearing for a rezoning request from Residential, Single-Family ("R-1") District to Residential, Duplex ("R-2") District for a 6.953 acre tract of land out of the Reserve Lot of Stuart Place Section 1, located at the northeast corner of Beckham and Queen Sago Roads. Applicant: Scheibe Consulting, LLC c/o Kemp Dubea. 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 approve an ordinance on first reading, amending Ordinance No. 2010-37 to ensure full compliance with Chapter 2303 of the Texas Government Code. Attachment. **(HEDC)**
- b) Consideration and possible action to adopt an ordinance on second and final reading for the voluntary annexation of a 479.25-acre tract of land out of Survey 279, and all the existing right-of-way from the three county roads adjacent to the subject property also known as Bob Youker Street from Rio Hondo Road to Woodall Avenue, Woodall Avenue from Bob Youker Street west 764.44 feet and the unnamed County right-of-way along the east side of the subject property, located along the north side of Rio Hondo Road approximately 8,540 feet east of

Loop 499. Applicant: City of Harlingen. Attachment (**Planning & Development**)

- c) Consideration and possible action to adopt an ordinance on first reading for a rezoning request from Residential, Single-Family ("R-1") District to Residential, Duplex ("R-2") District for a 6.953 acre tract of land out of the Reserve Lot of Stuart Place Section 1, located at the northeast corner of Beckham and Queen Sago Roads. Applicant: Scheibe Consulting, LLC c/o Kemp Dubea. Attachment (**Planning & Development**)
- d) Consideration and possible action to adopt an ordinance on second and final reading for a rezoning request from Light Industry ("LI") District to Planned Development ("PD") District to allow 32 ft. wide streets with 50 ft. right-of-way and smaller lot sizes for a 393-lot single family development on a property bearing a legal description for a 73.69 acre tract of land, more or less, out of and forming a part of Blocks 28, 36 and 37, Palmetal Subdivision, located along the south side of Grimes Avenue approximately 6,500 feet east of Loop 499. Applicant: Francisco Arriaga, c/o Solid Development Inc. Attachment (**Planning & Development**)
- e) Consideration and possible action to approve a variance to the City of Harlingen Code of Ordinances to allow a subdivision with two single-family residential lots to be without access to a public road for the proposed SM Estates Subdivision, bearing a legal description of 10.34 acres out of Blocks 3 and 4 Resubdivision of Blocks 18, 19 and 20 in Survey 28, Briggs and Coleman Subdivision, located along the south side of Tovar Road, approximately 3,115 feet west of FM 507. Applicant: Scheibe Consulting, LLC c/o Santos and Nancy Carrizales. Attachment (**Planning & Development**)
- f) Consideration and possible action to approve the evaluation committee's ranking of firms and authorize the City Manager to negotiate and execute a contract for associated engineering services pursuant to the City's Request for Qualifications No. 2025-01 for Professional Engineering Services for the Design and Environmental Permitting for the Arroyo Colorado Hike and Bike Trail Extension Project Phase III. Attachment (**Parks & Recreation**)
- g) Consideration and possible action on the proposal from Boy Scout Jesus Medrano, who will fund and construct improvements at Hugh Ramsey Nature Park as part of his Eagle Scout Project. Attachment (**Parks & Recreation**)
- h) Consideration and possible action to authorize the City Manager to proceed with the removal and disposal of 1,200 yards of contaminated Class 2 soil associated with the Fuel Tanks Project at the Recycling Center located at 1006 S. Commerce St. Attachment (**Public Works**)
- i) Consideration and possible action to over hire two (2) firefighters this calendar year. (**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.

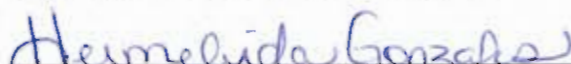
Airport
Animal Shelter Advisory Committee
Audit Committee (Terms expire in June)
Charter Review Committee (Ad Hoc)
Civil Service Commission
Community Development Advisory Board (1)
Construction Board of Adjustments (4)
Convention & Visitors Bureau
Development Corporation of Harlingen, Inc.
Downtown Improvement 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 (2)
Planning & Zoning Advisory Board
Senior Citizens Advisory Board (1)
Small Business Committee
Tax Increment Finance Board
Utility Board of Trustees (1)
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) Consultation with legal counsel pursuant to Texas Government Code 551.0171 (2) on a matter in which the duty of the attorney to the government body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas conflicts with Chapter 551 of the Texas Government Code, ie: Communication with legal counsel protected by the attorney-client communication privilege and attorney work product privilege. **(City Attorney).**
- 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 12(a) as discussed in executive Session.
- 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 **FRIDAY, JANUARY 31, 2025** at or before 3:00 a.m. 3:00 p.m. and remained so posted for at least 72 hours preceding the time of said meeting.

Dated this 31st day of JANUARY, 2025


Hermelinda Gonzales, Interim City Secretary

SPECIAL MEETING

CITY COMMISSION

HARLINGEN, TEXAS

A Special Meeting of the Harlingen City Commission was held December 11, 2024, at 5:30 p.m., at Harlingen Arts and Heritage Museum, 2425 Boxwood Street, 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 videoconferencing 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 – Commissioner Daniel N. Lopez
- b) Pledge of Allegiance – Mayor Norma Sepulveda
- c) Welcome Citizens – The Mayor welcomed all attendees to the meeting

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 on any item on the agenda. None were declared.

3. Citizen Communication:

- a) Ron Lozano – 2410 Riverside Drive, Harlingen, TX – Taxes.

4. Presentation by Kelly Little, Certified Local Government Coordinator with the Texas Historical Commission, on the City of Harlingen becoming a Certified Local Government (CLG) and various incentives associated with the program.

Ms. Alexis Riojas, DID Director, introduced Ms. Kelly Little, who highlighted the requirements and benefits of the CLG Program. She stated that their mission is to protect and preserve the state's historic and prehistoric resources, education, enjoyment, and economic benefit of present and future generations. They have several programs around the state, such as the Texas Main Street Program, state historical markers, a cemetery preservation program, an archaeological program, and federal and state rehabilitation tax credits through their office. We have 40 historic sites around the state and administer the national register program in Texas. The CLG Program is a program that municipalities have demonstrated, through a certification process, a commitment to local preservation and saving the past for future generations. This commitment is key to preserving the built environment and unique cultural heritage around the state. The CLG Program was federally mandated as part of an amendment to the National Historic Preservation Act of 1966. It is administered at the

federal level by the National Park Service and state level by the Texas Historical Commission. We work to empower local communities to protect their historic resources better. The city can have a local historic preservation program without being a CLG. This program works by identifying local priorities, meeting and recognizing historic preservation standards, and providing access to financial and technical services to further the identification, evaluation, designation, and protection of buildings, sites, districts, structures, and objects. We currently have 80 CLG communities in Texas, 19 counties, and 61 cities, but not too many in South Texas.

The CLG Program helps participating county governments establish and maintain a system to promote preservation throughout the county and identify/document historic properties located within its jurisdiction through state-enabling legislation. To be certified as a CLG, a county must establish and maintain a CLG Committee within the County Historical Commission and appoint a local Historic Preservation Officer (HPO) to oversee the County's CLG Committee. Participating cities develop and sustain a strong preservation ethic that uses local zoning and permitting to preserve historic landmarks and districts.

The main requirements for a city government to be certified as a CLG are to adopt a preservation ordinance (that meets our program requirements) and establish a local preservation border commission – that will take action to designate local landmarks and districts. They must also review any proposed alterations to those landmarks, such as demolition, rehabilitation, or relocation. The city would also need to appoint a historic preservation officer (HPO) to administer the preservation ordinance and oversee the city's historic preservation program.

The CLG Program's benefits are rooted in preservation best practices and give credibility to local preservation activities and their relationship to broader planning processes. The program promotes activities consistent with national and state legislation and standards, which encourages responsible decision-making for the treatment of your community's historic resources. We provide technical assistance, training opportunities, and access to the CLG network, and we qualify for matching grants for preservation projects.

The THC's Annual Apportionment from the National Park Service must be distributed to CLG's (10%)

- . FY2024 - \$179,595.00
- . Usually, funds between 7-10 projects
- . Range from - \$5,000 - \$50,000 per project

Those that can apply for CLG grants: CLG communities in good standing but also:

Third Parties:

- . Non-CLG city within CLG County
- . Non-profits with a CLG
- . Educational institutes delegated by CLG

CLG Grant Program: Types of Projects:

- . Surveys (new or updated)
- . National Register nominations
- . Local preservation plan
- . Writing (or amending) preservation ordinance
- . Design guidelines
- . Tourism/education materials and activities
- . Rehabilitation of historic properties
- . Preservation-related travel/training expenses

CLG communities can also apply for National Park Service Grant program grants.

CLG Requirements: Historic Preservation Officer (HPO)

- . Staff person dedicated to administering the preservation ordinance and the city's preservation program
- . Typical activities of the HPO center around the administration of the preservation ordinance:
 - o Meeting with applicants
 - o Preparing notices
 - o Reviewing Certificate of Appropriateness (COA) applications and preparing staff reports
 - o Processing designations
 - o Leading commission meetings
 - o Enforcing COAs

CLGS must make every effort to appoint an HPO who meets the Secretary of the Interior's Professional Qualification Standards.

CLG Requirements: Historic Preservation Ordinance

- Local statute adopted and enacted by a community that outlines the legal organization and structure of their preservation program
- Provides a mechanism to designate historic resources as local landmarks or districts and protect them from demolition, insensitive alterations, etc.
- Demonstrates a community's willingness to recognize, invest in, and protect its historic character.
- For CLG certification, an ordinance must include:
 - 1) Statement of purpose
 - 2) Definition of Terms
 - 3) Creation of a historic landmark commission (5+ members)
 - 4) Powers and duties of the commission
 - 5) Appoint a city Historic Preservation Officer (HPO)
 - 6) Criteria for designating historic buildings and districts (i.e., local landmarks)
 - 7) Process for designating historic buildings and districts
 - 8) Review procedures and standards for alterations to landmarks, including demolition (Certificate of Appropriateness)
 - 9) Demolition by neglect
 - 10) 60-day stay on the demolition of designated historic properties
 - 11) Appeals process
- An Ordinance should be tailored to a community's specific needs but can include other issues, such as:
 - Tax incentives and abatements
 - Minimum maintenance standards
 - Interim protections
 - Owner consent
 - Vacant buildings
- An Ordinance lays out permitting procedures for locally designated properties (the Certificate of Appropriateness), which:
 - Promotes rehabilitation of historic properties
 - Discourages demolition
 - Encourages compatible infill construction
 - Ensures exterior alterations are compatible with the historic character of the building and/or district
 - Preserves and enhances neighborhood character
 - Protects property investments

Ms. Little stated there is a misconception (common around the state) that the higher the level of government, the stronger the protection of historic properties; it is the opposite. The National Register of Historic Places does not protect properties from alterations; it does not place any restrictions on private property owners.

Local landmarks and districts are:

- Designated on the basis of local criteria and local procedures laid out in a community's preservation ordinance
- The only protection achieved through a zoning change is through a permitting process that requires a preservation commission to review alterations and issue a Certificate of Appropriateness. Local landmark designation is the greatest protection of historic resources. Tax credits help finance historic preservation by offsetting income tax or business tax liability as a dollar-for-dollar reduction.

Federal Rehabilitation Tax Credit

- Allows a credit on federal income tax liability of 20% of qualified expenses on an eligible rehabilitation project.
- Only for income-producing properties. Applicants must be tax-paying entities.
- Typically, it requires whole-building rehabilitation.
- Administered by the NPS IRS and SHPOs.

Texas Historic Preservation Tax Credit

- Legislation passed in 2013, and the program opened in 2015.
- Allows for a credit on the Texas Franchise Tax or Insurance Premium Tax of 25% of qualified expenses on an eligible rehabilitation project.
- Open to income-producing properties, non-profits, and public universities (for a limited time).
- It can be used for whole-building projects or smaller maintenance-type projects.
- Administered by the THC and the Texas Comptroller.

Combining the state and federal credits:

- The state tax credit may be used separately or in conjunction with the 20% federal tax credit for rehabilitation.
- Combining the credits can make many projects possible that were never previously financially feasible.

Certified Local Government:

- Help promote tax credits to local property owners
- May review tax credit projects under local codes and ordinances
- Can lay the groundwork for state and federal designations (National Register districts, etc.) that qualify properties to participate.

Commissioner Mezmar stated that several homes in Harlingen were designed by famous architects and asked if an individual homeowner could qualify for these grants.

Ms. Little stated that a homeowner or residential property could not qualify for the federal tax credit, but she would forward information from the tax credit team so they can answer this question. A local preservation ordinance can establish tax abatements and incentives for local property owners. This would offset the cost of maintaining a historic property.

Commissioner Lopez thanked the Texas Historical Commission for simplifying the process and providing a preservation ordinance template and examples that cities can look at and tailor to their local municipality. He also congratulated Ana Hernandez, Special Projects Director, who just won a grant and received the results of a historic resource survey. He asked about the HPO professional qualifications standard.

Ms. Little stated that it would depend on one's educational background; she added that she has a master's degree in Historic Preservation, so she would qualify as an architectural historian. If someone has an undergraduate or graduate degree in history and experience working in the field, they can meet those standards, as well as architects. It may depend on your educational background. There are certificate programs in historic preservation and other programs that qualify someone to meet the Secretary of the Interior's professional qualification requirements. She stated that the City of Mercedes was just certified as a CLG and adopted an ordinance that is up to date with current state law.

Commissioner Morales asked what the maximum amount of funds in a grant that the City of Harlingen can obtain for a particular project. Is it \$50,000?

Ms. Little responded that the \$50,000 was for the CLG Grant Program, and they do not have a specific limit. The normal range is \$5,000 to \$50,000, which is a one-to-one match from the community or an in-kind match.

A discussion was held on establishing a community boundary. Regarding historic preservation areas, were separate boundaries possible, or did they have to be contiguous?

Ms. Little responded that for a community that becomes a certified local government, the city itself would become the CLG. When creating local historic districts, those boundaries would follow the historic development of that area. If a neighborhood was planned all at once or a downtown commercial district that developed around the same time, the boundaries would be drawn based on the historic development of that area.

5. Consideration and possible action to approve the ordinance on the second and final reading of an amending Harlingen City Code of Ordinances, Article II, Valley International Airport Division 1, Generally, Section 8-25 Airport Operations Manual and adopting Article 11, Valley International Airport Division 1, Section – 25 Airport Certification Manual.

Motion was made by Commissioner Kinsley and seconded by Mayor Pro-Tem Perez to approve the ordinance on the second and final reading amending the Harlingen Code of Ordinances, Article II, Valley International Airport Division 1, Generally, Section 8-25 Airport Operations Manual and adopting Article 11, Valley International Airport Division 1, Section – 25 Airport Certification Manual. Motion carried unanimously.

6. Consideration and possible action to cancel the Harlingen City Commission Meeting of December 18, 2024.

Mr. Gonzalez stated that a special meeting would need to be held after the Run-off Election of December 14, 2024 for the canvassing of the votes. There is currently no date set, as it will be determined by the County Elections Administrator. No action was taken on this item.

7. Consideration and possible action to approve a resolution to cast 245 votes for one (1) candidate or distribute the votes among any number of candidates to submit to the Chief Appraiser to serve in the Cameron County Appraisal Board of Directors.

Mr. Gonzalez stated he received a phone call from Cameron County regarding the 245 votes allocated to the City of Harlingen to distribute to a candidate or candidates to serve on the Cameron County Appraisal District. The process has changed, and it is no longer one member, one vote. The city commission recently re-appointed David Agabright to the Cameron County Appraisal District Board. The city commission can either give him all the votes or distribute the votes between him and other candidates listed in the document.

Motion was made by Commissioner Morales and seconded by Commissioner Mezmar to cast 245 votes for one (1) candidate, David Agrabright, to submit to the Chief Appraiser to serve in the Cameron County Appraisal Board of Directors. Motion carried as follows: FOR: Mayor Pro-Tem Perez, Commissioners Kinsley, Mezmar and Morales; AGAINST: None; ABSTAINED: Commissioner Lopez. (Vote: 5-0-1).

8. **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: **February 5, 2025**

Agenda Item:

Consideration and possible action to adopt an ordinance on second and final reading for a Special Use Permit (SUP) to allow an unmanned battery storage facility in a Light Industry ("LI") District located at 1335 Memphis Street, bearing a legal description of the East 6.604 acres out of Block 3, Paul Hill Subdivision. Applicant: Ravenvolt, Inc.

Prepared By: Joel Olivo

Title: Planning and Development Director

Signature: *Joel Olivo*

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 subject to the following:

1. Complying with Planning ordinances and regulations, Fire Prevention Bureau's regulations, Engineering's regulations and Building Inspections ordinances and regulations.
2. Install and maintain an 8-foot solid wall along the southwest and northeast boundaries of the property with landscaping and an irrigation system between the wall and the pavement.
3. The project must be approved by the Fire Chief prior to a building permit being issued.

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

Comments:

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

ORDINANCE NO. 25-_____

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF HARLINGEN (ORDINANCE NO. 16-8): TO ISSUE A SPECIAL USE PERMIT (SUP) TO RAVENVOLT, LLC TO ALLOW A BATTERY STORAGE ENERGY FACILITY IN A LIGHT INDUSTRY ("LI") DISTRICT, LOCATED AT 1335 MEMPHIS STREET, BEARING A LEGAL DESCRIPTION OF THE EAST 6.6040 ACRES OUT OF BLOCK 3, PAUL HILL SUBDIVISION SUBJECT TO: 1.) THE CONDITIONS OUTLINED IN THE BODY OF THE ORDINANCE.

WHEREAS, the Planning and Zoning Commission of the City of Harlingen pursuant to Harlingen's Zoning Ordinance procedure, has recommended a special use permit 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 special use permit having been fully made and complied with as required by said Code of Ordinances 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:

Special Use Permit (SUP) to allow a battery storage energy facility in a Light Industry ("LI") District located at 1335 Memphis Street, bearing a legal description of the East 6.6040 acres of Block 3 of the Paul Hill Subdivision. Applicant: Ravenvolt, LLC as shown in Exhibit A, subject to:

1. Comply with Planning ordinances and regulations, Fire Prevention Bureau's regulations, Engineering's ordinances and regulations, and Building Inspections ordinances and regulations.
2. Install and maintain an 8-foot solid wall along the southwest and northeast boundaries of the property with landscaping and an irrigation system between the wall and the pavement
3. The project must be approved by the Fire Chief prior to a building permit being issued.

BE IT FURTHER ORDAINED 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 5th day of February, 2025 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

Meeting Date: February 5, 2025

Agenda Item:
Consideration and possible action to adopt an ordinance on second and final reading for a rezoning request from Not-Designated ("N") District to General Retail ("GR") District for a 2.273-acre tract of land out of the extreme northwest corner of Block 176, Adams Gardens Subdivision "C", located at the southeast corner of Bass Boulevard (FM 800) and Palis Drive. Applicant: AEC Engineering c/o LS Contractors Specialist, Inc.

Prepared By: Joel Olivo
Title: Assistant Planning and Development Director
Signature: <i>Joel Olivo</i>

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 of the rezoning request.

City Manager's approval: <i>66</i> ☒ Yes ☐ No ☐ N/A

Comments:

City Attorney's approval: <i>Mark E. San</i> ☒ Yes ☐ No ☐ N/A

rezoning

ORDINANCE NO. 25-

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF HARLINGEN: REZONING FROM NOT DESIGNATED ("N") DISTRICT GENERAL RETAIL ("GR") DISTRICT FOR A 2.273 ACRE TRACT OF LAND, MORE OR LESS, OUT OF THE EXTREME NORTHWEST CORNER OF BLOCK 176, ADAMS GARDENS SUBDIVISION "C", LOCATED AT THE SOUTHEAST CORNER OF BASS BOULEVARD (FM 800) AND PALIS DRIVE.

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
zoning

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 Not Designated ("N") District to General Retail ("GR") District for a 2.273-acre tract of land, more or less, out of the extreme northwest corner of Block 176, Adams Gardens Subdivision "C", located at the southeast corner of Bass Boulevard (FM 800) and Palis Drive 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.

as filed

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 5th day of February, 2025 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.

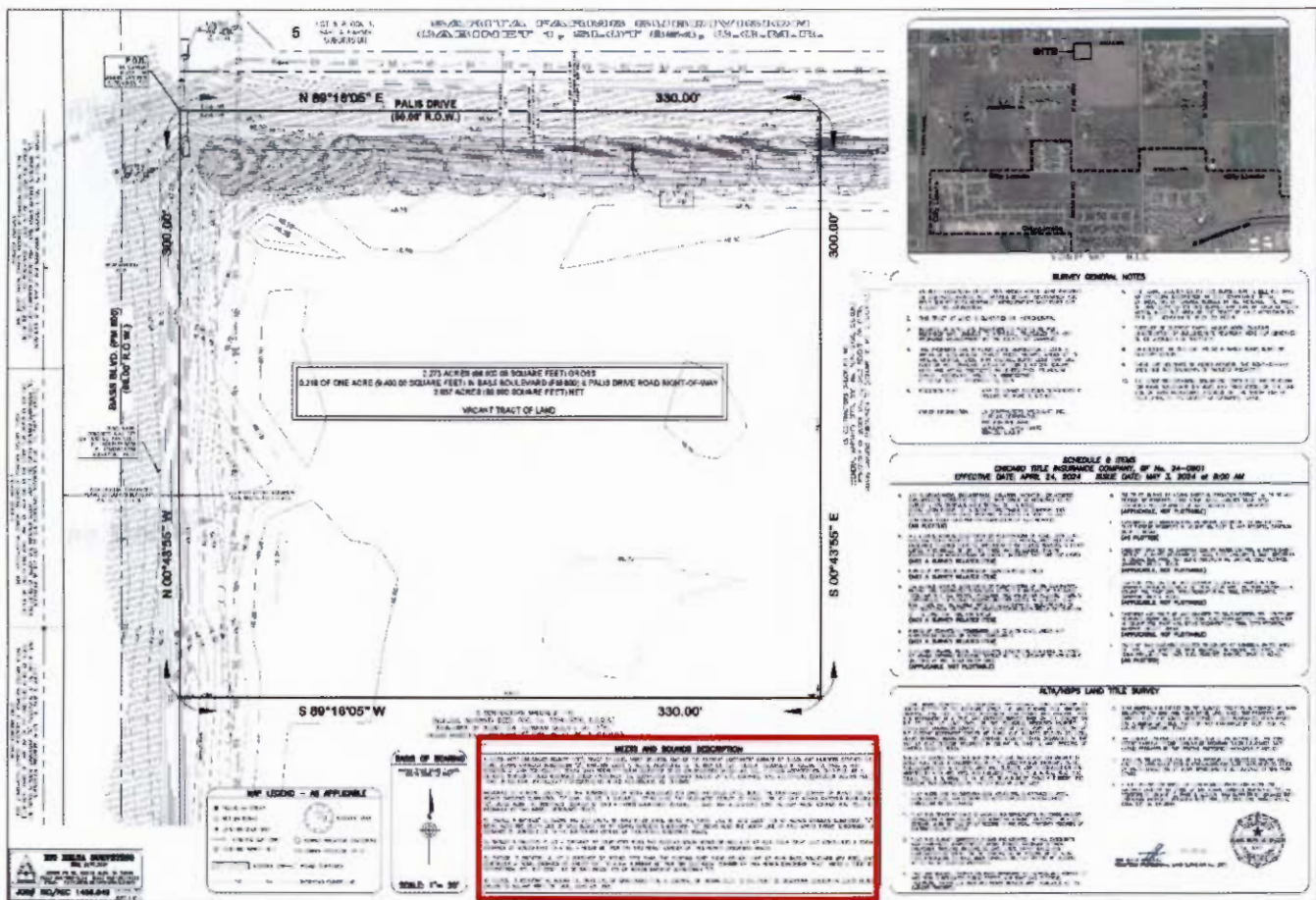
CITY OF HARLINGEN

Norma Sepulveda, Mayor

ATTEST:

Amanda C. Elizondo, City Secretary

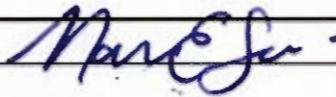
Exhibit "A"



7c)

**AGENDA ITEM
EXECUTIVE SUMMARY**

Meeting Date: **February 5, 2025**

Agenda Item:
Consideration and possible action to renew a Subscription Master Agreement between the City of Harlingen and eCivis Grant Management Software for a one-year term. Attachment (<i>Special Projects Department</i>).
Prepared By: Ana Hernandez, Mobility & Special Projects Director
Brief Summary:
eCivis is a software as a service (SaaS) grant management system typically used by local governments. The City's eCivis subscription, which is mainly used by Special Projects staff, is set to expire on February 28, 2025, prompting the need to renew for another one-year term. The new period of performance will be 3/1/2025 through 2/28/2026.
The renewal quote reflects an increase of \$302 compared to last year. The City can renew its subscription through Carahsoft Technology Corporation, which is eCivis' partner, under the OMNIA Edu Contract #R191902. Staff recommends to approve this renewal.
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 approval of eCivis subscription renewal.
City Manager approval: 
Comments:
City Attorney's approval: 

City of Harlingen

City of Harlingen



GOVERNMENT - PRICE QUOTATION

CARASOFT TECHNOLOGY CORP

11493 SUNSET HILLS ROAD | SUITE 100 | RESTON, VIRGINIA 20190
PHONE (703) 871-8500 | FAX (703) 871-8505 | TOLL FREE (888) 66CARAH
WWW.CARASOFT.COM | ECIVIS@CARASOFT.COM

carahsoft.

TO: Ana Hernandez
Mobility and Special Projects Director
City of Harlingen
118 East Tyler
Harlingen, TX 78550 USA

FROM: Mandi Queen
Carahsoft Technology Corp.
11493 Sunset Hills Road
Suite 100
Reston, Virginia 20190

EMAIL: ahernandez@myharlingen.us

EMAIL: Mandi.Queen@carahsoft.com

PHONE: (956) 216-5242

PHONE: (571) 662-3051

FAX: (703) 871-8505

TERMS: OMNIA EDU contract: R191902
Term: April 30, 2025
FTIN:52-2189693
Shipping Point: FOB Destination
Credit Cards: VISA/MasterCard/AMEX
Remit To: Same as Above
Payment Terms: Net 30 (On Approved Credit)
Sales Tax May Apply

QUOTE NO: 43384412
QUOTE DATE: 01/07/2025
QUOTE EXPIRES: 02/28/2025
RFQ NO:
SHIPPING: ESD
TOTAL PRICE: \$9,500.00
TOTAL QUOTE: \$9,500.00

LINE NO.	PART NO.	DESCRIPTION	-	QUOTE PRICE	QTY	EXTENDED PRICE
ANNUAL RENEWAL						
1	PRE-B50100M-R4756	Grants Network Grantee Pre-Award - Between \$50-100 Million - Renewal 4 eCivis, Inc. - PRE-B50100M-R4 Start Date: 03/01/2025 End Date: 02/28/2026		\$5,510.00 COOP	1	\$5,510.00
2	PRES-B50100M-R4756	Grants Network Grantee Pre-Award - State Research - Between \$50-100 Million - Renewal 4 City: Grantee Pre-Award Add-on State Grants eCivis, Inc. - PRES-B50100M-R4 Start Date: 03/01/2025 End Date: 02/28/2026		\$3,110.00 COOP	1	\$3,110.00
3	GN-USR-R4756	Grants Network - Users - Renewal 4 Full eCivis, Inc. - GN-USR-R4 Start Date: 03/01/2025 End Date: 02/28/2026		\$220.00 COOP	4	\$880.00
ANNUAL RENEWAL SUBTOTAL:						\$9,500.00
SUBTOTAL:						\$9,500.00
TOTAL PRICE:						\$9,500.00
TOTAL QUOTE:						\$9,500.00

Period of Performance: 03/01/25 - 02/28/26

Please add the Contract # on the PO
Contract Number: OMNIA - EDU SW : R191902

By issuing a Purchase Order against this quote, customer agrees to the Terms of Service at the link below:
<https://eunasolutions.com/eula/>

Please include the following on your PO:

- PO made out to Carahsoft with our current address (11493 Sunset Hills Road, Suite 100, Reston, VA 20190)
- Payment terms: Net30
- Ship to and bill to address listed

CONFIDENTIAL

QUOTE DATE: 01/07/2025
QUOTE NO: 43384412

7(d)

**AGENDA ITEM
EXECUTIVE SUMMARY**

Meeting Date: **February 5, 2025**

Agenda Item:

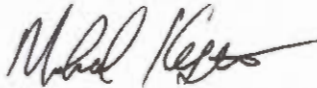
Consideration and possible action to approve a request for street closures for the 34th Annual Jalapeno 100 Bike Ride event on Saturday, March 1, 2025, from 6:00 a.m. to 4:00 p.m. beginning and ending at the Boys and Girls Club located at 1209 West Washington Avenue. Attachment (Police).

- Fair Park Blvd. / West Teege Ave., eastside of the intersection blocking east bound lane only.
- Fair Park Blvd. between North "L" Street and North "J" Street (No thru traffic) to include all entries and exits from Harlingen Performing Arts, Municipal Auditorium and Casa de Amistad's parking lots.
- North "J" Street / Washington Ave., westside of the intersection.
- North "K" Street / Washington Ave., southside of the intersection,
- North "L" / Adams Ave., eastside of the intersection.
- North "L" Street and Adams Ave. / Teege Ave., southside of the intersections.
- Include DETOUR signs at North "L" Street / Fair Park Blvd. to send traffic north and onto Wichita Avenue.

AGENDA ITEM
(Police)

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

Signature:



Brief Summary:

Ana Adame with Bicycle World RGV is requesting the following street closures for the 34th Annual Jalapeno 100 Bike Ride event being held on Saturday, March 1, 2025:

- AGENDA ITEM
(Police)
- Fair Park Blvd. / West Teege Ave., eastside of the intersection blocking east bound lane only.
 - Fair Park Blvd. between North "L" Street and North "J" Street (No thru traffic) to include all entries and exits from Harlingen Performing Arts, Municipal Auditorium and Casa de Amistad's parking lots.
 - North "J" Street / Washington Ave., westside of the intersection.
 - North "K" Street / Washington Ave., southside of the intersection,
 - North "L" / Adams Ave., eastside of the intersection.
 - North "L" Street and Adams Ave. / Teege Ave., southside of the intersections.
 - Include DETOUR signs at North "L" Street / Fair Park Blvd. to send traffic north and onto Wichita Avenue.

The street closures will help to ensure the safety of the participants and visitors attending this event and street closures will commence from 5:00 a.m. to 4:00 p.m.

The Assistant Harlingen Fire Chief has reviewed the request and provided approval.

Funding (if applicable):

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

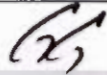
*If no, specify source of funding and amount requested: N/A

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

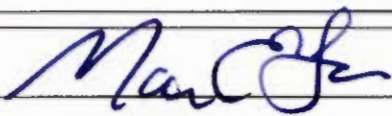
Staff Recommendation:

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



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: 1/14/25

FROM: District Representative Benito Bravo #3412

RE: Street Closure Request for 34th Annual Jalapeno 100 Bike Ride

Requestor: Ana Adame / Bicycle World RGV

Event Date: Saturday, March 01, 2025

Time: 6:00 A.M. – 4:00 P.M.

Location: Boys and Girls Club 1209 West Washington Ave.

Description: The 34th Annual Jalapeno 100 Bike Ride is being held at the Boys and Girls Club located at 1209 West Washington Ave. in Harlingen TX. The route of the bike ride will start and finish at the Boys and Girls Club. All proceeds for the event will benefit the Boys and Girls Club of Harlingen.

To ensure the safety of all the participants which are estimated to be 500 to 800 cyclists, we're requesting the closure of the following streets on the day of the event between 5:00 A.M. and 4:00 P.M.

If approved, barricades are to be delivered by the City of Harlingen Streets Department prior to 3:00 P.M. on Friday, February, 28, 2025. 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:

- Fair Park Blvd/ West Teege Ave. east side of the intersection blocking east bound lane only.
- Fair Park Blvd. between North L Street and North J Street (No thru traffic) to include all entries and exits from Harlingen Performing Arts, Municipal Auditorium and Casa de Amistad parking lots.
- North J Street/ Washington Ave. west side of the intersection.
- North K Street/ Washington Ave. south side of intersection.
- North L Street/ Adams Ave. east side of intersection.
- North L Street and Adams Avenue/Teege Ave. south side of the intersections.
- Please include Detour Signs at North L St./ Fair Park Blvd. to send traffic north and onto Wichita Ave.

	SIGNATURE	ID#	DATE
OFFICER / EMPLOYEE	<i>Benito Bravo</i>	3412	01/14/2025
SERGEANT / SUPERVISOR			
COMMANDER / MANAGER	<i>Arturo</i>	3022	1-14-25
DEPUTY CHIEF	<i>Isabel</i>	1933	1/14/25
ASSISTANT CHIEF			
CHIEF OF POLICE	<i>Alfred</i>	2088	1-14-25

From: Ana Adame <Ana.Adame@arkware.tech>

Sent: Friday, January 10, 2025 6:01 PM

To: Cassandra Consiglio <ccuellar@harlingentx.gov>; Edgar Serna <eserna@harlingentx.gov>; Javier Mendez <jmendez@harlingentx.gov>; Frances Pena (francespena2@harlingenpolice.com) <francespena2@harlingenpolice.com>; avillela@myharlingen.us <avillela@myharlingen.us>; Mike Kester - HPD <mkester@harlingentx.gov>; Carlos Diaz - HPD <cdiaz@harlingentx.gov>

Cc: Gabriel Gonzalez <ggonzalez@harlingentx.gov>; ccook@harlingentx.us <ccook@harlingentx.us>; Rafael Balderas - HFD <rbalderas@harlingentx.gov>; Ruben Balboa - HFD <rbalboa@harlingentx.gov>; Donna Henderson - HFD <dhenderson@harlingentx.gov>

Subject: 2025 Henry Roberts Memorial Jalapeno 100 Bike Ride

Happy 2025 to all!

At this time, I would like to submit my request for street closures and barricades for the Jalapeno 100 Bike Ride. When you have a moment, please review the attachments and let me know if you have any questions.

I have also attached a flyer for your reference.

The following are some important notes:

Date of Event: March 1, 2025 (Saturday)
Start/Finish is located at Boys and Girls Club, 1209 W. Washington Ave.
Time Frame of the event (Start to Finish) – 6 am to 4 pm
Roads need to be closed at 5 am.
Roads need to open at 4 pm.

Sincerely

Ana Adame
Bicycle World RGV
1113 S. 77 Sunshine Strip
Harlingen, Texas 78550
Ph: 956.423.3168
Cell: 956.343.5265

Harlingen, TX
Donna

**34th
Annual**

**Early Bird
Registration
T-Shirts Medals,
Lunch, door prizes,**



**Best Rest
Stops
in Texas!**

**Henry
Roberts
Memorial**

Save the Date

March 1, 2025

(Saturday)

ONLINE REGISTRATION



Benefitting



**BOYS & GIRLS CLUBS
OF HARLINGEN**

**5 Bike Routes,: 12, 25, 50, 66.7, 100 miles
and 50 Mile Gravelpeno**

Contact: Bicycle World RGV, Harlingen

Ph. 956.423.3168

Start/Finish located at Boys and Girls Club of Harlingen

1209 W. Washington, Harlingen, Tx 78550

2025 Jalapeno 100 Bike Ride

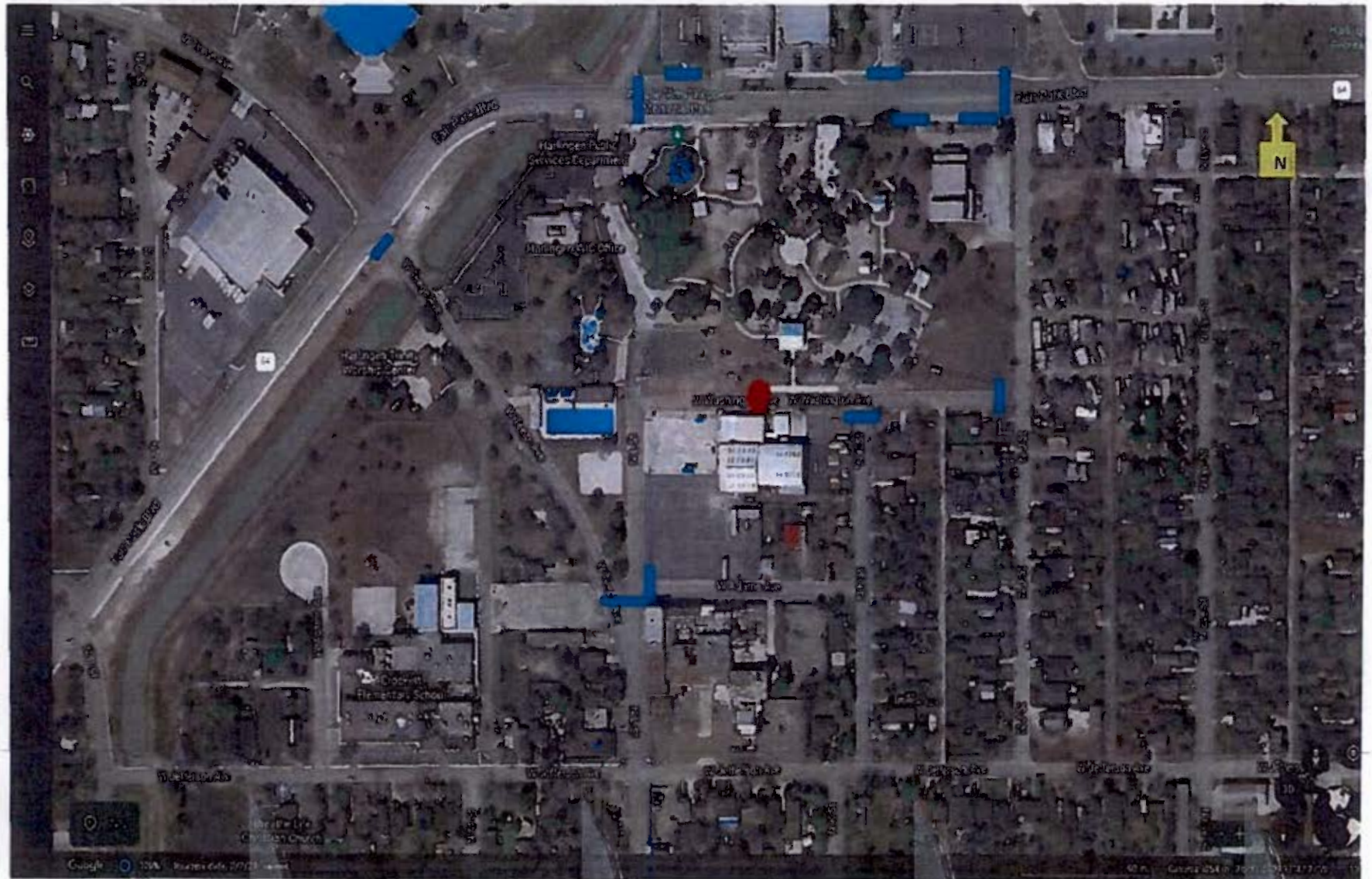
Street Closures

(Start/Finish @ Boys & Girls Club)



1. Fair Park & Teege
2. Fair Park & "J" St.
3. Washington & "K" St.
4. North "L" St. & Teege

2025 Jalapeno 100 Bike Ride



-  Barricade
-  Start/Finish Line

Frances Pena - HPD

From: Ruben Balboa - HFD
Sent: Thursday, January 23, 2025 3:15 PM
To: Frances Pena - HPD
Subject: Re: STREET CLOSURE REQUESTS

Good afternoon,
My apologies for the late response. I've been out of the office due to having the flu. We have no issues with the street closures.

Get [Outlook for iOS](#)

From: Frances Pena - HPD <fpena@harlingentx.gov>
Sent: Wednesday, January 22, 2025 10:16:13 AM
To: Ruben Balboa - HFD <rbalboa@harlingentx.gov>; Rafael Balderas - HFD <rbalderas@harlingentx.gov>; Donna Henderson - HFD <dhenderson@harlingentx.gov>
Subject: STREET CLOSURE REQUESTS

Good Morning Asst. Fire Chief Balboa:

I would ask if you could please review the attached street closure requests for the following events:

1. JALAPENO 100 BIKE RIDE EVENT; and,
2. OUR LADY OF ASSUMPTION CATHOLIC CHURCH - ANNUAL SPRING KERMES

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

Please provide
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

7(e)

**AGENDA ITEM
EXECUTIVE SUMMARY**

Meeting Date: **February 5, 2025**

Agenda Item:

Consideration and possible action to approve a request from Our Lady of Assumption Catholic Church to close the Eastside intersection of South "M" Street and West Lincoln Avenue; the alleyway in the 1300 Block of West Lincoln Avenue; and the Westside intersection of South "L" Street and West Lincoln Avenue from 8:00 a.m. to 11:00 p.m. on Saturday, April 26, 2025, for their Annual Spring Kermes. Attachment (**Police**).

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

Signature: 

Brief Summary:

Rev. Fr. Ruben Delgado, Pastor for Our Lady of Assumption Catholic Church is requesting the closure of the Eastside intersection of South "M" Street and West Lincoln Avenue; the alleyway in the 1300 Block of West Lincoln Avenue; and, the Westside intersection of South "L" Street and West Lincoln Avenue from 8:00 a.m. to 11:00 p.m. on Saturday, April 26, 2025 for their Annual Spring Kermes

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*

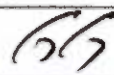
*If no, specify source of funding and amount requested: N/A

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

Staff Recommendation:

Staff recommends approval.

For Street Closures ONLY, 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: 1/20/25

FROM: District Representative Benito Bravo #3412

RE: Street Closure for Our Lady of Assumption Catholic Church

Requestor: Rev. Fr. Ruben Delgado / Pastor of Our Lady of Assumption Church

Event Date: Saturday, April 26, 2025

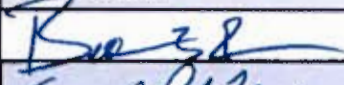
Time: 8:00 a.m. – 11:00 p.m.

Location: Our Lady of Assumption Church (1313 West Buchanan Ave., Harlingen, Texas)

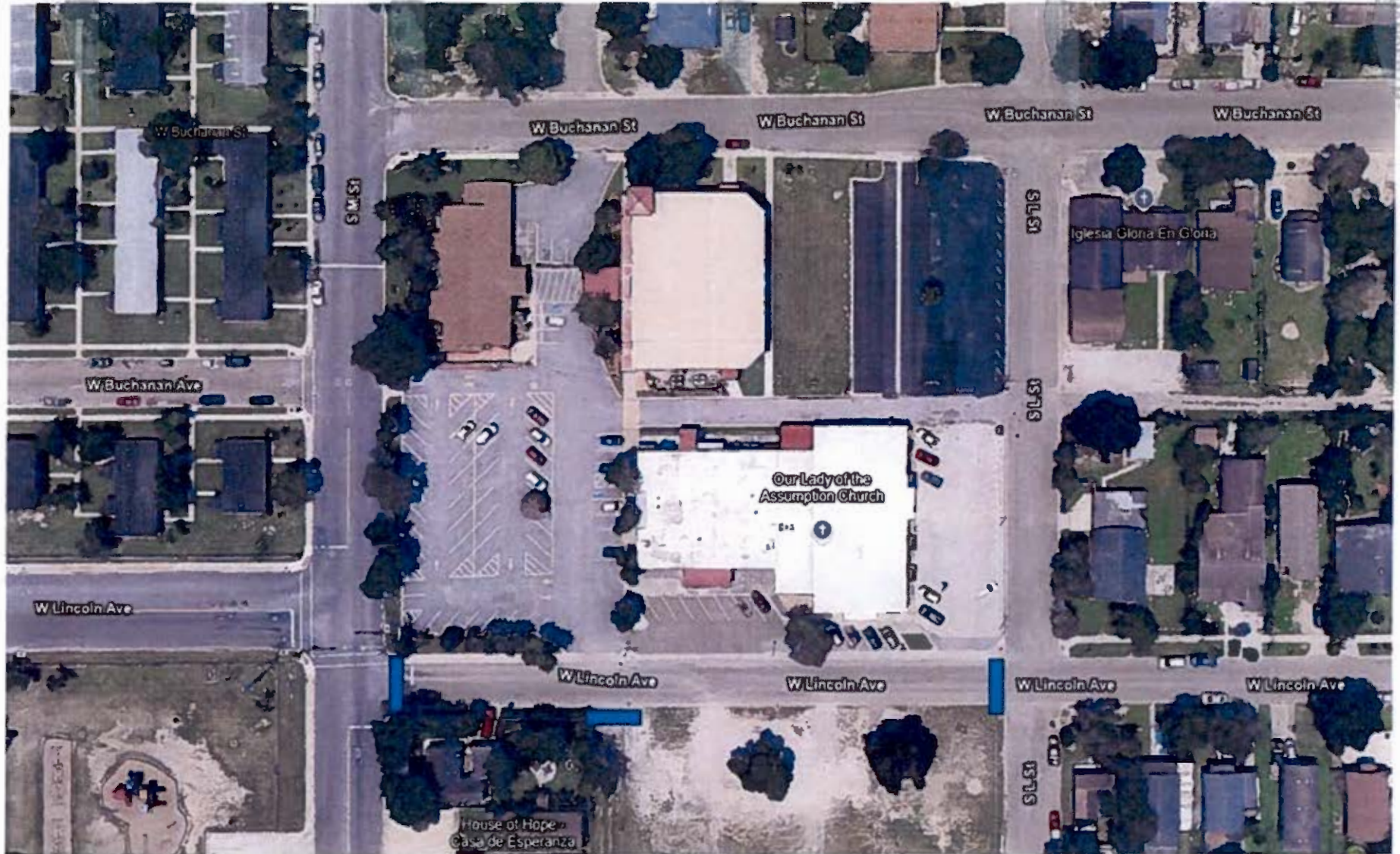
Mr. Delgado is requesting a street closure on behalf of Our Lady of Assumption Catholic Church for their Annual Spring Kermes. The event will be held on Saturday, April 26, 2025 from 8:00 a.m. to 11:00 p.m. on the church parking lot. Mr. Delgado is requesting the closing of the 1300 block of West Lincoln Street for the duration of the event. The closing of the street will ensure the safety of all participants attending the event and the public.

If approved, barricades are to be delivered by the City of Harlingen Streets Department prior to 4:00 p.m. on Friday, April 25, 2025 and removed from the roadway on April 26, 2025 at 11:00 p.m. A copy of the map is attached to this IDC.

- Close the east side intersection of South M Street and West Lincoln Ave.
- Close the alleyway in the 1300 block of West Lincoln Ave.
- Close the west side intersection of South L Street and West Lincoln Ave.

	SIGNATURE	ID#	DATE
OFFICER / EMPLOYEE		3412	01/20/2025
SERGEANT / SUPERVISOR		2885	01/20/2025
COMMANDER / MANAGER		2027	1-20-25
DEPUTY CHIEF		1933	1-20-25
ASSISTANT CHIEF			
CHIEF OF POLICE		2088	1-20-25

STREET CLOSURE OUR LADY OF ASSUMPTION CHURCH SPRING KERMES



 Barricade



**Our Lady of Assumption Catholic Church
San Felipe Neri Mission
1313 W. Buchanan Ave.
Harlingen, TX 78550**

January 10, 2025

Mr. Michael Kester, Harlingen
Chief of Police, City Manager, Mayor &
City Commissioners, City of Harlingen
1018 Fairpark Blvd., Harlingen, TX 78550



Ref: Street Closing for our Parish Kermes from 8 a.m. to 11:00 p.m. one day.

Dear Chief Kester:

Greetings!

I am Fr. Ruben Delgado, Pastor at Our Lady of the Assumption Catholic Church.

On Saturday, April 26, 2025. Our Lady of the Assumption Catholic Church will be having our annual Spring Kermes.

On behalf of our parish community, we request the following permission:

Permission from you and your department in closing of the Street at the 1300 block of West Lincoln Street.

We are requesting this item to be included on the agenda for the next City Commission meeting.

Approval of this request will help prevent any accidents to the children/community attending the Kermes.

We thank you and the City Commission for the support and commitment you have provided in the past years for this event and look forward to your continued support and wait for your response.

Sincerely,

Rev. Fr. Ruben Delgado, Pastor

Benito Bravo - HPD

From: Frances Pena - HPD
Sent: Friday, January 17, 2025 8:31 AM
To: Benito Bravo - HPD; Jose J. Lopez - HPD; Orlando Gonzales - HPD; Raul Flores - HPD
Subject: FW: STREET CLOSURE REQUEST
Attachments: DOC.pdf

From: Frances Pena - HPD
Sent: Thursday, January 16, 2025 12:50 PM
To: Hector Leal - HPD <hleal@harlingentx.gov>; J.L. Garcia - HPD <jlgarcia@harlingentx.gov>; Michael Fechner - HPD <mfechner@harlingentx.gov>
Subject: STREET CLOSURE REQUEST

DC Leal / Commander Garcia

Attached is a street closure request we received today.

Please submit the DR's paperwork to me so that I can timely submit this request to be put on the agenda 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

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Frances Pena - HPD

From: Ruben Balboa - HFD
Sent: Thursday, January 23, 2025 3:15 PM
To: Frances Pena - HPD
Subject: Re: STREET CLOSURE REQUESTS

Good afternoon,

My apologies for the late response. I've been out of the office due to having the flu. We have no issues with the street closures.

Get [Outlook for iOS](#)

From: Frances Pena - HPD <fpena@harlingentx.gov>
Sent: Wednesday, January 22, 2025 10:16:13 AM
To: Ruben Balboa - HFD <rbalboa@harlingentx.gov>; Rafael Balderas - HFD <rbalderas@harlingentx.gov>; Donna Henderson - HFD <dhenderson@harlingentx.gov>
Subject: STREET CLOSURE REQUESTS

Good Morning Asst. Fire Chief Balboa:

I would ask if you could please review the attached street closure requests for the following events:

1. JALAPENO 100 BIKE RIDE EVENT; and,
2. OUR LADY OF ASSUMPTION CATHOLIC CHURCH – ANNUAL SPRING KERMES

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

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AGENDA ITEM**EXECUTIVE SUMMARY**

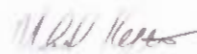
7(f)

Meeting Date: **February 5th 2025****Agenda Item:**

Consideration and possible action to approve a resolution authorizing the City Manager to submit a grant application to the Office of the Governor – Bullet-Resistant Shield Grant Program, FY2026, which will be used to fund shields for officers of the Harlingen Police Department *(Special Projects Department)*

Prepared By (Print Name): Michael Kester

Title: Chief of Police

Signature: **Brief Summary:**

The Office of the Governor is soliciting applications from law enforcement agencies to equip peace officers with bullet-resistant shields. State funds for the projects are authorized by a Budget Execution Order proposed by the Legislative Budget Board and ratified by Governor Abbott on June 28, 2022, pursuant to Texas Government Code, Section 317.002 and Section 317.005(b).

There is no match for the grant. The grant period is from 09/01/2025 – 08/31/2026.

Funding (if applicable):

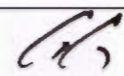
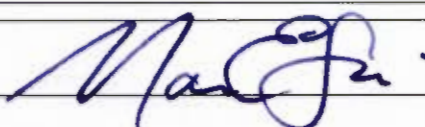
Are funds specifically designated in the current budget for the full amount ☐ Yes ☒ No*

*If no, specify source of funding and amount requested: The source of funding will derive from reimbursement requests to the Office of the Governor

Finance Director's approval:

☐ Yes ☐ No ☐ N/A**Staff Recommendation:**

Staff recommends that we submit an application.

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

RESOLUTION NO. 2025 - ____

A RESOLUTION OF THE CITY OF HARLINGEN, TEXAS, AUTHORIZING THE CITY MANAGER TO SUBMIT A GRANT APPLICATION TO THE OFFICE OF THE GOVERNOR UNDER THE FY26 BULLET-RESISTANT SHIELD GRANT PROGRAM TO FUND SHIELDS FOR PEACE OFFICERS OF THE HARLINGEN POLICE DEPARTMENT

WHEREAS, the grant program is authorized by a Budget Execution Order proposed by the Legislative Budget Board and ratified by Governor Abbott on June 28th, 2022, pursuant to Texas Government Code, Section 317.002 and Section 317.005(b); and

WHEREAS, the City of Harlingen finds it in the best interest of the citizens of Harlingen, Texas, and the region to apply for funding from the Office of the Governor, which will be used to fund bullet-resistant shields for officers; and

WHEREAS, the governing body of the City of Harlingen, Texas, understanding the financial limitations and obligations related to such funding, including the full return of grant funds in the event of a loss or misuse of the Bullet-Resistant Shield Grant Program funds, endorses the submission of the application; and

WHEREAS, the City of Harlingen City Commission would like to memorialize its support for the City's grant application via this Resolution.

NOW, THEREFORE, BE IT RESOLVED that the City Commission authorizes the City Manager or designee to submit a grant application on behalf of the City of Harlingen, Texas.

CONSIDERED AND ADOPTED this ____ day of _____ 2025 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

ATTEST:

Amanda C. Elizondo, City Secretary

AGENDA ITEM

EXECUTIVE SUMMARY

7/9)

Meeting Date: February 5th 2025

Agenda Item:

Consideration and possible action to approve a resolution authorizing the City Manager to submit a grant application to the FY 2026 Office of the Governor – General Victim Assistance Program, to continue funding the Crime Victim Liaison position at the Harlingen Police Department
(Special Projects Department)

Prepared By (Print Name): Michael Kester

Title: Chief of Police

Signature:

[Handwritten Signature]

Brief Summary:

The Office of the Governor–General Victim Assistance Grant Program funds services and assistance directly to victims of crime to speed their recovery and aid them through the criminal justice process. The Crime Victim Liaison (CVL) position at the Harlingen Police Department assists victims and survivors of crime by providing them with educational material and resources. The grant is effective from 09/01/2025 – 08/31/2026. A 20% match is required.

OOG request: \$45,884.04

20 % match: \$11,471.01

Total project cost: \$57,355.05

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: The source of funding will derive from reimbursement requests to the Office of the Governor

Finance Director's approval:

☐ Yes ☐ No ☐ N/A

Staff Recommendation:

Staff recommends that we submit an application.

City Manager's approval:

[Handwritten Signature]

☒ Yes ☐ No ☐ N/A

Comments:

City Attorney's approval:

[Handwritten Signature]

☒ Yes ☐ No ☐ N/A

RESOLUTION No. 2025 - ____

A RESOLUTION OF THE CITY OF HARLINGEN, TEXAS, AUTHORIZING THE CITY MANAGER TO SUBMIT A GRANT APPLICATION TO THE OFFICE OF THE GOVERNOR UNDER THE FY 2026 GENERAL VICTIM ASSISTANCE GRANT PROGRAM TO CONTINUE TO FUND THE HARLINGEN POLICE DEPARTMENT'S CRIME VICTIM LIAISON POSITION

WHEREAS, the City of Harlingen finds it in the best interest of the citizens of Harlingen, Texas, and the region to submit an application for funding the Crime Victim Liaison position at the Harlingen Police Department; and

WHEREAS, the governing body of the City of Harlingen had considered the proposed grant funding opportunity under the General Victim Assistance Program, FY2026, in the proposed amount of \$45,884.04, with the city being responsible for a 20% match in the amount of \$11,471.01. Total project cost: \$57,355.05

WHEREAS, the governing body of the City of Harlingen, Texas, understanding the financial limitations and obligations related to such funding, including the full return of grant funds in the event of a loss or misuse of the General Victim Assistance Program funds, endorses the submission of the application; and

WHEREAS, the City of Harlingen City Commission would like to memorialize its support for the City's grant application via this Resolution.

NOW, THEREFORE, BE IT RESOLVED that the City Commission authorizes the City Manager or designee to submit a grant application on behalf of the City of Harlingen, Texas.

CONSIDERED AND ADOPTED this ____ day of _____, **2025** 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

ATTEST:

accordat

Amanda C. Elizondo, City Secretary

AGENDA ITEM

7(h)

EXECUTIVE SUMMARY

Meeting Date: February 5th 2025

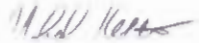
Agenda Item:

Consideration and possible action to approve a resolution authorizing the City Manager to submit a grant application to the Office of the Governor – Criminal Justice Program, FY2026, which will be used to fund radios for patrol units of the Harlingen Police Department (*Special Projects Department*)

Prepared By (Print Name): Michael Kester

Title: Chief of Police

Signature:



Brief Summary:

The Office of the Governor solicits applications for projects that promote public safety, reduce crime, and improve the criminal justice system. Federal Funds are authorized under 34 U.S.C. §10152 Edward Byrne Memorial Justice Assistance Grant Program (JAG). JAG funds are made available through a Congressional appropriation to the U.S. Department of Justice, Bureau of Justice Assistance.

The Harlingen Police Department plans to request \$61,560.20 from Motorola to purchase 10 radio systems that include all necessary accessories. There is no match for the grant. The grant period is from 10/01/2025 – 09/30/2026.

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: The source of funding will derive from reimbursement requests to the Office of the Governor

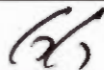
Finance Director's approval:

☐ Yes ☐ No ☐ N/A

Staff Recommendation:

Staff recommends that we submit an application.

City Manager's approval:



☒ Yes ☐ No ☐ N/A

Comments:

ATTACHED

City Attorney's approval:



☒ Yes ☐ No ☐ N/A

RESOLUTION No. 2025 - ____

A RESOLUTION OF THE CITY OF HARLINGEN, TEXAS, AUTHORIZING THE CITY MANAGER TO SUBMIT A GRANT APPLICATION TO THE OFFICE OF THE GOVERNOR UNDER THE FY 2026 CRIMINAL JUSTICE PROGRAM TO FUND RADIOS FOR PATROL CARS OF THE HARLINGEN POLICE DEPARTMENT

WHEREAS, the grant program's Federal Funds are authorized under 34 U.S.C. §10152 Edward Byrne Memorial Justice Assistance Grant Program (JAG).

WHEREAS, the City of Harlingen finds it in the best interest of the citizens of Harlingen, Texas, and the region to apply for funding from the Office of the Governor, which will be used to fund radios for patrol cars of the Harlingen Police Department; and

WHEREAS, the governing body of the City of Harlingen, Texas, understanding the financial limitations and obligations related to such funding, including the full return of grant funds in the event of a loss or misuse of the Criminal Justice Program funds, endorses the submission of the application; and

WHEREAS, the City of Harlingen City Commission would like to memorialize its support for the City's grant application via this Resolution.

NOW, THEREFORE, BE IT RESOLVED that the City Commission authorizes the City Manager or designee to submit a grant application on behalf of the City of Harlingen, Texas.

CONSIDERED AND ADOPTED this ____ day of _____ 2025 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

or designee to

ATTEST:

Amanda C. Elizondo, City Secretary

or designee to

AGENDA ITEM

EXECUTIVE SUMMARY

76)

Meeting Date: February 5th 2025

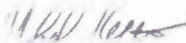
Agenda Item:

Consideration and possible action to approve a resolution authorizing the City Manager to submit a grant application to the Office of the Governor – Rifle Resistant Body Armor Grant Program, FY2026, to fund rifle-resistant body armor for officers of the Harlingen Police Department. Attachment (*Special Projects Department*)

Prepared By (Print Name): Michael Kester

Title: Chief of Police

Signature:



Brief Summary:

The Office of the Governor is soliciting applications from law enforcement agencies to equip peace officers with rifle-resistant body armor. State funds for the projects are authorized under the Texas General Appropriations Act, Article I, Rider 26. There is no match for the grant. The grant period is from 09/01/2025 – 08/31/2026.

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: The source of funding will derive from reimbursement requests to the Office of the Governor

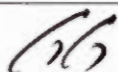
Finance Director's approval:

☐ Yes ☐ No ☐ N/A

Staff Recommendation:

Staff recommends that we submit an application.

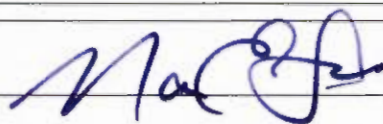
City Manager's approval:



☒ Yes ☐ No ☐ N/A

Comments:

City Attorney's approval:



☒ Yes ☐ No ☐ N/A

RESOLUTION No. 2025 - ____

A RESOLUTION OF THE CITY OF HARLINGEN, TEXAS, AUTHORIZING THE CITY MANAGER TO SUBMIT A GRANT APPLICATION TO THE OFFICE OF THE GOVERNOR UNDER THE FY 2026 RIFLE RESISTANT BODY ARMOR GRANT PROGRAM TO FUND BALLISTIC PLATES FOR PEACE OFFICERS OF THE HARLINGEN POLICE DEPARTMENT

WHEREAS, the grant program is authorized under the Texas General Appropriations Act, Article I, Rider 26 for trusted programs within the Office of the Governor; and

WHEREAS, the City of Harlingen finds it in the best interest of the citizens of Harlingen, Texas, and the region to apply for funding from the Office of the Governor, to fund rifle-resistant body armor for officers; and

WHEREAS, the governing body of the City of Harlingen, Texas, understanding the financial limitations and obligations related to such funding, including the full return of grant funds in the event of a loss or misuse of the Rifle Resistant Body Armor Grant Program funds, endorses the submission of the application; and

WHEREAS, the City of Harlingen City Commission would like to memorialize its support for the City's grant application via this Resolution.

NOW, THEREFORE, BE IT RESOLVED that the City Commission authorizes the City Manager or designee to submit a grant application on behalf of the City of Harlingen, Texas.

CONSIDERED AND ADOPTED this ____ day of _____ 2025 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.

City Clerk

Norma Sepulveda, Mayor

ATTEST:

Amanda C. Elizondo, City Secretary

City Clerk

AGENDA ITEM**EXECUTIVE SUMMARY**

7/5)

Meeting Date: **February 5th 2025****Agenda Item:**

Consideration and possible action to approve a resolution authorizing the City Manager to submit a grant application to the Federal Fiscal Year 2025 Office of the Governor – State Homeland Security Program – LETPA Projects (SHSP-L), to fund ballistic helmets for the Harlingen Police Department SWAT team. Attachment (*Special Projects Department*)

Prepared By (Print Name): Michael Kester

Title: Chief of Police

Signature:

**Brief Summary:**

Per Congressional mandate (911 Act), at least twenty-five percent (25%) of the combined Homeland Security Grant Program funding must be used for Law Enforcement Terrorism Prevention Activities (LETPA). FEMA has increased this requirement to 35%. This solicitation supports state, tribal, and local preparedness activities that continue to build law enforcement capabilities to prevent terrorist attacks and provide law enforcement and public safety communities with funds to support critical prevention and protection activities. All LETPA investments must be consistent with capability targets set during the Threat and Hazard Identification and Risk Assessment (THIRA) process and gaps identified in the State Preparedness Report (SPR).

Federal funds are authorized under Section 2002 of the Homeland Security Act of 2002, as amended (Pub. L. No. 107-296), (6 U.S.C. 603). State Homeland Security Program (SHSP) funds are made available through a Congressional appropriation to the United States Department of Homeland Security (DHS).

The Harlingen Police Department plans to request funds to purchase new ballistic helmets with compatible radio communication accessories. There is no match for the grant. The grant period is from 09/01/2025 to 08/31/2026.

Funding (if applicable):

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

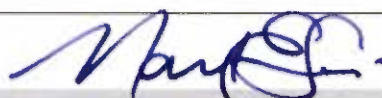
*If no, specify source of funding and amount requested: The source of funding will derive from reimbursement requests to the Office of the Governor

Finance Director's approval:

☐ Yes ☐ No ☐ N/A**Staff Recommendation:**

Staff recommends that we submit an application.

City Manager's approval:

☒ Yes ☐ No ☐ N/A**Comments:**

form revised 01/26/09

City Attorney's approval:

☐

Yes

☐

No

☐

N/A

form revised 01/26/09

form revised 01/26/09

form revised 01/26/09

form revised 01/26/09

RESOLUTION No. 2025 - ____

A RESOLUTION OF THE CITY OF HARLINGEN, TEXAS, AUTHORIZING THE CITY MANAGER TO SUBMIT A GRANT APPLICATION TO THE OFFICE OF THE GOVERNOR UNDER THE FEDERAL FISCAL YEAR 2025 STATE HOMELAND SECURITY PROGRAM – LETPA PROJECTS (SHSP-L) TO FUND BALLISTIC HELMETS FOR THE HARLINGEN POLICE DEPARTMENT SWAT TEAM

WHEREAS, the grant program's Federal funds are authorized under Section 2002 of the Homeland Security Act of 2002, as amended (Pub. L. No. 107-296), (6 U.S.C. 603).

WHEREAS, the City of Harlingen finds it in the best interest of the citizens of Harlingen, Texas, and the region to apply for funding from the Office of the Governor, which will be used to fund ballistic helmets for the Harlingen Police Department SWAT team; and

WHEREAS, the governing body of the City of Harlingen, Texas, understanding the financial limitations and obligations related to such funding, including the full return of grant funds in the event of a loss or misuse of the State Homeland Security Grant Program funds, endorses the submission of the application; and

WHEREAS, the City of Harlingen City Commission would like to memorialize its support for the City's grant application via this Resolution.

NOW, THEREFORE, BE IT RESOLVED that the City Commission authorizes the City Manager or designee to submit a grant application on behalf of the City of Harlingen, Texas.

CONSIDERED AND ADOPTED this ____ day of _____ 2025 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.

OFFICE OF THE
CITY CLERK

Norma Sepulveda, Mayor

ATTEST:

Amanda C. Elizondo, City Secretary

OFFICE OF THE
CITY CLERK

AGENDA ITEM

EXECUTIVE SUMMARY

7(X)

Meeting Date: **February 5th 2025**

Agenda Item:

Consideration and possible action to approve a resolution authorizing the City Manager to submit a grant application to the Office of the Governor Border Zone Fire Departments, FY 2026
Attachment (*Special Projects Department*)

Prepared By (Print Name):

Title:

Signature:

Brief Summary:

The Office of the Governor's Homeland Security Grants Division has issued a funding announcement for the FY 2025 Border Zone Fire Departments (BZFD). This program aims to provide grants to professional fire departments along the Texas-Mexico border region for specialized equipment, maintenance, and medical supplies to support emergency services associated with border security activities and crime deterrence. Funding is authorized under the Texas General Appropriations Act, Article I, Rider 31 for Trustee Programs within the Office of the Governor.

The city will apply for equipment and/or supplies and direct operating expenses, as appropriate, to support border security activities for an amount not exceeding \$250,000. The grantor agency requires a resolution authorizing the submission of a grant application. Said resolution must clearly identify the name of the project for which funding is requested, the match commitment (if applicable), the name and title of an authorized official who is given the authority to apply for, accept, reject, alter, or terminate a grant, and a written assurance that the city will return all funds to the grantor in the event of loss or misuse of grant funds.

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: The source of funding will derive from reimbursement requests to the Office of the Governor

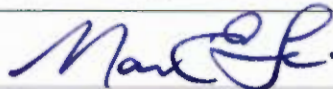
Finance Director's approval:

☐ Yes ☐ No ☐ N/A

Staff Recommendation:

Staff recommends that we submit an application.

City Manager's approval:



☐ Yes ☐ No ☐ N/A

Comments:

RESOLUTION No. 2025 - ____

A RESOLUTION OF THE CITY OF HARLINGEN, TEXAS, AUTHORIZING THE CITY MANAGER TO SUBMIT A GRANT APPLICATION TO THE OFFICE OF THE GOVERNOR FISCAL YEAR 2026 BORDER ZONE FIRE DEPARTMENTS

WHEREAS, the Office of the Governor's Homeland Security Grants Division, through its Fiscal Year 2026 Border Zone Fire Departments (BZFD) Program, provides grants to professional fire departments along the Texas-Mexico border region for specialized equipment, maintenance, and medical supplies to support emergency services in connection with border security activities; and,

WHEREAS, the City Commission finds it in the best interest of the citizens of Harlingen, Texas that the _____ be operated for 2026; and,

WHEREAS, the governing body of the City of Harlingen, Texas, understanding the financial limitations and obligations related to such funding, including the full return of grant funds in the event of a loss or misuse of the Border Zone Fire Departments program funds, endorses the submission of the application; and

WHEREAS, the City of Harlingen City Commission would like to memorialize its support for the City's grant application via this Resolution.

NOW, THEREFORE, BE IT RESOLVED that the City Commission authorizes the City Manager or designee to submit a grant application on behalf of the City of Harlingen, Texas.

CONSIDERED AND ADOPTED this ____ day of _____ 2025 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

ATTEST:

Amanda C. Elizondo, City Secretary

AGENDA ITEM

EXECUTIVE SUMMARY

Meeting Date: February 5th 2025

Agenda Item:

Consideration and possible action to approve a resolution authorizing the City Manager to submit a grant application to the Office of the Governor – Federal Fiscal Year 2025 State Homeland Security Program – Regular Projects (SHSP-R). Attachment (*Special Projects Department*)

Prepared By (Print Name):

Title:

Signature:

Brief Summary:

This announcement solicits applications for projects that support state and local efforts to prevent terrorism and targeted violence and prepare for the threats and hazards that pose the greatest risk to the security of Texas citizens. The Office of the Governor (OOG) and Public Safety Office (PSO) provide funding to implement investments that build, sustain, and deliver the 32 core capabilities essential to achieving a secure and resilient state. This funding supports state, tribal, and local preparedness activities that address high-priority preparedness gaps across all core capabilities where a nexus to terrorism exists. All investments must be consistent with capability targets set during the Threat and Hazard Identification and Risk Assessment (THIRA) process and gaps identified in the Stakeholder Preparedness Review (SPR). all SHSP projects must assist grantees in achieving target capabilities related to preventing, preparing for, protecting against, or responding to acts of terrorism.

Federal funds are authorized under Section 2002 of the Homeland Security Act of 2002, as amended (Pub. L. No. 107-296), (6 U.S.C. 603). State Homeland Security Program (SHSP) funds are made available through a Congressional appropriation to the United States Department of Homeland Security (DHS). All awards are subject to the availability of appropriated federal funds and any modifications or additional requirements that may be imposed by law.

There is no match for the grant. The grant period is from 09/01/2025 to 08/31/2026.

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: The source of funding will derive from reimbursement requests to the Office of the Governor

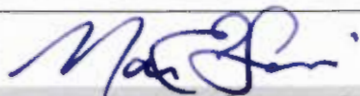
Finance Director's approval:

☐ Yes ☐ No ☐ N/A

Staff Recommendation:

Staff recommends that we submit an application.

City Manager's approval:



☐ Yes ☐ No ☐ N/A

Comments:

RESOLUTION No. 2025 - ____

A RESOLUTION OF THE CITY OF HARLINGEN, TEXAS, AUTHORIZING THE CITY MANAGER TO SUBMIT A GRANT APPLICATION TO THE OFFICE OF THE GOVERNOR UNDER THE FEDERAL FISCAL YEAR 2025 STATE HOMELAND SECURITY PROGRAM – REGULAR PROJECTS (SHSP-R)

WHEREAS, the Office of the Governor's Homeland Security Grants Division, through its Fiscal Year 2025 State Homeland Security Program – Regular Projects, for projects that support state and local efforts to prevent terrorism and targeted violence and prepare for the threats and hazards that pose the greatest risk to the security of Texas citizens; and

WHEREAS, the grant program's Federal funds are authorized under Section 2002 of the Homeland Security Act of 2002, as amended (Pub. L. No. 107-296), (6 U.S.C. 603).

WHEREAS, the City Commission finds it in the best interest of the citizens of Harlingen, Texas that the _____ be operated for 2025; and,

WHEREAS, the governing body of the City of Harlingen, Texas, understanding the financial limitations and obligations related to such funding, including the full return of grant funds in the event of a loss or misuse of the State Homeland Security Grant Program funds, endorses the submission of the application; and

WHEREAS, the City of Harlingen City Commission would like to memorialize its support for the City's grant application via this Resolution.

NOW, THEREFORE, BE IT RESOLVED that the City Commission authorizes the City Manager or designee to submit a grant application on behalf of the City of Harlingen, Texas.

CONSIDERED AND ADOPTED this ____ day of _____ 2025 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.

City's grant

Norma Sepulveda, Mayor

ATTEST:

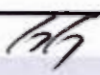
Amanda C. Elizondo, City Secretary

City's grant

7(m)

**AGENDA ITEM
EXECUTIVE SUMMARY**

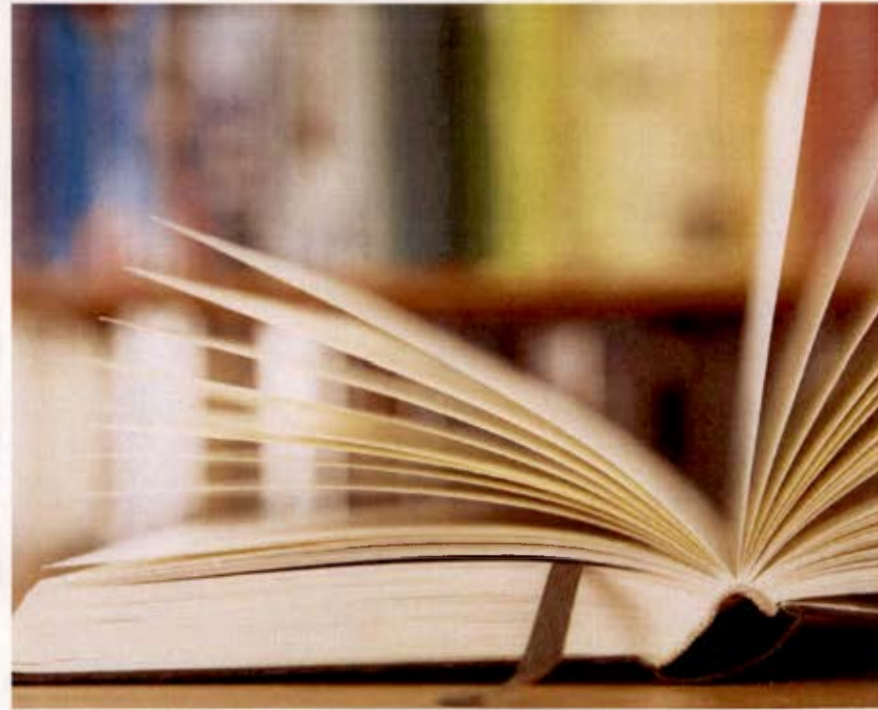
Meeting Date: **February 5, 2025**

Agenda Item:	
Consideration and possible action to approve a \$10 discount for any of the following full, half, 5K, and relay races at the Harlingen Marathon, with a one-time code administered for each to increase the number of participants. <i>(Convention & Visitor's Bureau)</i>	
Running clubs HCISD employees Veterans & Military City of Harlingen employees and Elected Officials	
Prepared By: Edgar Serna, Event Manager	
Brief Summary:	
We would like to offer discounts to incentivize new sign ups and increase attendance.	
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:	

92



HARLINGEN PUBLIC LIBRARY



Library's Mission Statement

We exist to build bridges that strengthen the ties of our community. We create innovative pathways for people to connect with information and each other. Working together, the people of our community can experience infinite opportunities and growth. We are the bridge builders; we make ways where none exist.

-Harlingen Public Library's Strategic Plan 2022-2027

LIBRARY STAFF

Points of Service:

5 Service Desks

2 self-checkout machines

Library Administration Office

Total Number of Staff 23



Library Departments



- **Library Administration**
 - Director
 - Assistant Director
 - Administrative Assistant II/Volunteer Coordinator
 - Support Service Assistant
- **Circulation**
 - Circulation Supervisor
 - Library Associate
 - Library Assistants FT(3)
 - Library Assistants PT(2)
- **Adult Services and Reference**
 - Librarian
 - Library Associate
 - Library Assistants FT(4)
- **Youth Services**
 - Librarian
 - Library Associate
 - Library Assistants FT(1)
- **Technical Services**
 - Technical Supervisor
 - Library Assistants FT(1)
 - Library Assistants PT(1)



Our Collection

- Library Collection
 - Over 100,000 books, DVD, blu-rays and more!
 - Number of item checkouts last year 141,229
 - Special items (Steam bags, VOX Books, Adventure Bags)
- Digital Collection
 - Over 120,000 eBooks, eAudiobooks, and eMagazines.
 - Number of item checkouts last year 23,971
 - eBooks, eAudiobooks, eMagazines, Valley Morning Star Digital Archives, ABC Mouse, Digital Test Prep materials, Reference Solutions Business Research Database, and many other Research Databases



Bringing People Together

90,000 people visit the Library a year

Open 58 hours a week

Library Programming:

1,169 Children, Teen and Adult programs

16,961 attended Library Programs



Connecting People with Information

- Computer use
 - Number of computers 60
 - Computer users last year 15,217



Bringing People Together

Community Partnerships-Programming

- United Way
- AARP Tax Prep
- Arroyo Colorado
- Behavioral Health Solutions
- Easter Seals
- Frontera Quilt Guild
- Friends of the Library
- Hispanic Genealogy Society
- Knifty Knitters
- RGV Master Naturalist
- Sea Turtle Inc
- Tip of Texas Genealogical Society
- Valley Byliners

Community Partnerships

Supplemental Employees

- Texas Workforce Commission's (TWC) Summer Earn & Learn program (SEAL)
- Workforce Solutions Cameron (WSC) Youth Empowerment Serices (YES!)
- Workforce Innovation & Opportunity Act Program (WIOA)
- Harlingen Housing Authority (Volunteer 8 hours and up per month)
- College Work-study program (29 hours per week)
 - Southern Careers
 - TSTC
- AARP



Where We've Come From

Built a Teen Room



Where We've Come From

Created a Computer Lab and Classroom



Where We've Come From

Removed wallpaper and repainted interior & Painted exterior of building



Where We've Come From – New Furniture

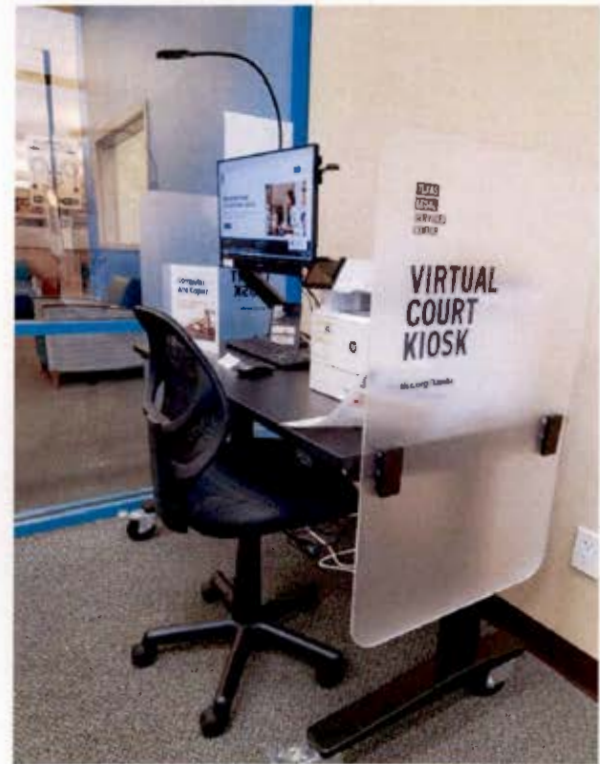


What we have added

Library's Kiosk in the Park



Added a Legal Services Kiosk



Grants Received

- 2016-2023-General donations (Friends, Lazette, other donations): \$163,024
- 2016-2023 - ERate funding: \$303,336
- 2019 - Junior League of Harlingen Teen Room Renovation Donation: \$165,000
- 2020 - Library Services for Border Cities: \$400,000
- 2020 - TexTreasures Grant: \$24,990
- 2022 - Texas Supports Libraries: \$50,000
- 2024 (pending)-Junior League of Harlingen Children's Renovation Donation: \$150,000

Total received: \$1,256,350

Department Needs

Staffing Needs: (2) full-time Library Assistants

(1) Library Associate

(1) Volunteer and Outreach Coordinator

Building needs:

New Ceiling tiles

New Light fixtures

New Carpeting

Additional Furniture

Updated Restrooms

New Public Computers



A dark horizontal band spans the width of the page. It features a photograph of palm trees and other foliage. The text "THANK YOU!" is centered in white, serif, all-caps font.

THANK YOU!

9/2

**AGENDA ITEM
EXECUTIVE SUMMARY**

Meeting Date: **February 5, 2025**

Agenda Item:

Public hearing to consider comments concerning an amendment of Ordinance No. 2010-37 to participate in the Texas Enterprise Zone Program and nominate VHS Harlingen Hospital Company, LLC, 2101 Pease Street, Harlingen, Texas 78550, to the Office of the Governor as an Enterprise Project.

Prepared By (Print Name): Beverly Ticer Loftus
Title: Chief Operating Officer

Signature:

Beverly Ticer Loftus

Brief Summary:

VHS Harlingen Hospital (dba Valley Baptist Harlingen Hospital) is requesting an EZ designation from the City to apply for the State's Enterprise Zone program. VHS Harlingen plans to invest \$15 million over the 5-year designation period to upgrade the facility with more efficient and impactful machinery and equipment. VHS Harlingen will also retain up to 490 full-time jobs.

The proposed revised language under the Texas Enterprise Zone Ordinance (10-37) ensures full compliance with Chapter 2303 of the Texas Government Code. The amended ordinance includes the addition of the following language: "the City finds that it is in full compliance with Chapter 2303, Texas Government Code prior to nomination of an eligible business."

The ordinance recognizes the city's ability to nominate projects for the state's Texas Enterprise Project Program and officially nominates VHS Harlingen Hospital Company for this program to the State of Texas.

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:

addition of 16

Finance Director's approval:

☐ Yes ☐ No ☒ N/A

Staff Recommendation:

HEDC Staff recommends approval.

Staff Member: Orlando Campos

Title: CEO

Signature:

Orlando Campos

City Manager's approval:

h

☒ Yes ☐ No ☐ N/A

Comments:

addition of 16

City Attorney's approval:

Ma...

☒ Yes ☐ No ☐ N/A

9(6)

**AGENDA ITEM
EXECUTIVE SUMMARY**

Meeting Date: **February 5, 2025**

Agenda Item:

Public hearing for the voluntary annexation of a 479.25-acre tract of land out of Survey 279, and all the existing right-of-way from the three county roads adjacent to the subject property also known as Bob Youker Street from Rio Hondo Road to Woodall Avenue, Woodall Avenue from Bob Youker Street west 764.44 feet and the unnamed County right-of-way along the east side of the subject property, located along the north side of Rio Hondo Road approximately 8,540 feet east of Loop 499. Applicant: City of Harlingen

Prepared By: Joel Olivo

Title: Assistant Planning and Development Director

Signature: *Joel Olivo*

Brief Summary:

Project Timeline

- December 21, 2024 – In accordance with State and local law, notice of required public hearings published in the Valley Morning Star.
- January 8, 2025 – Public hearing to recommend the annexation by the Planning and Zoning Commission.
- January 15, 2025 – Public hearing and consideration of annexation by the City Commission via First Ordinance Reading.
- February 5, 2025 – Public hearing and consideration of annexation ordinance by the City Commission via Second and final reading.

Summary

The property owner is the City of Harlingen and is known as the Aerotropolis property. The property has frontage along Rio Hondo Road and FM 509 cuts through the middle of the property in a north-south direction.

- Water and sewer services for this property will be provided by the Harlingen Waterworks System.
- 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 annexed a total of 106.21 acres. 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:

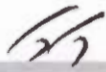


☒ Yes ☐ No ☐ N/A

Staff Recommendation:

Staff recommends approval.

City Manager's approval:



☒ Yes

☐ No

☐ N/A

Comments:

City Attorney's approval:

☐ Yes

☐ No

☐ N/A

9(c)

**AGENDA ITEM
EXECUTIVE SUMMARY**

Meeting Date: **February 5, 2025**

Agenda Item:

Public hearing for a rezoning request from Residential, Single-Family ("R-1") District to Residential, Duplex ("R-2") District for a 6.953 acre tract of land out of the Reserve Lot of Stuart Place Section 1, located at the northeast corner of Beckham and Queen Sago Roads. Applicant: Scheibe Consulting, LLC c/o Kemp Dubea (**Planning & Development**)

Prepared By: Joel Olivo

Title: Assistant Planning Director

Signature: *Joel Olivo*

Brief Summary:

Project Timeline

- December 19, 2024 – Application for a rezoning submitted to the City. (**ATTACHMENT I-III**).
- January 11, 2025 – In accordance with State and local law, notice of required public hearings published in the Valley Morning Star and mailed to all property owners within 200 feet of subject tract.
- January 22, 2025– Public hearing and consideration of requested rezoning by the Planning and Zoning Commission (P&Z). **During the public hearing Mr. Jeffrey Martin spoke in opposition to the rezoning request and cited a potential negative impact to their property values. After some discussion the board unanimously recommended approval to the rezoning request with a 5-0 vote.**
- February 5, 2025– Public hearing and consideration of requested rezoning via 1st ordinance reading scheduled before the City Commission.
- February 19, 2025 – Pending approval of 1st ordinance reading, consideration of approval of 2nd ordinance reading scheduled before the City Commission.

Summary

- The applicant is requesting to rezone the subject property from Residential, Single-Family, ("R-1") District to Residential, Duplex ("R-2") District to allow for duplexes. (**ATTACHMENT II**).
- The subject property, located along the north side of Queen Sago Drive, has a width of 509.40 feet and a depth of 590.69 feet. (**ATTACHMENT III**)
- The surrounding properties are zoned Residential, Single-Family ("R-1") to the north, east, and south, and Residential, Mobile Home District ("MH") to the west. Surrounding land uses include single family residences to the north, east, and south of the subject property, and mobile homes to the west. (**ATTACHMENT III**)
- The Future Land Use Plan component of the City of Harlingen Comprehensive

Plan, One Vision One Harlingen, shows this area as low-density residential. The request is generally consistent with the Future Land Use Plan. A duplex zoning is considered low-density residential; therefore, staff recommends approval of the rezoning request. **(ATTACHMENT IV).**

- To the present, the Planning and Zoning Department has received no phone calls in opposition from the surrounding property owners for the proposed request.

Funding (if applicable):

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

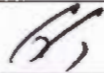
*If no, specify source of funding and amount requested:

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

Staff Recommendation:

Staff recommends approval of the request.

City Manager's approval:



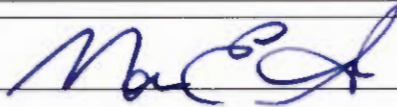
☒ Yes

☐ No

☐ N/A

Comments:

City Attorney's approval:



☒ Yes

☐ No

☐ N/A

PLANNING AND ZONING COMMISSION

January 22, 2025

Request to rezone from Residential, Single-Family ("R-1") District to Residential, Duplex ("R-2") District for a 6.953-acre, tract of land situated in an being out of Reserve Lot of Stuart Place Section 1, located at the northeast corner of Beckham Road and Queen Sago Road. Applicant: Scheibe Consulting, LLC c/o Kemp Dubea

City Planner, Esteevania Hernández, presented the following information related to the request to rezone, as follows:

- The Legal Notice map that was sent out to surrounding property owners was presented. The property is outlined.
- The subject property is located along the north side of Queen Sago Road and has a depth of five hundred and ninety (590) feet and a width of five hundred and nine (509) feet.
- The survey of the subject property with the tract of land is outlined in red was presented.
- A scanned metes and bounds description of the subject tract was also presented.
- An Aerial View of the subject property was presented. To the west of the property is a mobile home residential development. It is all mobile home zoning. To the north, east and south is single-family residential zoning. To the north and east are portions of the Woodland Oaks subdivision which is a current phased development.
- The Future Land Use Plan does have the area intended for low-density residential. Staff has determined that a duplex residential use is in line with low-density residential and therefore Staff is recommending approval.
- Staff sent out approximately twenty-nine (29) legal notices. Staff did not receive any sort of phone calls. Ms. Hernández stated that she believed there was a member in the audience that would like to speak on this item.
- The Street View from the corner of Beckham and Queen Sago Roads was presented for reference.
- Ms. Hernández made herself available to answer any questions. She stated that the applicant was also present and available to answer any questions.

Chrm. Consiglio thanked Ms. Hernández for her presentation and asked the Board if there were any questions for Staff.

Cmr. Sanchez indicated he had a couple of questions. He asked if the layout of the subdivision would remain the same as presented outlined in red. Ms. Hernández stated that this was the most recent plat of the property that she could find. She explained that it was part of a Master Plan development that has not yet been recorded. Mr. Cervantes added that it could change. He said the street layout could be the same but that they could go with bigger lots to accommodate for duplex if the rezoning is approved. Cmr. asked for confirmation that the portion of the tract of land had not yet been platted. He was told no by both Ms. Hernández and Mr. Cervantes.

Chairman Consiglio asked if there were any other questions for Staff or the applicant who was present as well. Upon hearing none, he proceeded to the Public Hearing.

The Public Hearing was opened. Chairman Consiglio asked if there was anyone who would like to speak on this item. He asked that they please approach the podium and state their name for the record.

Jeffrey Martin, 6117 Hemlock Avenue

Mr. Martin addressed the Board, introducing himself and thanking them for the opportunity to speak.

Mr. Martin said he had not yet had the opportunity to talk to the other twenty-eight (28) property owners affected by this. He said he just got his letter today. He stated that he is opposed to the request and made the request to have the Board defer making their decision today so that he can contact the other people affected and see if they received their letter. He said that if others were in agreement, that he would also side with them but that he'd like to know whether they are in agreement or opposed. He respectfully requested that the Board defer making a decision and would feel grateful. He said that otherwise, he wanted to say that he was firmly opposed to this without any additional information. He thanked the Board.

Cmr. Cruz-Velázquez indicated she had a question for Mr. Martin. Chairman Consiglio asked Mr. Martin to return to the podium. Cmr. Cruz-Velázquez asked him what the reason was for his opposition. Mr. Martin said that he believed that the whole concept for their subdivision, the Woodland Oaks Subdivision, as premised by Mr. Dubea who developed it, was maintaining high property values. He said he believed that putting in duplexes will lower the property values. Cmr. Cruz-Velázquez thanked him for his response.

Chairman Consiglio asked if there was anyone else that would like to speak on this item.

Jack Brown, Sheibe Consulting, LLC, Engineer of Record

Mr. Brown introduced himself and stated they were the engineers on the project. He stated that the developer has made this request due to changed market conditions, receiving many requests for duplex lots. Mr. Brown said that the lots were fairly a good size and would remain the same or be larger but that the overall layout of the subdivision would remain the same with the same streets and the cul-de-sac as seen on the master plan for the entire development. He asked if there were any other questions, other than that.

Cmr. Sanchez asked about the road intersecting at Queen Sago Road, on the lower southwest corner and asked if the street network would continue the same. Mr. Brown confirmed that the streets will remain as shown. Cmr. Sanchez then asked if the plan was to keep them public roadways. Mr. Brown said yes. He then added that something not shown on the plan, because it is the amended preliminary plat, is that to the east side of the subject property is Wooden Oaks Phase I. He said it has a third (3rd) exit onto Queen Sago Road which connects and provides loops within the subdivision. He mentioned that Phase I can be seen on the Aerial View. He said that Phase III is the area labeled "Single-Family Residential". He said it appears as bare ground but that it is almost all built out. He said the developer is ready to go to his next Phase and he wants to complete the whole development with the next Phase.

Chairman Consiglio asked how many duplexes. Mr. Brown said he believed it may be approximately twenty (20) lots. The Chairman remarked that it was not a huge number.

Chairman Consiglio asked if there were any other questions for the applicant.

Cmr. Perez asked if there were other similar duplexes in the area. Mr. Brown said he believed there were some duplexes in the development to the east and to the north is the Stuart Place Country Club Estates. He said that he didn't know if there were any duplexes but that he knew there were some tiny homes. Mr. Cervantes added that there is a subdivision just to the east of Phase I, adjacent to Queen Sago Road that was annexed by the City many years ago. He said that when the City annexed that subdivision, it had duplexes. He said that half the subdivision

has single-family homes, and the other half are duplexes. He said that this was the way it was annexed. Cmr. Perez commented that this request would blend in with the neighborhood. Mr. Brown said yes.

Chairman Consiglio thanked Mr. Brown and asked if there were any other questions. Upon hearing none, the Public Hearing was closed.

The Chairman cited full transparency and asked when the notices were mail out. Ms. Hernández said that ideally the letters would have landed in mailboxes on the eleventh (11th) of January. She added that Staff tries to schedule their delivery to land in people's mailboxes around the same time the newspaper advertisement comes out.

The Chairman acknowledged the response. He stated that regardless of the action that the Commission takes, he asked Staff to please get with Mr. Martin about possible next steps for him. Mr. Cervantes said that if the Board takes a vote today, it is a recommendation to the City Commission and that the City Commission makes the final decision. He said the meeting is scheduled for February 5, 2025, and there is an opportunity for him to get together with his neighbors. Mr. Cervantes said that if they would like to have a neighborhood meeting, Staff would be available for that to try to address the concerns. He said that Staff was here to address any concerns. Chairman Consiglio confirmed that Mr. Martin got the information. Mr. Martin said that he believed there would be an HOA meeting the Saturday before the City Commission Meeting and that would be the opportunity for them to discuss this. The Chairman said that this was something that could be accommodated or scheduled. Mr. Cervantes told Mr. Martin that he could call or stop by the office tomorrow morning and that Staff would be available to discuss the case with him. The Chairman and Mr. Martin said thank you.

Chairman Consiglio asked if there was a motion on item 3. Cmr. Villarreal made the motion to approve. He said that any issues could be addressed during the City Commission meeting. Cmr. Flores seconded the motion. The Chairman asked if there was any discussion and upon hearing none, moved the motion to a vote. The motion passed unanimously.

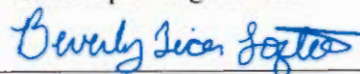
AGENDA ITEM EXECUTIVE SUMMARY

Meeting Date: **February 5, 2025**

Agenda Item:

Consideration and possible action to approve an ordinance on first reading, amending Ordinance No. 2010-37 to ensure full compliance with Chapter 2303 of the Texas Government Code. Attachment (**HEDC**)

Prepared By (Print Name): Beverly Ticer Loftus
Title: Chief Operating Officer

Signature: 

Brief Summary:

VHS Harlingen Hospital (dba Valley Baptist Harlingen Hospital) is requesting an EZ designation from the City to apply for the State's Enterprise Zone program. VHS Harlingen plans to invest \$15 million over the 5-year designation period to upgrade the facility with more efficient and impactful machinery and equipment. VHS Harlingen will also retain up to 490 full-time jobs.

The proposed revised language under the Texas Enterprise Zone Ordinance (10-37) ensures full compliance with Chapter 2303 of the Texas Government Code. The amended ordinance includes the addition of the following language: "the City finds that it is in full compliance with Chapter 2303, Texas Government Code prior to nomination of an eligible business."

The ordinance recognizes the city's ability to nominate projects for the state's Texas Enterprise Project Program and officially nominates VHS Harlingen Hospital Company for this program to the State of Texas.

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:

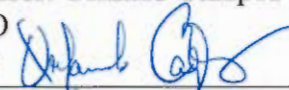
Finance Director's approval: ☐ Yes ☐ No ☒ N/A

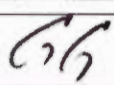
Staff Recommendation:

HEDC Staff recommends approval.

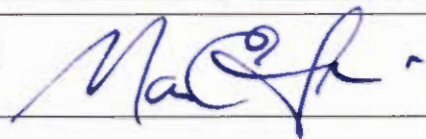
Staff Member: Orlando Campos

Title: CEO

Signature: 

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

Comments:

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

ORDINANCE NO. 10-37

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF **HARLINGEN**, TEXAS, ORDAINING THE CITY'S PARTICIPATION IN THE TEXAS ENTERPRISE ZONE PROGRAM PURSUANT TO THE TEXAS ENTERPRISE ZONE ACT, CHAPTER 2303, TEXAS GOVERNMENT CODE (ACT), PROVIDING TAX INCENTIVES, DESIGNATING A LIAISON FOR COMMUNICATION WITH INTERESTED PARTIES, AND NOMINATING THE **DISH NETWORK L.L.C.** TO THE OFFICE OF THE GOVERNOR ECONOMIC DEVELOPMENT & TOURISM (EDT) THROUGH THE ECONOMIC DEVELOPMENT BANK (BANK) AS AN ENTERPRISE PROJECT (PROJECT).

WHEREAS, the City Commission of the City of **HARLINGEN**, Texas (City) desires to create the proper economic and social environment to induce the investment of private resources in productive business enterprises located in severely distressed areas of the city and to provide employment to residents of such area; and

WHEREAS, the project or activity is located in an area designated as an enterprise zone; and

WHEREAS, pursuant to Chapter 2303, Subchapter F of the Act, Dish Network L.L.C. has applied to the City for designation as an enterprise project; and

WHEREAS, the City finds that Dish Network L.L.C. meets the criteria for tax relief and other incentives adopted by the City on the grounds that it will be located at the qualified business site, will create a higher level of employment, economic activity and stability; and

WHEREAS, a public hearing to consider this ordinance was held by the City Commission on August 4, 2010;

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

Section 1: The City nominates **Dish Network L.L.C.** for enterprise project status.

Section 2: The following local incentives, at the election of the governing body, are or will be made available to the nominated project or activity of the qualified business:

- a) The City may abate taxes on the increase in value of real property improvements and eligible personal property that locate in a designated enterprise zone outside the city. The level of abatement shall be based upon the extent to which the business receiving the abatement creates jobs for qualified employees, in accordance with the City of Harlingen Tax Abatement Policy, and with qualified employee being defined by the Act.
- b) The City may provide regulatory relief to businesses, including:
 - 1) zoning changes or variances; or
 - 2) streamlined permitting.
- c) The City may provide enhanced municipal services to businesses, including:
 - 1) improved police and fire protection;
 - 2) institution of community crime prevention programs; or
 - 3) special public transportation routes or reduced fares.
- d) The City may provide improvements in community facilities, including:
 - 1) capital improvements in water and sewer facilities; or
 - 2) road repair and creation

- e) The City may provide improvements to housing, including:
 - 1) low-interest loans for housing rehabilitation, improvement, or new construction;
- f) The City may provide business and industrial development services, including:
 - 1) low-interest loans for business;
 - 2) provision of publicly owned land for development purposes, including residential, commercial, or industrial development;
 - 3) creation of special one-stop permitting and problem resolution centers or ombudsmen; or
 - 4) promotion and marketing services.
- g) The City may provide job training and employment services to businesses, including:
 - 1) retraining programs;
 - 2) literacy and employment skills programs;
 - 3) vocational education; or
 - 4) customized job training.
- h) The City may provide Freeport Exemption
- i) The City may provide Economic Development 4A and 4B funding.
- j) The City may provide Tax Increment Financing

Section 3: The City of HARLINGEN City Commission directs and designates its Mayor, or his designee, as the City's liaison to communicate and negotiate with the EDT through the Bank and enterprise project(s) and to oversee zone activities and communications with qualified businesses and other entities in an enterprise zone or affected by an enterprise project.

Section 4: The City finds that Dish Network L.L.C. meets the criteria for designation as an enterprise project under Chapter 2303, Subchapter F of the Act on the following grounds:

- (a.) Dish Network L.L.C. is a "qualified business" under Section 2303.402 of the Act since it will be engaged in the active conduct of a trade or business at a qualified business site located in an enterprise zone in the governing body's jurisdiction and at least twenty-five percent (25%) of the business' new employees will be residents of an Enterprise Zone or economically disadvantaged individuals; and
- (b.) There has been and will continue to be a high level of cooperation between public, private, and neighborhood entities in the area; and
- (c.) The designation of Dish Network L.L.C. as an enterprise project will contribute significantly to the achievement of the plans of the City for development and revitalization of the area.

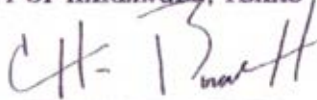
Section 5: The enterprise project shall take effect on the date of designation of the enterprise project by EDT and terminate five (5) years after EDT's date of designation.

Section 6: This ordinance shall take effect from and after its passage as the law and charter in such case provides.

8.

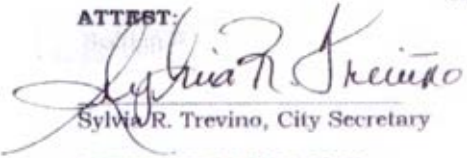
PASSED, APPROVED AND ADOPTED this 18 day of August, 2010, by a vote of 5 yes and 0 nays at a regular meeting of the Elective Commission of the Harlingen, Cameron County, Texas at which a quorum was present and which was held in accordance with the Texas Government Code, Title 5, Subtitle A, Chapter 551.

CITY OF HARLINGEN, TEXAS



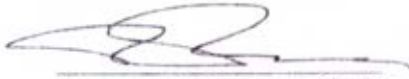
Chris Boswell, Mayor

ATTEST:

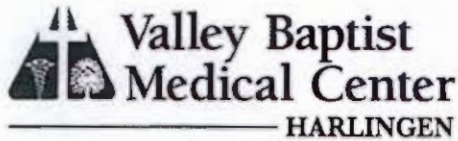


Sylvia R. Trevino, City Secretary

APPROVED AS TO FORM:



Roxann Pais Cotroneo, City Attorney



October 15, 2024

Ms. Norma Sepulveda
Mayor
City of Harlingen
118 E. Tyler Ave.
Harlingen, Texas 78550

Ms. Adrianna Cruz
Executive Director
Office of the Governor
Economic Development & Tourism
Post Office Box 12428
Austin, Texas 78711-2428

Re: Project Description Letter for VHS Harlingen Hospital Company, LLC
City of Harlingen, Texas Enterprise Project Application – Tab 12

Dear Mayor Sepulveda and Ms. Cruz:

VHS Harlingen Hospital Company, LLC (“VHS Harlingen”) is a wholly-owned subsidiary of Tenet Healthcare Corporation (“Tenet”). Tenet Hospitals Limited is a wholly-owned indirect subsidiary of Tenet Healthcare Corporation (“Tenet”). Tenet is an investor-owned healthcare services company whose subsidiaries and affiliates principally operate general hospitals and related ancillary healthcare businesses. Tenet operates 61 acute care hospitals and over 575 outpatient centers across the United States. Founded in 1967 and headquartered in Dallas, Texas, Tenet’s net revenue in 2023 was \$20.548 billion. Tenet employs approximately 106,500 people in the United States and has made a commitment to providing high-quality care to patients in the communities it serves.

VHS Harlingen is a full-service 586-bed hospital that features an Emergency Department, a Women’s Health Center, a Weight Loss Surgery Department, a Heart Clinic, a Wound Healing Department, and many other medical services and specialties. With this medical facility, VHS Harlingen is able to serve the Harlingen community and surrounding areas with a broad spectrum of advanced healthcare programs and clinical services.

In order to better serve the Harlingen community and improve the level of medical care it provides to patients, VHS Harlingen plans to invest \$15 million over the 5-year designation period to upgrade the facility with more efficient and impactful machinery and equipment. The hospital will upgrade CT equipment, X-ray system, MRI and cath lab equipment. The hospital will also replace O arm stealth stations & system, surgical equipment such as trauma drills, among many other upgrades to the facility. These planned investments will allow VHS Harlingen to continue to provide quality care to those in need and offer a wide range of services to the Harlingen community.

Section 2303.406(a)(4)(D) of the Texas Government Code allows a project or activity of a qualified business to be designated as an Enterprise Project and receive job retention benefits if

the business has clearly demonstrated that "the business is able to employ individuals in accordance with Section 2303.402."

VHS Harlingen currently has 1,345 employees at the hospital. Of the 1,345 employees, 1,087 are full-time jobs per the definition of this program. VHS Harlingen will retain up to 490 full-time jobs, separate from the 500 jobs allocated for benefit under the prior designation. These jobs meet the definition of a "retained job" in Texas Government Code § 2303.401(2) because they currently exist, provide and will continue to provide at least 1,820 hours of employment annually, and will be employment positions for the longer of the duration of the project's designation period or three years after the expiration date of the claim period for receipt of state benefit. VHS Harlingen also expects to add at least 10 new jobs over the years that will be pursued for benefit. At this time, VHS Harlingen expects no layoffs.

VHS Harlingen is located at 2101 Pease Street, Harlingen, Texas 78550 in Census Tract 113.02, Block Group 2, in the City of Harlingen with a 25.17% poverty level, as defined by the U.S. Census for 2020. Since Cameron County is a distressed county, VHS Harlingen is targeting the hiring of twenty-five percent (25%) economically disadvantaged persons, veterans or enterprise zone residents for new or replacement personnel for certified jobs during its Enterprise Project designation.

VHS Harlingen qualifies under Texas Government Code §2303.404 to receive an enterprise project designation because (1) it involves an expansion, renovation, or new construction; (2) it will be completed within the predetermined period of time not to exceed 5 years; (3) it utilizes an accounting system that allows for tracking of income and expenses related to their facility; and (4) it will maintain separate payroll and tax records of the business activity conducted at the qualified business site. Currently, VHS Harlingen does not have any transportation needs to be addressed by the Governor's Office.

VHS Harlingen has three additional participating entities that all fall under the ownership of Tenet Healthcare Corporation: (1) Valley Health System, LLC, (2) Valley Real Estate Company, LLC, and (3) Valley Baptist Realty Company, LLC. Each of these entities may make qualified capital investment related to the Texas Enterprise Project at the Qualified Business Site, direct payment of state sales and use tax for items at the Qualified Business Site, and/or employ individuals at the Qualified Business Site.

VHS Harlingen is active in promoting wellness and educating the community about a variety of health related topics. Organizations the hospital supports include Alzheimer's Association, American Cancer Society, Boys and Girls Club of Harlingen, Food Bank of Rio Grande Valley, and the Harlingen Consolidated Independent School District. VHS Harlingen has strong ties to the local business community and will continue to be an active participant, contributor and corporate citizen in the City of Harlingen.

VHS Harlingen's investment into updating the Harlingen hospital is an exciting and integral part of its commitment to the Harlingen community. We thank you for your support, and look forward

Mayor Sepulveda
City of Harlingen
October 15, 2024
Page 3

Ms. Adrianna Cruz
Office of the Governor
Economic Development and Tourism

to working with the Office of the Governor and City of Harlingen under the Texas Enterprise Zone Program in the coming years.

Sincerely,



Edwin Cordero
Chief Financial Officer
VHS Harlingen Hospital Company, LLC

[REDACTED]

[REDACTED]

[REDACTED]

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HARLINGEN, TEXAS, REAFFIRMING THE CITY'S PARTICIPATION IN THE TEXAS ENTERPRISE ZONE PROGRAM PURSUANT TO THE TEXAS ENTERPRISE ZONE ACT, CHAPTER 2303, TEXAS GOVERNMENT CODE ("ACT"); CONFIRMING THE DESIGNATION OF A LIAISON FOR COMMUNICATION WITH INTERESTED PARTIES; PROVIDING AVAILABLE TAX INCENTIVES; AND ALLOWING FOR FUTURE NOMINATIONS OF QUALIFIED BUSINESSES AND ENTERPRISE PROJECTS TO BE APPROVED BY RESOLUTION IF NOMINEE MEETS ALL REQUIREMENTS AS ESTABLISHED BY THE ACT AND ANY OTHER APPLICABLE STATE LAW.

WHEREAS, the City Council of the City of Harlingen ("City") has previously passed Ordinance No. 10-37 on August 18, 2010, electing to participate in the Texas Enterprise Zone Program; and

WHEREAS, the City Council of the City of Harlingen, Texas ("City") reaffirms its desire to create the proper economic and social environment to induce the investment of private resources in productive business enterprise located in severely distressed areas of the City and to provide employment to residents of such areas for qualified businesses and enterprise projects; and

WHEREAS, the City reaffirms the designation of a liaison to oversee qualified businesses and enterprise projects it nominates under the Act and to communicate and negotiate with the Office of the Governor Economic Development and Tourism ("EDT"), the Economic Development Bank ("Bank"), enterprise projects, and other entities in an enterprise zone or affected by an enterprise zone; and

WHEREAS, the City finds that local incentives may be made available to the nominated project or activity of the qualified business as a Texas State Enterprise Zone Project (the ("TEZ Project")) on a case-by-case basis, taking into consideration the merit and eligibility of the TEZ Project; and

WHEREAS, the local incentives offered under this ordinance are the same on this date as were outline in Ordinance No. 10-37; and

WHEREAS, the City finds that the future nominations for a TEZ Project may be approved by resolution pursuant to Sec. 2303.4051(f), provided that such projects meet those requirements in accordance with Chapter 2303, Texas Government Code; and

WHEREAS, the City finds that it is in full compliance with Chapter 2303, Texas Government Code prior to nomination of an eligible business; and

WITNESSE

ORDINANCE NO. _____

WHEREAS, a public hearing to consider this ordinance was held by the City Council on February 5, 2025; and

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HARLINGEN:

SECTION 1. The city finds that future nominations of a TEZ project may be approved by resolution pursuant to Sec. 2303.4051(f), provided that such project meets those requirements pursuant to Chapter 2303, Texas Government Code.

SECTION 2. The local incentives listed in Ordinance 10-37 passed on August 18, 2010, at the election of the governing body, have not changed and may be available to the TEZ Project on a case-by-case basis, taking into consideration the merit and eligibility of the TEZ Project.

SECTION 3. The enterprise zone areas within the City, including its extraterritorial jurisdiction ("ETJ"), are reinvestment zones in accordance with the Texas Tax Code, Chapter 312.

SECTION 4. The City Council reaffirms the designation of the Mayor, or her designee, as the City's liaison to oversee enterprise projects it has nominated under the act and to communicate and negotiate with the EDT, the Bank, enterprise projects, and other entities in an enterprise zone or affected by an enterprise zone.

SECTION 5. The enterprise projects shall take effect on the date of designation of the enterprise projects by EDT and terminate five years from their respective date of designation.

SECTION 6. Harlingen areas automatically qualify for designation as an enterprise zone if the areas meet the requirements of section 2303.101 of the Act. Subject to annual review, the Bank has designated Cameron County as an economically distressed county within the State of Texas and thus areas located within Cameron and the ETJ automatically qualify for designation as an enterprise zone pursuant to Chapter 2303 of the Act.

SECTION 7. The statements set forth in the recitals of this Ordinance are declared to be true and correct and are incorporated as part of this Ordinance.

SECTION 8. This Ordinance shall be in full force and effect upon the date of its passage by City Council.

SECTION 9. This Ordinance shall supersede and be controlling over any conflicting provision in any ordinance or resolution previously approved or adopted by City Council.

SECTION 10.

[Signatures Continue on Following Page]

PASSED AND ADOPTED this day of February, 2025.

CITY OF HARLINGEN

Norma Sepulveda, Mayor

ATTEST:

Hermalinda Gonzales, Interim City Secretary

APPROVED AS TO FROM:

Mark Sossi, City Attorney

ORDINANCE NO.

ORDINANCE
AFFIDAVIT

Public Hearing Notice

The City of Harlingen's City Council will conduct a public hearing on Wednesday, February 5, 2025 at 5:30 p.m. in the Town Hall at the City of Harlingen's City Hall, located at 118 E. Tyler Ave, Harlingen, TX 78550 to consider comments concerning amendment of an ordinance to participate in the Texas Enterprise Zone Program and nominate VHS Harlingen Hospital Company, LLC, 2101 Pease Street, Harlingen, Texas 78550, to the Office of the Governor as an Enterprise Project. The hearing will include discussion of any tax or other incentives which might be available to the Texas Enterprise Zone Program under existing City of Harlingen policy. All interested parties are encouraged to attend and present their views. For additional information, contact Orlando Campos at 956.216.5081.

This public notice was posted on the official bulletin board of the Harlingen City Hall, located at 118 E. Tyler Ave, Harlingen, TX 78550 at 5 p.m., January 22, 2025.

ORDINANCE
AFFIDAVIT

ORDINANCE
AFFIDAVIT

ORDINANCE
AFFIDAVIT

**AGENDA ITEM
EXECUTIVE SUMMARY**

10(b)

Meeting Date: **February 5, 2025**

Agenda Item:

Consideration and possible action to adopt an ordinance on second and final reading for the voluntary annexation of a 479.25-acre tract of land out of Survey 279, and all the existing right-of-way from the three county roads adjacent to the subject property also known as Bob Youker Street from Rio Hondo Road to Woodall Avenue, Woodall Avenue from Bob Youker Street west 764.44 feet and the unnamed County right-of-way along the east side of the subject property, located along the north side of Rio Hondo Road approximately 8,540 feet east of Loop 499. Applicant: City of Harlingen. Attachment **(Planning & Development)**

Prepared By: Joel Olivo

Title: Assistant Planning and Development Director

Signature: *Joel Olivo*

Brief Summary:

Project Timeline

- December 21, 2024 – In accordance with State and local law, notice of required public hearings published in the Valley Morning Star.
- January 8, 2025 – Public hearing to recommend the annexation by the Planning and Zoning Commission.
- January 15, 2025 – Public hearing and consideration of annexation by the City Commission via First Ordinance Reading.
- February 5, 2025 – Public hearing and consideration of annexation ordinance by the City Commission via Second and final reading.

Summary

- The property owner is the City of Harlingen and is known as the Aerotropolis property. The property has frontage along Rio Hondo Road and FM 509 cuts through the middle of the property in a north-south direction.
- Water and sewer services for this property will be provided by the Harlingen Waterworks System.
- 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 annexed a total of 106.21 acres. 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 amount for this purpose? ☐ Yes ☐ No*

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

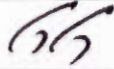
Finance Director's approval:

☐ Yes ☐ No ☐ N/A

Staff Recommendation:

Staff recommends approval.

City Manager's approval:



☒ Yes ☐ No ☐ N/A

Comments:

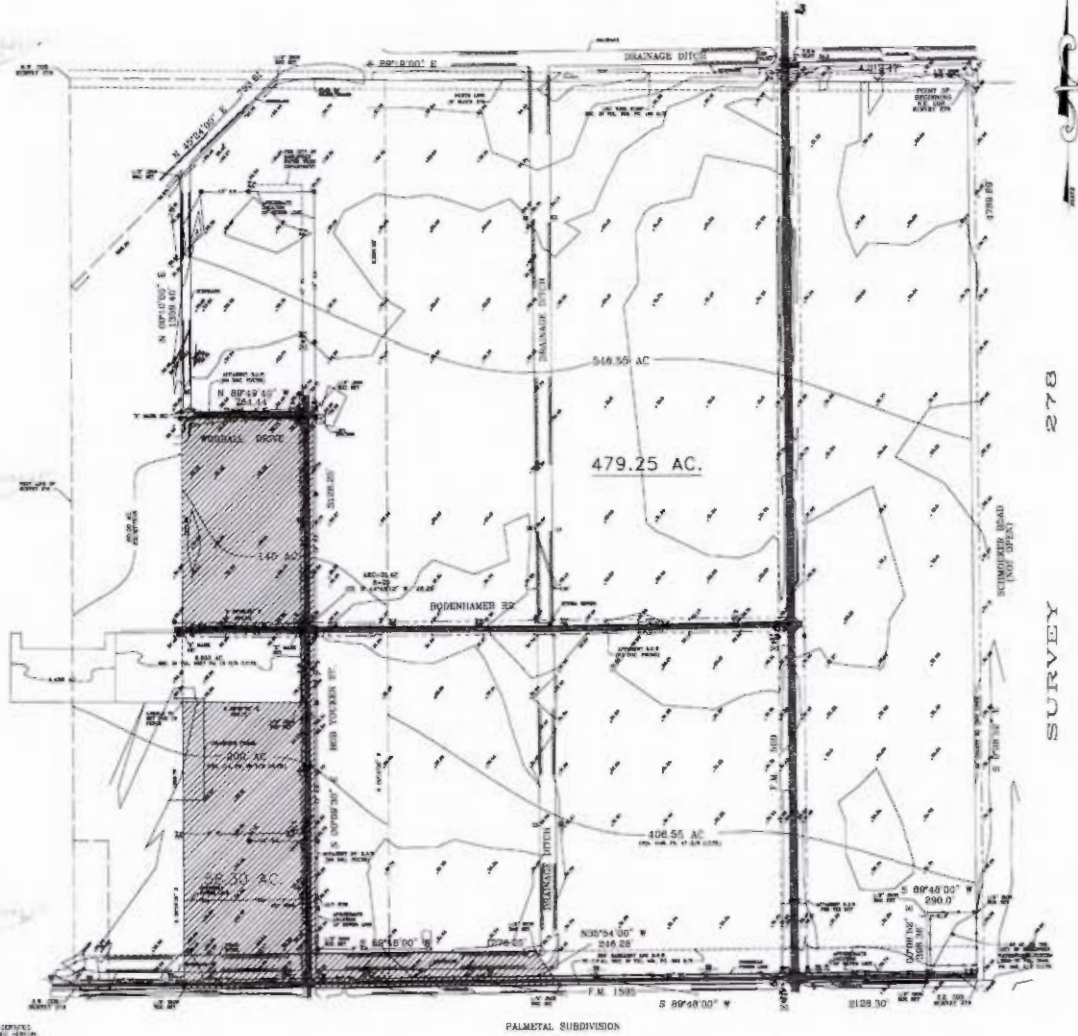
City Attorney's approval:



☒ Yes ☐ No ☐ N/A

Property Survey

THIS SURVEY WAS MADE BY THE SURVEYOR OF THE COUNTY OF PALM BEACH, FLORIDA, ON THE 15TH DAY OF JULY, 1954, AND IS HEREBY CERTIFIED TO BE TRUE AND CORRECT.



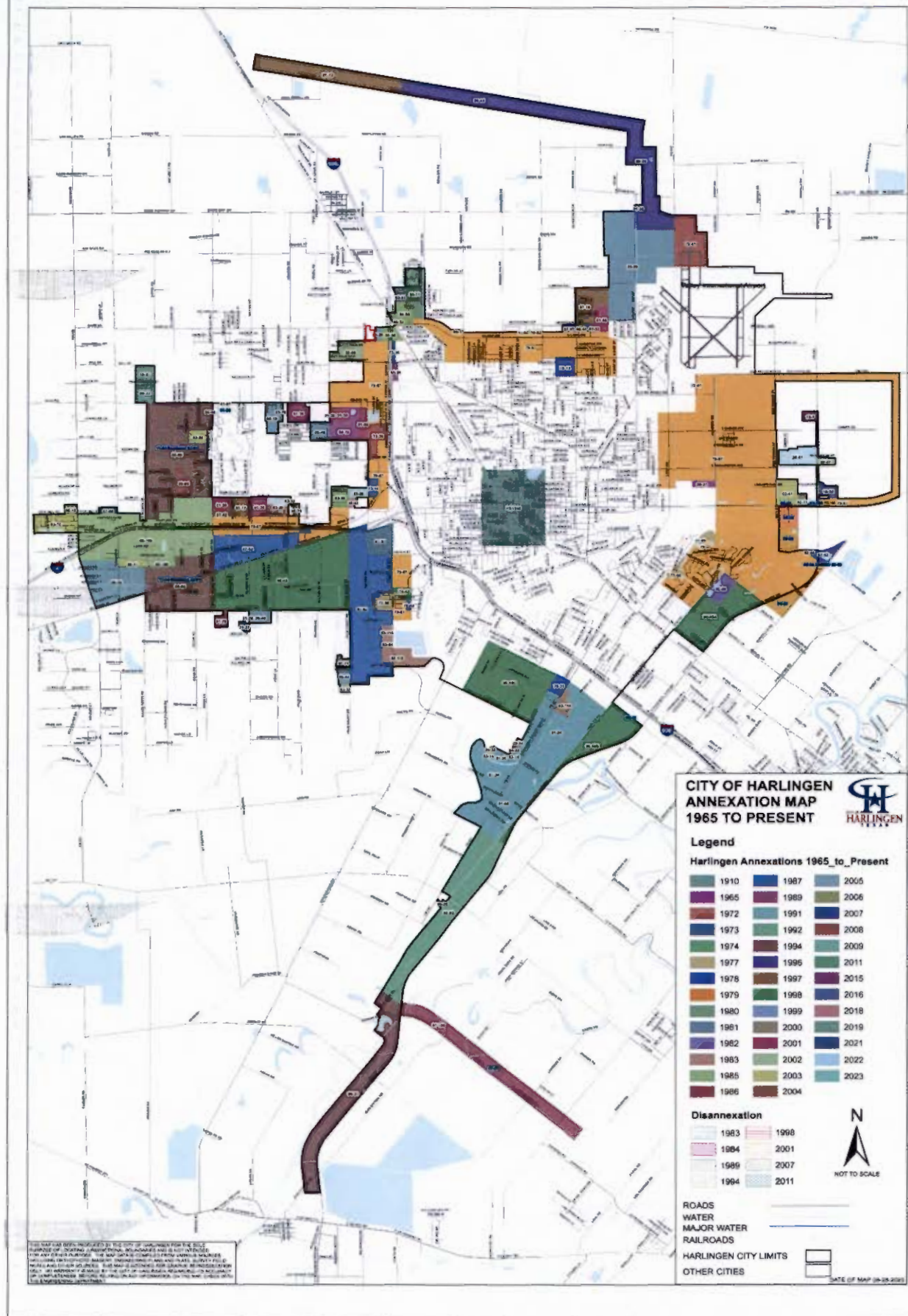
THE UNDERSIGNED HEREBY CERTIFY THAT THIS SURVEY WAS MADE BY THE SURVEYOR OF THE COUNTY OF PALM BEACH, FLORIDA, ON THE 15TH DAY OF JULY, 1954, AND IS HEREBY CERTIFIED TO BE TRUE AND CORRECT.

REVISED 11/20/2014 TO ADD NEW BOUNDARY DATA

Attachment IV- Zoning with Aerial Photo



Attachment VI- Annexation Map



AN ORDINANCE EXTENDING THE CORPORATE LIMITS OF THE CITY OF HARLINGEN BY ANNEXING, FOR FULL PURPOSE, A 479.25 ACRE TRACT OF LAND OUT OF SURVEY 279, AND ALL THE EXISTING RIGHT-OF-WAY FROM THE THREE COUNTY ROADS ADJACENT TO THE SUBJECT PROPERTY ALSO KNOWN AS BOB YOUKER STREET FROM RIO HONDO ROAD TO WOODALL AVENUE, WOODALL AVENUE FROM BOB YOUKER STREET WEST 764.44 FEET, AND THE UNNAMED COUNTY RIGHT-OF-WAY ALONG THE EAST SIDE OF THE SUBJECT PROPERTY, LOCATED ALONG THE NORTH SIDE OF RIO HONDO ROAD APPROXIMATELY 8,540 FEET EAST OF LOOP 499; BINDING THE LAND TO ALL OF THE ACTS, ORDINANCES, RESOLUTIONS, AND REGULATIONS OF THE CITY; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Harlingen, Texas (the "City") desires to annex approximately 479.25 acres of land situated along the north side of Rio Hondo Road approximate 8,540 feet east of Loop 499 described as a 479.25-acre tract of land out of Survey 279 and all the existing right-of-way from the three county roads adjacent to the subject property also known as Bob Youker Street from Rio Hondo Road to Woodall Avenue, Woodall Avenue from Bob Youker Street west 764.44 feet and the unnamed County right-of-way along the east side of the subject property as shown in Exhibit "A" and "B", 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; and

WHEREAS, the City Commission provided public notice and held public hearings on January 8, January 15, and February 5, 2025, 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 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 5. 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 6. 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 15th day of January, 2025

APPROVED, PASSED, AND ADOPTED ON SECOND AND FINAL READING on this 5th day of February, 2025

CITY OF HARLINGEN

Norma Sepulveda, Mayor

ATTEST:

Amanda Elizondo, City Secretary

WE HAVE THE RIGHT LIABILITY FOR ANY AND ALL MANUFACTURING
 DAMAGES TO THE PRODUCT AND TO THE USER'S PROPERTY.

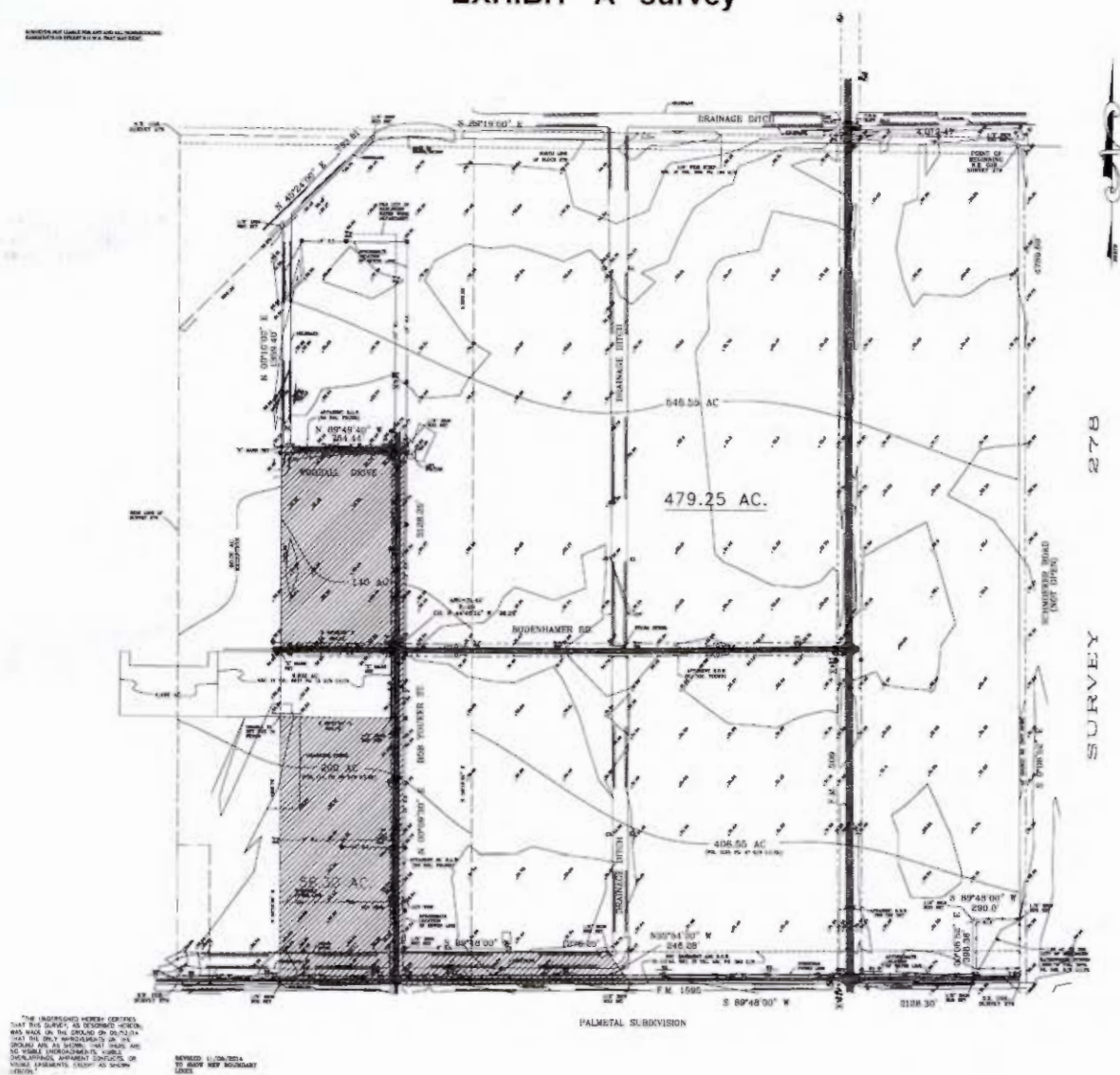


EXHIBIT "A" metes and bounds part 1

J N H



SURVEYING CO. L.L.C.

November 6, 2014

Metes and bounds description of a 479.25 acre tract of land out of Survey 279, Cameron County, Texas, County, Texas and said 479.25 acre tract being more particularly located and described as follows;

Beginning at a point on the west right-of-way line of a 40 foot county road (not open) same being the northeast corner of Survey 279, and being the northeast corner of the tract herein described;

Thence, along the west right-of-way line of said 40 foot county road (not open) and the east boundary line of said Survey 279, South 00 degrees 08 minutes 52 seconds East, a distance of 4789.69 feet to a ½" iron pin set, for a corner of this tract;

Thence, leaving the west right-of-way line of said 40 foot county road (not open) and the east boundary line of said Survey 279, South 89 degrees 48 minutes 00 seconds West, a distance 290.00 feet to a ½" iron pin set, for a corner of this tract;

Thence, South 00 degrees 08 minutes 52 seconds East, a distance of 396.36 feet to a ½" iron pin set on the south boundary line of said Survey 279 and the south right-of-way of F.M. 1595, for a corner of this tract;

Thence, along the south boundary line of said Survey 279 and the south right-of-way of F.M. 1595, South 89 degrees 48 minutes 00 seconds West, a distance 2128.30 feet to a ½" iron pin set, for a corner of this tract;

Thence, leaving the south boundary line of said Survey 279 and the south right-of-way of F.M. 1595, North 35 degrees 54 minutes 00 seconds West, a distance 246.28 feet to a ½" iron pin set on the north right-of-way of a 200 ft. easement and right-of-way to CP&L, for a corner of this tract;

Thence, continuing along the north right-of-way of said 200 ft. easement and right-of-way to CP&L, South 89 degrees 48 minutes 00 seconds West, a distance 1276.25 feet to a ½" iron pin set on the east right-of-way line of Bob Youker St., for a corner of this tract;

1221 E. Tyler
Harlingen, Texas 78550
Phone # (956) 423-1702 Fax # (956) 423-1488
Email: jnhsurveying@yahoo.com

JN-4883

EXHIBIT "A" Metes and bounds part 2

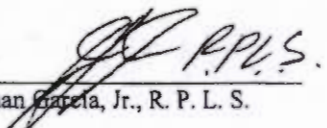
Thence, along the east right-of-way line of Bob Youker St., North 00 degrees 09 minutes 30 seconds East, a distance 3128.25 feet a $\frac{1}{2}$ " iron pin set, for a corner of this tract;

Thence, along the apparent north right-of-way of Woodall Drive, North 89 degrees 49 minutes 40 seconds West, a distance 764.44 feet to an "x" mark set, for a corner of this tract;

Thence, leaving the apparent north right-of-way of Woodall Drive, North 00 degrees 10 minutes 00 seconds East, a distance 1359.40 feet to a $\frac{1}{2}$ " iron pin set, for a corner of this tract;

Thence, North 45 degrees 24 minutes 00 seconds East, a distance of 793.81 feet to a $\frac{1}{2}$ " iron pin set on the north boundary line of Survey 279, for a corner of this tract;

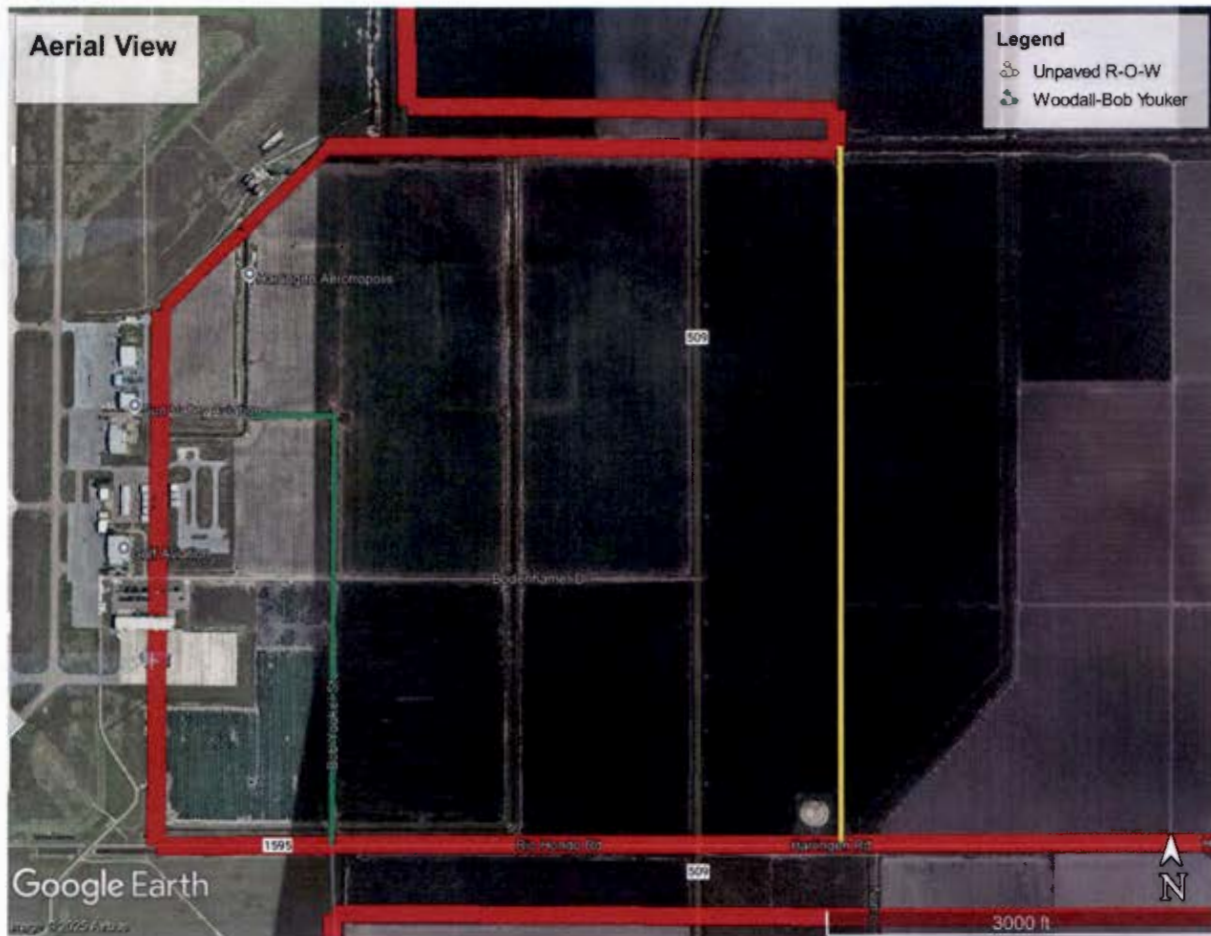
Thence, along the north boundary line of said Survey 279, South 89 degrees 19 minutes 00 seconds East, a distance of 4012.47 feet to the place of beginning, containing 479.25 acres of land more or less, inclusive any and all easements, restrictions, exceptions or dedications that may be of record.


Juan Garcia, Jr., R. P. L. S.

Reg. No. 4203



EXHIBIT "B"



AGENDA ITEM
EXECUTIVE SUMMARY

Meeting Date: February 5, 2025

Agenda Item:
Consideration and possible action to adopt an ordinance on first reading for a rezoning request from Residential, Single-Family ("R-1") District to Residential, Duplex ("R-2") District for a 6.953 acre tract of land out of the Reserve Lot of Stuart Place Section 1, located at the northeast corner of Beckham and Queen Sago Roads. Applicant: Scheibe Consulting, LLC c/o Kemp Dubea. Attachment (*Planning & Development*)

Prepared By: Joel Olivo
Title: Assistant Planning Director
Signature: *Joel Olivo*

Brief Summary:

Project Timeline

- December 19, 2024 – Application for a rezoning submitted to the City. (**ATTACHMENT I-III**).
- January 11, 2025 – In accordance with State and local law, notice of required public hearings published in the Valley Morning Star and mailed to all property owners within 200 feet of subject tract.
- January 22, 2025- Public hearing and consideration of requested rezoning by the Planning and Zoning Commission (P&Z). **During the public hearing Mr. Jeffrey Martin spoke in opposition to the rezoning request and cited a potential negative impact to their property values. After some discussion the board unanimously recommended approval to the rezoning request with a 5-0 vote.**
- February 5, 2025– Public hearing and consideration of requested rezoning via 1st ordinance reading scheduled before the City Commission.
- February 19, 2025 – Pending approval of 1st ordinance reading, consideration of approval of 2nd ordinance reading scheduled before the City Commission.

Summary

- The applicant is requesting to rezone the subject property from Residential, Single-Family, ("R-1") District to Residential, Duplex ("R-2") District to allow for duplexes. (**ATTACHMENT II**).
- The subject property, located along the north side of Queen Sago Drive, has a width of 509.40 feet and a depth of 590.69 feet. (**ATTACHMENT III**)
- The surrounding properties are zoned Residential, Single-Family ("R-1") to the north, east, and south, and Residential, Mobile Home District ("MH") to the west. Surrounding land uses include single family residences to the north, east, and south of the subject property, and mobile homes to the west. (**ATTACHMENT III**)
- The Future Land Use Plan component of the City of Harlingen Comprehensive

Plan, One Vision One Harlingen, shows this area as low-density residential. The request is generally consistent with the Future Land Use Plan. A duplex zoning is considered low-density residential; therefore, staff recommends approval of the rezoning request. **(ATTACHMENT IV).**

- To the present, the Planning and Zoning Department has received no phone calls in opposition from the surrounding property owners for the proposed request.

Funding (if applicable):

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

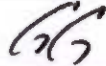
*If no, specify source of funding and amount requested:

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

Staff Recommendation:

Staff recommends approval of the request.

City Manager's approval:



☒ Yes

☐ No

☐ N/A

Comments:

City Attorney's approval:



☒ Yes

☐ No

☐ N/A

Attachment I - Application

CITY OF HARLINGEN PLANNING AND ZONING DIVISION MASTER APPLICATION

PROPERTY INFORMATION: (Please PRINT or TYPE)

Project Address _____ Nearest Intersection Queen Sago and Clear View Dr.
(Proposed) Subdivision Name Woodland Oaks Subdivision Lot _____ Block _____
Existing Zoning Designation R1 Future Land Use Plan Designation R2

OWNER/APPLICANT INFORMATION: (Please PRINT or TYPE)

Applicant/Authorized Agent Scheibe Consulting LLC Phone 956-428-4014 FAX _____

Email Address (for project correspondence only): khedegard@scheibeconsulting.com

Mailing Address P.O. Box 1308 City Harlingen State Texas Zip 78551

Property Owner Kemp Dubea Phone 956-423-2224 FAX N/A

Email Address (for project correspondence only): khedegard@scheibeconsulting.com

Mailing Address same as above City _____ State _____ Zip _____

Select appropriate process for which approval is sought. Attach completed checklists with this application.

- | | |
|---|---|
| ☐ Annexation Request... <u>No Fee</u> | ☐ Preliminary Construction Plans/Final Plat... <u>\$150.00</u> |
| ☐ Administrative Appeal (ZBA) ... <u>\$125.00</u> | ☐ Subdivision Variance Request... <u>\$25.00 (each)</u> |
| ☐ Comp. Plan Amendment Request... <u>\$250.00</u> | ☐ Re-plat... <u>\$250.00</u> |
| ☒ Re-zoning Request... <u>\$250.00</u> | ☐ Vacating Plat... <u>\$50.00</u> |
| ☐ SUP Request/Renewal... <u>\$250.00</u> | ☐ License to Encroach... <u>\$250.00</u> |
| ☐ Zoning Variance Request (ZBA)... <u>\$250.00</u> | ☐ Right-of-Way/Utility Easement Abandonment... <u>No Fee</u> |
| ☐ PDD Request... <u>\$250.00</u> | |

Please provide a basic description of the proposed project:

to rezone Honey Circle and Starfire lots to R2 within the already approved Woodland Oaks Subdivision master plan.

I hereby certify that I am the owner and/or duly authorized agent of the owner for the purposes of this application. I further certify that I have read and examined this application and know the same to be true and correct. If any of the information provided on this application is incorrect the permit or approval may be revoked.

Applicant's Signature: Kim Hedegard Date: 12/16/2024

Property Owner(s) Signature: _____ Date: _____

Accepted by: _____ Date: _____

Attachment I - Application

RE-ZONING REQUEST SUBMITTAL CHECKLIST

Please submit the following items along with the completed master application and appropriate fees. The project cannot be scheduled for consideration unless all items are marked complete. Citations come from the Zoning Ordinance.

Complete

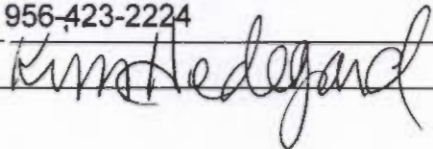
- ☐ A metes and bounds description or survey plat of the tract(s) in which the re-zoning is requested.
 - ☐ A written statement describing the proposed use(s) of the subject property (can be provided on Master Application).
 - ☐ Any other information (elevation drawings, pictures, etc.) in support of the subject request.
-
- I understand that I am requesting an amendment to the City's Zoning Ordinance and it will not be scheduled for Planning and Zoning Commission review unless all items on this list are completed.
 - I understand that in accordance State law and the Zoning Ordinance, no later than ten (10) days prior to consideration by the Planning and Zoning Commission:
 - A notice will be published in the Valley Morning Star describing the request and the date, time, and location of the public hearing; and
 - Notices will be mailed to all property owners within 200 feet of the tract describing the request and the date, time, and location of the public hearing.
 - I understand that while all requirements for the submittal of a re-zoning request may be complete, the City Commission is the sole authority for the consideration and approval or denial of the request.

Owner: Kemp Dubea

Date: 12/16/2024

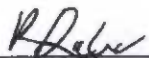
Owner Address: 3102 Teak Ave., Harlingen, Texas 78552

Phone/Fax: 956-423-2224

Signature: 

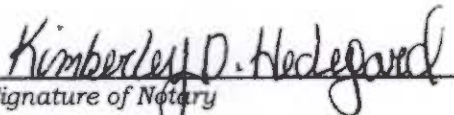
Attachment I - Application

I, **Kemp Dubea**, authorized agent for **Woodland Oaks Subdivision** hereby authorize **Jack L. Brown** with **Scheibe Consulting LLC** and/or their representatives to act on my behalf in any dealings and/or negotiations with reference to the property for the proposed subdivision.

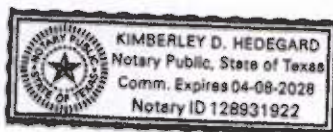

Kemp Dubea

12/2/2024
Date

Subscribed and sworn before me on this 2nd day of December, 2024.


Signature of Notary

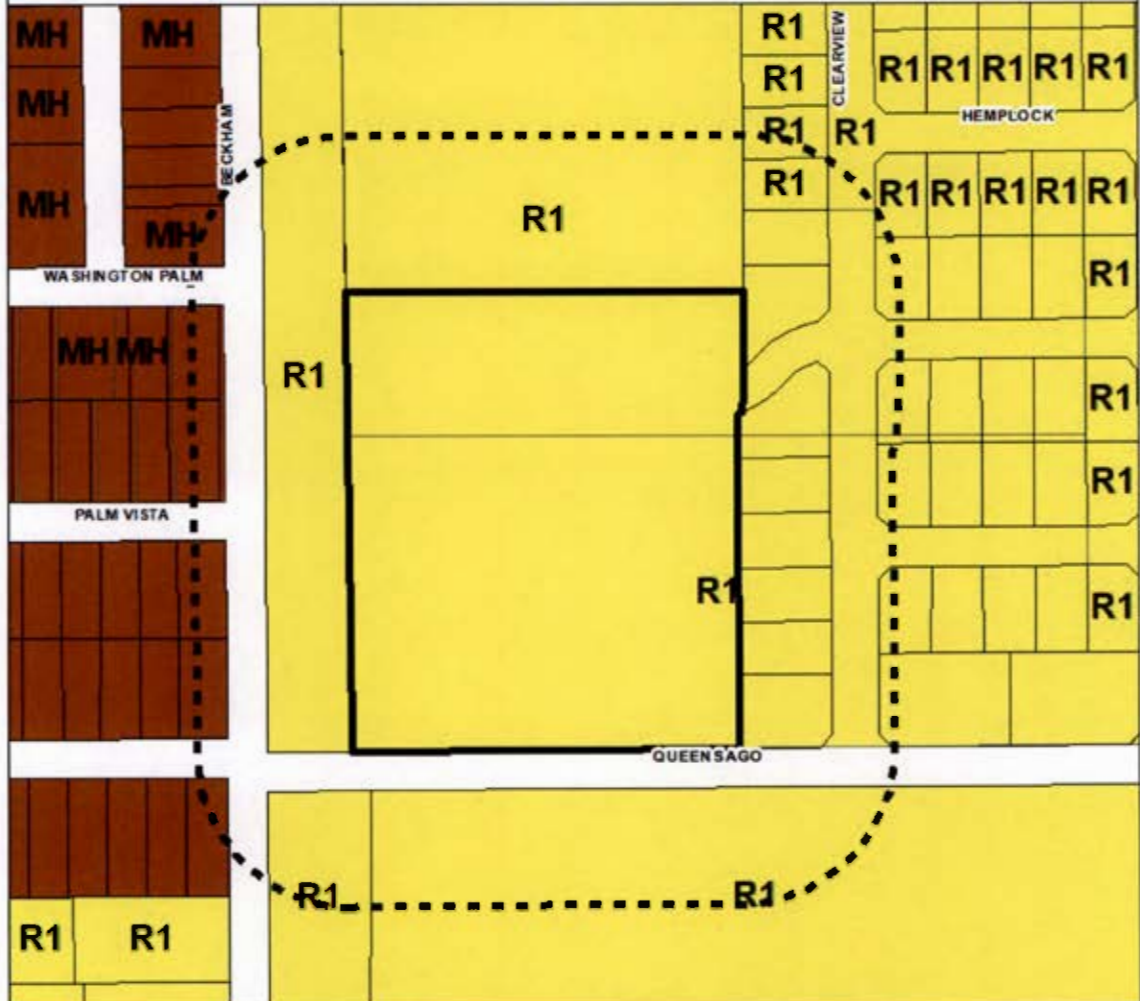
My Commission Expires 04-08-2028



Attachment II



Request to rezone from Residential, Single-Family ("R-1") District to Residential, Duplex ("R-2") District for a 6.953 acre, more or less, tract of land situated in an being out of Reserve Lot of Stuart Place Section 1, located at the northeast corner of Beckham Road and Queen Sago Road. Applicant: Scheibe Consulting, LLC c/o Kemp Dubea



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 12.27.2024

Attachment III - Survey

50.67 ACRES TOTAL
3.675 ACRES MT

BROWN, LEAL & ASSOCIATES
Consulting Engineers, Inc.
100 N. 10TH ST., SUITE 100, ST. LOUIS, MO 63103
TEL: 314.241.1000 FAX: 314.241.1001
WWW.BLA-ENGINEERS.COM

Attachment III – Metes and Bounds Description

VICINITY MAP
SCALE: 1"=2000'

METES AND BOUNDS

BEING a 6.953 acre, more or less, tract of land situated in and being out of Reserve Lot of Stuart Place Section 1 and Reserve as shown by map or plat of record in Cabinet 1, Slots 544B and 545A of the Cameron County, Texas, Map Records and being more particularly described by metes and bounds as follows:

15.125 AC.
STUART PLACE RESORT
GOLF COURSE

COMMENCING at a concrete monument marking the Southwest corner of Lot 7, Block 2 of Woodland Oaks Subdivision Phase I as shown by map of record in Cabinet 1, Page 3277 of the Cameron County, Texas Map Records, said point further being the Northwest corner of Lot 13, Block 2 of Woodland Oaks Subdivision Phase 2A as shown by map or plat of record in Cabinet 1, Slot 4072 of the said Cameron County Map Records;

THENCE, with the West line of said Woodland Oaks Subdivision Phase 2A, S. 00° 34' 46" E., a distance of 95.88 feet to a point on the west line of Lot 21, Block 2 of said Woodland Oaks Phase 2a for the Northeast corner and POINT OF BEGINNING of this herein described tract;

THENCE, continuing with the west line of said Woodland Oaks Phase 2A, S. 00° 34' 46" E., a distance of 160.99 feet to a point on the South right of way of Starfire Lane (50 foot right of way), said point being on the north line of Lot 7, Block 1 of said Woodland Oaks Phase 2A and being on the arc of a circular curve to the right having a central angle of 04° 51' 46" and a radius of 125.00 feet, for an exterior corner of this herein described tract;

THENCE, with the South line of said Starfire Lane, the North line of said Lot 7, Block 1, with the arc of said curve to the right, an arc length of 10.61 feet to a point being the Northwest corner of said Lot 7, Block 1 and being an interior corner of this herein described tract;

THENCE, continuing with the West line of said Woodland Oaks Phase 2A, S. 00° 34' 46" E., a distance of 427.56 feet to a point on the North right of way line of W of Queen Sago Road (60 foot right of way), the same being the South line of said Reserve Tract and being the Southeast corner of this herein described tract;

THENCE, with the southerly line of said Reserve tract, the north line of said Queen Sago Road, S. 89° 34' 39" W., a distance of 509.40 feet to a point on the easterly line of a Cameron County Drainage District No. 5 drain ditch for the Southwest corner of this herein described tract;

THENCE, with the easterly line of said drain ditch, N. 00° 34' 46" W., a distance of 590.69 feet to a point for the Northwest corner of this herein described tract;

THENCE, crossing said Reserve Tract, N. 89° 25' 14" E., a distance of 519.40 feet to the POINT OF BEGINNING and containing 6.953 acres of land, more or less.

STUART PLACE RESORT
SECTION 1 & RESERVE
CAR 1. SLOT 544A, C.C.M.R.

S00°48'42"E - 1289.10'

50.00'

Attachment III – Aerial View

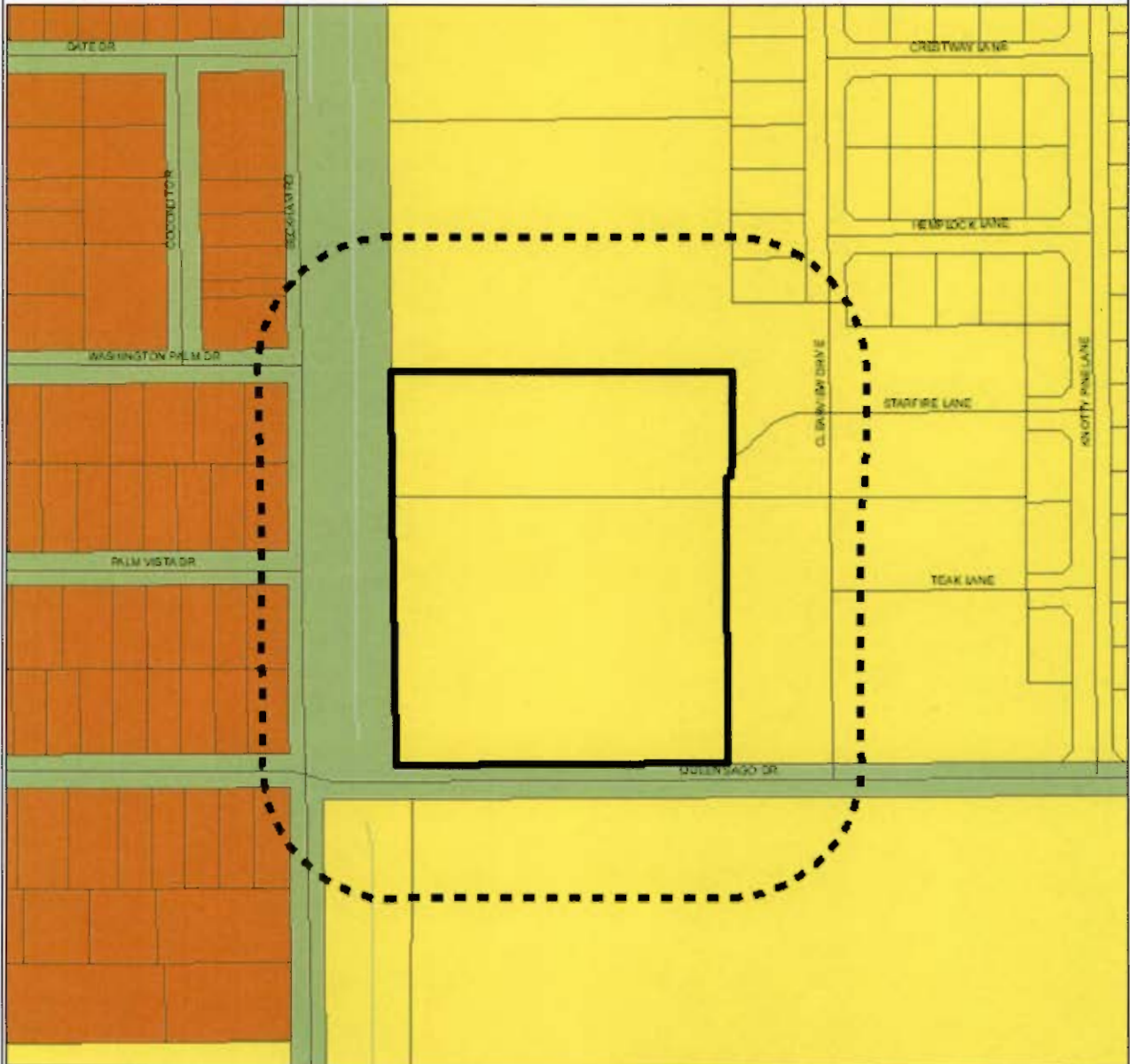


Attachment IV – Future Land Use Map



Future Land Use Map

A comprehensive plan shall not constitute zoning regulations or establish zoning district boundaries.



Boundary Lines

- Harlingen City Limits
- Subject Property

Future Land Use

- | | | |
|--|--|--|
| Agricultural/Rural Residential | Institutional | Recreational/Open Space |
| Employment Center | Low Density Residential | Retail-Regional |
| High Density Residential | Medium Density Residential | Retail/Commercial/Office |
| Industrial | Mixed Use | |

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 PURPOSE. THE MAP DATA IS COMPILED FROM VARIOUS SOURCES INCLUDING ORTHOPHOTO IMAGERY, ENGINEERING PLANS AND PLATS, SURVEY FIELD NOTES AND OTHER SOURCES. THIS MAP IS INTENDED FOR GRAPHIC REPRESENTATION ONLY. NO WARRANTY IS MADE BY THE CITY OF HARLINGEN REGARDING ITS ACCURACY OR COMPLETENESS. BEFORE RELYING ON ANY INFORMATION ON THE MAP, CHECK WITH THE PLANNING DEPARTMENT. DATE OF MAP 12.27.2024

Attachment VI – Street View

Street View from NE corner of
Queen Sago Rd and Beckham Rd



ORDINANCE NO. 25-

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF HARLINGEN: REZONING FROM RESIDENTIAL, SINGLE-FAMILY ("R-1") DISTRICT RESIDENTIAL, DUPLEX ("R-2") DISTRICT FOR A 6.953 ACRE TRACT OF LAND OUT OF THE RESERVE LOT OF STUART PLACE SECTION 1, LOCATED AT THE NORTHEAST CORNER OF BECKHAM AND QUEEN SAGO ROADS.

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, Duplex ("R-1") District for a 6.956 acre tract of land out of the Reserve Lot of Stuart Place Section 1, located at the northeast corner of Beckham and Queen Sago Roads, as shown in Exhibits "A" and "B".

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 ____ day of _____, 2025 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"

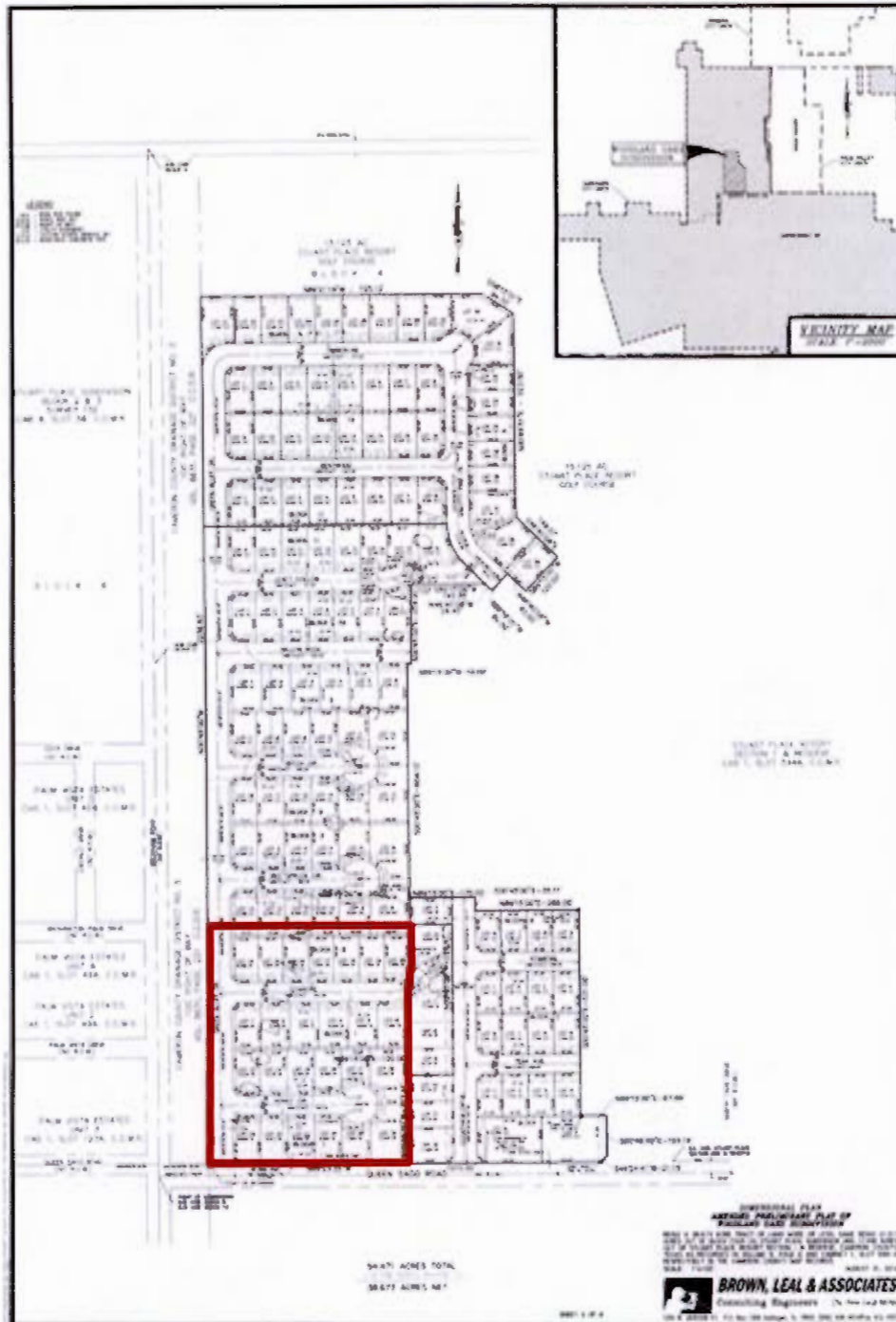


Exhibit "B"

VICINITY MAP
SCALE: 1"=2000'

METES AND BOUNDS

BEING a 6.953 acre, more or less, tract of land situated in and being out of Reserve Lot of Stuart Place Section 1 and Reserve as shown by map or plat of record in Cabinet 1, Slots 544B and 545A of the Cameron County, Texas, Map Records and being more particularly described by metes and bounds as follows;

COMMENCING at a concrete monument marking the Southwest corner of Lot 7, Block 2 of Woodland Oaks Subdivision Phase I as shown by map of record in Cabinet 1, Page 3277 of the Cameron County, Texas Map Records, said point further being the Northwest corner of Lot 13, Block 2 of Woodland Oaks Subdivision Phase 2A as shown by map or plat of record in Cabinet 1, Slot 4072 of the said Cameron County Map Records;

THENCE, with the West line of said Woodland Oaks Subdivision Phase 2A, S. 00° 34' 46" E., a distance of 95.88 feet to a point on the west line of Lot 21, Block 2 of said Woodland Oaks Phase 2a for the Northeast corner and POINT OF BEGINNING of this herein described tract;

THENCE, continuing with the west line of said Woodland Oaks Phase 2A, S. 00° 34' 46" E., a distance of 160.99 feet to a point on the South right of way of Starfire Lane (50 foot right of way), said point being on the north line of Lot 7, Block 1 of said Woodland Oaks Phase 2A and being on the arc of a circular curve to the right having a central angle of 04° 51' 46" and a radius of 125.00 feet, for an exterior corner of this herein described tract;

THENCE, with the South line of said Starfire Lane, the North line of said Lot 7, Block 1, with the arc of said curve to the right, an arc length of 10.61 feet to a point being the Northwest corner of said Lot 7, Block 1 and being an interior corner of this herein described tract;

THENCE, continuing with the West line of said Woodland Oaks Phase 2A, S. 00° 34' 46" E., a distance of 427.56 feet to a point on the North right of way line of W of Queen Sago Road (60 foot right of way), the same being the South line of said Reserve Tract and being the Southeast corner of this herein described tract;

THENCE, with the southerly line of said Reserve tract, the north line of said Queen Sago Road, S. 89° 34' 39" W., a distance of 509.40 feet to a point on the easterly line of a Cameron County Drainage District No. 5 drain ditch for the Southwest corner of this herein described tract;

THENCE, with the easterly line of said drain ditch, N. 00° 34' 46" W., a distance of 590.69 feet to a point for the Northwest corner of this herein described tract;

THENCE, crossing said Reserve Tract, N. 89° 25' 14" E., a distance of 519.40 feet to the POINT OF BEGINNING and containing 6.953 acres of land, more or less.

STUART PLACE RESORT
SECTION 1 & RESERVE
CAR 1. SLOT 544A, C.C.M.R.

15.125 AC.
STUART PLACE RESORT
GOLF COURSE

500' 48' 42" E - 1288.10'

10(d)

**AGENDA ITEM
EXECUTIVE SUMMARY**

Meeting Date: **February 5, 2025**

Agenda Item:

Consideration and possible action to adopt an ordinance on second and final reading for a rezoning request from Light Industry ("LI") District to Planned Development ("PD") District to allow 32 ft. wide streets with 50 ft. right-of-way and smaller lot sizes for a 393-lot single family development on a property bearing a legal description for a 73.69 acre tract of land, more or less, out of and forming a part of Blocks 28, 36 and 37, Palmetal Subdivision, located along the south side of Grimes Avenue approximately 6,500 feet east of Loop 499. Applicant: Francisco Arriaga, c/o Solid Development Inc.

Prepared By: Joel Olivo

Title: Assistant Planning and Development Director

Signature: *Joel Olivo*

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:

CO

☒ Yes ☐ No ☐ N/A

Comments:

City Attorney's approval:

Mark [Signature]

☒ Yes ☐ No ☐ N/A

ORDINANCE NO. 25_____

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF HARLINGEN: REZONING FROM LIGHT INDUSTRY ("LI") DISTRICT TO PLANNED DEVELOPMENT ("PD") DISTRICT TO ALLOW 32-FOOT WIDE STREETS WITH 50 FEET OF RIGHT-OF-WAY AND SMALLER LOT SIZES FOR A 393-LOT SINGLE FAMILY DEVELOPMENT ON A PROPERTY BEARING A LEGAL DESCRIPTION OF 73.69 ACRE TRACT OF LAND, MORE ORLESS, OUT OF AND FORMING A PART OF BLOCKS 28, 36, AND 37, PALMETAL SUBDIVISION, LOCATED ALONG THE SOUTH SIDE OF GRIMES AVENUE APPORXIMATLEY 6,500 FEET EAST OF LOOP 499; 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:

Rezoning from Light Industry ("LI") District to Planned Development ("PD") District to allow 32-foot wide streets with 50 feet of right-of-way and smaller lot sizes for a 379-lot single family development on a property bearing a legal description for a 73.69 acre tract of land, more or less, out of and forming a part of Blocks 28, 36, and 37, Palmetal Subdivision, located along the south side of Grimes Avenue approximately 6,500 feet east of Loop 499, as shown on Exhibit "A" and "B"..

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" and "B".

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 5th day of February, 2025 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"

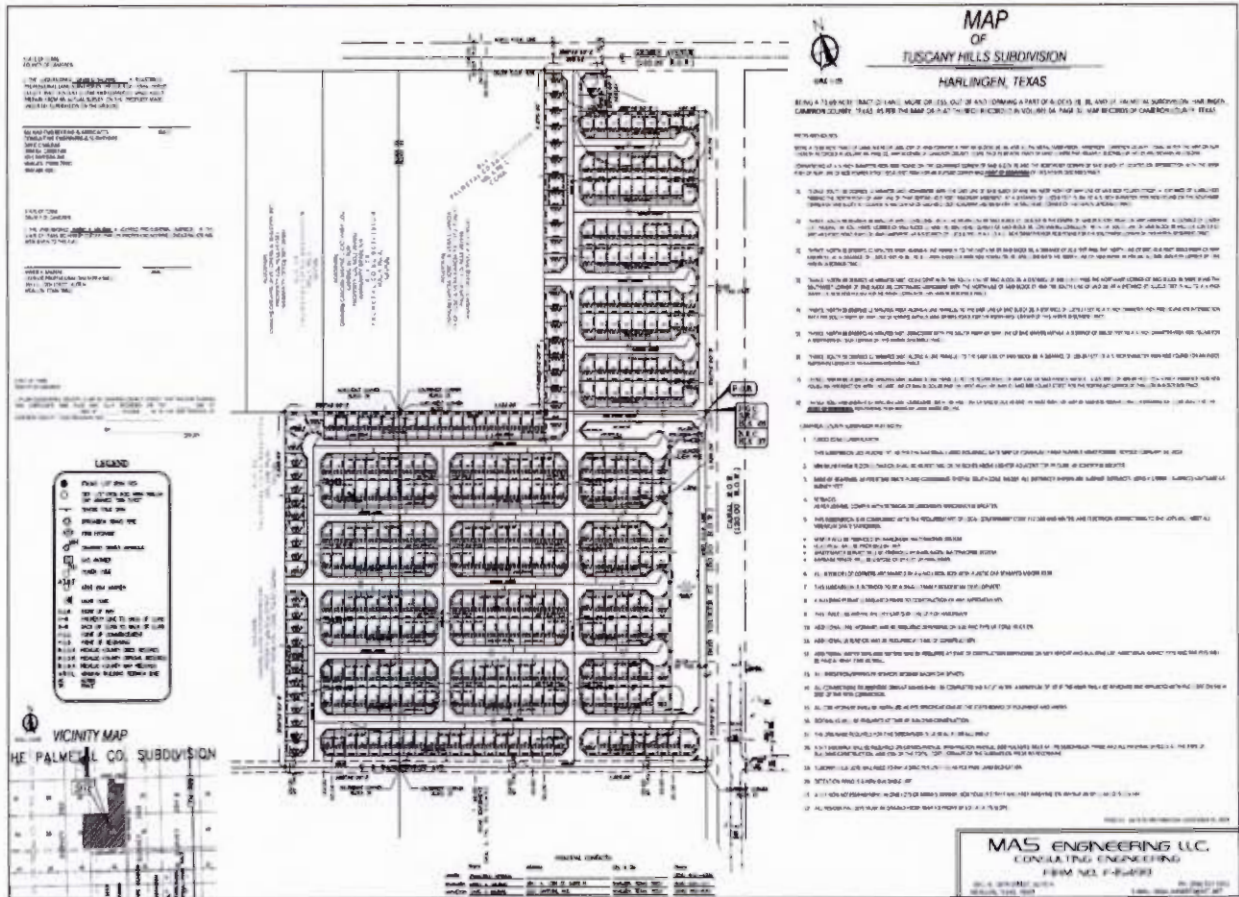


EXHIBIT "B"

TUSCANY HILLS SUBDIVISION BUILDING SETBACKS

SETBACK	MINIMUM
Front Setback	18 feet
Front Setback if along a cul-de-sac	15 feet
Side Setback	3 feet
Corner Side Setback	5 feet
Rear Setback	10 feet

10(e)

**AGENDA ITEM
EXECUTIVE SUMMARY**

Meeting Date: **February 5, 2025**

Agenda Item:

Consideration and possible action to approve a variance to the City of Harlingen Code of Ordinances to allow a subdivision with two single-family residential lots to be without access to a public road for the proposed SM Estates Subdivision, bearing a legal description of 10.34 acres out of Blocks 3 and 4 Resubdivision of Blocks 18, 19 and 20 in Survey 28, Briggs and Coleman Subdivision, located along the south side of Tovar Road, approximately 3,115 feet west of FM 507. Applicant: Scheibe Consulting, LLC c/o Santos and Nancy Carrizales

Prepared By: Joel Olivo

Title: Assistant Planning and Development Director

Signature: *Joel Olivo*

Brief Summary:

Project Timeline

- December 9, 2024 – Original Preliminary Construction Plans and Final Plat application submitted to the City.
- December 19, 2024 – Application for a subdivision variance request submitted to the City. **(ATTACHMENT I)**
- December 19, 2025 – Letter sent to applicant outlining deficiencies; application deemed incomplete.
- January 22, 2025 – Consideration of the variance request by the Planning and Zoning Commission. **The board unanimously recommended the variance request with a 5-0 vote.**
- February 5, 2025 – Consideration of the variance request by the City Commission.

Summary:

- The developer is requesting a variance from the City of Harlingen Code of Ordinances Section 109-124(b)(1) which states that all lots must front on a public street. Due to the site circumstances, the developer cannot provide access to a public road for the proposed two lot subdivision.
- There is an existing Harlingen Irrigation District canal and a canal crossing between Tovar Road and the proposed subdivision lots that the property owners use to access their lots.
- The proposed SM Estates Subdivision consists of two (2) single-family residential lots. The two lots have a combined frontage of 425 feet on the access road and a depth of 1,065 feet at its longest point. One of the proposed lots has an existing single family residential structure that was built in 2002.
- Staff met with the City Engineer and the Fire Marshall regarding the variance request, and they reported no objection.
- In accordance with Section 109-27(c) of the Harlingen Code of Ordinances, no variance shall be recommended unless the Planning and Zoning Commission finds:

1. There are special circumstances or conditions affecting the land involved such that a strict application of the provisions of this chapter would deprive the applicant of the reasonable use of his land; and
2. The variance is necessary for the preservation and enjoyment of a substantial property right of the applicant; and
3. The granting of the variance will not be detrimental to the public health, safety, or welfare, or injurious to other property owners in the area; and
4. The granting of the variance will not have the effect of preventing the orderly subdivision of other land in the area in accordance with this chapter.

- In addition, Section 109-27(d), states "Financial hardship to the subdivider, standing alone, shall not be deemed to constitute undue hardship."

Staff Recommendation:

Staff recommends approval of the variance request. Due to the circumstances for the proposed lots to have frontage to a public street is an impossible requirement to meet.

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
------------------------------	--------------------------	-----	--------------------------	----	--------------------------	-----

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

Comments:

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

Attachment I—Subdivision Variance Application

CITY OF HARLINGEN PLANNING AND ZONING DIVISION MASTER APPLICATION

PROPERTY INFORMATION: (Please PRINT or TYPE)

Project Address 21928 Tovar Rd Nearest Intersection _____
(Proposed) Subdivision Name S M ESTATES Lot 4 Block 20
Existing Zoning Designation R1 Future Land Use Plan Designation R1

OWNER/APPLICANT INFORMATION: (Please PRINT or TYPE)

Applicant/Authorized Agent Scheibe Consulting Phone 956-428-4014 FAX N/A
Email Address (for project correspondence only): khedegard@scheibeconsulting.com
Mailing Address P.O. Box 1308 City Harlingen State TX Zip 78551
Property Owner Santos & Nancy Carrizales Phone 956-428-4014 FAX N/A
Email Address (for project correspondence only): khedegard@scheibeconsulting.com
Mailing Address same as above City _____ State _____ Zip _____

Select appropriate process for which approval is sought. Attach completed checklists with this application.

- | | |
|---|---|
| ☐ Annexation Request... <u>No Fee</u> | ☐ Preliminary Plat... <u>\$100.00</u> |
| ☐ Administrative Appeal (ZBA)... <u>\$125.00</u> | ☐ Final Plat... <u>\$50.00</u> |
| ☐ Comp. Plan Amendment Request... <u>\$250.00</u> | ☐ Minor Plat... <u>\$100.00</u> |
| ☐ Re-zoning Request... <u>\$250.00</u> | ☐ Re-plat... <u>\$250.00</u> |
| ☐ SUP Request/Renewal... <u>\$250.00</u> | ☐ Vacating Plat... <u>\$50.00</u> |
| ☐ Zoning Variance Request (ZBA)... <u>\$250.00</u> | ☐ Development Plat... <u>\$100.00</u> |
| ☐ PDD Request... <u>\$250.00</u> | ☒ Subdivision Variance Request... <u>\$25.00 (each)</u> |
| ☐ License to Encroach... <u>\$250.00</u> | |

BLA-CK# 12927

Please provide a basic description of the proposed project: requesting a variance on a public road access for Lot 4 Block 20 subdividing process, this lot is only accessible from a canal crossing off of Tovar road and is not a public access, the access is only for the residents that live on the South side of the canal. There is currently 3 residents that use this crossing in order to get to their lots and due to the fact that it is not a public access it is not possible to provide public road. Please see attached.

I hereby certify that I am the owner and/or duly authorized agent of the owner for the purposes of this application. I further certify that I have read and examined this application and know the same to be true and correct. If any of the information provided on this application is incorrect the permit or approval may be revoked.

Applicant's Signature: Khedegard Date: 12-19-2024

Property Owner(s) Signature: _____ Date: _____

Accepted by: _____ Date: _____

Attachment I—Subdivision Authorization Letter

May 23, 2024

Santos & Nancy Carrizales
21928 Tovar Rd.
Harlingen, Texas 78552

Project # 24-017

I, **Santos Carrizales**, authorized agent for **S M Estates** hereby authorize **Juan Garcia Jr.** with **Scheibe Consulting LLC** and/or their representatives to act on my behalf in any dealings and/or negotiations with reference to the property for the proposed **S M Estates**.

Santos G. Carrizales
Santos Carrizales

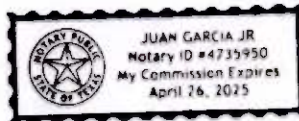
5-23-24
Date

Nancy Carrizales
Nancy Carrizales

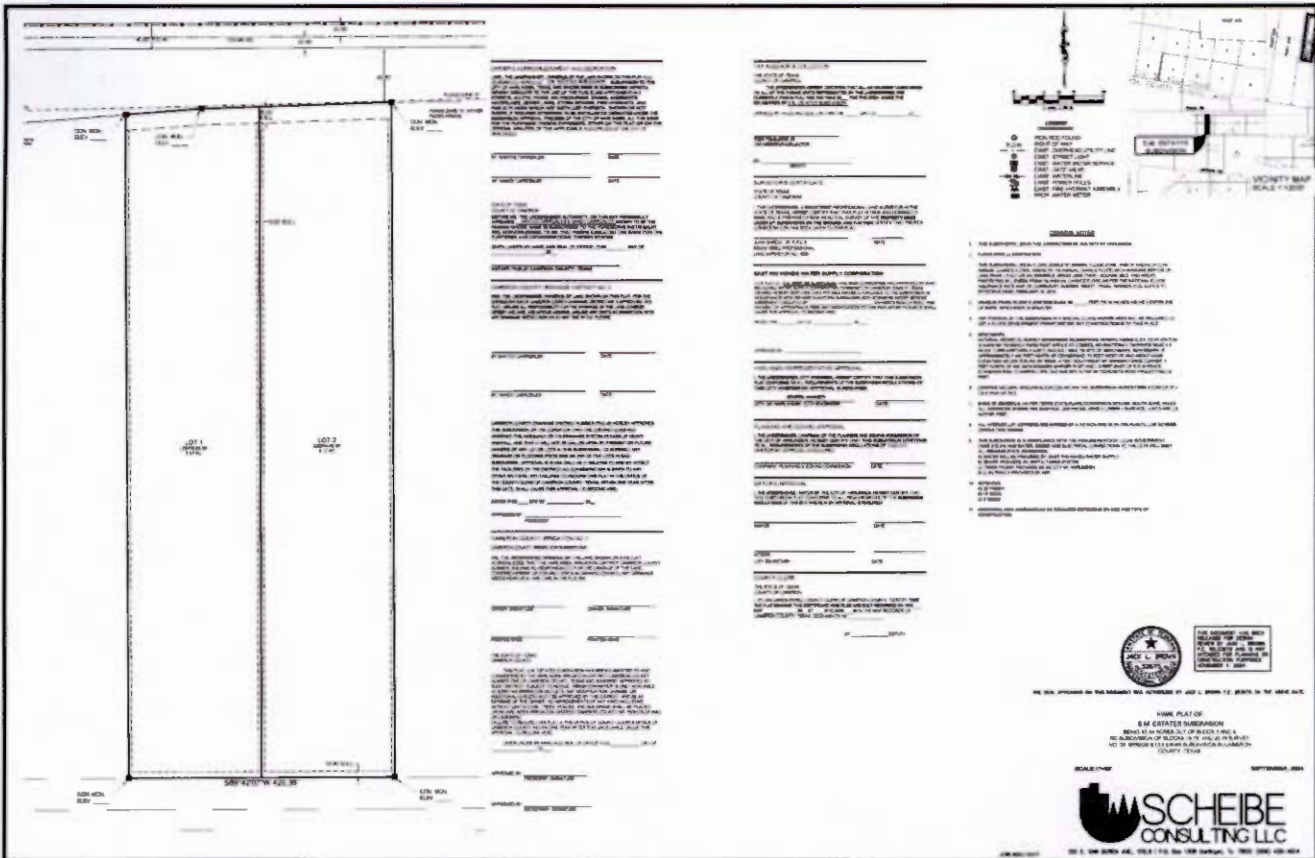
5/23/24
Date

Subscribed and sworn before me on this 23rd day of May, 2024.

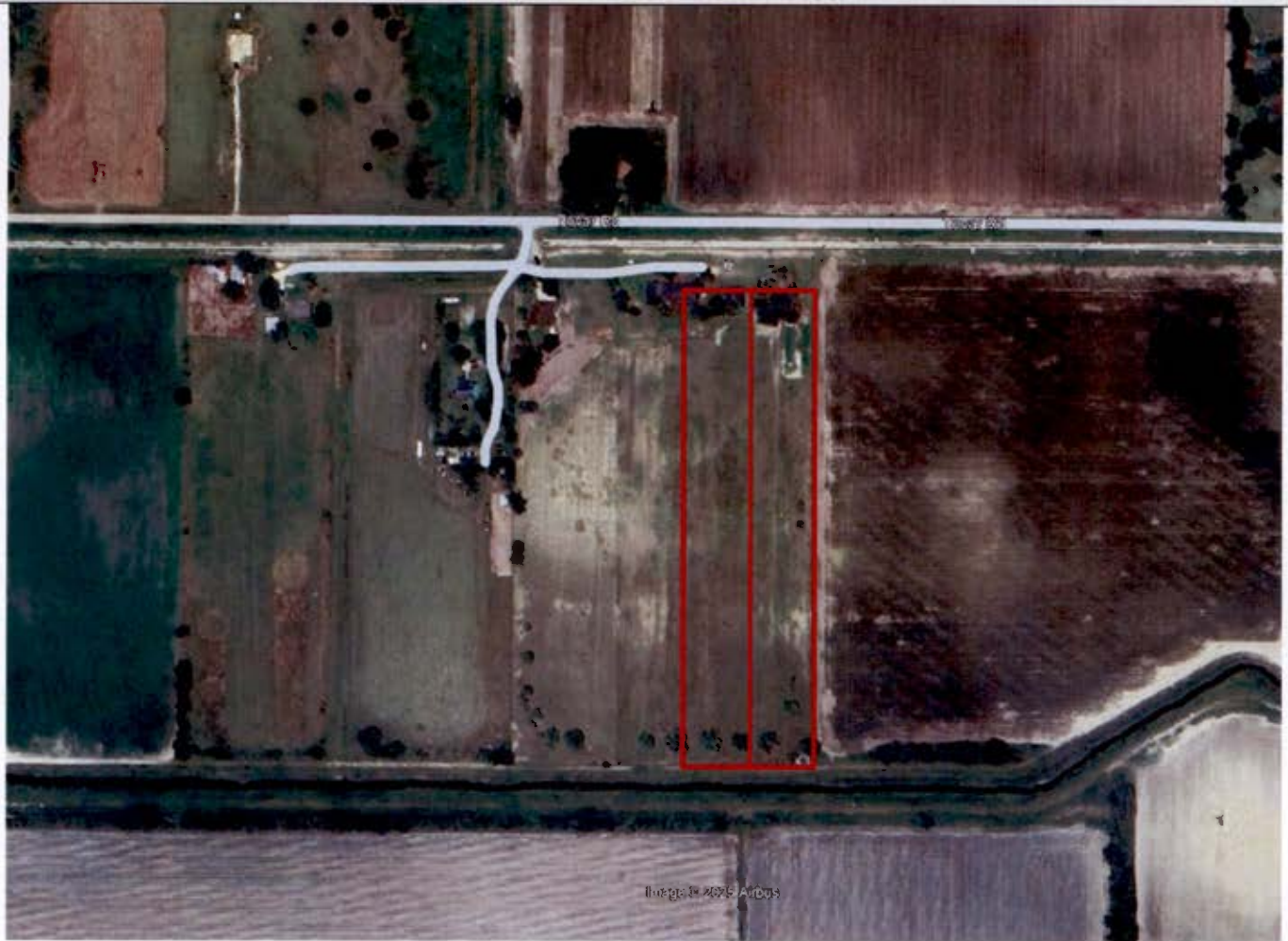
[Signature]
Signature of Notary



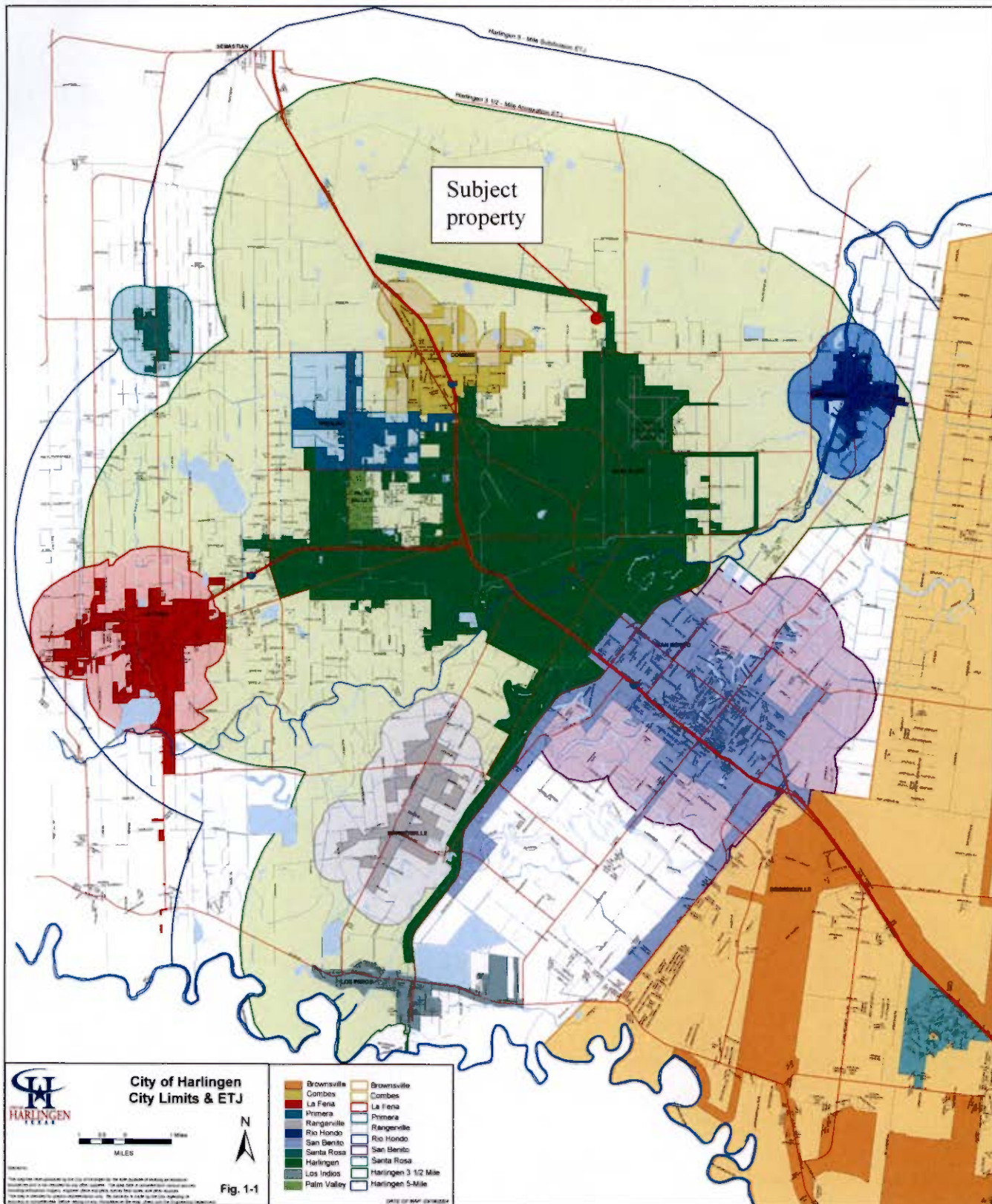
Attachment II —Final Plat



Attachment III — Aerial View



Attachment IV — City Limit Map



Attachment V — Street Views

Street view from Tovar Rd



**View of the private
roadway leading to the
proposed subdivision**



Attachment V — Street Views

**Irrigation Canal between
Tovar Road and the
Subject Property**



Attachment VI – Public Access Variance Letter

Property lies south of Tovar Road and South of the Harlingen Irrigation District Canal has access at a canal crossing that is asphalt, the drive that leads to the house directly across the access point and to the East is also an asphalt drive which the Carrizales's built.



PLANNING AND ZONING COMMISSION

January 22, 2025

**Consideration and possible action to recommend to the City Commission a variance to the City of Harlingen Code of Ordinances to allow a subdivision with two single-family residential lots to be without access to a public road for the proposed SM Estates Subdivision, located along the south side of Tovar Road, approximately 3,115 feet east of FM 507. Applicant: Scheibe Consulting, LLC c/o Santos and Nancy Carrizales
16:46-21:44**

City Planner, Estefania Hernández, presented the following information related to the request for a variance, as follows:

- Ms. Hernández prefaced her presentation by saying that typically a subdivision is presented with a variance concurrently but that in this instance, with the kind of variance that they are proposing, this may or may not allow the subdivision to continue.
- The developer is requesting a variance from the City of Harlingen Code of Ordinances, Section 109-124(b)((1) which states that all lots must have access to a public street. Ms. Hernández explained that due to the circumstances, the developer cannot provide this access for the proposed subdivision.
- The proposed SM Estates Subdivision is a two (2) lot residential subdivision located on Tovar Road.
- An Aerial View of the proposed tracts of land was presented.
- A final Plat of the proposed subdivision was presented. These would be intended for single-family residential use.
- Ms. Hernández said that currently, they do not have access to Tovar Road. She explained that what they have done instead is build a desire private road and that this is the space they have been using this as access.

In reference to the Aerial View of the subject property, Chairman Consiglio asked if it was a real road on the image or if this was something that Staff drew in. Ms. Hernández said it was an aerial screen shot of Google Earth. She stated that she did not draw that and added that only the red outlines were added. The Chairman asked about the gray lines on the image. Ms. Hernández confirmed it was Google Earth imagery. From the audience, Mr. Luis Vargas, City Engineer, also confirmed that Google Earth now provides that shading for streets. Ms. Hernández thanked Mr. Vargas.

- A Street View from Tovar Road was presented. She said that some of that path or that road can be seen.
- Ms. Hernández stated that in accordance with Section 109-27(c) of the Harlingen Code of Ordinances, no variance shall be recommended unless the Planning and Zoning Commission finds:
 - There are special circumstances or conditions affecting the land involved such that a strict application of the provisions of this chapter would deprive the applicant of the reasonable use of his land; and
 - The variance is necessary for the preservation and enjoyment of a substantial property right of the applicant; and
 - The granting of the variance will not be detrimental to the public health, safety, or welfare, or injurious to other property owners in the area; and
 - The granting of the variance will not have the effect of preventing the orderly subdivision of other land in the area in accordance with this chapter.

Ms. Hernández stated these conditions were all outlined in the packets as part of this report.

- A Variance Request Letter to Public Road was presented. Ms. Hernández stated that this letter could be found in the packet as well. She said that the letter was basically stating that they are utilizing the irrigation district's canal as access.
- Ms. Hernández explained that due to the circumstances requiring the lots to have frontage to a public street, Staff found that this requirement is impossible to meet at this time and as such, Staff is recommending approval
- Ms. Hernández made herself available to answer any questions. She stated that the applicant was also present and available to answer any questions.

Chairman Consiglio asked if there were any questions for Staff or the applicant.

Cmr. Sanchez indicated having a couple of questions. He referred to the road right-of-way for Tovar Road and the Irrigation District. He asked if it they own or if it was an easement. Mr. Brown said Tovar Road was an easement, and the Irrigation District has a simple right-of-way between Tovar Road and the subject property. He said they do have a crossing. He explained that they do have access to a public road, but it is not dedicated access. He said he didn't think the Irrigation District would grant them anything other than a license. Mr. Brown made note that the gentleman who is subdividing the property is doing so to provide a building site for another family member and he has asphalted the private road in front of his property all the way across to Tovar Road. Mr. Brown stated it was an improved road, although not to City or County standards, but it is paved. Mr. Brown added that this property was subdivided in the late 20's/early 30's. He said that it has been like this forever and that there are several people that live out there and they all use that one access to get to Tovar Road. He reiterated that there is no dedicated access other than to get to Tovar Road. Mr. Cervantes added that the irrigation canal limits accessibility to Tovar Road. He said that the property owner is wanting to gift deed those lots to his kids. He said he thought one lot was intended for one kid and the other lot intended for the other kid. Mr. Brown stated that both lots to the east and west are all in the same condition and have access to that one canal crossing.

Cmr. Sanchez asked if they have a license agreement with the Irrigation District to use that crossing. Mr. Brown stated that the crossing was put in long before licenses were issued by the Irrigation District. He said the Irrigation District put it in many, many years ago. He said he thought it may have been in the 50's.

Chairman Consiglio asked if there were any other questions for the applicant.

Cmr. Perez asked for understanding if there was already a single-family residence on the property to the left and that they would just be adding another one. Mr. Brown said yes and that he was subdividing it in order to build another house.

Chairman Consiglio asked if there were any other questions for Staff or the applicant.

Mr. Cervantes said it was his understanding that the two (2) lots are intended for his two (2) children.

Chairman Consiglio asked how they were zoned and if they were zoned. Mr. Cervantes said it was Single-Family Residential (R1). He added that this was just barely inside the City Limits.

Cmr. Sanchez asked whether the City would have an issue with issuing a building permit. Mr. Brown said it was inside the City Limits so they would need to issue a building permit. Mr. Cervantes stated that they need this variance for the subdivision to be approved. He said that if the variance is granted, then they would continue with the subdivision process. He said that in a few months, the subdivision would come before this Board for approval. He stated that this variance was key. He said that if it is not granted then this project dies.

Chairman Consiglio stated that he thought they had done something similar in the area too or towards Los Indios with a road access issue. He asked if that rang a bell for anyone. No reference came to mind. The Chairman said that he just felt this wasn't a unique situation. Mr. Cervantes said that with commercial properties, this is something kind of normal, to allow lots to have access with an access easement but that this was for a single-family residential lot. Mr. Cervantes added that there were similar cases in other cities that he has seen due to irrigation canals.

Chairman Consiglio asked if there were any other questions for Staff or Mr. Brown. Upon hearing none, the Chairman thanked everyone and stated that there was no Public Hearing on this item and could entertain a motion at this time. Cmr. Villarreal made the motion to approve. Cmr. Cruz-Velázquez seconded the motion. The motion was moved to a vote. The motion passed unanimously.

10(f)

**AGENDA ITEM
EXECUTIVE SUMMARY**

Meeting Date: **February 5, 2025**

Agenda Item:

Consideration and authorization to acknowledge and approve the evaluation committee's ranking of firms and authorize the City Manager to negotiate and execute a contract for associated engineering services pursuant to the City's Request for Qualifications No. 2025-01 for Professional Engineering Services for the Design and Environmental Permitting for the Arroyo Colorado Hike and Bike Trail Extension Project Phase III.

Prepared By: **Javier Mendez, Parks & recreations Director**

Brief Summary:

Summary:

Staff solicited Request for Qualifications for Engineering services for Professional Engineering Services for the Design and Environmental Permitting for the Arroyo Colorado Hike and Bike Trail Extension Project Phase III. This work will involve the planning and preparation of the trail alignment following best environmental practices. Dependent on the design and proposed trail alignment, the engineering firm will assist with possible real estate negotiations if the trail encroaches onto private property. Further, as the project moves forward, the engineering firm will prepare plans and specifications, work on environmental permitting and cost estimates. **Keep in mind this is a planning project only and will not include construction or construction management.** As a result of the advertised RFQ, we received four (4) sealed proposals. The evaluation committee reviewed and collectively scored Hanson Professional Services the highest ranked, with Scheibe Consultant, LLC as second highest. Staff recommends approval of the evaluation committee rankings and to authorize the City Manager to negotiate with Hanson Professional Services and if negotiations are not met, that we move to the second highest Scheibe Consultant, LLC and attempt to negotiate with them.

Funding (if applicable):

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

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

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

Staff Recommendation:

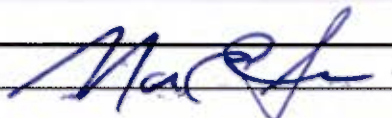
Staff recommends approval of the evaluation committee rankings and to authorize the City Manager to negotiate with Hanson Professional Services and if negotiations are not met, that we move to the second highest Scheibe Consultant, LLC and attempt to negotiate with them

City Manager approval:



Comments:

City Attorney's approval:



**RFQ No. 2025-01 Professional Engineering, Design, and Environmental Permitting
for the Arroyo Colorado Hike Bike Trail Extension Project - Phase III**

Deadline: Tuesday, January 14, 2024 at 2:00 P.M.	HUB (Yes/No)	Responded (Yes/No)	CIQ Form	Reference Form	Debar & Suspension
1. Alvarado Architects & Associates	YES	NO			
2. Ambiotec Engineering Group	NO	YES	YES	YES	YES
3. Berger Munson Engineers	YES	NO			
4. Circle V Landcape Architecture	YES	NO			
5. Civil & Environmental Consultants, Inc.	NO	NO			
6. Cobb, Fendley & Associates, Inc.	NO	NO			
7. Colliers Engineering & Design	NO	NO			
8. Freese and Nichols, Inc.	NO	NO			
9. Guzman & Munoz Eng. & Survey	YES	NO			
10. Halff Associates, Inc.	NO	NO			
11. Hanson Professional Services	NO	YES	YES	YES	YES
12. SAMES, Inc.	YES	YES	YES	YES	YES
13. Scheibe Consulting, LLC.	NO	YES	YES	YES	YES
14. Strada Engineering & Consulting	NO	NO			
15. Sigler Winston Greenwood Eng, LLC.	NO	NO			
16. TEDSI Design Group, Inc.	YES	NO			
17. Terra Design Group, Inc.	NO	NO			
18. Unintech Consulting Engineers, Inc.	YES	NO			
Companies contacted: 60 Requested packets: 18 HUB: 7 Responses: 4					

SECTION IV. EVALUATION CRITERIA FOR SELECTION

SELECTION PROCEDURES: All Qualifications submitted will be evaluated using the following ranking criteria.

EVALUATION: The evaluation system consists of a 100-point ranking system. The proposals received will be evaluated and ranked according to the following criteria:

Criteria	Max. Points
Approach to Scope of Work	30
Experience and Qualifications of the Firm and Team	40
Firm Capability and Past Experience	20
Familiarity with Applicable Rules and Regulations	10
Total	100

RESPONSE RANKING: A City of Harlingen Selection Committee may include but not be limited to the Assistant City Engineer, Special Projects Director, City Engineer and Parks and Recreation Director, or their designees and will be responsible for evaluating and scoring each of the responses to the RFQs in accordance with the evaluation criteria. Please note that oral presentations will be included in the evaluation or ranking process for this RFQ. Respondents are required to submit their qualifications solely based on the written proposal and any materials presented orally will not be considered in the evaluation or ranking. After scoring, the Committee shall submit final scores and ranks to the City Commission for approval to begin negotiations with the highest-ranking firm.

The approval process will include obtaining authorization for the City Manager to negotiate with the top-ranked qualified firm.

NEGOTIATION PROCESS: Negotiations will be initiated with the most highly qualified firm approved by the City Commission to design a detailed scope of work and services including a fee proposal along with a cost breakdown for further consideration. If a mutually satisfactory agreement cannot be reached with the selected most highly qualified firm, negotiations will be formally terminated, and the City Manager will proceed with negotiations with the next most highly qualified firm. This process will be repeated as necessary until a mutually satisfactory agreement is reached. The City of Harlingen reserves the right to reject any and all proposals.

PROPOSAL
TO THE AR
BIDDER

RESPONSE EVALUATION CRITERIA

RFQ NO. 2025-01 Professional Engineering, Design, and Environmental Permitting for the Arroyo Colorado Hike and Bike Trail Extension Phase III

Responses will be evaluated based on the criteria presented below. This criteria will be scored on the scale shown on the enclosed "Response Evaluation Form."

1. Approach to Scope of Work (30 points)

The extent to which the respondent addresses the scope of services, project needs, and work required. Respondent demonstrates that the firm or the team can deliver the work on time and within budget while meeting all state and federal requirements.

Minimum Qualifications (1-15 points)

Response demonstrates understanding of the project and a clear approach to deliver the scope of work, offers a credible project schedule, and credible evidence of experience working with trail projects or grant-funded active transportation projects.

Preferred Qualifications (16-30 points)

In addition to the Minimum Qualifications above, the response demonstrates that the firm or the team can deliver the work while demonstrating creativity, innovation, trail sustainability, and reducing impacts to the natural environment.

2. Experience and Professional Qualifications of the Firm and Team (40 points)

The extent to which the firm has the personnel, capacity and facilities with the necessary relevant experience and knowledge to complete the project.

Minimum Qualifications (1-20 points)

Project team includes at least one (1) engineer licensed in the State of Texas with more than 5 years' experience.

Preferred Qualifications (21-40 points)

Project team includes at least one (1) engineer with experience in environmental permitting and design related to active transportation facilities with more than 10 years' experience.

3. Firm Capability and Past Experience (20 points)

The extent to which the firm's current workload and past experience demonstrates that firm has the ability to meet schedules or deadlines.

Minimum Qualifications (1-10 points)

The design team including the Project Manager must have designed at least 1 similar project to the Scope of Work within the last 5 years.

Preferred Qualifications (11- 20 points)

The design team, including the Project Manager, must have designed at least 3 similar projects to the Scope of Work being within the last 5 years.

4. Familiarity with Applicable Rules and Regulations (10 points)

The extent to which the respondent possesses sufficient knowledge of governmental regulations, appropriate codes, guidelines, professional standards and policies, through its involvement in past projects of similar scope and complexity.

1/17/2025

Minimum Qualifications (1-5 points)

The response outlines the respondent's familiarity with applicable regulations, guidelines, standards and policies, including at least one past project where the respondent met the DBE program participation goal.

Preferred Qualifications (6-10 points)

The response outlines the respondent's familiarity with applicable regulations, guidelines, standards and policies, including at least three (3) past projects where the respondent met the DBE program participation goal.

RESPONSE EVALUATION FORM
(Note: To be filled out by Evaluation Committee)

**RFQ NO. 2025-01 Professional Engineering, Design, and Environmental
Permitting of the Arroyo Colorado Hike and Bike Trail Extension Phase III**

Selection Criteria	*RIF	Score
1. Approach to Scope of Work	(30 points)	()
2. Experience and Professional Qualifications of the Firm and Team	(40 points)	()
3. Firm Capability and Past Experience	(20 points)	()
4. Familiarity with Applicable Rules and Regulations	(10 points)	()
Total Score		_____

Respondent: _____

Evaluator: _____ Date: _____

Evaluator: _____

10/9)

EXECUTIVE SUMMARY

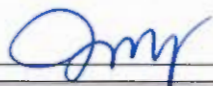
Meeting Date: **February 5, 2025**

Agenda Item:

Consideration and possible action on the proposal from Boy Scout Jesus Medrano, who will fund and construct improvements at Hugh Ramsey Nature Park as part of his Eagle Scout Project. Attachment (**Parks & Recreation**)

Prepared By : Javier Mendez

Title: Director of Parks and Recreation

Signature: 

Brief Summary:

Summary

Jesus Medrano is currently a Boy Scout in Troop 25 and is applying for his Eagle Scout ranking. His project consists of fundraising and constructing an ADA compliant ramp on the trail within Hugh Ramsey Nature Park. Mr. Medrano will be coordinating the design and location of his proposed project with Park Staff. The project will include working with team of fellow scouts in the designing and construction of a small bridge that will allow passage through a part of Hugh Ramsey nature park that is sometimes covered by water due to wetland ponds overflowing. The bridge itself will be about 41 feet by 4 feet wide and will be ADA compliant with a 2-degree slope. Photos of the area have been included as an attachment. The Parks and Recreation Advisory Board met on January 21, 2025, to consider Mr. Medrano's proposal and have recommended approval.

Funding (if applicable):

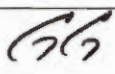
Are funds specifically designated in the current budget for the full amount ☐ Yes ☒ No*

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

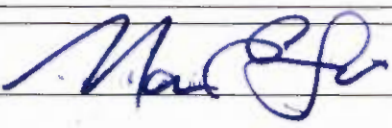
Finance Director's approval: ☐ Yes ☐ No ☒ N/A

Staff Recommendation:

Parks and Recreation Advisory Board and staff recommend approval of the project and to accept the improvements as a donation to the City with a value of \$1,139.71.

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

Comments:

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

Hugh Ramsey Nature Park ADA Bridge



Project estimate: \$1139.71

Jesus Medrano
Troop 25

Project Phases:

- 1.) Cut wood to proper sizes and apply water seal
- 2.) dig spots for posts, 4 ft wide and 3 ft apart
- 3.) place 2x4 on posts for support for planks
- 4.) place 2x4 planks on top of supports
- 5.) place 2x8 underneath for extra support (going diagonal)
- 6.) put 2x8 on sides to keep from swaying
- 7.) Assemble ramps (16 ft long)

Safety:

- 1.) use gloves
- 2.) use safety glasses
- 3.) keep a first aid kit on standby
- 4.) have water for hydration

Where?

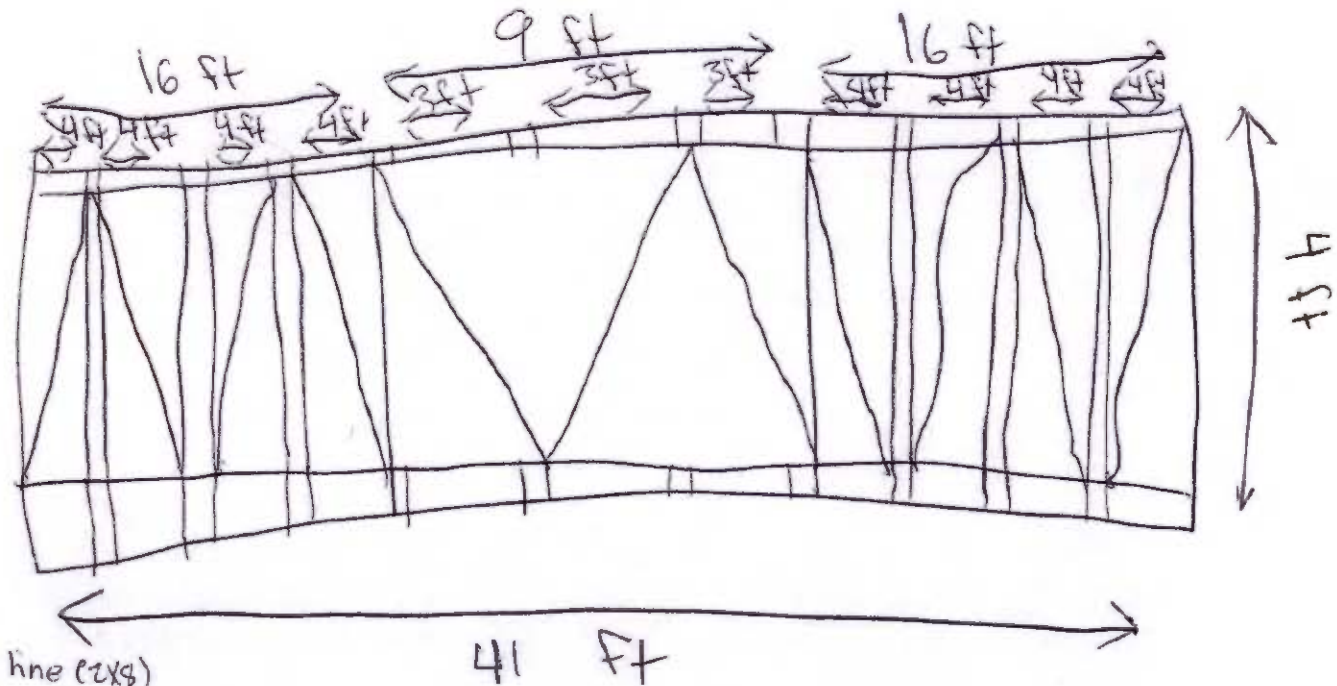
The project will take place at the Hugh Ramsey nature park. I will make the bridge close to the dining pavilion over a stream of water.

Plan:

have sketches to present, following ADA regulations.
The width and length of ramps follow ADA regulations.

Jesus Medrano

Troop 25

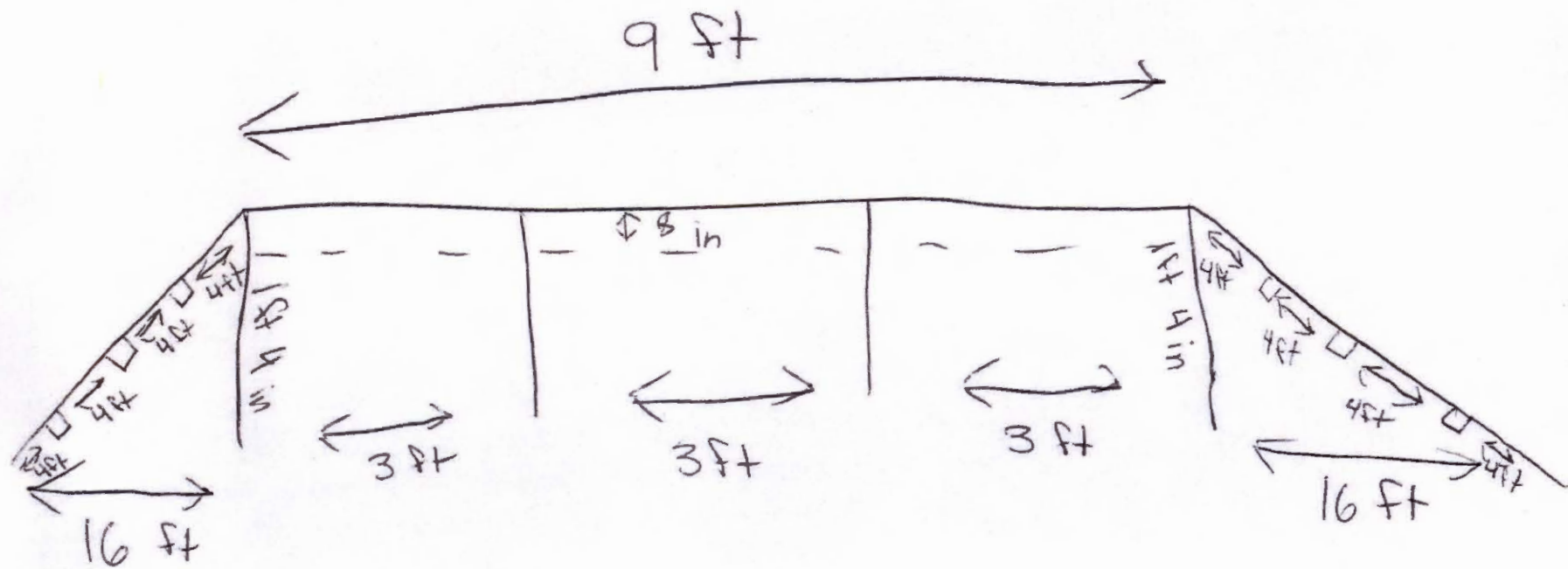


★ Each diagonal line (x's)
is 5.66 ft

Jesus

Medrano

Troop 25



**AGENDA ITEM
EXECUTIVE SUMMARY**

Meeting Date: **February 5, 2025**

Agenda Item:
Consideration and possible action to authorize the City Manager to proceed with the removal and disposal of 1,200 yards of contaminated Class 2 soil associated with the Fuel Tanks Project at the Recycling Center located at 1006 S. Commerce St. Attachment (<i>Public Works</i>)
Prepared By: Christopher D. Torres, Director
Brief Summary:
Integrity Testing has verified that the soil excavated at the Recycling Center to replace the old Fuel Tanks is contaminated, with a confirmed contamination level classified as Class 2. A total of 1,200 yards of Class 2 contaminated soil must be removed off-site (detailed quote attached). J.F. Petroleum emphasizes the necessity to promptly removing this soil to prevent any potential project delays. with a quote amount of \$100,756.00
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:



8127 Mesa Dr. #C-305 * Austin, TX. 78759
(512) 891-7777 * www.integritytestingaustin.com

Brandon Huber
AD Environmental Services, LLC
8806 N. Navarro, Suite 600 #125
Victoria, Texas 77904

Report Date: 01/20/2025
Report #: I250154
Project ID: Harlingen Recycle Center

Dear Brandon Huber,

Integrity Testing received samples from the above referenced project on 01/16/2025 for the analyses presented in the following report.

The analytical data relates directly to the samples received by Integrity Testing and for only the analytes requested. Samples were intact and properly preserved unless otherwise noted in the Case Narrative. Results are reported as received unless otherwise noted.

QC sample results for this data met EPA or laboratory specifications except as noted in the Case Narrative or as noted with qualifiers in the QC batch information. This laboratory report may only be reproduced in full.

If you need any assistance with this report, please let me know.

Sincerely,

Chris Ewert
Laboratory Manager



TCEQ Laboratory ID: T104704525



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(512) 891-7777 * www.integritytestingaustin.com

Brandon Huber
AD Environmental Services, LLC
8806 N. Navarro, Suite 600 #125
Victoria, Texas 77904

Report Date: 01/20/2025
Report #: I250154
Project ID: Harlingen Recycle Center

CASE NARRATIVE

Integrity Testing certifies that this report meets the project requirements for analytical data produced for the samples as received at Integrity Testing and as stated on the COC. Integrity Testing certifies that the data meets the Data Quality Objectives for precision, accuracy and completeness as specified in the Integrity Testing Quality Manual and the requirements of NELAC (TNI) except as noted in this Case Narrative. For more information, please refer to the analytical results, QC summary pages, and the Sample Receipt Checklist.

QC20718: The Total Petroleum Hydrocarbons MS/MSD was prepared on an unrelated sample.
QC20722: The Volatile Organics MS/MSD was prepared on an unrelated sample.



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(512) 891-7777 * www.integritytestingaustin.com

Brandon Huber
AD Environmental Services, LLC
8806 N. Navarro, Suite 600 #125
Victoria, Texas 77904

Report Date: 01/20/2025
Report #: I250154
Project ID: Harlingen Recycle Center

SAMPLE SUMMARY

<u>Lab Sample ID</u>	<u>Client Sample ID</u>	<u>Matrix</u>	<u>Date Collected</u>	<u>Date Received</u>
I250154-1	SS-1	Soil	01/14/2025 09:41	01/16/2025
I250154-2	SS-2	Soil	01/14/2025 09:48	01/16/2025
I250154-3	SS-3	Soil	01/14/2025 10:00	01/16/2025
I250154-4	SS-4	Soil	01/14/2025 10:05	01/16/2025

Brandon Huber
AD Environmental Services, LLC
8806 N. Navarro, Suite 600 #125
Victoria, Texas 77904

Report Date: 01/20/2025
Report #: I250154
Project ID: Harlingen Recycle Center

ANALYTICAL DATA REPORT

Client Sample ID: SS-1
Date Collected: 01/14/2025
Date Received: 01/16/2025

Lab Sample ID: I250154-1
Matrix: Soil
% Moisture: 11.5

Volatile Organics

Method: SW846-8260

Prep Method: SW846 5035A

QC Batch ID: QC20722

CAS#	Analyte	Result	SDL	MQL	Units	Q	DF	Prep Date	Date Analyzed	Analyst
1634-04-4	MTBE	<0.0599	0.0599	0.120	mg/Kg-dry		21.22		01/17/2025	AH
71-43-2	Benzene	<0.0599	0.0599	0.120	mg/kg-dry		21.22		01/17/2025	AH
108-88-3	Toluene	0.0616	0.0599	0.120	mg/Kg-dry J		21.22		01/17/2025	AH
100-41-4	Ethylbenzene	<0.0599	0.0599	0.120	mg/Kg-dry		21.22		01/17/2025	AH
1330-20-7	Xylene(total)	0.209	0.120	0.240	mg/Kg-dry J		21.22		01/17/2025	AH

Total Petroleum Hydrocarbons

Method: Tx1005

Prep Method: Tx1005

QC Batch ID: QC20718

CAS#	Analyte	Result	SDL	MQL	Units	Q	DF	Prep Date	Date Analyzed	Analyst
	TPH, Total	18.8	9.00	20.6	mg/Kg-dry J		1	01/16/2025	01/17/2025	AH
	nC6 to nC12	<12.3	12.3	20.6	mg/Kg-dry		1	01/16/2025	01/17/2025	AH
	nC12 to nC28	18.8	8.99	20.6	mg/Kg-dry J		1	01/16/2025	01/17/2025	AH
	nC28 to nC35	<8.99	8.99	20.6	mg/Kg-dry		1	01/16/2025	01/17/2025	AH

Brandon Huber
AD Environmental Services, LLC
8806 N. Navarro, Suite 600 #125
Victoria, Texas 77904

Report Date: 01/20/2025
Report #: I250154
Project ID: Harlingen Recycle Center

ANALYTICAL DATA REPORT

Client Sample ID: SS-2
Date Collected: 01/14/2025
Date Received: 01/16/2025

Lab Sample ID: I250154-2
Matrix: Soil
% Moisture: 8.2

Volatile Organics

Method: SW846-8260

Prep Method: SW846 5035A

QC Batch ID: QC20722

CAS#	Analyte	Result	SDL	MQL	Units	Q	DF	Prep Date	Date Analyzed	Analyst
1634-04-4	MTBE	<0.0577	0.0577	0.115	mg/Kg-dry		21.19		01/17/2025	AH
71-43-2	Benzene	<0.0577	0.0577	0.115	mg/kg-dry		21.19		01/17/2025	AH
108-88-3	Toluene	<0.0577	0.0577	0.115	mg/Kg-dry		21.19		01/17/2025	AH
100-41-4	Ethylbenzene	<0.0577	0.0577	0.115	mg/Kg-dry		21.19		01/17/2025	AH
1330-20-7	Xylene(total)	<0.115	0.115	0.231	mg/Kg-dry		21.19		01/17/2025	AH

Total Petroleum Hydrocarbons

Method: Tx1005

Prep Method: Tx1005

QC Batch ID: QC20718

CAS#	Analyte	Result	SDL	MQL	Units	Q	DF	Prep Date	Date Analyzed	Analyst
	TPH, Total	<9.11	9.11	20.8	mg/Kg-dry		1	01/16/2025	01/17/2025	AH
	nC6 to nC12	<12.5	12.5	20.8	mg/Kg-dry		1	01/16/2025	01/17/2025	AH
	nC12 to nC28	<9.10	9.10	20.8	mg/Kg-dry		1	01/16/2025	01/17/2025	AH
	nC28 to nC35	<9.10	9.10	20.8	mg/Kg-dry		1	01/16/2025	01/17/2025	AH

Brandon Huber
AD Environmental Services, LLC
8806 N. Navarro, Suite 600 #125
Victoria, Texas 77904

Report Date: 01/20/2025
Report #: I250154
Project ID: Harlingen Recycle Center

ANALYTICAL DATA REPORT

Client Sample ID: SS-3
Date Collected: 01/14/2025
Date Received: 01/16/2025

Lab Sample ID: I250154-3
Matrix: Soil
% Moisture: 17.3

Volatile Organics

Method: SW846-8260

Prep Method: SW846 5035A

QC Batch ID: QC20722

CAS#	Analyte	Result	SDL	MQL	Units	Q	DF	Prep Date	Date Analyzed	Analyst
1634-04-4	MTBE	<0.0641	0.0641	0.128	mg/Kg-dry		21.19		01/17/2025	AH
71-43-2	Benzene	<0.0641	0.0641	0.128	mg/kg-dry		21.19		01/17/2025	AH
108-88-3	Toluene	0.0771	0.0641	0.128	mg/Kg-dry	J	21.19		01/17/2025	AH
100-41-4	Ethylbenzene	<0.0641	0.0641	0.128	mg/Kg-dry		21.19		01/17/2025	AH
1330-20-7	Xylene(total)	<0.128	0.128	0.256	mg/Kg-dry		21.19		01/17/2025	AH

Total Petroleum Hydrocarbons

Method: Tx1005

Prep Method: Tx1005

QC Batch ID: QC20718

CAS#	Analyte	Result	SDL	MQL	Units	Q	DF	Prep Date	Date Analyzed	Analyst
	TPH, Total	<9.20	9.20	21.0	mg/Kg-dry		1	01/16/2025	01/17/2025	AH
	nC6 to nC12	<12.6	12.6	21.0	mg/Kg-dry		1	01/16/2025	01/17/2025	AH
	nC12 to nC28	<9.19	9.19	21.0	mg/Kg-dry		1	01/16/2025	01/17/2025	AH
	nC28 to nC35	<9.19	9.19	21.0	mg/Kg-dry		1	01/16/2025	01/17/2025	AH



8127 Mesa Dr. #C-305 * Austin, TX. 78759
(512) 891-7777 * www.integritytestingaustin.com

Brandon Huber
AD Environmental Services, LLC
8806 N. Navarro, Suite 600 #125
Victoria, Texas 77904

Report Date: 01/20/2025
Report #: I250154
Project ID: Harlingen Recycle Center

ANALYTICAL DATA REPORT

Client Sample ID: SS-4
Date Collected: 01/14/2025
Date Received: 01/16/2025

Lab Sample ID: I250154-4
Matrix: Soil
% Moisture: 8.3

Volatile Organics

Method: SW846-8260

Prep Method: SW846 5035A

QC Batch ID: QC20722

CAS#	Analyte	Result	SDL	MQL	Units	Q	DF	Prep Date	Date Analyzed	Analyst
1634-04-4	MTBE	<0.0691	0.0691	0.138	mg/Kg-dry		25.35		01/17/2025	AH
71-43-2	Benzene	<0.0691	0.0691	0.138	mg/kg-dry		25.35		01/17/2025	AH
108-88-3	Toluene	<0.0691	0.0691	0.138	mg/Kg-dry		25.35		01/17/2025	AH
100-41-4	Ethylbenzene	<0.0691	0.0691	0.138	mg/Kg-dry		25.35		01/17/2025	AH
1330-20-7	Xylene(total)	<0.138	0.138	0.276	mg/Kg-dry		25.35		01/17/2025	AH

Total Petroleum Hydrocarbons

Method: Tx1005

Prep Method: Tx1005

QC Batch ID: QC20718

CAS#	Analyte	Result	SDL	MQL	Units	Q	DF	Prep Date	Date Analyzed	Analyst
	TPH, Total	32.3	8.78	20.1	mg/Kg-dry		1	01/16/2025	01/17/2025	AH
	nC6 to nC12	<12.0	12.0	20.1	mg/Kg-dry		1	01/16/2025	01/17/2025	AH
	nC12 to nC28	32.3	8.77	20.1	mg/Kg-dry		1	01/16/2025	01/17/2025	AH
	nC28 to nC35	<8.77	8.77	20.1	mg/Kg-dry		1	01/16/2025	01/17/2025	AH

Brandon Huber
AD Environmental Services, LLC
8806 N. Navarro, Suite 600 #125
Victoria, Texas 77904

Report Date: 01/20/2025
Report #: I250154
Project ID: Harlingen Recycle Center

QC REPORT

QC Batch ID: QC20722 **Matrix:** Soil

QC Surrogate Summary

S1 = Dibromofluoromethane (66-153%) S2 = Toluene-d8 (74-122%) S3 = Bromofluorobenzene (61-153%)

Lab Sample ID	Client Sample ID	S1	S2	S3
Blank 1/17/25	Blank 1/17/25	77	96	105
LCS 1/17/25	LCS 1/17/25	77	96	103
LCSD 1/17/25	LCSD 1/17/25	77	97	102
I250121-15 MS	14 - PC-2 MS	80	96	98
I250121-15 MSD	14 - PC-2 MSD	80	96	100
I250154-1	SS-1	82	95	106
I250154-2	SS-2	81	95	105
I250154-3	SS-3	83	94	105
I250154-4	SS-4	85	95	104

QC Results

Analyte	Blank	MS%	MSD%	Limits	RPD	Limit	LCS%	LCSD%	Limits	RPD	Limit
MTBE	<0.0025	90	95	58-142	5.4	20	80	76	66-143	5.1	20
Benzene	<0.0025	108	106	37-151	1.9	20	110	102	75-125	7.5	20
Toluene	<0.0025	115	114	47-150	0.87	20	114	106	75-134	7.3	20
Ethylbenzene	<0.0025	107	108	51-128	0.93	20	110	104	75-134	5.6	20
Xylene(total)	<0.005	109	109	48-140	0	20	109	102	59-125	6.6	20

Brandon Huber
AD Environmental Services, LLC
8806 N. Navarro, Suite 600 #125
Victoria, Texas 77904

Report Date: 01/20/2025
Report #: 1250154
Project ID: Harlingen Recycle Center

QC REPORT

QC Batch ID: QC20718 **Matrix:** Soil

QC Surrogate Summary

S1 = 1-Chlorooctane (70-130%) S2 = o-terphenyl (70-130%)

Lab Sample ID	Client Sample ID	S1	S2
Blank 1/16/25	Blank 1/16/25	74	70
LCS 1/16/25	LCS 1/16/25	90	81
LCSD 1/16/25	LCSD 1/16/25	79	74
I250120-4 MS	T-2 N 12' MS	107	92
I250120-4 MSD	T-2 N 12' MSD	95	93
I250154-1	SS-1	74	75
I250154-2	SS-2	73	70
I250154-3	SS-3	76	76
I250154-4	SS-4	71	75

QC Results

Analyte	Blank	MS%	MSD%	Limits	RPD	Limit	LCS%	LCSD%	Limits	RPD	Limit
TPH, Total	<8.7										
nC6 to nC12	<12	115	108	75-125	6.3	20	112	103	75-125	8.4	20
nC12 to nC28	<8.7	100	108	75-125	7.7	20	95	91	75-125	4.3	20
nC28 to nC35	<8.7										

INTEGRITY
testing

Chain of Custody # I250128⁵⁴_{sm}
11/7/25

Contact: Brandon Huber
Company: AD Environmental Services
Address: 8806 N. Navarro #600-125
City, ST Zip: Victoria, TX 77904
Phone: (361) 576-9494
Fax: _____
Email: brandonh@adesllc.com
Project: Harlingen Recycle Center
PO #: _____

Sampled By:

☐ 3-Day

Signature: _____

☐ Same-DayReporting Req'd: ☐ TRRP ☐ LPST ☐ See Attached

of Sample Containers

Analysis/Method Requested

[illegible]

Relinquished By: <i>J. Schubert</i>	Date: <i>1/15/25</i>	Time: <i>16:30</i>	Received By: <i>[Signature]</i>	Date: <i>1/15/25</i>	Time: <i>16:30</i>	Comments: <i>1 call w/ TPIH results for PAH</i>	
Relinquished By: <i>[Signature]</i>	Date: <i>1/15/25</i>	Time: <i>17:00</i>	Received By:	Date:	Time:		
Relinquished By:	Date:	Time:	Received By (Laboratory): <i>[Signature]</i>	Date: <i>1/16/25</i>	Time: <i>8:00</i>	Received on Ice? <i>y</i>	Temp IR Gun #: <i>1</i>
						Sample Temp: <i>25</i>	pH Check:

Corr temp: 7.56 PAGE 2 of 2

INTEGRITY testing

SAMPLE RECEIPT CHECKLIST

Laboratory Number 1250154

Checklist Completed by SM

Custody

Custody seals present? Yes No
Custody seals intact? Yes No NA
Chain-of-Custody included? Yes No
Chain-of-Custody signed and dated by client? Yes No
Samples collected and delivered the same day? Yes No
Samples received within holding time? Yes No

Thermal Preservation >0°C to 6°C

Thermal Preservation Applicable Yes No
Samples received on ice? Yes No
Uncorrected Temperature 2.5 °C Corrected Temperature 2.56 °C
IR Gun# 1

Sample Numbers Unacceptable _____

NOTE: Local samples that are delivered to the laboratory on the same day they are collected may not meet the requirements of THERMAL PRESERVATION. In these cases, the samples shall be considered acceptable if the samples are RECEIVED ON ICE.

Samples

Samples properly labeled? Yes No
Sample containers intact? Yes No
Chain-of-Custody information matches samples? Yes No
Chain-of-Custody filled out correctly and completely? Yes No
Sample volume sufficient for requested analyses? Yes No
Were samples received in hermetically sealed containers? Yes No NA
Volatile vials received with no headspace? Yes No NA
BOD/CBOD samples contain residual chlorine? Yes No NA
Sub-sampling performed? Yes No NA

Chlorine residual strip lot# _____

Sample Numbers Unacceptable _____

Chemical Preservation - pH

Chemical Preservation Applicable Yes No
pH acceptable upon receipt? Yes No NA
Were Metals/Mercury preservations adjusted upon receipt? Yes No NA

Date _____ and Time _____ of preservation for METALS MERCURY (circle one or both)

pH paper lot # _____

Adjusted by: _____

Chemical Name _____ Lot# _____

Subcontracting

Sample Numbers Subcontracted: _____

Samples subcontracted to: _____

Analyses Subcontracted: _____

Shipped Via: _____

Date Shipped: _____

Comments: _____

Sample Receiving Checklist 10/17/24

Brandon Huber
AD Environmental Services, LLC
8806 N. Navarro, Suite 600 #125
Victoria, Texas 77904

Report Date: 01/20/2025
Report #: I250154
Project ID: Harlingen Recycle Center

QUALIFIERS AND ACRONYMS

<u>Qualifier</u>	<u>Description</u>
B	Analyte detected in the associated method blank above the detection limit
E	Concentration exceeds the calibration range of the instrument
H	Analyzed outside holding time
J	Indicates an estimated value
*	Value outside QC limits
D	Diluted analyte
N	This identification is based on a mass spectral library search, indicates presumptive evidence of a compound
NC	Integrity Testing does not hold TCEQ NELAC drinking water certification for this analyte.
C	Integrity Testing does not hold TCEQ NELAC certification for this analyte.
NR	Accreditation not available for this method
M	Modified Method
FB	Analyte detected in the associated field blank above the detection limit
TB	Analyte detected in the associated Trip blank above the detection limit

<u>Acronym</u>	<u>Description</u>
DCS	Detection Check Study
DUP	Duplicate
LCS	Laboratory Control Sample
LCSD	Laboratory Control Sample Duplicate
Blank	Method Blank
MDL	Method Detection Limit
MQL	Method Quantitation Limit
MS	Matrix Spike
MSD	Matrix Spike Duplicate
PQL	Practical Quantitation Limit
SDL	Sample Detection Limit
SUB	Subcontracted Parameter
TRRP	Texas Risk Reduction Program
DF	Dilution Factor
Q	Qualifiers
3540C-M	TCEQ Accepted, Integrity Testing validated modified continuous extraction tumbling method

END OF REPORT

CHANGE ORDER FORM

DATE: 01/30/2025
SALESMAN: Julio Garza
Location Information:

Site Name: Harlingen Recycling Center
Address: 1006 S Commerce
City/State: Harlingen, TX
Zip Code: 78550
Phone #: _____

Owner/ Billing Information:

Owner: City Of Harlingen
Contact: Christopher Torres
Address: 118 E. Tyler
City/State: Harlingen, TX
Zipcode: 78550
Phone #: _____

CHANGE ORDER NO#: _____

REQUESTED BY: Christopher Torres

DESCRIPTION :	AMOUNT QUOTED	QTY (if applicable)
Contaminated Soil Haul Off Quote: CLASS 2		
Class 2 Contaminated Soil Haul Out 1,200 Yards	Cost	
Class 2 Republic Services \$53.64 Per Cubic Yard	\$64,368.00	1,200 Yards
Transportation Fee (Estimated 60 Loads) \$485.69 Per Load	\$29,141.40	60
Enviromental Fee (Estimated 60Loads) \$19.71 Per Load	\$1,182.60	60
Fuel Recovery Fee: 9.5% total of ticket (Variable Monthly)	\$8,995.74	1
Admin Fee/ Invoice	\$5.95	1
JF Petroleum Group Equipment & Service Fee (7.5% of total cost)	7,777.03	1
Bid Budget for Clean Soil Haul Out (Credit)	-\$10,714.67	1
*Note Site Remediation Not Included in Proposal Total:	\$100,756.00	

JOB #: 11155
AMENDED: ☐ **Yes** **Or** ☐ **No**
If yes, Date: _____

Note: Response Needed By 3:00 PM Tuesday Afternoon 02/04/2025.

Verbal: **Yes Or No** *If Verbal, please obtain backup & attach (email providing permission)*

Accepted Signature _____

Date _____

Printed Name _____

Company _____

STATE LOCATIONS

AZ | FL | GA | IN | KY | MA | MD | NC | NJ | OH | PA | SC | TX | VA

10(i)

**AGENDA ITEM
EXECUTIVE SUMMARY**

Meeting Date: **February 5, 2025**

Consideration and possible action to over hire two firefighters this calendar year.

Prepared By (Print Name): Gabriel Gonzalez

Title: City Manager

Signature: *Gabriel Gonzalez*

Brief Summary:

The fire department is commencing an academy and is asking permission to over hire two firefighters in order to complete the academy. Five cadets will start the academy and they will be two short for vacancies that will occur later in the year. The over hire for one cadet will be for a two week period and for the second cadet will be for approximately three months. The Chief has indicated he can absorb the salaries during the over hire process from his budget and will not require a budget amendment. I recommend approval of the request.

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 ☐ N/A

Staff Recommendation:

City Manager's approval: *6/6* ☒ Yes ☐ No ☐ N/A

Comments:

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