Notice is hereby given that the above Board of Directors will hold a Special Meeting on Tuesday, September 24, 2019 at 12:00 p.m. (noon), at the **University Center, 2424 Boxwood Street, Room 133, Harlingen, Texas.**

The Development Corporation of Harlingen, Inc., hereinafter “HEDC”, reserves the right to meet in Executive Session on any agenda item should the need arise, and if applicable, pursuant to authorization by Title 5, Chapter 551 of the Texas Government Code. HEDC meetings are available to all persons regardless of disability. If you require special assistance, please contact the **HEDC office at (956) 216-5081 or e-mail us at info@harlingenedc.com at least 24 hours in advance of the meeting.**

**AGENDA ITEMS**

Call Meeting to Order

Roll Call

Pledge of Allegiance

Recognition of Guest(s)

Public Comment

1. **Consent Agenda.**

   The following items are of a routine or administrative nature. The Board has been furnished with background material on each item and/or it has been discussed at a previous meeting. All items will be acted upon by one vote, without being discussed separately, unless separate discussion of any item is requested by a Board Member. Items withdrawn from the Consent Agenda for individual consideration will be heard in their normal sequence after the remainder of the Consent Agenda has been acted upon.
   
   a) Consider approval of the August 27, 2019 board minutes.
   b) Consider approval the August 30, 2019 financial reports.

2. Consider establishing the HEDC meeting dates and times for fiscal year 2019 – 2020.

3. Consider authorizing CEO to engage services of a landscape designer for industrial park improvements.

4. Consider approval of Second Amendment to Agreement between Development Corporation of Harlingen, Inc., The City of Harlingen and Strategic Behavioral Health, LLC.

5. Executive Session pursuant to Chapter 551, Subchapter D., V.T.C.A. Government Code (Section 51.072), regarding the purchase, lease or value of real estate, if the deliberation in an open meeting would have a detrimental effect on the position of the Development Corporation of Harlingen Inc. in negotiations with a third person regarding some of the following projects; and/or Contemplated or pending litigation, or matters where legal advice is requested of the Attorney on a matter in which the duty of the attorney to the Board under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Act. Section 551.071 of the Texas Open Meetings Act. and/or Executive Session pursuant to Chapter 551, Subchapter D., V.T.C.A. Government Code (Section 551.087) regarding commercial and financial information from business prospects with which the Board is conducting economic development negotiations and/or to discuss or deliberate financial or other incentives relating to the following projects:

   a. Project Firefly
   b. Project Ghost Flyer
   c. Project Scavenger
   d. Project Container
   e. Project Park
   f. Project Bender
6. Executive Session pursuant to Chapter 551, Subchapter D., V.T.C.A. Government Code (Section 551.074), personnel, involving the appointment, employment, evaluation, reassignment, and/or duties of the position of Manager/CEO.

7. Consider and take action on executive session items, if necessary.

8. Staff reports
   a) CEO’s report
   b) Industrial development and recruitment
   c) Commercial development and recruitment
   d) Marketing

I, the undersigned authority, do hereby certify that the above Notice of Meeting of the Board of Directors of the above named Corporation 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 Corporation’s Internet Website and said Notice was posted on Friday, September 20, 2019, at or before ___________ p.m. and remained so posted for at least 72 hours preceding the time of said meeting.

Raudel Garza, Manager and Chief Executive Officer
Development Corporation of Harlingen, Inc.
Regular Meeting
August 27, 2019

On the 27th of August 2019 at 11:30 a.m. the Development Corporation of Harlingen, Inc., Board of Directors convened at the University Center, 2424 Boxwood Street, Room 128, Harlingen Texas. The following board members were present:

Present
Mickey Boland
Dr. Linda Burke
Michael Lamon
Ricky Leal

Absent
Eric Ziehe
Alan Ozuna

Staff
Raudel Garza, Selene Guerrero, Beverly Loftus, Tania Hernandez, MaryAnn Villarreal and Allison Bastian.

Call to Order
President Mickey Boland called the meeting to order; a quorum was established, and the following proceedings were held.

Roll Call
President Mickey Boland announced that he, Mr. Michael Lamon, Dr. Linda Burke and Ricky Leal were present. Mr. Eric Ziehe was absent.

Pledge of Allegiance
President Boland led everyone present in the Pledge of Allegiance.

Recognition of Guest(s)
Mayor Chris Boswell, City Manager Dan Serna, City Commissioner Michael Mezmar, City Commissioner Frank Puente, City Commissioner Richard Uribe, Assistant City Manager Gabe Gonzales, Assistant City Manager Carlos Sanchez, Assistant, Former City Commissioner Robert Leftwich and Valley Morning Star Staff Writer Rick Kelley.

Public Comment
Ron Lozano.

1. Consent Agenda.

The following items are of a routine or administrative nature. The Board has been furnished with background material on each item and/or it has been discussed at a previous meeting. All items will be acted upon by one vote, without being discussed
separately, unless separate discussion of any item is requested by a Board Member. Items withdrawn from the Consent Agenda for individual consideration will be heard in their normal sequence after the remainder of the Consent Agenda has been acted upon.

a) Consider and possible action to approve the July 30, 2019 and August 6, 2019 minutes.
b) Consider and possible action to approve the July 31, 2019 financial reports.
c) Consider authorizing CEO to execute letter of engagement for Public Improvement District with Bickerstaff Heath Delgado Acosta, LLP.

Motion was made by Dr. Burke and seconded by Mr. Lamon to approve the consent agenda. Motion carried unanimously.

2. Consider presentation of and possible action to approve the budget and program of work for fiscal year 2019 – 2020.

Mr. Garza gave a PowerPoint presentation to the board outlining the budget for fiscal year 2019 – 2020 and in the packet was the program of work.

Motion was made by Dr. Burke and seconded by Mr. Leal to approve the budget for fiscal year 2019 – 2010 with motion to approve the budget and program of work as presented with following changes:

   a) on items under the expense category “Development Corporation Other”, the Board asked that the goal line “Student Assistance Program” not define the specific agencies, but rather just the amount of $125,000
   b) to include a 2% cost-of-living increase and up to a 2% merit increase at the CEO’s discretion. Motion carried unanimously.

3. Consider discussion on possible action on future strategic planning retreat.

Mr. Garza and the board will look over dates in October to obtain availability for the strategic planning retreat. Mr. Lamon mentioned if the meeting can be completed within a day. The board discussed that they can be available for a full day. No further action was taken.

4. a) Executive Session pursuant to Chapter 551, Subchapter D., V.T.C.A. Government Code (Section 551.072), regarding the purchase, lease or value of real estate, if the deliberation in an open meeting would have a detrimental effect on the position of the Development Corporation of Harlingen Inc. in negotiations with a third person regarding some of the following projects; and/or Contemplated or pending litigation, or matters where legal advice is requested of the Attorney on a matter in which the duty of the attorney to the Board under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Act. Section 551.071 of the Texas Open Meetings Act. and/or Executive Session pursuant to Chapter 551, Subchapter D., V.T.C.A. Government Code (Section 551.087) regarding commercial and financial information from business prospects with which the Board is conducting economic development negotiations and/or to discuss or deliberate financial or other incentives relating to the following projects:
   i. Project Target 2.1 (TJ Maxx)
   ii. Project Shelby (Strategic Behavioral Health)
iii. Project Sam Shadow  
iv. Project Ghost Flyer  
v. Project Dream  
vi. Project Liberty 3

b) Executive Session pursuant to Chapter 551, Subchapter D., V.T.C.A. Government Code (Section 551.074), personnel, involving the appointments, employment, evaluations, reassignments, and/or duties of the positions of Manager/CEO, Office Manager, Industrial Recruitment and Retention Manager, Commercial Recruitment and Retention Manager and Marketing Manager, and Administrative Assistant.

At 12:25 p.m., motion was made by Mr. Lamon and seconded by Mr. Leal to convene into executive session. Motion carried unanimously.

At 1:25 p.m., President Boland announced the board had completed its executive session and declared the meeting open to the public.

5. Action on executive session items, if necessary.

Motion was made by Dr. Burke and seconded by Mr. Leal to amend existing Development Agreement with Strategic Behavioral Health, LLC. allowing for an alternative method of counting job positions as discussed in executive session. Motion carried unanimously.

No further action was taken.

6. Staff reports
   a) CEO’s report  
   b) Industrial development and recruitment  
   c) Commercial development and recruitment  
   d) Marketing

The staff supplied reports in the packets and spoke briefing on the highlights.

Motion was made by Mr. Lamon and second by Dr. Burke to adjourn the meeting at 1:35 p.m.

Development Corporation of Harlingen, Inc.

______________________________
Mickey Boland, President

ATTEST:

______________________________
Raudel Garza, Manager and CEO
Agenda Date: September 24, 2019

Development Corporation
Executive Summary

I. Agenda Item: Consider and take action to approve Financial Reports for period Ending August 31, 2019.

II. Brief Overview:

An analysis of the August 2019 fund balance indicates a reserve of $2,711,650 for debt service, an unrestricted Fund Balance of $6,170,959, and a non-spendable amount of $1,849,926. Total assets equal $11,267,236. Liabilities equal $534,701. During the month of August 2019, the cash NOW Accounts and the TexPool Account earned 1.77% and 2.17 % interest respectively. From the Statement of Revenues, Expenditures, and Changes in Fund Balance (PAGE 2), current revenues equal $545,500 and total current expenditures (Page 3) equal $855,916 - generating expenditures over revenues in the amount of $310,416.

For the month of August 2019, General Capital Assets, net of depreciation, totaled $32,210,117 and Long-term Liabilities totaled $28,816,698, resulting in net assets of $3,393,419.

Development Corp. Sales tax receipts received from Texas State Comptrollers for the month of August 2019 were $406,477, an increase of $43,891 or 12.1% (Page 4) from the prior year. In the month of August, Brownsville experienced a 1.34% increase and McAllen an 16.6% increase from the prior year.

III. Budget
Item Budgeted_____Yes______No______X____N/A. If yes, fund (s) & Amount. If no, Sources of funding, amount requested & funds remaining.

IV. Finance Director Comments: ___ Approved _____ Disapproved _____ None

VI. Staff Recommendation:
Staff recommends approval of financial reports as presented.

NAME: ELVIA TREVINO
DEPARTMENT: Finance
TITLE: Finance Director
Harlingen Economic Development Corporation

Interim Financial Statements

As of August 31, 2019
Harlingen Economic Development Corporation
BALANCE SHEET - Unaudited
As of August 31, 2019

**ASSETS**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash</td>
<td>$1,654,621</td>
</tr>
<tr>
<td>Investments (Texpool)</td>
<td>6,807,502</td>
</tr>
<tr>
<td>Accounts Receivable/Miscellaneous</td>
<td>482,582</td>
</tr>
<tr>
<td>Miscellaneous/Notes</td>
<td>472,606</td>
</tr>
<tr>
<td>Prepaid Expenses</td>
<td>2,111</td>
</tr>
<tr>
<td>Investments (Land)</td>
<td></td>
</tr>
<tr>
<td>FY 15 Projects</td>
<td>555,686</td>
</tr>
<tr>
<td>FY 18 Projects</td>
<td>31,933</td>
</tr>
<tr>
<td>FY 19 Projects</td>
<td>1,260,196</td>
</tr>
<tr>
<td><strong>TOTAL ASSETS</strong></td>
<td>$11,267,236</td>
</tr>
</tbody>
</table>

**LIABILITIES**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Other Payable</td>
<td>$5,000</td>
</tr>
<tr>
<td>Accounts Payable</td>
<td></td>
</tr>
<tr>
<td>83/77 Developer Payable</td>
<td>34,217</td>
</tr>
<tr>
<td>Due to City of Harlingen</td>
<td>185</td>
</tr>
<tr>
<td>Deferred Revenue</td>
<td></td>
</tr>
<tr>
<td>TIFRZ No. 3</td>
<td>366,416</td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>128,983</td>
</tr>
<tr>
<td><strong>TOTAL LIABILITIES</strong></td>
<td>534,701</td>
</tr>
</tbody>
</table>

**FUND BALANCE**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unrestricted Fund Balance</td>
<td>6,170,959</td>
</tr>
<tr>
<td>Reserve for Debt Service</td>
<td>2,711,650</td>
</tr>
<tr>
<td>Nonspendable</td>
<td>1,849,926</td>
</tr>
<tr>
<td><strong>TOTAL FUND BALANCE</strong></td>
<td>10,732,535</td>
</tr>
</tbody>
</table>

**TOTAL LIABILITIES AND FUND BALANCE**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$11,267,236</td>
</tr>
</tbody>
</table>


## Harlingen Economic Development Corporation
### STATEMENT OF REVENUES, EXPENDITURES - Unaudited
### AND CHANGES IN FUND BALANCE
### As of August 31, 2019

<table>
<thead>
<tr>
<th>Revenues</th>
<th>Current Month</th>
<th>Current Year to Date</th>
<th>FY 18-19 Annual Budget</th>
<th>Unrealized Balance</th>
<th>83% of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Taxes</td>
<td>$409,101</td>
<td>$4,462,557</td>
<td>$5,018,141</td>
<td>$555,584</td>
<td>89%</td>
</tr>
<tr>
<td>Charges for Services</td>
<td>29,115</td>
<td>366,655</td>
<td>391,969</td>
<td>25,314</td>
<td>94%</td>
</tr>
<tr>
<td>Intergovernmental</td>
<td>6,911</td>
<td>77,973</td>
<td>75,000</td>
<td>(2,973)</td>
<td>104%</td>
</tr>
<tr>
<td>Interest</td>
<td>15,096</td>
<td>118,728</td>
<td>54,300</td>
<td>(64,428)</td>
<td>219%</td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>75,376</td>
<td>449,857</td>
<td>420,858</td>
<td>(28,999)</td>
<td>107%</td>
</tr>
<tr>
<td>Other Financing Sources</td>
<td>9,902</td>
<td>4,502,959</td>
<td>316,577</td>
<td>(4,186,382)</td>
<td>1422%</td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td><strong>$545,500</strong></td>
<td><strong>$9,978,728</strong></td>
<td><strong>$6,276,845</strong></td>
<td><strong>$3,701,883</strong></td>
<td><strong>159%</strong></td>
</tr>
</tbody>
</table>

### Expenditures

#### 8501 ADMINISTRATION

<table>
<thead>
<tr>
<th>Item</th>
<th>Current Year to Date</th>
<th>FY 18-19 Annual Budget</th>
<th>Unrealized Balance</th>
<th>83% of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personnel Services</td>
<td>$35,589</td>
<td>$332,401</td>
<td>$390,590</td>
<td>58,189</td>
</tr>
<tr>
<td>Personnel Benefits</td>
<td>10,195</td>
<td>89,698</td>
<td>101,437</td>
<td>11,739</td>
</tr>
<tr>
<td>Supplies - General</td>
<td>-</td>
<td>80</td>
<td>10,000</td>
<td>9,920</td>
</tr>
<tr>
<td>Services &amp; Charges - General</td>
<td>7,248</td>
<td>66,979</td>
<td>79,300</td>
<td>10,321</td>
</tr>
<tr>
<td>Services &amp; Charges - Maintenance</td>
<td>4,255</td>
<td>14,050</td>
<td>5,900</td>
<td>(8,158)</td>
</tr>
<tr>
<td>Services &amp; Charges - Miscellaneous</td>
<td>4,009</td>
<td>5,233</td>
<td>52,500</td>
<td>47,267</td>
</tr>
<tr>
<td>Administration - Billboards</td>
<td>-</td>
<td>37,881</td>
<td>45,000</td>
<td>7,119</td>
</tr>
<tr>
<td>Administration - Operations</td>
<td>17,814</td>
<td>294,750</td>
<td>463,700</td>
<td>168,950</td>
</tr>
</tbody>
</table>

#### 8502 MARKETING

<table>
<thead>
<tr>
<th>Item</th>
<th>Current Year to Date</th>
<th>FY 18-19 Annual Budget</th>
<th>Unrealized Balance</th>
<th>83% of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Services &amp; Charges - Miscellaneous</td>
<td>8,231</td>
<td>60,829</td>
<td>59,000</td>
<td>(4,129)</td>
</tr>
<tr>
<td>Marketing</td>
<td>17,988</td>
<td>124,236</td>
<td>180,600</td>
<td>27,981</td>
</tr>
</tbody>
</table>

#### 8505 BUSINESS INCENTIVE OTHER

<table>
<thead>
<tr>
<th>Item</th>
<th>Current Year to Date</th>
<th>FY 18-19 Annual Budget</th>
<th>Unrealized Balance</th>
<th>83% of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Direct Business Incentive</td>
<td>10,425</td>
<td>524,193</td>
<td>2,883,317</td>
<td>2,359,124</td>
</tr>
</tbody>
</table>

#### 8515 DEVELOPMENT CORP - OTHER

<table>
<thead>
<tr>
<th>Item</th>
<th>Current Year to Date</th>
<th>FY 18-19 Annual Budget</th>
<th>Unrealized Balance</th>
<th>83% of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Services &amp; Charges - Miscellaneous</td>
<td>-</td>
<td>319,732</td>
<td>318,566</td>
<td>(1,166)</td>
</tr>
<tr>
<td>Other</td>
<td>-</td>
<td>67,853</td>
<td>165,267</td>
<td>97,414</td>
</tr>
</tbody>
</table>

### DEBT SERVICES

<table>
<thead>
<tr>
<th>Item</th>
<th>Current Year to Date</th>
<th>FY 18-19 Annual Budget</th>
<th>Unrealized Balance</th>
<th>83% of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Other Financing Uses</td>
<td>740,162</td>
<td>3,280,332</td>
<td>3,276,485</td>
<td>(3,847)</td>
</tr>
</tbody>
</table>

| Total Expenditures                   | $855,916             | $5,218,255             | $31,683            | $8,030,652    | $2,780,724    | 65%           |

| Excess Revenues over Expenditures    | $ (310,416)          | $4,760,473             | $ (1,753,817)      | $ (6,514,290) |

| Fund Balance, Beginning of year      | 5,972,062            | 5,972,062              |

| Fund Balance, Year to Date           | $10,732,535          | $4,218,245             |
Harlingen Economic Development Corporation
General Capital Assets & General Long-Term Liabilities
Interim Financial Statements

As of August 31, 2019
Harlingen Economic Development Corporation
General Capital Assets & General Long-Term Liabilities - Unaudited
As of August 31, 2019

GENERAL CAPITAL ASSETS

Land $ 4,294,807
Building 31,902,903
Improvements Other Than Buildings 4,795,863
Accumulated Depreciation (8,783,455)
TOTAL ASSETS $ 32,210,117

LONG-TERM LIABILITIES

Accrued Expenses/ Interest Payable $ 62,579
Compensated Absences 42,120
Notes Payable/ Frost Bank Loan 994,083
Notes Payable/ 77/83 Property BPS Land 2,078,820
2010 A Tax Exempt Bonds 14,868,540
2010 B Taxable Bonds 10,993,010
2010 A Tax Exempt- Bond Discount (53,872)
2010 B Taxable - Bond Discount (168,681)
TOTAL LIABILITIES $ 28,816,698

NET ASSET
Invested in General Capital Assets $ 3,393,419
<table>
<thead>
<tr>
<th>Date Received</th>
<th>Development Corp. (3/8 % Sales Tax)</th>
<th>City of Harlingen (2% Sales Tax)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Fiscal Year 2018-19</td>
<td>Fiscal Year 2017-2018</td>
</tr>
<tr>
<td>October</td>
<td>$407,022</td>
<td>$410,091</td>
</tr>
<tr>
<td>November</td>
<td>379,186</td>
<td>365,762</td>
</tr>
<tr>
<td>December</td>
<td>353,556</td>
<td>360,387</td>
</tr>
<tr>
<td>January</td>
<td>561,386</td>
<td>502,076</td>
</tr>
<tr>
<td>February</td>
<td>355,223</td>
<td>359,782</td>
</tr>
<tr>
<td>March</td>
<td>368,269</td>
<td>368,437</td>
</tr>
<tr>
<td>April</td>
<td>426,718</td>
<td>462,659</td>
</tr>
<tr>
<td>May</td>
<td>380,692</td>
<td>376,796</td>
</tr>
<tr>
<td>June</td>
<td>366,629</td>
<td>383,607</td>
</tr>
<tr>
<td>July</td>
<td>428,160</td>
<td>406,666</td>
</tr>
<tr>
<td>August</td>
<td>406,477</td>
<td>362,586</td>
</tr>
<tr>
<td>September</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>$4,433,318</td>
<td>$4,368,863</td>
</tr>
<tr>
<td></td>
<td>$23,644,364</td>
<td>$23,301,134</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Date Received</th>
<th>City of Brownsville (2% Sales Tax)</th>
<th>City of McAllen (2% Sales Tax)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Fiscal Year 2018-19</td>
<td>Fiscal Year 2017-2018</td>
</tr>
<tr>
<td>October</td>
<td>$3,357,354</td>
<td>$3,061,164</td>
</tr>
<tr>
<td>November</td>
<td>3,322,888</td>
<td>2,765,731</td>
</tr>
<tr>
<td>December</td>
<td>3,151,659</td>
<td>3,051,685</td>
</tr>
<tr>
<td>January</td>
<td>4,070,154</td>
<td>4,040,219</td>
</tr>
<tr>
<td>February</td>
<td>2,882,465</td>
<td>2,721,606</td>
</tr>
<tr>
<td>March</td>
<td>3,082,801</td>
<td>2,951,978</td>
</tr>
<tr>
<td>April</td>
<td>3,592,714</td>
<td>3,793,437</td>
</tr>
<tr>
<td>May</td>
<td>3,395,562</td>
<td>2,777,202</td>
</tr>
<tr>
<td>June</td>
<td>2,994,619</td>
<td>3,137,467</td>
</tr>
<tr>
<td>July</td>
<td>3,639,876</td>
<td>3,326,695</td>
</tr>
<tr>
<td>August</td>
<td>3,318,868</td>
<td>3,274,915</td>
</tr>
<tr>
<td>September</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>$36,808,962</td>
<td>$34,891,999</td>
</tr>
<tr>
<td></td>
<td>$63,886,791</td>
<td>$56,931,143</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Date Received</th>
<th>City of Weslaco (2% Sales Tax)</th>
<th>City of Edinburg (2% Sales Tax)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Fiscal Year 2018-19</td>
<td>Fiscal Year 2017-2018</td>
</tr>
<tr>
<td>October</td>
<td>$1,231,205</td>
<td>$1,069,109</td>
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<tr>
<td>November</td>
<td>1,051,260</td>
<td>886,379</td>
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<tr>
<td>December</td>
<td>950,401</td>
<td>966,664</td>
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<tr>
<td>January</td>
<td>1,344,776</td>
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<tr>
<td>February</td>
<td>1,009,100</td>
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<td>March</td>
<td>1,040,755</td>
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<tr>
<td>May</td>
<td>1,114,349</td>
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<td>1,035,420</td>
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<td>July</td>
<td>1,200,337</td>
<td>1,133,129</td>
</tr>
<tr>
<td>August</td>
<td>1,154,130</td>
<td>1,031,727</td>
</tr>
<tr>
<td>September</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td>$12,378,029</td>
<td>$11,467,732</td>
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<td>$23,291,689</td>
<td>$20,400,087</td>
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<tr>
<td>Date</td>
<td>Fiscal Year 2018-19</td>
<td>Fiscal Year 2017-2018</td>
</tr>
<tr>
<td>------------</td>
<td>--------------------</td>
<td>-----------------------</td>
</tr>
<tr>
<td>October</td>
<td>$1,491,192</td>
<td>$1,307,604</td>
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<td>$1,375,842</td>
<td>$1,111,736</td>
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<td>December</td>
<td>$1,210,534</td>
<td>$1,196,274</td>
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<td>$1,708,977</td>
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<td>February</td>
<td>$1,233,083</td>
<td>$1,237,503</td>
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<td>March</td>
<td>$1,279,859</td>
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<td>May</td>
<td>$1,395,033</td>
<td>$1,165,253</td>
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<td>June</td>
<td>$1,400,774</td>
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<td>July</td>
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<td>August</td>
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<table>
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<th>Fiscal Year 2018-19</th>
<th>Fiscal Year 2017-2018</th>
<th>Increase (Decrease)</th>
<th>% Increase (Decrease)</th>
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<tbody>
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<td>$396,904</td>
<td>$382,394</td>
<td>$14,510</td>
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<tr>
<td>November</td>
<td>$365,412</td>
<td>$348,514</td>
<td>$16,898</td>
<td>4.84%</td>
</tr>
<tr>
<td>December</td>
<td>$358,907</td>
<td>$346,551</td>
<td>$12,356</td>
<td>3.56%</td>
</tr>
<tr>
<td>January</td>
<td>$454,809</td>
<td>$427,527</td>
<td>$27,282</td>
<td>6.38%</td>
</tr>
<tr>
<td>February</td>
<td>$365,886</td>
<td>$357,791</td>
<td>$8,075</td>
<td>2.25%</td>
</tr>
<tr>
<td>March</td>
<td>$380,778</td>
<td>$354,798</td>
<td>$25,980</td>
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</tr>
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<td>April</td>
<td>$427,262</td>
<td>$489,825</td>
<td>($62,562)</td>
<td>-12.77%</td>
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<tr>
<td>May</td>
<td>$398,438</td>
<td>$339,753</td>
<td>$58,685</td>
<td>17.27%</td>
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<tr>
<td>June</td>
<td>$415,190</td>
<td>$366,088</td>
<td>$49,102</td>
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<tr>
<td>July</td>
<td>$434,559</td>
<td>$400,891</td>
<td>$33,668</td>
<td>8.39%</td>
</tr>
<tr>
<td>August</td>
<td>$474,804</td>
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<td>$4,472,932</td>
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<table>
<thead>
<tr>
<th>Date</th>
<th>Fiscal Year 2018-19</th>
<th>Fiscal Year 2017-2018</th>
<th>Increase (Decrease)</th>
<th>% Increase (Decrease)</th>
</tr>
</thead>
<tbody>
<tr>
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<td>$1,771,783</td>
<td>$1,537,813</td>
<td>$233,970</td>
<td>15.21%</td>
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<td>November</td>
<td>$1,633,688</td>
<td>$1,363,639</td>
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<td>19.80%</td>
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<td>December</td>
<td>$1,541,429</td>
<td>$1,502,050</td>
<td>$39,379</td>
<td>2.62%</td>
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<tr>
<td>January</td>
<td>$2,460,662</td>
<td>$1,712,515</td>
<td>$748,147</td>
<td>43.68%</td>
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<tr>
<td>February</td>
<td>$1,670,886</td>
<td>$1,405,923</td>
<td>$264,963</td>
<td>18.84%</td>
</tr>
<tr>
<td>March</td>
<td>$1,608,553</td>
<td>$1,381,333</td>
<td>$227,220</td>
<td>16.44%</td>
</tr>
<tr>
<td>April</td>
<td>$1,771,590</td>
<td>$1,646,964</td>
<td>$124,626</td>
<td>7.56%</td>
</tr>
<tr>
<td>May</td>
<td>$1,669,298</td>
<td>$1,573,321</td>
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<td>6.10%</td>
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<td>$1,760,677</td>
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<tr>
<td>July</td>
<td>$1,797,679</td>
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<tr>
<td>August</td>
<td>$1,826,066</td>
<td>$1,538,304</td>
<td>$287,762</td>
<td>18.70%</td>
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<tr>
<td></td>
<td>$19,512,310</td>
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<tr>
<td>37.50</td>
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**Note:**
- The table above is part of a financial document.
- The amount listed is 37.50.
- The date is not specified in the image.
- The check register is not visible in this image.

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**Additional Information:**
- The document page number is 14.
- The page dimensions are 792.0x612.0.
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<th>BANK ACCOUNT</th>
<th>VENDOR ACCOUNT</th>
<th>VENDOR NAME</th>
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<td>2/1/99</td>
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<td>3</td>
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<tr>
<td>3/1/99</td>
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<td>4</td>
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<td>4/1/99</td>
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</table>

*Note: All checks register.*
<table>
<thead>
<tr>
<th>Fiscal Year</th>
<th>Estimated Funding</th>
<th>Unfunded Commitment</th>
</tr>
</thead>
<tbody>
<tr>
<td>16-18</td>
<td>$347,917</td>
<td>$2,083</td>
</tr>
<tr>
<td>17-19</td>
<td>$500,000</td>
<td>$75,000</td>
</tr>
<tr>
<td>18-20</td>
<td>$1,900,000</td>
<td>$2,500,000</td>
</tr>
<tr>
<td>19-21</td>
<td>$450,000</td>
<td>$460,000</td>
</tr>
<tr>
<td>20-21</td>
<td>$444,000</td>
<td>$544,000</td>
</tr>
</tbody>
</table>

Total Commitments:
- Fox Valley Molding, Inc.
- El Ciego Sales Company, Inc.
- United Launch Alliance, LLC
- Space Exploration Technologies Corp.
- Strategic Behavioral Health, LLC
- Quantum Data Services Group, LLC

Purpose: [Supplementary Schedule: Total Current Commitments & Commitments Mapped to Development Corporation of Hamburg, Inc.]
### Note Receivable Schedule

<table>
<thead>
<tr>
<th>Borrower</th>
<th>Date Made</th>
<th>Date Due</th>
<th>Loan Amount</th>
<th>Amount Paid</th>
<th>Current Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Qualfon Data Service Group, LLC</td>
<td>04/04/15</td>
<td>04/14/16</td>
<td>$200,000</td>
<td>$147,000</td>
<td>$53,000</td>
</tr>
<tr>
<td>Fox Valley Molding</td>
<td>01/06/17</td>
<td>01/30/18</td>
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<td></td>
<td>$21,083</td>
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<tr>
<td>Industrial Tool &amp; Die Co.</td>
<td>04/19/10</td>
<td>04/19/20</td>
<td>$21,254</td>
<td>$19,702</td>
<td>$1,552</td>
</tr>
<tr>
<td>Pan American Hydrogen</td>
<td>04/21/17</td>
<td>04/21/23</td>
<td>$33,359</td>
<td>$2,803</td>
<td>$30,556</td>
</tr>
<tr>
<td><strong>Total</strong></td>
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<td></td>
<td><strong>$275,696</strong></td>
<td><strong>$169,505</strong></td>
<td><strong>$106,190</strong></td>
</tr>
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</table>

### Receivables - TIFRZ No. 3

<table>
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<th>Date Due</th>
<th>Loan Amount</th>
<th>Amount Paid</th>
<th>Current Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>TIFRZ No. 3</td>
<td>N/A</td>
<td>$886,416</td>
<td>$520,000</td>
<td>$366,416</td>
</tr>
<tr>
<td>Harlingen Ventures No. 2</td>
<td>08/30/07</td>
<td>N/A</td>
<td>$886,416</td>
<td>$366,416</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>$886,416</strong></td>
<td></td>
<td><strong>$366,416</strong></td>
</tr>
</tbody>
</table>
DEVELOPMENT CORPORATION OF HARLINGEN, INC.
AGENDA ITEM
EXECUTIVE SUMMARY

Meeting Date: September 24, 2019

Agenda Item:
2. Consider establishing the HEDC meeting dates and times for fiscal year 2019 – 2020.

Prepared By (Print Name): Raudel Garza
Title: Manager & Chief Executive Officer
Signature:

Brief Summary:
Staff has prepared a list of meeting dates for the upcoming fiscal year for Board consideration. Time for the meetings must also be established by the Board.

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:
Approval of dates as shown. Meeting times should be accessible to the general public and should alternate between noon and 5:30 PM.

Staff Member: Raudel Garza
Title: CEO
Signature:

Comments:

North American Industry Classification System (NAICS) Code:

HEDC Attorney’s approval:  
[ ] Yes  [ ] No  [ ] N/A
2019 - 2020 Development Corp. Meetings List*
for Public Distribution

*Some meetings are subject to change due to unforeseen circumstances.
Town Hall is located on the 2nd floor of City Hall at 118 East Tyler, Harlingen Texas
and University Center at 2424 Boxwood Street, Harlingen Texas

<table>
<thead>
<tr>
<th>Regular Development Corporation of Harlingen, Inc. Meetings,</th>
</tr>
</thead>
<tbody>
<tr>
<td>October 22, 2019</td>
</tr>
<tr>
<td>November 19, 2019</td>
</tr>
<tr>
<td>December 17, 2019</td>
</tr>
<tr>
<td>January 28, 2020</td>
</tr>
<tr>
<td>February 25, 2020</td>
</tr>
<tr>
<td>March 31, 2020</td>
</tr>
<tr>
<td>April 28, 2020</td>
</tr>
<tr>
<td>May 26, 2020</td>
</tr>
<tr>
<td>June 23, 2020</td>
</tr>
<tr>
<td>July 28, 2020</td>
</tr>
<tr>
<td>August 25, 2020</td>
</tr>
<tr>
<td>September 29, 2020</td>
</tr>
</tbody>
</table>
### Agenda Item:

3. Consider authorizing CEO to engage services of a landscape designer for industrial park improvements

### Prepared By (Print Name):
Raudel Garza

Title: HEDC Manager & Chief Executive Officer

Signature: [Signature]

### Brief Summary:
As part of our 2019-2020 Budget, we set aside funds for the next fiscal year for a landscaping design service to renovate the industrial park. Their experience and knowledge make them the appropriate choice to carry out this project from start to finish at a reasonable cost.

### Funding (if applicable):

<table>
<thead>
<tr>
<th>Are funds specifically designated in the current budget for the full amount for this purpose?</th>
</tr>
</thead>
<tbody>
<tr>
<td>X</td>
</tr>
</tbody>
</table>

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

Finance Director’s approval: [ ] Yes [ ] No [ ] N/A

### Staff Recommendation:
Staff recommends that Board authorize CEO to engage services of SSP Design for an amount not to exceed $8,000.

Staff Member: Raudel Garza
Title: CEO
Signature: [Signature]

### Comments:

North American Industry Classification System (NAICS) Code:

<table>
<thead>
<tr>
<th>HEDC Attorney’s approval:</th>
</tr>
</thead>
<tbody>
<tr>
<td>[ ] Yes</td>
</tr>
</tbody>
</table>
HARLINGEN INDUSTRIAL PARK
HARLINGEN, TX

A Proposal
For

Landscape
Design
Services

Prepared
For

Prepared
By

HARLINGEN
Economic Development Corporation

789 East Washington Street
Brownsville, Texas 78520
www.sspdesign.com

September 2019
September 19, 2019

Raudel Garza
Manager and Chief Executive Officer
Harlingen Economic Development Corporation
2424 Boxwood Street, Suite 125
Harlingen, Texas 78550

Dear Mr. Garza:

**RE:** Harlingen Industrial Park – Landscape Design

*Harlingen, Texas*

Thank you for the ‘request for proposal’ for the provision of landscape design services for renovations to your industrial park in Harlingen, Texas.

SSP Design has been working in the Rio Grande Valley for over twenty years on a variety of projects including industrial parks, airports, municipal projects, educational facilities and campuses, master planned communities, and a variety of commercial and residential projects. We operate from an office in Brownsville and use a joint-venture office in Dallas for support and specialist services.

With our experience working on large facilities and campuses and local knowledge of ordinances, materials, climate, and vegetation we are confident we can contribute and work successfully with your design team. We welcome further discussions after review of this initial proposal and look forward to the possibility of working with you.

Thank you again for your consideration.

Sincerely,

S. Scott Pajeski, ASLA
Director
SCOPE OF WORK

Based on our discussions and review of the site, we prepared a concept plan and draft budget document. After our meeting and review of the concept and budget, we have established a scope of work based on a phase 1 budget of $100,000 which will include landscape and irrigation improvements along Industrial Way and possible screening along a portion of Grimes. Additional improvements such as sidewalks and signage the following scope of work for your consideration:

**Schematic Design**
1. On site review of existing conditions
2. Preparation of an overall schematic plan identifying entrances treatments, berming, planting concepts, and overall landscape character
3. Preparation of a preliminary opinion of cost
4. Review meetings with design team and owner

**Softscape / Planting**
1. Preparation of detailed softscape plans, schedules and details
2. Preparation of detailed softscape schedules and details
3. Preparation of construction specifications
4. Review meetings with design team and owner

**Irrigation**
1. Preparation of detailed irrigation layout plans
2. Preparation of detailed irrigation schedules and details
3. Preparation of construction specifications
4. Review meetings with design team and owner

**Construction Administration**
1. Bidding/negotiation
2. Review of shop drawings, submittals
3. Material selections
4. Construction observation and associated field reports/punch lists
5. Client progress meetings/reports/close-out
DESIGN FEES
Based on scope of work above and estimated costs for improvements for Phase 1 ($100,000), the following is a breakdown of our fees:

<table>
<thead>
<tr>
<th>Service</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Schematic Design</td>
<td>$2,000</td>
</tr>
<tr>
<td>Softscape Design</td>
<td>$3,000</td>
</tr>
<tr>
<td>Irrigation Design</td>
<td>$1,500</td>
</tr>
<tr>
<td>Construction Administration</td>
<td>$1,500</td>
</tr>
<tr>
<td><strong>Total Design Fee</strong></td>
<td><strong>$8,000</strong></td>
</tr>
</tbody>
</table>

Notes:
1. Owner to provide plat & topographic survey
2. Change of scope or significant budget increases will require a renegotiated fee or additional services using hourly rates.

SSP Design hourly rates are as follows:
- Principal: $125.00/hr
- Project Director/Manager: $85.00/hr
- Project Designer-I: $75.00/hr
- Project Designer-II: $65.00/hr
- Drafting: $45.00/hr
- Administrative: $35.00/hr

CONDITIONS OF ENGAGEMENT
SSP follows the conditions and practices of the American Society of Landscape Architects (ASLA). S. Scott Pajeski would be responsible for project management and schematic design. Patrick McCauley and Scott Pajeski will carry out all detail landscape design and construction administration. John Wingfield will be responsible for irrigation design. SSP utilizes Acad R2018 for all design documentation. All drawings will be submitted both in hard copy and digital formats (pdf). Invoices will be submitted monthly on a percentage of work complete. Invoices are due on receipt.

We welcome further discussions once you have reviewed this initial proposal and look forward to working with your management and development team.

If the above scope of work, design fees and conditions are acceptable, please sign and return fax to initiate work.

Sincerely,

SSP Design, LLC 
Harlingen Economic Development Corporation

S. Scott Pajeski, ASLA
Director

Raudel Garza
Manager and Chief Executive Officer
S. Scott Pajeski, ASLA
Director

Education
Texas A&M University, College of Architecture and Environmental Design, College Station – B.S. Landscape Architecture
Italart Design Program, Florence, Italy

Experience & Qualifications
During the past thirty years, Scott has worked professionally as a resident in more than seven countries and has participated in projects in more than twenty countries worldwide. Projects have included some of the world’s largest infrastructure developments as well as exclusive resort, residential, commercial, open space and parks master plans. Design, documentation, and administration have been accomplished working with both local and international multi-disciplinary teams.

Scott has worked with several internationally renown design firms including Belt Collins & Associates in Hawaii, M&SF in Finland, and EDAW Inc. in Australia. He has been consulting privately as SSP for over twenty years in the US and has designed and implemented projects in Texas, Louisiana, Florida, Hawaii, New York, and Massachusetts.

Scott has extensive experience in master planning and landscape design including two years in Australia participating in the master planning and design documentation of Millennium Park for the 2000 Olympic Games in Sydney. Other significant international projects include; design and documentation of the Robina Town Center, an exclusive retail development including extensive landscape and water features; Mango Hill New Town, a 4,000 acre master planned community including a town center, residential, commercial and a business park; and the master planning of the Taiwan National Botanical Gardens, a 500 acre botanical garden project for the Federal Government of Taiwan.

Scott has been consulting in South Texas for more than twenty years and has worked on several large-scale commercial, municipal and residential projects for the University of Texas, South Texas College, the City of Brownsville, the City of McAllen and several local architects, engineers and developers. Local project experience includes:

- Valley International Airport – Landscape master planning, detail design for phased landscape improvements
- Brownsville/SPI International Airport – Master planning and terminal improvements (2001) and new terminal design (2018)
- La Placita – A contemporary shopping plaza across from La Plaza Mall in McAllen
- Bert Ogden Arena – A new arena in Edinburg on SH 281
- Edinburg Conference Center at Renaissance – A new conference center facility in Edinburg
- Art Village at Main – A boutique commercial center on Main/Hackberry in McAllen
- Bass Pro Shop – The RGV’s Bass Pro Shop and commercial development in Harlingen
- Trenton Crossing – A large commercial development on Trenton Road in Edinburg
- City of McAllen Quinta Mazatlan – A meadow and amphitheater project within Quinta Mazatlan
- City of McAllen Intermodal Transit Terminal – An intermodal transit terminal on Bus. 83
- RGV Premium Outlets – The premium outlet development in Mercedes
- Brownsville Event Center – A multi-use event center at Pasco de la Resaca in Brownsville
- UTRGV Edinburg – Engineering Building, School of Medicine, Science Building, Student Services Tower
- UTRGV Brownsville – Landscape Master Plan, BINAB Bldg, MLSC, REK Center, Library, School of Education and Business, Arts Center, STLC
- UTRGV Harlingen (RAHC) – Landscape Master Plan and site improvements for the RAHC in Harlingen
- South Texas College – Starr County and Mid-Valley Campus Landscape Master Plans, Pecan Campus Memorial Garden
COMPANY PROFILE

SSP is a private practice specializing in site planning, landscape design, and parks/open space planning. We have been consulting both nationally and internationally for over twenty years and have provided services to both private and public sector clients.

SSP currently operates from an office in Brownsville, Texas and uses joint-venture offices in Houston and Dallas for support and specialist services. We have designed local projects from Brownsville to Laredo and regionally in Houston, Dallas, and San Marcos. Other projects have been carried out in the states of Hawaii, New York, Massachusetts, Connecticut and Louisiana. Internationally we have participated in projects in Europe, Southeast Asia, Japan, the Middle East, Australia, China and Mexico. We have extensive knowledge of South Texas native, tropical and sub-tropical plant material and their use in both urban and natural settings.

SSP’s special emphasis is upon the broad and increasingly complex issues of land use planning and environmentally sensitive landscape design. We encourage both the appropriate use of resources and enhancement of the environment at all environmental scales.

SSP provides the following primary services:

- Master Planning
- Landscape Planning & Design
- Irrigation Design and Water Management
- Recreation Planning
- Park Design

Additional specialist services, such as lighting, water features, graphics, and signage can also be provided as required.
DESIGN PHILOSOPHY

SSP is involved in all aspects of environmental design, planning and management. We see planning and policy-making, environmental analysis, physical design and implementation as a continuum of related professional activities. Through appropriate application of our profession, we strive to improve the quality of the relationship between people and their environment.

SSP’s design philosophy responds to both the natural and built environment. This includes basing design solutions on sound research of cultural traditions affecting land use, such as vernacular styles of architecture and historical motifs. Once identified, these elements can be incorporated into design concepts with the aim of capturing an appropriate landscape character. Sensitivity to environmental and cultural attributes is also necessary to achieve client/user acceptance. We recognize that industrial / manufacturing facilities and campuses need to satisfy the needs of administrators/managers and customers/users, as well as provide visitors the opportunity to experience the Valley’s unique sense of place in a comfortable and enjoyable setting. Therefore, preservation, enhancement and creation of landscape character suitable to the individual site and regional context is a critical landscape planning and design objective.
RELEVANT EXPERIENCE

SSP experience in landscape design and planning is exemplified in our current or recent projects. These projects include:

- UTRGV Edinburg-School of Medicine Phase & TBL Center
- UTRGV Brownsville Landscape Master Plan
- UTRGV Brownsville Fine Arts & Music Education Complex
- UTRGV Brownsville Recreation, Education & Kinesiology
- UTRGV Brownsville New Library & Classrooms Project
- UTRGV Brownsville Early Childhood Center
- South Texas College Mid-Valley Campus Master Plan
- South Texas College Rio Grande City Campus Master Plan
- UTRGV Brownsville ITEC Campus Renovations
- UTRGV Brownsville Regional Academic Health Center
- UTRGV Brownsville Education & Business Complex
- UTRGV Brownsville Truan Sculpture Garden
- UTRGV Brownsville Lightner Student Center Courtyard
- UTRGV Brownsville School of Music-Eidman Courtyard
- City of McAllen Intermodal Transit Terminal
- Resaca de la Palma-World Birding Center
- SPI Birding & Nature Center
- Texas Regional Bank HQ (Harlingen)
- Edinburg CISD Administration Building
- Brownsville Events Center
- North Brownsville Park & Tennis Center
- Brownsville Golf and Recreation Center
- Brownsville/South Padre Island Int. Airport
- St. Charles Pocket Park, City of Brownsville
- Brownsville Convention & Visitors Bureau
- Historic Brownsville Museum
- Paseo de la Resaca Master Planned Community
- Texas Trail of Trees Recreation Park

Some other recent international project experience includes participation in the master planning of the 2000 Sydney Olympic Park (Millennium Park), the Robina Town Center, Mango Hill New Town, and Griffith University in Brisbane, Australia.
Local Project Experience

**Valley International Airport – Harlingen, Texas**
*VIA Board of Directors*

SSP worked with the airport director and board on a landscape master plan and phasing plan for landscape improvements at Valley International Airport in Harlingen, Texas.

SSP prepared an overall landscape master plan with several recommended phases to meet budget guidelines for yearly improvements (2014). Detail design and implementation of phases one through three were implemented in 2014-2015 including interior plantscapes in the main entry hall atrium.

**Brownsville / SPI International Airport**
*The City of Brownsville / Airport Advisory Board / Director*

SSP originally worked with the Brownsville EDC and City officials on master planning and landscape improvements for the airport in 2000-2001. The project included a landscape master plan to identify landscape opportunities and constraints, analyze existing conditions and prepare recommendations for phased improvements. SSP also prepared detailed plans for terminal improvements that were implemented in 2002. SSP also worked with the Airport Board and Director on the new terminal facility master planning and detail design. This project is currently under construction and anticipated to open in 2020.

**Wildflower Office Park**
*Paseo de la Resaca - Brownsville, TX*

SSP worked with developer Bill Hudson on the development of a pocket park within his new Wildflower Office Park in the master planned community Paseo de la Resaca.

The project included hike/bike trails, a detention/retention pond with water features, park furniture, native landscaping and irrigation. This project was completed in 2001.

**Town (Cemetery) Resaca Environmental Park**
*The City of Brownsville, PUB, Parks & Recreation*

SSP worked with Ambiotec Engineering and the City of Brownsville on the master planning for one of the Valley’s first integrated environmental-recreation parks.

This multi-faceted project includes extensive dredging and reshaping of the resaca channel to provide better storm water management, flood control, and water quality. The park will include a wetland treatment system, interpretive trails, an environmental center, and a series of bird/wildlife viewing decks and hides.
UTRGV School of Education & Business
The University of Texas at Brownsville & Texas Southmost College

SSP was engaged by Croslin Architects of Austin for the landscape design of the new School of Education and Business Complex located along the historic Lozano Banco Resaca. Site planning of these facilities was critical due to its location across the resaca from the existing main UTB/TSC campus. A 350’ timber bridge now links this new complex to the student union building and main campus.

SSP’s scope of work included both softscape and hardscape design for the site and three internal courtyards. The main entrance design includes a formal entrance circle, cascading water feature and lush subtropical vegetation. This project was complete in September 2005.

UTRGV – Recreation, Education & Kinesiology Center
The University of Texas at Brownsville & Texas Southmost College

SSP worked with 3D/I Architects on the design development of the new Recreation, Education & Kinesiology Center (REK) located on University Boulevard on the UTB Campus in Brownsville, Texas.

This project included an extensive site development including paseos, entrance courtyards, pool terraces, sports fields and gloriettas. SSP’s scope of work included both hardscape and softscape design and documentation. This project was complete in September 2009.

TSC – Art Center (Music Ed. /Performing Arts)
The University of Texas at Brownsville & Texas Southmost College

SSP was engaged by Studio Red Architects of Houston on the new Fine Arts and Music Education Complex on the UT Brownsville Campus.

The project included site design and development with large paseos, courtyards and a future music garden. SSP’s scope of work included site master planning and both hardscape and softscape design and documentation. Construction of this project was complete in November 2009.

UTRGV – Library & Classrooms
The University of Texas at Brownsville & Texas Southmost College

SSP worked with Kell Munoz Architects and UTB-TSC on the master planning and design of the new library and classroom wings located on University Boulevard on the UTB Campus.

This project included connections to the existing EDBC buildings and the bridges over Lozano Banco Resacas as well as new paseos and courtyard spaces. SSP’s scope of work included softscape design and documentation.

Construction of this project was complete in May 2009.
UTRGV – Biomedical Research Phase I
The University of Texas at Brownsville

SSP worked with SHW Group on the master planning and design of this new Biomedical Research facility on the UT Brownsville Campus.

This project included connections to the existing Life Health Sciences buildings and important links to existing paseos and courtyards. SSP prepared master plan options as well as full construction documentation and administration of the site development, courtyards, water features, paving and landscape.

This project was complete in February 2012.

TSTC – Cultural Arts Building
Texas State Technical College - GMS

SSP worked together with Gomez-Mendez-Saenz Architects on the design of TSTC’s new Cultural Arts Building on their Harlingen Campus.

This project is located on a prominent corner of TSTC property and includes a long processional entry drive loop. Landscape design included the use of palms to accentuate the entrance drive and a variety of native and subtropical trees and palms to accent building details and provide shade and canopy in parking lots and walkways. This project was completed in July of 2008.

UTRGV - Baseball Stadium
City of Edinburg, Texas & UT Pan Am

SSP worked with Cotera-Kolar-Negrete Architects on this state-of-the-art baseball facility for the City of Edinburg and UT Pan American. This project was fast-tracked on a twelve-month design-build schedule. The project features one of the finest playing fields in the Texas-Louisiana League and includes extensive site landscaping and detailed hardscape and water features.

SSP was responsible for full design, documentation and supervision of the playing field, irrigation, water features and landscaping.

TSC – International Technology, Education & Commerce Campus (ITECC)
The University of Texas at Brownsville & Texas Southmost College

SSP worked together with UTB-TSC on the master planning and design development of the ITEC Campus located in downtown Brownsville.

This project involved the redevelopment of an existing mall and complete site renovation including parking lots, park spaces, boulevards, courtyards, and streetscape. SSP’s scope of work included site planning, landscape/irrigation design and construction administration. This project was complete in January 2009.
**UTRGV Truan Sculpture Garden**  
*University of Texas & Texas Southmost College - Brownsville, TX*

SSP worked with the University of Texas & Texas Southmost College on the master planning and design of a new sculpture garden located next to the historic Cavalry Building on their main campus.

The project included new brick paver pedestrian walkways, shaded seating areas, sculpture displays areas, native and butterfly plantings, lighting and a central water feature. The project has been very well received by local artists and student artists as a place to display current works as well as an outdoor venue for art shows.

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**Valley Baptist Medical Center**  
*Valley Baptist Health Systems*

SSP worked with VBHS on the development of a memorial garden within their existing facility in Harlingen, Texas.

The project included the redevelopment of an existing open green space into a memorial garden based on the theme of attracting butterflies and hummingbirds. The design includes meandering stone slabs, sculptural stone pieces, a water feature and extensive planting of native flowering trees, shrubs and perennials. This project was complete in June of 2008.

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**Art Village On Main**  
*Cantu Construction*

SSP worked with Cantu Construction of this new commercial development in McAllen, Texas. This development was designed to attract artists and local craftsmen in a unique art village atmosphere.

The project was designed around an historic home which was renovated into one of the gallery buildings for the display of art work and public exhibitions. Landscape planning and design was an integral part of creating an inviting village feeling through the appropriate use of subtropical planting, soft curvilinear paving and natural outdoor spaces. This project was complete in 2010.

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**Basilica of San Juan Del Valle**  
*Diocese of Brownsville - S Basilica of San Juan Del Valle*

SSP worked with Father Amador Garza and the Basilica Board of Directors on a landscape master plan, site and parking lot improvements and a Welcome Plaza for the Basilica of San Juan Del Valle.

SSP presented master plan drawings of the site improvements and completed the detail design of the Welcome Plaza which includes a new exit drive, sidewalks, plaza with seating, fountain and a commissioned bronze sculpture from Italy. The Welcome Plaza was opened to the public in July 2017.
STC Pecan Campus – Memorial Garden  
*South Texas College*

SSP was engaged by South Texas College to prepare plans for a faculty/student Memorial Garden located on the Pecan Campus in McAllen, Texas.

SSP prepared conceptual master plans and three dimensional imagery for campus and board approval. Final design plans included a memorial wall, water feature, brick paving, landscape lighting and seating/gathering areas. This project was complete in April 2009.

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Saint Joseph Academy  
*Saint Joseph Academy & The Marist Brothers*

SSP has been working with Saint Joseph Academy on several projects including the renovation of the central courtyard, the new administration building and the new middle school.

The central courtyard renovation features several seating areas, gathering plazas and prayer gardens. Several existing sculptures were relocated into this courtyard which now includes landscape lighting for night use. New brick pavers, picnic tables, benches and planters were included the renovation.

SSP also worked with the Board and Brothers on the new middle school and administration buildings. These buildings feature sub-tropical landscape themes developed to highlight existing native and tropical plantings.

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City of Mercedes Streetscape  
*City of Mercedes, Texas, Guzman & Munoz*

SSP worked with the Mercedes EDC, City Officials and Guzman Munoz Engineers on the master planning and redevelopment of several blocks of historic downtown Mercedes. The project was approved and construction commenced in November of 2008.

The project includes demolition of existing sidewalks, new brick pavers and stone inlays, period style streetscape furniture, lighting and new accessible routes and ramps. The project was complete in October 2009.

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World Birding Center - Quinta Mazatlan  
*City of McAllen Parks & Rec*

SSP was engaged to work with the McAllen Parks Department and Quinta Mazatlan Board on the master planning and design for a new amphitheater and meadow project.

SSP completed design development and construction documents for the additions which include new trails, stone entrance portal, stone amphitheater, enlarged wetland pond and native plantings for birds and butterflies. This project was opened to the public in March 2008.
Brownsville ISD – Veterans Memorial High School  
*BISD – Gomez Mendez Saenz Architects*

SSP worked together with the GMS consultant team on the design and construction management of this new high school in Brownsville, Texas.

This project includes more than 60 acres of site development including a new stadium, baseball/softball fields, soccer fields, and practice fields. SSP designed an extensive computer controlled irrigation system that allows for lower maintenance and better efficiency of water use.

The landscape design includes several large courtyard spaces with shaded seating areas and raised planters. The plant palette includes a variety of native and naturalized vegetation to minimize maintenance and water requirements. This project was complete in July 2010.

City of McAllen-Schupp Park  
*City of McAllen Recreation & Parks*

SSP has been working with the City of McAllen Parks & Recreation Department on the addition of a sunken garden and amphitheater at the existing Schupp Park.

The plans included converting two existing detention ponds into a sunken garden and amphitheater for performances and outdoor gatherings. The plans also included hummingbird/butterfly gardens, water features, a stage area, bridge structure, seating, new lighting and extensive native and subtropical plantings.

This project was opened to the public in March 2009.

North Brownsville Park & Tennis Center  
The City of Brownsville

In 2001, the City of Brownsville opened its newest sports and recreation facility – The North Brownsville Park & Tennis Center. SSP worked with local architects and engineers on the development of this U.S.T.A. award-winning project. This project was partially funded through an outdoor recreation grant from Texas Parks & Wildlife.

The tennis center includes sub-tropical plantings including a variety of native palm and shade trees. Soft curved trails lead players to and from the courts and the entrance includes cantera columns and a custom wrought iron fence. The park area includes over two miles of hike/bike trails along the resaca, playgrounds, BBQ areas, fishing piers and an entertainment pavilion.

South Texas College Pecan Campus – Comm Arts Building  
*South Texas College, McAllen, Texas*

SSP worked together with STC and the contractor on site and landscape plans for this new communication arts building on the Pecan Campus in McAllen, Texas.

SSP prepared a detailed landscape package including revisions to the site plan and sidewalk layouts, planting plans and irrigation plans. Emphasis was placed on use of native/naturalized plant species and shading of large paved surfaces. Native palms and flowering accent trees were used to highlight architectural lines and detailing on the building. This project was complete in March 2008.
Paseo de la Resaca

PDLR & Hudson Farm, Mr. William P.C. Hudson

Hudson Farm engaged SSP to work with their consultant team on the open space and recreation planning for their 1000 acre master planned community. The master plan calls for over 100 acres of parks and open space to link all parts of the development. The development is currently under construction and will eventually be home to over 20,000 residents. Several commercial areas have also been planned as well as a City Services complex to include fire, EMS, and a satellite city hall.

SSP worked with the developer on a master plan to complete the construction of Central Parkway, a 50 acre park along Resaca Calmada. This park includes several miles of hike/bike trails, pedestrian bridges, and three marinas for water-based transportation. This parkway system will eventually link to the proposed ‘Historic Battlefield Trail & Southern Pacific Linear Park’.

SSP has also been assisting the developer on several other parks and subdivision developments including Arbor Park, Regency Park, Wildflower Office Park, Hudson Boulevard, Serenity Pond Park, Central Parkway Pocket Park and the main development signage at FM 802 and Paredes Line Road.

Saint Joseph Academy

Saint Joseph Academy & The Marist Brothers

SSP has been working with Saint Joseph Academy for over two years on several new projects including the renovation of the central courtyard, the new administration building and a new middle school currently under construction.

The recently completed courtyard renovation features several seating areas, gathering plazas and prayer gardens. Several existing sculptures were relocated into this courtyard which now includes landscape lighting for night use. New brick pavers, picnic tables, benches and planters were included in the renovation.

SSP also worked with the Board and Brothers on the new middle school and administration buildings. These buildings feature a sub-tropical landscape theme developed to highlight existing native and tropical plantings.

Edinburg Conference Center at Renaissance

Cantu Development – City of Edinburg EDC

SSP worked with Cantu Development on this new state of the art conference center in Edinburg, Texas.

SSP developed site landscape plans incorporating the latest ordinance requirements of the City of Edinburg and coordinated planting types and species with the City Forester.

Use of tall accent palms and native canopy and flowering trees were used to soften and accentuate the building lines and shade parking areas. This project was complete in 2012.
Brownsville Event Center

*Paseo de la Resaca, Brownsville, Texas*

The City of Brownsville engaged SSP to work with local architects and engineers in the development of a master plan for a 30 acre community event center and recreation park along the newly constructed Resaca Calmada at Paseo de la Resaca.

The project includes a new community event center, tennis center, and a 10 acre recreation park along the resaca. The park system includes nearly two miles of trails, picnic facilities, playground equipment, benches and shade structures, lighting and extensive native landscaping. This trail system will link the tennis center, event center, and the recreation park to the adjacent ‘Central Parkway’, Texas Trail of Trees Educational Resaca Park, and the proposed ‘Historic Battlefield Trail & Southern Pacific Linear Park’.

SSP carried out both hard and soft landscape design of the 50,000 sf Event Center facility including several courtyards, interior and exterior water features, and detailed stone paving. This project was completed in December of 2001 was opened to the public in February 2002.

Cameron County Drainage District No. 1 – Cascade Park

*Cameron County*

SSP is working with Cameron County Drainage District No. 1 on a 20 acre environmental education and recreation park and trail system in Brownsville. The master planning process included public workshops and extensive community input which was instrumental in updating the City Parks Master Plan.

Texas Parks & Wildlife awarded this project with a trails grant and outdoor recreation grant to fund a million dollar park project including trails, wetlands, viewing areas, waterfalls, picnic areas and recreation areas. TCEQ also awarded the project a substantial grant to construct LID parking lots including permeable paving, bioswales and native vegetation.

SSP recently completed construction documents including trails, roads, parking, drainage, docks, pavilions, bridges, water features, wetlands, native plantings and irrigation. Construction is well underway in multiple phases allowing the District to carry out a portion of the project in house. Completion of the project is anticipated for the summer of 2015.

VTX1 Corporate Headquarters

*Haraway Construction – VTX – Raymondville, Texas*

SSP worked with Haraway Construction on the planning and design of this corporate headquarters for VTX1 Communications located in Raymondville, Texas.

SSP prepared schematic plans and detail landscape plans for the site including courtyards, patios, entrances, and parking areas. Use of stone, decomposed granite and boulders along with native xeriscape planting themes provides a low maintenance hill country contemporary feel.

This project was complete in 2013.
Mitte Cultural District Monument Sign  
*City of Brownsville – Dean Porter Park Renovation Committee*

SSP was engaged by the Dean Porter Park Renovation Committee and the Mitte Cultural District on the design and construction administration of a new monument sign located on US 77/83 and 6th Street.

SSP prepared conceptual plans, sketches, simulations, detail plans, bid specifications and construction administration of the monument, seat wall and landscape improvements.

This project was complete in August of 2009.

South Padre Island Birding & Nature Center  
*Richter Architects – SPI EDC*

SSP worked with the SPI EDC and Richter Architects on the master planning and park design for their new Birding & Nature Center on South Padre Island.

SSP completed conceptual and design development plans for the park including a new fresh water pond system, extensive native plant restoration and bird/butterfly gardens. The park also includes a continuation of the boardwalks from the Convention Center, outdoor decks and gathering areas and re-use of water from the adjacent water treatment plant.

Phase I of this project was complete in 2009 and Phase II funded by a grant from the Coastal Impact Assistance Program is currently under construction and includes additional fresh water ponds, native habitat and nature trails.

Rio Grande Valley Premium Outlets  
*Chelsea Properties/Simon, Architects Orange*

SSP has been working with the Architects Orange design team to design the landscape for the Rio Grande Valley’s first outlet mall located in Mercedes. This project involved design of interior mall spaces as well as large courtyard and entrance areas. Emphasis was placed on the use of South Texas native and subtropical vegetation to provide a unique sense of place that distinguishes this mall from any other in the region.

This project began in 2006 and has involved several phases of design and construction.

Bass Pro Shop – Rio Grande Valley, Harlingen  
*Harlingen EDC*

SSP worked together with the Harlingen EDC and design team to develop the site and development plan for the new Bass Pro Shop in Harlingen, Texas.

SSP assisted in the master planning of the peripheral parking and commercial areas as well as providing detail design of the site landscape and irrigation.

Design emphasis was on creating shaded and accented boulevards and use of low maintenance native plant species. Xeriscape principals were implemented in parking lot areas. This project was complete in 2013.
### Agenda Item

**EXECUTIVE SUMMARY**

**Meeting Date:** September 24, 2019  
**Agenda Item:**

4. Consider approval of Second Amendment to Agreement between Development Corporation of Harlingen, Inc., The City of Harlingen and Strategic Behavioral Health, LLC.

**Prepared By (Print Name):** Raudel Garza  
**Title:** Manager & Chief Executive Officer  
**Signature:**

**Brief Summary:**

The 2nd amendment to the original agreement between SBH, HEDC and the City allows for job measures between both this agreement and the City’s 380 Agreement to align. This will simplify verification efforts and improve efficiency. The concept was approved during the August 27th meeting now the actual amendment can also be approved, as shown in the attached.

**Funding (if applicable):**

Are funds specifically designated in the current budget for the full amount for this purpose?  
*If no, specify source of funding and amount requested:

**Finance Director’s approval:**

Yes  
No  
N/A

**Staff Recommendation:**

Approval of Second Amendment to Agreement between Development Corporation of Harlingen, Inc., The City of Harlingen and Strategic Behavioral Health, LLC.

**Staff Member:** Raudel Garza  
**Title:** CEO  
**Signature:**

**Comments:**

North American Industry Classification System (NAICS) Code:

**HEDC Attorney’s approval:**

Yes  
No  
N/A
SECOND AMENDMENT TO AGREEMENT BETWEEN
THE DEVELOPMENT CORPORATION OF HARLINGEN, INC.,
THE CITY OF HARLINGEN AND STRATEGIC BEHAVIORAL
HEALTH, LLC

On the _______ day of September, 2019, this Second Amendment to the Agreement Between the DEVELOPMENT CORPORATION OF HARLINGEN, INC., THE CITY OF HARLINGEN AND STRATEGIC BEHAVIORAL HEALTH, LLC (hereinafter "Amendment") was entered into by the DEVELOPMENT CORPORATION OF HARLINGEN, INC. (hereinafter "DEVELOPMENT CORPORATION"), THE CITY OF HARLINGEN (hereinafter "CITY"), and STRATEGIC BEHAVIORAL HEALTH, LLC (hereinafter "SBH") on the following terms and conditions:

1. Commission Approval: This Amendment is subject to the express approval of the Elective Commission of the City of Harlingen. Failure to receive such approval shall render this Amendment null and void.

2. Status of Original Agreement: Under the terms of the original Agreement Between the DEVELOPMENT CORPORATION OF HARLINGEN, INC., THE CITY OF HARLINGEN and SBH, SBH was required to meet certain newly created job thresholds in order to receive job creation grant funds. SBH has requested a modification to the methodology for determining the level of job creation grant it will receive.

The DEVELOPMENT CORPORATION has agreed to SBH's request as set out in this Second Amendment of the Agreement on the terms and conditions set forth below:

3. Amendment of Obligations: Based upon the representations and commitments by SBH, both set forth herein and other representations made and documents provided to the DEVELOPMENT CORPORATION by SBH, the DEVELOPMENT CORPORATION agrees to amend the original Agreement's methodology for determining whether SBH meets certain thresholds for job creation grants. Sections 3 and 4 of the original
agreement are hereby substantively amended to replace the financial incentive structure related to job creation grants, and the corresponding obligations of SBH and the DEVELOPMENT CORPORATION, with the following:

The DEVELOPMENT CORPORATION shall provide a job creation grant to SBH of up to One Hundred Thousand Dollars ($100,000.00).

To be eligible for this job creation grant, SBH must employ a minimum of one hundred and twenty (120) full-time equivalent positions at the Harlingen SBH facility in calendar year 2019, filled for a minimum of forty (40) consecutive weeks annually. Full-time equivalent positions shall be defined as 1,664 hours per year.

The job creation grant will be subject to verification of information reasonably satisfactory to the DEVELOPMENT CORPORATION, with no more than $100,000 paid.

The payment of the job creation grant herein will constitute full and final satisfaction of all financial incentives due from the DEVELOPMENT CORPORATION under the original Agreement and any amendment or extension thereto.

4. SBH hereby certifies that it does not and will not knowingly employ any undocumented workers, as defined in Section 2264.001 of the Texas Government Code. SBH further states and certifies that if, after receiving any of the incentives or funds from the DEVELOPMENT CORPORATION as provided under this Agreement, it is convicted of a violation under 8 U.S.C. Section 1324a(f), SSH shall repay the value of the incentives and shall repay to the DEVELOPMENT CORPORATION the amount of any funds received from the DEVELOPMENT CORPORATION hereunder, with interest at the rate of six percent (6%) per annum and payable in three (3) equal annual installments.

5. Access to Records: SBH will supply prompt verification of compliance with these amended and/or extended obligations to the DEVELOPMENT CORPORATION as requested or as necessary to prove its eligibility for payments and compliance with its
obligations under the original Agreement, as hereby amended and extended, and will promptly provide access to any financial, employment or other records necessary to verify the required construction, certificate of occupancy and employment in the Harlingen area as set out in the original Agreement as hereby amended.

6. Parties Bound and Assignment: This Second Amendment to the Agreement shall be binding upon and shall inure to the benefit of the parties hereto, their successors and assigns. SBH may not assign the Agreement or any amendment or extension thereto or any of its rights hereunder without the prior written consent of the DEVELOPMENT CORPORATION, which shall not unreasonably be withheld.

7. Limits of Amendment: Except as specifically amended, modified, or changed by this Second Amendment to the Agreement Between the DEVELOPMENT CORPORATION, the CITY and SBH, all the terms, conditions and provisions of the original Agreement Between the DEVELOPMENT CORPORATION OF HARLINGEN, INC., THE CITY OF HARLINGEN and STRATEGIC BEHAVIORAL HEALTH, LLC, and any prior extensions and amendments thereto, shall remain in full force and effect.

8. Authorization: The parties acknowledge and represent to each other that the persons who executed this Agreement were duly authorized to do so on behalf of each party.

Executed at and performable in Harlingen, Cameron County, Texas.

DEVELOPMENT CORPORATION OF HARLINGEN, INC.

BY: _________________________
ITS: _________________________

STRATEGIC BEHAVIORAL HEALTH, LLC

BY: _________________________
ITS: _________________________
CITY OF HARLINGEN

BY: _________________________

ITS: _________________________
Staff Reports
German Rico - Industrial Development Update:

- Participated with Norwood Fedie from the Harlingen Manufacturers Association (HMA) at the 2019 RGV Lead Education and Career Expo, where over 1,300 students from Valley-wide high schools attended.

- Harlingen Manufacturers Association (HMA) will be hosting their monthly meeting on September 26th. Walker Smith from the Port of Harlingen will be the guest speaker.

- Attended the Team Texas Economic Summit in Lubbock, Texas on the 27th, 28th of August. Site selection consultants discussed the climate of the economic development industry as well as participated in round table discussion of project readiness.

- Research on investment (ROI) has identified new leads and we have followed up with conference calls with these new leads to discuss manufacturing and development in Harlingen, Texas.

- Met with principals from SIDEE Integrated Industrial Solutions to consider warehouse development at Harlingen Industrial Park III and Roosevelt Park.
COMMERCIAL DEVELOPMENT MANAGER
BEVERLY TICER LOFTUS - STAFF REPORT

ACTIVITY UPDATE

Commercial Recruitment Activity/Projects:
- Sent application invitation and follow-ups for Kauffman program to “new start-ups” or possible expanding businesses
- Researched and gathered information related to the SBH request to amend agreement
- Provided available properties to expanding martial arts school
- Emailed new start-up requesting incentives, the project review form and commercial recruitment incentive program information
- Updated building inventory on the HEDC website
- Updated/updating Harlingen Major Employer list
- Provided economic/demographic information to brokerage firm for potential commercial tech project

Business Retention Activity/Visits (BRE):
- Tuesday Morning
- Planet Fitness
- Krave Market
- Keto Mini Donuts
- Hospital Business Services, Inc
- Advanced Call Center Technologies
- Spectrum

Community Events:
- Ribbon Cutting Station One Bar and Grill
- HAEF Luncheon
- United Way Awards & Kick-Off Luncheon

Retail Live! Follow-Up:
- Emailed 6 qualified prospects from Retail Live! a “Welcome to Harlingen” email – 6 read
- Project Rattlesnake showed interest in Harlingen but needs more information
- Sent potential site locations to Project Energizer

Meetings/Training Attended:
- TEDC Sales Tax Workshop
- ICSC JTR School of Real Estate Leasing Program
- Fastenal-Training program partnership meeting
The following are various marketing initiatives that we will implement or have already started. The purpose is to not just spread awareness to prospects but to also create a more positive narrative of Harlingen; to educate the general public about how Harlingen Economic Development Corporation generally works and works for them; and to grow our following by targeting the right audience.

<table>
<thead>
<tr>
<th>INITIATIVE</th>
<th>PURPOSE</th>
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<tbody>
<tr>
<td>Harlingen Biz newsletter</td>
<td>The newsletter is sent via e-mail and also on our various social media channels to include Facebook, Twitter, Instagram, LinkedIn. The purpose of this monthly publication is connecting on a more personal level with our followers and bring awareness to what we are doing.</td>
</tr>
<tr>
<td>SPOTLIGHT: On Board &amp; Staff</td>
<td>Highlight board members and explain to public their roles; introduce new staff and explain their roles. Introduced newer board members and staff members,</td>
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<tr>
<td>Harlingen Spotlight</td>
<td>Spotlight to the public that will feature local businesses, longstanding businesses, entrepreneurs, and non-profits in Harlingen. Each would have a write-up and be accompanied by a video; will be reaching out to ADTECH that recently celebrated 25 years in business in Harlingen.</td>
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<tr>
<td>Social media</td>
<td>Increase followers by creating and posting informative content; use high-quality images and video. Utilize all platforms to increase traffic back to website.</td>
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<tr>
<td>Websites</td>
<td><strong>Spanish website</strong> Will be creating a list of spots to photograph and take video of, including port, airport, schools, industrial parks, etc. Sept. 26 &amp; 27 are the tentative dates scheduled to work on this portion of the website. <strong>English website</strong> in the works, project has not yet launched. Waiting to tackle the Spanish website first.</td>
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<td>English website</td>
<td></td>
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<tr>
<td>Events &amp; Workshops</td>
<td>Planning a series with Fastenal that will be a four-part soft skills series that is scheduled to start Wednesday, Oct. 30; Workforce Solutions Texas already toured the Harlingen Convention Center and we are waiting on a firm date for that Spring 2020 event – looking at April</td>
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<td>Harlingen Biz – the show</td>
<td>Met with HCISD to discuss partnership with their Media Academy where we will collaborate to begin a monthly sit-down show in their studio that will feature CEO Raudel Garza and other guests to give a review of what we’re working on – it will be an extension of the newsletter, Harlingen Biz. We can feature business and city leaders as well and once we get the go-ahead from schools, I will create a schedule of topics. I will be meeting with the media academy Thursday to discuss other options for partnership.</td>
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<tr>
<td>Annual Reports, Invest In Tam, Executive Summary; Marketing Plan</td>
<td>Wrapping up the annual reports with the help of Tania Hernandez; Inputting information into the regionally based Invest In Tam website that will include data about Harlingen that will be used as a database for Mexico industries – being spearheaded by RSTEC, promotes regionalism; Working on an career and educational pathways narrative for Project Ghost flyer; I created a marketing plan that Raudel and I will review and make changes to in order to use as a guide for how we market our city</td>
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