

REGULAR  
CITY COMMISSION  
AGENDA  
**September 7, 2016**  
**@ 5:30 P.M.**  
**TOWN HALL, CITY HALL**  
118 E. Tyler Street  
Harlingen, Texas

Notice is hereby given that the above governmental body will hold a Regular Meeting on **Wednesday, September 7, 2016 at 5:30 P.M.** in City Hall, Town Hall, 2<sup>nd</sup> Floor, Harlingen, Texas.

**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 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.**

Invocation/Commissioner Ruben De La Rosa

Pledge of Allegiance/Welcome

- 1) Board Recognition
- 2) Presentation of Proclamation – proclaiming the week of September 17 through September 23, 2016 as "Constitution Week." Attachment
- 3) Neighborhood Clean-Sweep held August 13, 2016 on Hale Avenue between Bluebonnet and Live Oak starting at Live Oak, Travis and Falcon Drive, District 3. Attachment **(Code Enforcement)**
- 4) Approval of Minutes
  - a) Jt. Special City Commission Meeting & Tax Increment Financing Reinvestment Board Zone No. 1 of July 26, 2016;
  - b) Jt. Special City Commission Meeting & Tax Increment Financing Reinvestment Board Zone No. 2 of July 26, 2016;
  - c) Jt. Special City Commission Meeting & Tax Increment Financing Reinvestment Board Zone No. 3 of July 26, 2016;

- d) Special City Commission Meeting of August 11, 2016; and
- e) Special City Commission Meeting of August 12, 2016

	<b>CONSENT AGENDA</b>	
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**The following items are of a routine or administrative nature. The Council 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 requested by a Commission member. Items withdrawn from the Consent Agenda for individual consideration in their normal sequence will be heard after the remainder of the Consent Agenda has been acted upon.**

- 5a) Second and final reading to approve and adopt an ordinance to rezone from Not Designated ("N") District to Residential, Single Family ("R-1") District for 4.99 acres out of Block 1, 5.0 acres out of Block 4, 2.51 acres out of Block 5, the South 223 feet of Lot 5 and all of Lot 25, Block 26 and the North ½ of Block 27, and Blocks 28-56, Stuart Place Townsite Acreage; Blocks 1-5, Egan Subdivision; 2.0 acres comprised of Part of Block 6 and all of Block 15, Fitzgerald Subdivision; 2.0 acres comprised of Blocks 7 and 14, Fitzgerald Subdivision; Lots 1-4, Crockett Villa Subdivision; 10.09 acres out of Block 4, and 2.47 acres out of Block 6, Stuart Place Subdivision Survey 42/137/297; and rezone from Not Designated ("N") District to Residential, Mobile Home ("MH") District for 1.0 acre out of Block 30, Stuart Place Subdivision Survey 139/297; all properties generally located north of Business 83 between Beckham Road and Stuart Place Road. Applicant: City of Harlingen. Attachment (***Planning & Zoning***)
- b) Second and final reading to approve and adopt an ordinance to rezone from Office ("O") District to General Retail ("GR") District for 6.45± acres out of the East Part of Lot 1, Block 1, Apollo Subdivision, located at 3701 W. Business 83. Applicant: Omar Villasana-Cortez. Attachment (***Planning & Zoning***)
- c) Second and final reading to approve and adopt an ordinance approving a negotiated resolution between the City of Harlingen and Texas Gas Service regarding the company's April 28, 2016 Cost of Service Adjustment filing. Attachment (***Asst. City Manager***)
- d) Second and final reading to approve an ordinance adopting the City of Harlingen's Budget for Fiscal Year 2016-2017. Attachment (***Finance***)
- e) Second and final reading to approve an ordinance adopting the 2016 ad valorem tax rate for Interest and Sinking for Fiscal Year 2016-2017. Attachment (***Finance***)

- f) Second and final reading to approve an ordinance adopting the 2016 ad valorem tax rate for Maintenance and Operation for Fiscal Year 2016-2017. Attachment **(Finance)**
- g) Consider and take action to approve a request from the Immaculate Heart of Mary Church to close South "C" Street between West Polk Avenue and West Tyler Avenue on Friday, September 30, 2016 at 12:00 p.m. to begin setting up and Saturday, October 1, 2016 thru Sunday, October 2, 2016 from 6:00 p.m. to 11:00 p.m. for their Annual Fiesta de Amistad. Attachment **(Police)**
- h) Consider and take action to approve a request from Bill Reagan, Pastor and Executive Director of Loaves & Fishes for the City of Harlingen to close "D" Street and "E" Street between West Harrison Avenue and West Van Buren Avenue on Saturday, September 17, 2016 from 4:00 p.m. to 9:00 p.m. Attachment **(Police)**
- i) Consider and take action to approve a request from the Harlingen Police Department to close the following intersections: Fair Park Blvd. & "J" Street, Fair Park & "L" Street, Fair Park Blvd. & Teege Street and Teege Street & "L" Street to host the National Night Out Event, Tuesday, October 4, 2016 commencing at 8:00 a.m. to allow for officers, partners and vendors to set-up for the event until 10:00 p.m. to facilitate safety of the attendees. Attachment **(Police)**
- j) Consider and take action to approve a request from EXPO Committee to close Fair Park Boulevard between "J" Street and "L" Street on Wednesday, September 21, 2016 from 1:30 p.m. to 5:30 p.m. and also on Thursday, September 22, 2016 from 7:00 a.m. to 2:00 p.m. for their 14<sup>th</sup> Annual Education and Career EXPO being held at the Casa de Amistad. Attachment **(Police)**



- 6) Consider and take action to authorize the City Manager to execute a professional services contract with Sales Tax Assurance LLC for sales tax compliance review and recovery services. Attachment **(Finance)**
- 7) Consider and take action to approve an ordinance on first reading to amend the City of Harlingen's budget for Fiscal Year 2015-2016. Attachment **(Finance)**
- 8) Consider and take action to approve a resolution adopting the Harlingen Downtown Improvement District 2016-2017 Fiscal Year Budget. Attachment **(Finance)**

- 9) Consider and take action to approve a Waiver of Retroactivity with the Texas Parks and Wildlife Department for the 24.1 acres of land donated by Mrs. Maxine Elkins and authorize the City Manager to sign the Waiver. Attachment ***(Parks & Recreation)***
- 10) Consider and take action to approve an ordinance on first reading amending Ordinance No. 16-29 to clarify that a fee for processing a payment by debit card may be charged when the debit card is used as a credit card. Attachment ***(City Attorney)***
- 11) Consider and take action to approve the Keep Harlingen Beautiful Adopted Budget for Fiscal Year 2016-2017. Presentation by Jerry Wayne Lowry. Attachment ***(Keep Harlingen Beautiful)***
- 12) Consider and take action to approve a resolution accepting Valley International Airport's Adopted Budget for Fiscal Year 2016-2017. Attachment ***(Airport)***
- 13) Consider and take action to approve a resolution accepting Harlingen Waterworks System's Budget for Fiscal Year 2016-2017. Attachment ***(Harlingen Waterworks)***
- 14) Consider and take action to approve the list of streets for the Street Overlay Program for fiscal year 2016-2017. Attachment ***(Engineering)***
- 15) Consider and take action to approve the site layout and floor plan for the new Convention Center project. Attachment ***(City Manager)***
- 16) Board Appointments

Discussion and possible action regarding membership on any of the following listed board/entity:

- a. Airport Board (1)
- b. Animal Shelter Advisory Committee (3)
- c. Audit Committee (Terms expire annually in June) (2)
- d. Civil Service Commission (Mayor)
- e. Community Development Advisory Board (3)
- f. Construction Board of Adjustments (7)
- g. Convention & Visitors Bureau (4)
- h. Development Corporation of Harlingen, Inc.
- i. Downtown Improvement District Board (2)
- j. Golf Course Advisory Board (2)
- k. Harlingen Community Improvement Board (2)
- l. Harlingen Housing Authority Board (3)

- m. Harlingen Finance Corporation
- n. Harlingen Proud Advisory Board (7)
- o. Library Advisory Board (2)
- p. Mayor Wellness Council
- q. Museum Advisory Board (1)
- r. Parks Advisory Board (1)
- s. Planning & Zoning Advisory Board (1)
- t. Senior Citizens Advisory Board (2)
- u. Tax Increment Finance Board (All Bd. Members' Terms have expired)
- v. Tennis Advisory Board (2)
- x. Utility Board of Trustees (1)
- y. Veterans Advisory Board (6)
- z. Zoning Board of Adjustments (6)

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.

- 17) Executive Session - Attorney consultation pursuant to Section 551.071, Texas Gov't. Code to provide legal advice and counsel in connection with certain collective bargaining issues contained in the Notice of Intent to Bargain by the duly recognized majority bargaining agent for the City's law enforcement officer, the Harlingen Police Officer and Law Enforcement Association (HPOLEA) and the Harlingen Professional Fire Fighters Association. **(City Manager)**
- 18) Citizen Communication

I, the undersigned authority, do hereby certify that the above Notice of Meeting is a true and correct copy of said Notice and that I posted said notice on the bulletin board in the City Hall of the City of Harlingen, a place convenient and readily accessible to the general public at all times and said notice was posted on Friday, September 2<sup>nd</sup>, 2016 at 4.00 p.m. at least 72 hours preceding the scheduled time of said meeting.

Dated this 2<sup>nd</sup> day of September, 2016

  
 Elena Garza, Assistant City Secretary

# Proclamation



## Office of the Mayor

**WHEREAS:** The Constitution of the United States of America, the guardian of our liberties, embodies the principles of limited government in a Republic dedicated to rule by law; and

**WHEREAS:** September 17, 2016, marks the two hundred twenty-ninth anniversary of the framing of the Constitution of the United States of America by the Constitutional Convention; and

**WHEREAS:** It is fitting and proper to accord official recognition to this magnificent document and its memorable anniversary, and to the patriotic celebrations which will commemorate it; and

**WHEREAS:** Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through 23, 2016 as Constitution Week,

**NOW, THEREFORE,** I, Chris Boswell, Mayor of the City of Harlingen, Texas do hereby proclaim the week of September 17 through September 23, 2016 as

## “CONSTITUTION WEEK”

in the City of Harlingen and do hereby ask our citizens to reaffirm the ideals the Framers of the Constitution had in 1787 by vigilantly protecting the freedoms guaranteed to us through this guardian of our liberties.

**IN WITNESS WHEREOF,** I have hereunto set my hand and caused the seal of the City of Harlingen to be affixed this 7<sup>th</sup> day of September, 2016.



Handwritten signature of Chris Boswell in black ink.

Chris Boswell, Mayor

Attest:

Handwritten signature of Amanda C. Elizondo in black ink.

Amanda C. Elizondo, City Secretary



City of Harlingen

**NEIGHBORHOOD  
CLEAN-SWEEP**

August 13, 2016

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On Saturday August 13, 2016 the City of Harlingen held a Neighborhood Clean-Sweep on Hale Ave between Bluebonnet and Live Oak. Starting on Live Oak, Travis and Falcon Dr.

District 3

8:00 am to 12:00 noon.

Volunteers started promptly at 8 a.m. assisting Harlingen residents in picking up trash & debris.

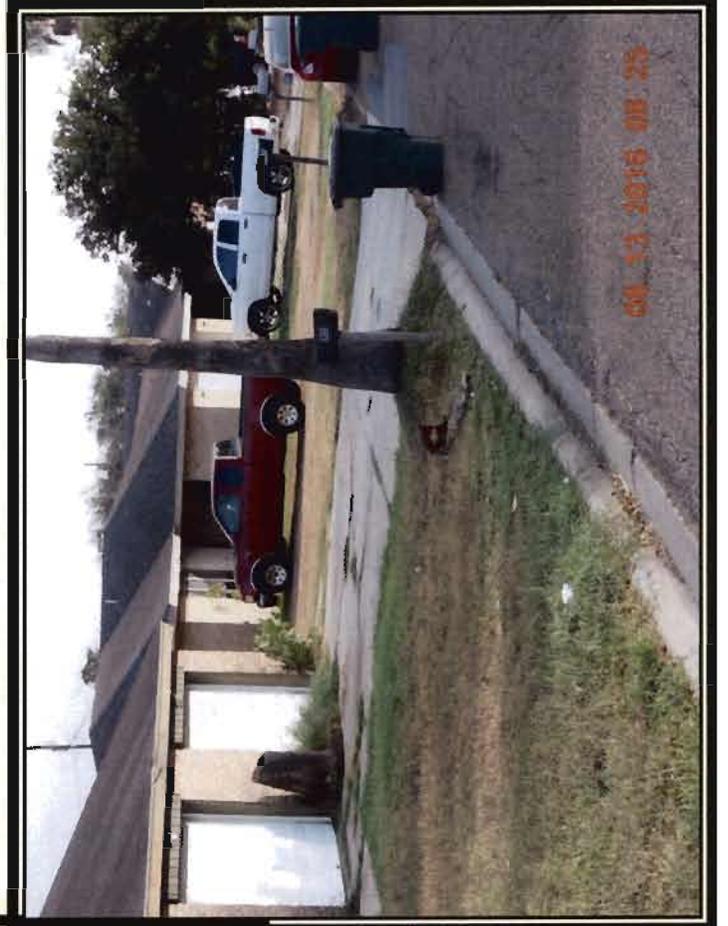
**.87 tons** of debris and **10 tires**  
were picked up by our volunteers



Volunteers hard at work.



# BEFORE & AFTER.



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The great success of this event is due in large part to the volunteers.

On behalf of the City Of Harlingen, we want to thank the Delua Family, Anna Gonzalez, Tracy Fee, and all other volunteers for taking there time to be of service to the community.

We look forward to our next Cleanup event, on September 10, 2016, which will be between "H" & "M" St. Starting on W. Lincoln W. Jackson & W. Grant.

between 8am-12noon

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**JOINT SPECIAL MEETING OF  
THE HARLINGEN CITY COMMISSION AND  
THE TAX INCREMENT FINANCING REINVESTMENT  
ZONE 1 BOARD OF DIRECTORS  
JULY 26, 2016**

A Special Joint Meeting of the Harlingen Elective Commission and the Tax Increment Financing Reinvestment Zone No. 1 Board of Directors was held on Tuesday, July, 26, 2016 at 12:00 Noon in Town Hall, City Hall, 2<sup>nd</sup> Floor, 118 E. Tyler Street, Harlingen, Texas.

Those in attendance were:

**Mayor and City Commissioners**

- Mayor Chris Boswell
- Mayor Pro-Tem Michael Mezmar, District 3
- Richard Uribe, City Commissioner, District 1
- Tudor Uhlhorn, City Commissioner, District 2
- Victor Leal, Commissioner, District 5

**TIFRZ - Board of Directors**

- Victor Leal, Acting as Chairman
- Michael Mezmar
- Eric J. Ziehe
- Kyle Orgera
- Victor Villarreal

**ABSENT**

- Ruben de la Rosa, Commissioner, District 4,
- Felix Sanchez, TIFRZ Board Member
- David A. Garza, TIFRZ Board Member

**Staff**

- Dan Serna, City Manager
- Amanda C. Elizondo, City Secretary
- Richard Bilbie, City Attorney

Mayor Chris Boswell called the meeting to order, a quorum of the Harlingen City Commission was established and notice of the meeting was duly posted according to State law.

Victor Leal, TIFRZ Board Member, acting as Chairman, called the meeting to order, a quorum of the TIFRZ Board of Directors was established and notice of the meeting was duly posted according to State law. The following proceedings were held.

1) Welcome

Mayor Boswell welcomed the board members and those in attendance.

2) Approval of Minutes

1  
2 a) January 18, 2016  
3

4 Motion was made by Mr. Ziehe and seconded by Mr. Villarreal to approve the January  
5 18, 2016 minutes with the following corrections: Pg. 3, line 10, include the word "County" before  
6 Commissioner Garza, and Pg. 2, line 30, remove the word "not" to "including." Motion carried  
7 unanimously.  
8

9 3) Consideration and approval of payment of Tax Increment Funds in the amount of Six  
10 Hundred and One Thousand Three Hundred Twelve Dollars (\$601,312.00) to City of  
11 Harlingen for the Public Convention Center Project. (TIFRZ Board)  
12

13 Mr. Dan Serna, City Manager stated the City has been working on the Convention  
14 Center Project for the past three years. The development agreement and lease agreement have  
15 been approved by the City Commission. The City is ready to move forward with the design and  
16 construction and staff has identified different sources of funding for the construction of the  
17 Convention Center Project. The two sources of funding were the Harlingen Community  
18 Improvement Board and the Tax Increment Financing Reinvestment Zones 1, 2, & 3. Staff is  
19 proposing to utilize all of the fund balances from TIFRZ No. 1, 2 and 3 for the purchase of the  
20 property to construct the convention center totaling to 1.9 million dollars. The cost of the  
21 property was over 2.7 million dollars. Staff met with the County to amend the project plan list to  
22 include the convention center as an eligible project in all 3 TIFRZ(s). The law governing the  
23 TIFRZ Zones allowed the use of funds outside the zones as long as it benefits any of the zones.  
24 For example, the convention center in TIFRZ No. 3 would benefit any hotels and restaurants in  
25 TIFRZ Nos. 1 and 2. Staff presented this item to the County for their consideration and it was  
26 approved February 2, 2016. In June 7, 2016, the County ratified their decision to allow the City  
27 to utilize their funding and contributions toward this project. Staff is requesting authorization to  
28 utilize the \$601,312.00 from TIFRZ No. 1 for the acquisition of land for the Convention Center  
29 Project.  
30

31 Discussion was held regarding the use of funds from the TIFRZ(s) 1, 2, & 3. If the funds  
32 would be use to pay for the land purchase and if the remaining funds would be use for the  
33 convention center and hotel.  
34

35 Mr. Serna stated the request was for the entire fund balance and the funds would  
36 continue to grow as business developed in the zones. The total amount of funding from all three  
37 TIFRZ(s) was approximately 1.9 million dollars. The required amount for the land purchase was  
38 2.7 million dollars. The \$800,000 balance would be allocated from the 4B Bond Balance. Eight  
39 acres out of 11.25 acres tract of land would be for the convention center and the remaining  
40 acres would be used for the hotel.  
41

42 Motion was made by Mr. Ziehe and seconded by Mr. Orgera to allocate \$601,312.00  
43 from TIFRZ No. 1 to the City of Harlingen for the Public Convention Center Project. Motion  
44 carried unanimously.  
45

46 4) Consider and take action to approve payment of Tax Increment Funds in the amount of  
47 Six Hundred and One Thousand Three Hundred Twelve Dollars (\$601,312.00) to City of  
48 Harlingen for the Public Convention Center Project. (City Commission)  
49

1 Motion was made by Commissioner Uhlhorn and seconded by Commissioner Uribe to  
2 approve payment of the Tax Increment Funds in the amount of \$601,312.00 for the Public  
3 Convention Center Project. Motion carried unanimously.  
4

5) Adjournment

6  
7 There being no further business to discuss, Mayor Boswell adjourned the meeting.  
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10 CITY OF HARLINGEN

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13 Chris Boswell, Mayor  
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15 Board of the Tax Increment  
16 Financing Reinvestment  
17 Zone No. 1  
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20 Victor Leal, Presiding as  
21 Chairman  
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24 ATTEST:

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26 Amanda C. Elizondo, City Secretary  
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3 **JOINT SPECIAL MEETING OF**  
4 **THE HARLINGEN CITY COMMISSION AND**  
5 **THE TAX INCREMENT FINANCING REINVESTMENT**  
6 **ZONE NO. 2 BOARD OF DIRECTORS**  
7 **JULY 26, 2016**

8 A Special Joint Meeting of the Harlingen Elective Commission and the Tax Increment  
9 Financing Reinvestment Zone No. 2 Board of Directors was held on Tuesday, July, 26, 2016 at 12:15  
10 Noon in City Hall, Town Hall Meeting Room, 2<sup>nd</sup> Floor, 118 E. Tyler Avenue, Harlingen, Texas. Those  
11 in attendance were:

12 **Mayor and City Commissioners**

- 13 Mayor Chris Boswell  
14 Mayor Pro-Tem Michael Mezmar, District 3  
15 Richard Uribe, Commissioner, District 1  
16 Tudor Uhlhorn, Commissioner, District 2  
17 Victor Leal, District 5

18  
19 **TIFRZ - Board of Directors**

- 20 Victor Leal, Acting as Chairman  
21 Michael Mezmar  
22 Eric J. Ziehe  
23 Kyle Orgera  
24 Victor Villarreal

25  
26 **ABSENT**

- 27 Ruben de la Rosa, Commissioner, District 4  
28 Felix Sanchez, TIFRZ Board Member  
29 David A. Garza, TIFRZ Board Member

30  
31 **Staff**

- 32 Dan Serna, City Manager  
33 Amanda C. Elizondo, City Secretary  
34 Richard Bilbie, City Attorney

35  
36 Mayor Chris Boswell called the meeting to order, a quorum of the Harlingen City Commission  
37 was established and notice of the meeting was duly posted according to State law.

38  
39 Victor Leal, Board Member, acting as Chairman, called the meeting to order, a quorum of the  
40 TIFRZ No. 2 Board of Directors was established and notice of the meeting was duly posted according  
41 to state law. The following proceedings were held.

42  
43 1. Welcome

44 Mayor Boswell welcomed the board members and those in attendance.

45  
46  
47 2. Approval of Minutes

48  
49 a) January 18, 2016  
50

1 Motion was made by Mr. Villarreal and seconded by Mr. Orgera to approve the January 18,  
2 2016 minutes with the following corrections: Pg. 3, Line 10, to add the word "County" before  
3 Commissioner Garza to read "County Commissioner Garza", and Pg. 2, Line 30, replace the word  
4 "not" to "including." Motion carried unanimously.

- 5  
6 3. Consideration and approval of payment of Tax Increment Funds in the amount of One Million  
7 Twenty-Six Thousand Eight Hundred Seventy-Three Dollars (1,026,873.00) to City of  
8 Harlingen for the Public Convention Center Project. (TIFRZ)

9  
10 Dan Serna, City Manager stated the City was requesting to utilize \$1,026,873.00 from TIFRZ  
11 No. 2. to purchase the property for the Convention Center Project.

12  
13 Discussion was held regarding the entire fund balance and how long would it take to  
14 accumulate the \$1,025,873.00.

15  
16 Mr. Serna responded funds started accumulating since 2007. The fund would continue to  
17 grow every month. There will be other development coming to the area that will add to the fund  
18 balance. The Convention Center Project is a benefit to the entire County.

19  
20 Mayor Boswell stated the project was set out strictly as an economic development tool. No  
21 project ever came along that seemed appropriate to support the utilization of these funds. This is a  
22 long term goal that the City is trying to bring an upscale hotel.

23  
24 Motion was made by Mr. Ziehe and seconded by Mr. Orgera to approve the payment of Tax  
25 Increment Funds in the amount of \$1,026,873.00 to City of Harlingen for the Public Convention Center  
26 Project. Motion carried unanimously.

- 27  
28 4. Consider and take action to approve payment of Tax Increment Funds in the amount of One  
29 Million Twenty-Six Thousand Eight Hundred Seventy-Three Dollars (1,026,873.00) to City of  
30 Harlingen for the Public Convention Center Project. (City Commission)

31  
32 Motion was made by Commissioner Uribe and seconded by Commissioner Uhlhorn to approve  
33 payment of Tax Increment Funds in the amount of \$1,026,873.00 to City of Harlingen for the Public  
34 Convention Center Project. Motion carried unanimously.

35  
36 5. Adjournment

37  
38 There being no further business to discuss, Mayor Boswell adjourned the meeting.

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40 CITY OF HARLINGEN

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42 Chris Boswell, Mayor

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44 Board of the Tax Increment Financing  
45 Reinvestment Zones No. 2

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47 Victor Leal, Presiding as Chairman

48 ATTEST:

49 Amanda C. Elizondo, City Secretary

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**JOINT SPECIAL MEETING OF  
THE HARLINGEN CITY COMMISSION AND  
THE TAX INCREMENT FINANCING REINVESTMENT  
ZONE 3 BOARD OF DIRECTORS  
JULY 26, 2016**

A Special Joint Meeting of the Harlingen Elective Commission and the Tax Increment Financing Reinvestment Zone No. 3 Board of Directors was held on Tuesday, July 26, 2016 at 12:35 p.m., City Hall, Town Hall Meeting Room, 2<sup>nd</sup> Floor, 118 E. Tyler Avenue, Harlingen, Texas. Those in attendance were:

**Mayor and City Commissioners**

- Mayor Chris Boswell
- Mayor Pro-Tem Michael Mezmar, District 3
- Richard Uribe, Commissioner, District 1
- Tudor Uhlhorn, Commissioner, District 2
- Victor Leal, Commissioner, District 5

**TIFRZ - Board of Directors**

- Victor Leal-Acting as Chairman
- Michael Mezmar
- Eric J. Ziehe
- Kyle Orgera
- Victor Villarreal
- David A. Garza

**ABSENT**

- Ruben de la Rosa, Commissioner, District 4
- Felix Sanchez, TIFRZ Member

**Staff**

- Dan Serna, City Manager
- Amanda C. Elizondo, City Secretary
- Richard Bilbie, City Attorney

Mayor Chris Boswell called the meeting to order, a quorum of the Harlingen City Commission was established and notice of the meeting was duly posted according to State law.

Victor Leal, Board Member and acting as Chairman called the meeting to order, a quorum of the TIFRZ No. 3 Board of Directors was established and notice of the meeting was duly posted according to State law. The following proceedings were held.

1. Welcome

Mayor Boswell welcomed the board members and those in attendance.

2. Approval of Minutes

- a) January 18, 2016

1 Motion was made by Mr. Villarreal and seconded by Mr. Orgera to approve the January  
2 18, 2016 minutes with the following corrections: Pg. 3, Line 10, to add the word "County" before  
3 Commissioner Garza to read "County Commissioner Garza", and Pg. 2, Line 30, replace the  
4 word "not" to "including." Motion carried unanimously.

5  
6 Consideration and approval of payment of Tax Increment Funds in the amount of Three  
7 Hundred Sixty-Seven Thousand One Hundred Sixty Two Dollars (\$367,162.00) to City of  
8 Harlingen for the Public Convention Center Project. (TIFRZ Board)

9  
10 Mr. Dan Serna, City Manager stated the request was the same as the previous zones.  
11 The City was requesting to utilize all the fund balance of \$367,162.00 from TIFRZ No. 3 for the  
12 purchase of land for the Convention Center Project.

13  
14 Motion was made by Mr. Ziehe and seconded by Mr. Orgera to approve payment of Tax  
15 Increment Funds in the amount of \$367,162.00 to the City of Harlingen for the Public  
16 Convention Center Project. Motion carried unanimously.

17  
18 3. Consider and take action to approve payment of Tax Increment Funds in the amount of  
19 Three Hundred Sixty-Seven Thousand One Hundred Sixty Two Dollars (\$367,162.00) to  
20 City of Harlingen for the Public Convention Center Project. (City Commission)

21  
22 Motion was made by Commissioner Uribe and seconded by Commissioner Uhlhorn to  
23 approve payment of Tax Increment Funds in the amount of \$367,162.00 to the City of Harlingen  
24 for the Public Convention Center Project. Motion carried unanimously.

25  
26 At 12:48 p.m. County Commissioner David Garza, TIFRZ Board Member, arrived and  
27 the TIFRZ Board and City Commission proceeded with the following item.

28  
29 4. Consider and take action of a request from Mr. Rollins M. Koppel to amend the Tax  
30 Increment Finance Reinvestment Zone's boundary to include thirty-five, more or less,  
31 acres of property into the zone. (TIFRZ)

32  
33 Mr. Gabriel Gonzalez, Asst. City Manager stated Mr. Rollins M. Koppel was requesting  
34 that the boundaries for TIFRZ No. 3 be amended to include 35 more or less acres by Palm  
35 Court Drive. This request was considered in 2013, but the City amended his request to include  
36 the City's 20 acres that the City purchased for a police sub-station. The City sold the property  
37 and the Vantage Apartments were built on that property. Mr. Koppel's request is now being  
38 presented again for reconsideration. If Mr. Koppel's request is approve, the request would have  
39 to be submitted to the County for their consideration to amend the boundary lines for Zone No.  
40 3. If the County approves the request to amend the boundary lines, a series of public hearings  
41 will be held, valuation assessment of the property will be done. This is a preliminary request for  
42 approval or denial by the TIFRZ Board. Staff does not anticipate any issues and recommended  
43 approval of the request.

44  
45 Discussion was held in regards to the time that Zone No. 3 was created and if the  
46 valuation of property would be rectified at the same time the County approves the request.

47  
48 Mr. Gonzalez responded Zone No. 3 was created in 2006 and the valuation would be  
49 corrected from the time the County amended the valuation in 2006. The majority of that

1 property is vacant and over 55% of the property is considered agriculture. The valuation would  
2 be minimal.

3  
4 Mr. Dan Serna, City Manger stated the property goes all the way to Lincoln Street. The  
5 project and finance plans would have to be submitted to the County. The City would wait for the  
6 County's approval before spending any funds on attorney fees and revisions on the project and  
7 finance plans. If the request is approved by the board, staff would present it to the County to  
8 get their feedback. If they agreed, then the City would hire an attorney to draft the necessary  
9 documents to submit to the County for their approval.

10  
11 Mr. Gonzalez, Asst. City Manager stated the ordinance creating the zones would have to  
12 be amended.

13  
14 Mr. Villarreal asked if there were other properties that would be considered into the  
15 zones and if each property was on a case by case basis or could it be done all at once.

16  
17 Mr. Serna responded staff discussed the idea of including several acres located south of  
18 Tucker Road, but staff had not made contact with the property owners.

19  
20 Discussion was held in regards to the return of investment and how long would it take to  
21 recover the funds.

22  
23 Mr. Serna responded staff could not determine the amount of return investment  
24 because staff did not have the information on the property evaluation yet to run the numbers.

25  
26 Mr. Gabriel Gonzalez stated the return of investment to the TIRFZ will depend on the  
27 actual development in of the area.

28  
29 Mr. Serna stated if a project develops in the area, the City may have to participate and  
30 the TIRFZ may be asked to participate with some type of infrastructure improvements.

31  
32 Mayor Boswell stated there may be some infrastructure that would be required to make it  
33 a more attractive site for developers.

34  
35 Mr. Serna stated it would be great to have another roadway entrance going north and  
36 south behind the Marshalls Department Store.

37  
38 Motion was made by Mr. Ziehe and seconded by Mr. Villarreal to approve the request  
39 from Mr. Rollins M. Koppel and amend the Tax Increment Finance Reinvestment Zone  
40 boundary to include thirty-five, more or less, acres of property into the zone. Motion carried  
41 unanimously.

42  
43 5. Consider and take action to approve the request from Mr. Rollins M. Koppel to amend  
44 the Tax Increment Finance Reinvestment Zone's boundary to include thirty-five, more or  
45 less, acres of property into the zone. (City Commission)

46  
47 Motion was made by Commissioner Uhlhorn and seconded by Commissioner Mezmar to  
48 approve the request from Mr. Rollins M. Koppel to amend the Tax Increment Finance  
49 Reinvestment Zone boundary to include thirty-five, more or less, acres of property into the zone.  
50 Motion carried unanimously.

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6. Adjournment

There being no further business to discuss, Mayor Boswell and TIFRZ Board Member Leal adjourned the meeting.

CITY OF HARLINGEN

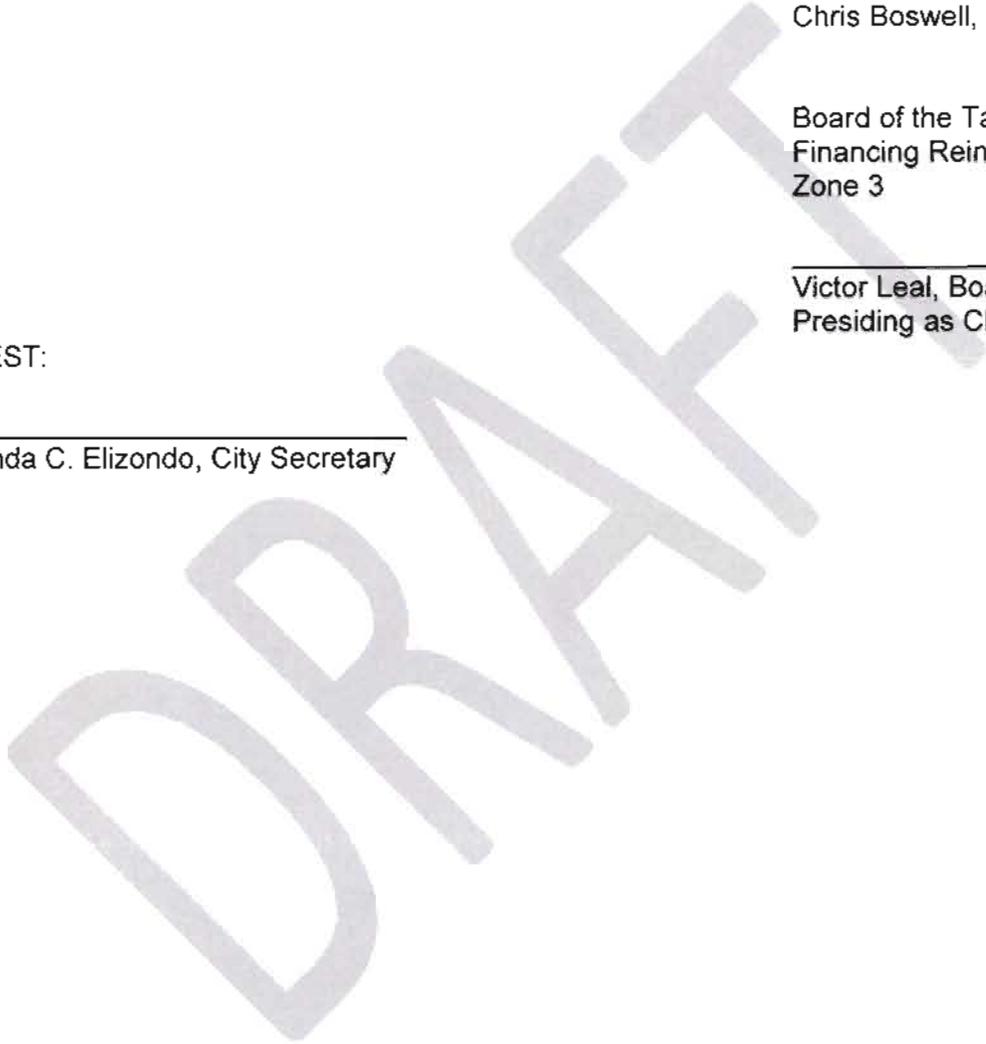
\_\_\_\_\_  
Chris Boswell, Mayor

Board of the Tax Increment  
Financing Reinvestment  
Zone 3

\_\_\_\_\_  
Victor Leal, Board Member,  
Presiding as Chairman

ATTEST:

\_\_\_\_\_  
Amanda C. Elizondo, City Secretary



4d)

SPECIAL MEETING

CITY COMMISSION

HARLINGEN, TEXAS

August 11, 2016

A Special Meeting of the Harlingen Elective Commission was held on Thursday, August 11, 2016 at 5:30 P.M., City Hall, Town Hall Meeting, 2<sup>nd</sup> Floor, 118 E. Tyler Street Harlingen, Texas. Those in attendance were:

Mayor and Commissioners

- Mayor Chris Boswell
- Mayor Pro-Tem Michael Mezmar, District 3
- Richard Uribe, Commissioner, District 1
- Tudor Uhlhorn, Commissioner District 2
- Ruben De La Rosa, Commissioner District 4
- Victor Leal, Commissioner District 5

Staff Present

- Dan Serna, City Manager
- Amanda C. Elizondo, City Secretary
- Richard Bilbie, City Attorney

Mayor Boswell called the meeting to order and stated a notice of the meeting was duly posted according to State law. The following proceedings were held.

- 1) Executive Session – Attorney consultation pursuant to Section 551.071, Texas Gov't. Code to provide legal advice and counsel in connection with certain collective bargaining issues contained in the Notice of Intent to Bargain by the duly recognized majority bargaining agent for the City's law enforcement officer, the Harlingen Police Officer and Law Enforcement Association (HPOLEA) and the Harlingen Professional Fire Fighters Association.

At 5:31 p.m. Mayor Boswell announced the City Commission would convene into executive session to discuss Item No. 1.

Motion was made by Commissioner Leal and seconded by Commissioner de la Rosa to convene into Executive Session. Motion carried unanimously.

At 6:29 p.m. Mayor Boswell announced the City Commission had completed its executive session and declared the meeting open to the public. He stated there would be no action on Item No. 1.

- 2) Discussion and possible action to reconsider the City of Harlingen Proposed Tax Rate for Fiscal Year 2016-2017.

Mayor Boswell stated the City Commission adopted a proposed tax rate on August 3, 2016 and scheduled the first public hearing for August 12, 2016 at noon. He asked if the City Commission wish to discuss the proposed tax rate or leave the tax rate the same or change it.

Commissioner Uhlhorn stated he was fine with the tax rate, but would like for the City Manager to explore ways to do more street maintenance if possible.

1  
2 Commissioner Leal stated there are new commissioners who have not gone through this  
3 process before, so it is a good exercise. He agreed with Commissioner Uhlhorn to continue  
4 searching for additional funds to do street improvements. The City was in a good financial  
5 position and they did not need to raise taxes.  
6

7 Commissioner Mezmar asked if staff could run the numbers at the current rate and add  
8 a couple of pennies increase to see the difference in income.  
9

10 Mr. Dan Serna, City Manager stated staff would bring the new numbers as suggested for  
11 possible consideration at a future meeting and discuss funding for streets and transportation  
12 related projects.  
13

14 Commissioner Uhlhorn stated his concern is finding a permanent way to continue  
15 funding street repairs. It was too easy to pull the money when it was necessary, but when it is  
16 done for too long, it becomes a real problem.  
17

18 Mr. Serna stated he would prepare some information for the City Commission's  
19 consideration.  
20

21 Mayor Boswell announced no motion was made on the reconsideration of the proposed  
22 tax rate for Fiscal Year 2016-2017; therefore, they would proceed with the public hearing  
23 scheduled for August 12, 2016.  
24

25 There being no further business to discuss, Mayor Boswell adjourned the meeting.  
26

27 CITY OF HARLINGEN  
28

29 \_\_\_\_\_  
30 Chris Boswell, Mayor  
31

32 ATTEST:  
33

34 \_\_\_\_\_  
35 Amanda C. Elizondo, City Secretary

4e)

SPECIAL MEETING

CITY COMMISSION

HARLINGEN, TEXAS

August 12, 2016

A Special Meeting of the Harlingen Elective Commission was held on Friday, August 12, 2016 at 12:00 P.M., City Hall, Town Hall Meeting Room, 2<sup>nd</sup> Floor, 118 E. Tyler Street Harlingen, Texas. Those in attendance were:

Commissioners

Mayor Pro-Tem Michael Mezmar, District 3  
Richard Uribe, District 1  
Tudor Uhlhorn, Commissioner District 2  
Ruben De La Rosa, Commissioner District 4

Absent

Mayor Chris Boswell  
Victor Leal, Commissioner District 5

Staff Present

Dan Serna  
Amanda C. Elizondo, City Secretary  
Richard Bilbie, City Attorney

Mayor Pro-Tem Mezmar called the meeting to order and stated a notice of the meeting was duly posted according to State law. The following proceedings were held.

- 1) First public hearing to hear comments for or against the proposed tax rate of \$0.588827 per \$100 in value for Fiscal Year 2016-2017.

Mr. Sergio Villasana, Assistant Finance Director stated the proposed tax rate was \$.0588827 and was the same tax rate for the past seven years. Prior to the proposed tax rate of \$.0588827, the tax rate was \$0.59. The same tax rate of \$0.588827 was applied to the proposed budget for Fiscal Year 2016-2017. The Tax Code requires taxing units to hold two public hearings to adopt the tax rate, if it exceeds the effective tax rate. After the public hearings, staff will present an ordinance to the City Commission adopting the tax rate. The first reading of the ordinance was schedule for August 31<sup>st</sup> and the second reading on September 7<sup>th</sup>, 2016.

Mayor Pro-Tem Mezmar stated this was a public hearing and anyone wishing to speak for or against could do so. He asked that comments be briefed, to the point and to identify themselves and state the home address.

Yolanda Shoffeitt, 285 Altas Palmas, opposed any tax increase.

Bill DeBrooke, 306 East Jackson, stated he reviewed the numbers for the last five years. It appeared that property taxes have risen and City departments were reducing their budgets. Mr. DeBrooke asked the following questions: Why does the City need a tax increase? Why is the City's status the same and what's the solution to move forward?

1 Frances De Leon, opposed any tax rate increase.  
2

3 Bob Bickley, 125 Arcadia Drive, stated the City was giving over \$3,000,000 a year to  
4 fund The Bass Pro Shops. A million dollar would equate \$50,000,000 in tax sales. The  
5 taxpayers for the last five years have funded about \$15,000,000 into this project, \$750,000,000  
6 worth of sales tax. The tax payers get little benefit from that project and believed that the City  
7 should not be into real estate development.  
8

9 There being no further comments, Mayor Pro Tem Mezmar declared the public hearing  
10 closed.  
11

12 There being no further business to discuss, Mayor Pro-Tem Mezmar adjourned the  
13 meeting.  
14

15 CITY OF HARLINGEN  
16

17 \_\_\_\_\_  
18 Michael Mezmar, Mayor Pro Tem  
19

20 ATTEST:

21 \_\_\_\_\_  
22 Amanda C. Elizondo, City Secretary  
23  
24

ORDINANCE NO. 16 \_\_\_\_\_

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF HARLINGEN: REZONING FROM NOT DESIGNATED ("N") DISTRICT TO RESIDENTIAL, SINGLE FAMILY ("R-1") DISTRICT FOR 4.99 ACRES OUT OF BLOCK 1, 5.0 ACRES OUT OF BLOCK 4, 2.51 ACRES OUT OF BLOCK 5, THE SOUTH 223 FEET OF LOT 5 AND AL OF LOT 25, BLOCK 26 AND THE NORTH ½ OF BLOCK 27, AND BLOCKS 28-56, STUART PLACE TOWNSITE ACREAGE; BLOCKS 1-5 EGAN SUBDIVISION; 2.0 ACRES COMPRISED OF PART OF BLOCK 6 AND ALL OF BLOCK 15, FITZGERALD SUBDIVISION, 2.0 ACRES COMPRISED OF BLOCKS 7 AND 14, FITZGERALD SUBDIVISION; LOT 1-4 CROCKETT VILLA SUBDIVISION; 10.09 ACRES OUT OF BLOCK 4, AND 2.47 ACRES OUT OF BLOCK 6, STUART PLACE SUBDIVISION SURVEY 42/137/297; AND REZONE FROM NOT DESIGNATED ("N") DISTRICT TO RESIDENTIAL, MOBILE HOME ("MH") DISTRICT FOR 1.0 ACRE OUT OF BLOCK 30, STUART PLACE SUBDIVISION SURVEY 139/297; ALL PROPETIES GENERALLY LOCATED NORTH OF BUSINESS 83 BETWEEN BECKHAM ROAD AND STUART PLACE ROAD; 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 Not Designated ("N") District to Residential, Single Family District ("R-1") District for 4.99 acres out of Block 1, 5.0 acres out of Block 4.2.51 acres out of Block 5, the South 223 feet of Lot 5 and all of Lot 25, Block 26 and the North ½ of Block 27, and Blocks 28-56, Stuart Place Townsite Acreage; Blocks 1-5, Egan Subdivision; 2.0 acreage comprised of Part of Block 6 and all of Block 15, Fitzgerald Subdivision; 2.0 acres comprised of Blocks 7 and 14, Fitzgerald Subdivision; Lots 1-4, Crockett Villa Subdivision; 10.09 acres out of Block 4, and 2.47 acres out of Block 6, Stuart Place Subdivision Survey 42/137/297; and rezone from Not Designated ("N") District to Residential, Mobile Home ("MH") District for 1.0 acre out of Block 30, Stuart Place Subdivision Survey 139/297; all properties generally located north of Business 83 between Beckham Road and Stuart Place Road.

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 \_\_\_\_\_, 2016 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**

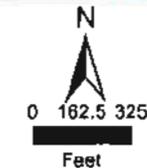
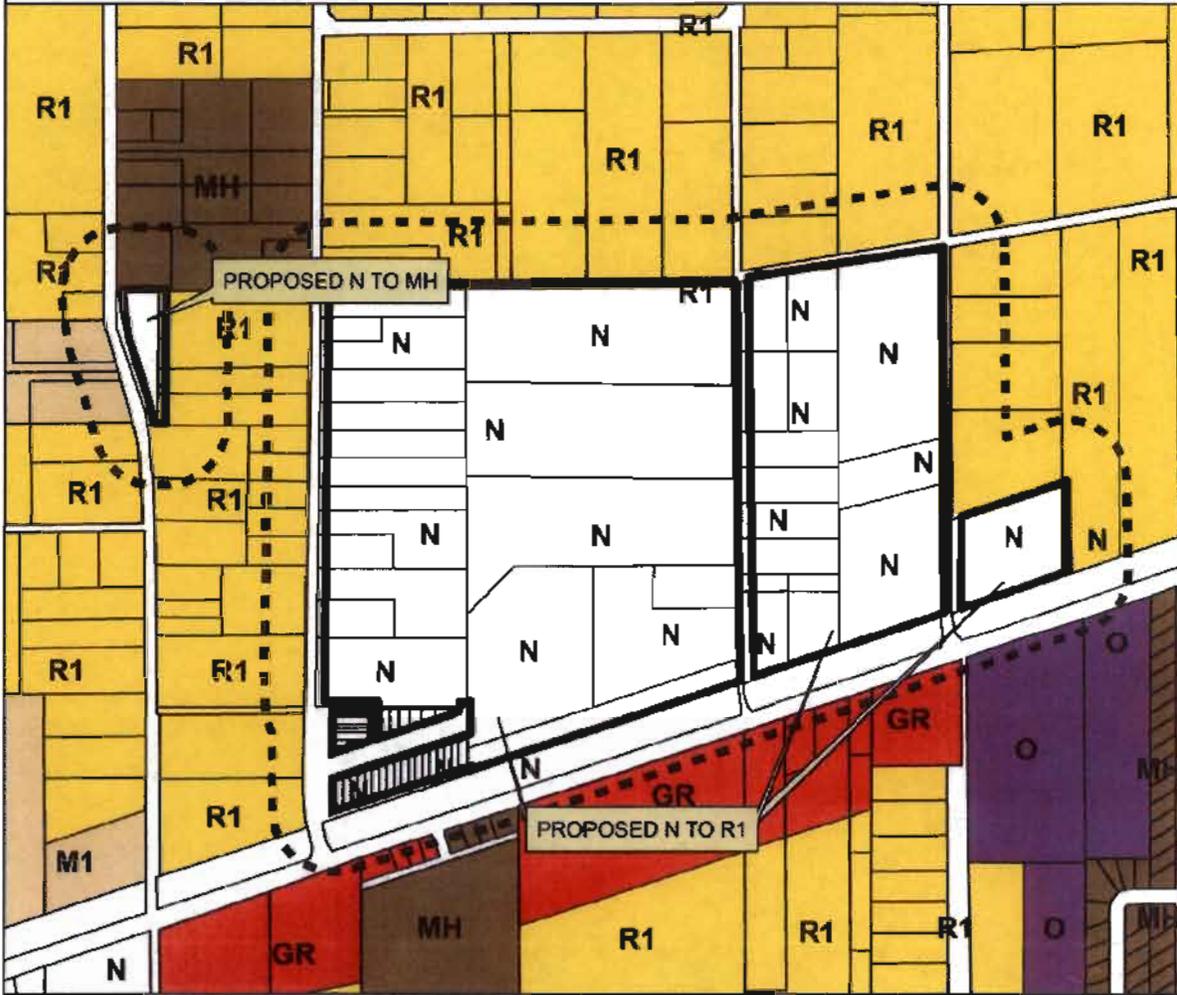
\_\_\_\_\_  
Chris Boswell, Mayor

**ATTEST:**

\_\_\_\_\_  
Amanda C. Elizondo, City Secretary



Request to rezone from Not Designated ("N") District to Residential, Single Family ("R-1") District for 4.99 acres out of Block 1, 5.0 acres out of Block 4, 2.51 acres out of Block 5, the South 223 feet of Lot 4 and all of Lot 25, Block 26 and the North 1/4 of Block 27, and Blocks 28-56, Stuart Place Townsite Acreage; Blocks 1-6, Egan Subdivision; 2.0 acres comprised of Part of Block 6 and all of Block 15, Fitzgerald Subdivision; 2.0 acres comprised of Blocks 7 and 14, Fitzgerald Subdivision; Lots 1-4, Crockett Villa Subdivision; 10.09 acres out of Block 4, and 2.47 acres out of Block 6, Stuart Place Subdivision Survey 42/137/297; and rezone from Not Designated ("N") District to Residential, Mobile Home ("MH") District for 1.0 acre out of Block 30, Stuart Place Subdivision Survey 139/297; all properties generally located north of Business 83 between Beckham Road and Stuart Place Road. Applicant: City of Harlingen



**Boundary lines**  
 Harlingen city limits.shp  
 200' Notification Boundary  
 Subject Property

Zoning Designations		
Not-Designated (N)	Multi-Family Residential (M2)	Neighborhood Services (NS)
Single Family Residential (R1)	Mobile Home Residential (MH)	General Retail (GR)
Duplex Residential (R2)	Planned Development (PD)	Light Industry (L1)
3/4-Plex Residential (M1)	Office (O)	Heavy Industry (HI)

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 050416.

**ORDINANCE NO. 16\_\_\_\_\_**

**AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF HARLINGEN: REZONING FROM OFFICE (“O”) DISTRICT TO GENERAL RETAIL (“GR”) DISTRICT FOR 6.45± ACRES OUT OF THE EAST PART OF LOT 1, BLOCK 1, APOLLO SUBDIVISION, LOCATED AT 3701 W. BUSINESS 83; 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 Office (“O”) District to General Retail (“GR”) District for 6.45± acres out of the East Part of Lot 1, Block 1, Apollo Subdivision, located at 3701 W. Business 83.

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 \_\_\_\_\_, 2016 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**

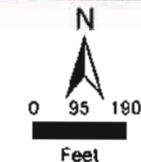
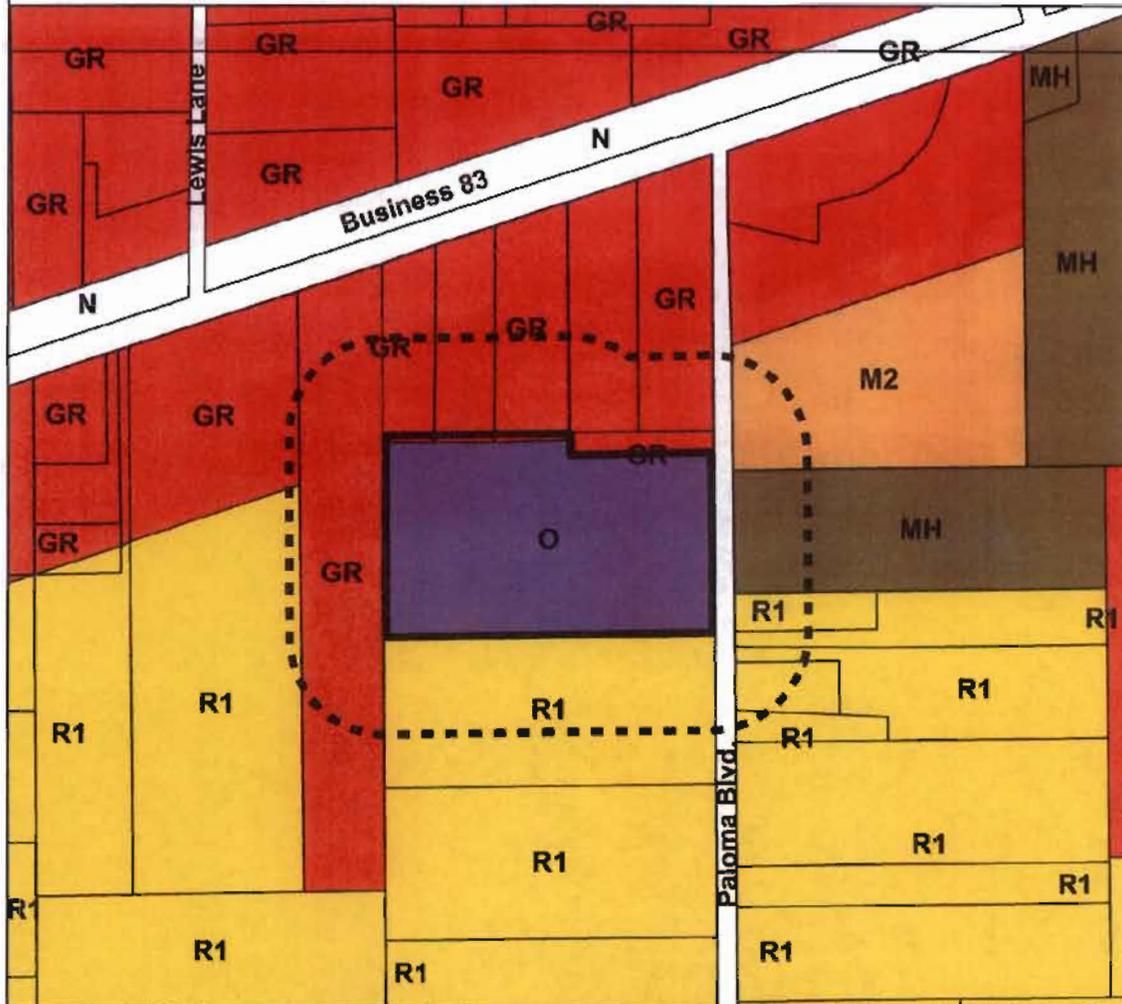
\_\_\_\_\_  
Chris Boswell, Mayor

**ATTEST:**

\_\_\_\_\_  
Amanda C. Elizondo, City Secretary



Request to rezone from Office ("O") District to General Retail ("GR") District for 6.45+ acres out of the East Part of Lot 1, Block 1, Apollo Subdivision. Applicant: Omar Villasana - Cortez



**Boundary lines**  
 - Harlingen city limits.shp  
 - 200' Notification Boundary  
 - Subject Property

**Zoning Designations**

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

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ORDINANCE NO. 2016- \_\_\_\_\_

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HARLINGEN, TEXAS, ("CITY") APPROVING A NEGOTIATED RESOLUTION BETWEEN THE CITY OF HARLINGEN AND TEXAS GAS SERVICE ("TGS" OR "THE COMPANY") REGARDING THE COMPANY'S APRIL 28, 2016 COST OF SERVICE ADJUSTMENT ("COSA") FILING; DECLARING EXISTING RATES TO BE UNREASONABLE; ADOPTING NEW TARIFFS THAT REFLECT RATE ADJUSTMENTS CONSISTENT WITH THE NEGOTIATED SETTLEMENT AND FINDING THE RATES TO BE SET BY THE ATTACHED TARIFFS TO BE JUST AND REASONABLE; PROVIDING FOR THE RECOVERY OF THE CITY'S AND TGS' REASONABLE AND NECESSARY RATE CASE EXPENSES; ADOPTING A SAVINGS CLAUSE; DETERMINING THAT THIS ORDINANCE WAS PASSED IN ACCORDANCE WITH THE REQUIREMENTS OF THE TEXAS OPEN MEETINGS ACT; DECLARING AN EFFECTIVE DATE; REPEALING ANY PRIOR ORDINANCES INCONSISTENT WITH THIS ORDINANCE AND REQUIRING DELIVERY OF THIS ORDINANCE TO THE COMPANY'S AND THE CITY'S LEGAL COUNSEL.**

WHEREAS, the City of Harlingen, Texas ("City") is a gas utility customer of Texas Gas Service ("TGS" or "the Company"), and a regulatory authority with an interest in the rates and charges of TGS; and

WHEREAS, pursuant to the terms of the agreement settling TGS' 2009 Statement of Intent to increase rates, to which City was a signatory, the City and other municipalities within the Rio Grande Valley Service Area and TGS worked collaboratively to develop the Cost of Service Adjustment ("COSA") tariff that allows for an expedited comprehensive rate review process; and

WHEREAS, on or about April 28, 2016, TGS filed with the City a COSA tariff seeking to increase natural gas rates to all customers residing in the City; and

WHEREAS, the Company has requested a system-wide increase of \$1,791,783; and

WHEREAS, the City coordinated a review of TGS' COSA filing and designated attorneys and consultants to resolve issues in the Company's COSA filing; and

WHEREAS, the Company has filed evidence that existing rates are unreasonable and should be changed; and

WHEREAS, independent analysis by the City's rate expert concluded that TGS is able to justify an increase over current rates; and

WHEREAS, the City's attorney and consultant recommend that the City approve the Settlement Agreement reflecting increased revenues of \$1,491,783 on a system-wide basis; and

WHEREAS, the attached tariffs implementing new rates are consistent with the negotiated resolution reached by the City and are just, reasonable, and in the public interest; and

WHEREAS, the negotiated resolution of the Company's COSA filing and the resulting rates are, as a whole, in the public interest; and

WHEREAS, the City desires to rescind the COSA tariff that allows for an expedited comprehensive rate review process, thus requiring TGS to file a traditional rate case in the future.

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

Section 1. That the City Council finds that the existing rates for natural gas service provided by TGS are unreasonable and the new tariffs implementing this Ordinance, which are attached hereto and incorporated herein as Attachment A, are just and reasonable and are hereby adopted.

Section 2. That a rate increase of \$1,491,783 on a system-wide basis.

Section 3. That TGS shall reimburse the reasonable ratemaking expenses of the City in processing the Company's rate application.

Section 4. That to the extent any resolution or ordinance previously adopted by the Council is inconsistent with this Ordinance, it is hereby repealed.

Section 5. That the City Council finds that the existing COSA process needs to be updated, that the existing COSA tariff is rescinded and that the Company shall file a traditional rate case in 2017 with a test year ending December 31, 2016.

Section 6. That the meeting at which this Ordinance was approved was in all things conducted in strict compliance with the Texas Open Meetings Act, Texas Government Code, Chapter 551.

Section 7. That if any one or more sections or clauses of this Ordinance is adjudged to be unconstitutional or invalid, such judgment shall not affect, impair, or invalidate the remaining provisions of this Ordinance and the remaining provisions of the Ordinance shall be interpreted as if the offending section or clause never existed.

Section 8. That the tariffs attached as Attachment A to this Ordinance shall become effective for meters read on and after July 27, 2016, consistent with the COSA tariff.

Section 9. That a copy of this Ordinance shall be sent to TGS, care of Stephanie Houle, 1301 South Mopac, Suite 400, Austin, Texas 78746, and to Geoffrey Gay, Special Counsel to the City, at Lloyd Gosselink Rochelle & Townsend, P.C., P. O. Box 1725, Austin, Texas 78767-1725.

FINALLY ENACTED this \_\_\_\_ day of \_\_\_\_\_, 2016 at a regular meeting of the Elective Commission of the City of Harlingen, Texas at which a quorum was present and which was held in accordance with TEXAS GOVERNMENT CODE, TITLE 5, SUBTITLE A, CHAPTER 551.

\_\_\_\_\_  
Chris Boswell, Mayor

ATTEST:

\_\_\_\_\_  
Amanda C. Elizondo, City Secretary

APPROVED AS TO FORM:

\_\_\_\_\_  
Richard Bilbie, City Attorney

5d)

ORDINANCE NO. 16-\_\_\_\_\_

AN ORDINANCE ADOPTING THE REVENUE AND EXPENDITURE BUDGET FOR THE CITY OF HARLINGEN, TEXAS, FOR THE FISCAL YEAR OCT. 1, 2016 THROUGH SEPT. 30, 2017 IN THE AMOUNT OF \$68,791,711 and \$70,723,816 RESPECTIVELY; PROVIDING FOR PUBLICATION OF THE CAPTION OF THIS ORDINANCE AND ORDAINING OTHER MATTERS RELATED TO THE FOREGOING.

WHEREAS, the City Manager of the City of Harlingen has prepared and presented to the City Commission a budget for the fiscal year October 1, 2016 through September 30, 2017; and

WHEREAS, a public hearing on said budget was called for the 17th day of August, 2016 at 5:30 P.M. by publication in a newspaper of general circulation at least ten days and not more than thirty days before the public hearing to be held at City Hall, in the City of Harlingen, Texas, where and when any and all interested persons might appear and be heard with reference to any item contained in said budget; and

WHEREAS, said public hearing was held on the 17th day of August, 2016 at the time and place aforesaid, and the said budget was discussed, and all interested persons were given an opportunity to be heard on any matter relative thereto, and all interested persons having appeared and been heard, and there be no other persons seeking to be heard with reference to any matter concerning budget, the said public hearing was closed on the 17th day of August, 2016; now, therefore

BE IT ORDAINED BY THE CITY OF HARLINGEN:

SECTION I. That the budget for revenues and expenditures of the City of Harlingen, Texas for the fiscal year October 1, 2016 and ending September 30, 2016 (exclusive of the revenues and expenditures of the Harlingen Waterworks System, Valley International Airport, Harlingen Downtown Fund, Community Development Block Grant Fund, and Development Corporation Fund) in the total amount of Sixty Eight Million Seven Hundred Ninety One Thousand Seven Hundred And Eleven Dollars (\$68,791,711) in revenues and Seventy Million Seven Hundred Twenty Three Thousand Eight Hundred And Sixteen Dollars (\$70,723,816) in expenditures

is hereby adopted. A summary of the budget adopted is hereby attached to this Ordinance and incorporated herein as Exhibit A and the complete detail budget adopted by this Ordinance is incorporated herein by reference and shall be made available for public inspection at the office of the City Secretary during regular business hours.

SECTION II. That the City Manager of the City of Harlingen, Texas, is hereby authorized to increase the budget by the amount of purchase orders outstanding as of September 30, 2016.

SECTION III. That the City Manager of the City of Harlingen, Texas, is hereby authorized to increase the budget by the amount of funds recovered for repair or replacement of property or equipment damaged by others.

SECTION IV. That the City Secretary of the City of Harlingen, Texas is hereby authorized and directed to cause a true and correct copy of the caption of this Ordinance to be published in a newspaper having general circulation in the City of Harlingen, Cameron County, Texas.

FINALLY ENACTED THIS \_\_\_\_\_ day of \_\_\_\_\_, 2016 at a regular meeting of the Elective Commission of the City of Harlingen, Texas at which a quorum was present and which was held in accordance with TEXAS GOVERNMENT CODE, TITLE 5, SUBTITLE A., CHAPTER 551.

CITY OF HARLINGEN

---

Chris Boswell, Mayor

ATTEST:

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Amanda C. Elizondo, City Secretary

**CITY OF HARLINGEN  
EXHIBIT "A"  
BUDGET FOR FISCAL YEAR 2016-2017**

	Estimated Fund Balance 9/30/2016	Revenues	Expenditures	Estimated Fund Balance 9/30/2017
General Fund	\$15,163,799	\$41,543,105	41,543,105	\$15,163,799
Metropolitan Planning Organization	98	391,144	391,144	98
Tennis Court	90,899	11,000	30,000	71,899
Hotel / Motel	616,883	860,200	746,000	731,083
Catastrophic Emergency	827,107	-	25,000	802,107
Free Trade Bridge	334,354	162,000	200,000	296,354
Communication Center	(212,057)	12,776	11,938	(211,219)
COPS Grant	-	218,523	218,523	-
Convention & Visitors Bureau	576,877	424,000	401,715	599,162
Awards - Restricted	-	376,410	376,410	-
PEG Fund	322,138	85,000	-	407,138
Federal Forfeitures	27,698	-	-	27,698
State Forfeitures	205,000	-	205,000	-
Tax Increment Financing (TIF) #1	603,278	70,000	-	673,278
Tax Increment Financing (TIF) #2	1,014,840	104,000	-	1,118,840
Tax Increment Financing (TIF) #3	434,644	127,500	70,000	492,144
Harlingen Community Improvement Board	4,393,918	1,295,532	1,295,532	4,393,918
Debt Service	687,165	3,908,120	3,947,954	647,331
Petition Paving	272,362	-	200,000	72,362
Capital Improvement Project	2,720	-	-	2,720
Street Improvement	1,004,073	-	1,000,000	4,073
Infrastructure	83,152	290,000	294,000	79,152
Municipal Auditorium (Note 1)	80,667	341,000	332,087	89,580
Sanitation/Sanitary Landfill (Note1)	5,258,698	8,776,400	9,150,839	4,884,259
Harlingen Arts & Heritage Museum (Note1)	51,934	100,250	113,606	38,578
Municipal Golf Course (Note 1)	(24,063)	1,221,092	1,218,833	(21,804)
Motor Vehicle Warehouse (Note 1)	258,427	2,152,000	2,319,098	91,329
Vehicle Replacement Fund (Note 1)	2,690,722	972,723	1,293,096	2,370,349
Health Insurance (Note 1)	590,628	5,348,936	5,339,936	599,628
	<u>\$35,355,961</u>	<u>\$68,791,711</u>	<u>70,723,816</u>	<u>\$33,423,856</u>

5e)

ORDINANCE NO. 16-\_\_\_\_\_

AN ORDINANCE FIXING THE AD VALOREM TAX RATE FOR INTEREST AND SINKING PAYMENTS FOR THE CITY OF HARLINGEN, TEXAS FOR THE CALENDAR YEAR 2016 AT \$0.128500 PER \$100.00 DOLLARS VALUATION; PROVIDING FOR PUBLICATION AND ORDAINING OTHER MATTERS RELATED TO THE FOREGOING.

WHEREAS, the tax rolls of all taxable property in the City of Harlingen, Texas have been prepared and submitted to the Director of Finance of the City of Harlingen, Texas by the Chief Appraiser of the Cameron County Appraisal District; and

WHEREAS, such tax rolls as certified by the Chief Appraiser show a taxable valuation, after making deductions for all exemptions authorized under State law and under ordinances of the City of Harlingen, Texas of Three Billion Twenty Eight Million Six Hundred Sixty Four Thousand and Seven Hundred Fifteen Dollars (\$3,028,664,715); now therefore,

BE IT ORDAINED BY THE CITY OF HARLINGEN:

That after considering, allowing and applying all income for the City of Harlingen maintenance and operations from other sources upon the annual budget it is required that the interest and sinking tax rate for 2016 be and the same is hereby fixed at \$0.128500 for each One Hundred Dollars (\$100.00) of assessed valuation of all property subject to taxation, real and personal, located within the City of Harlingen, Texas.

BE IT FURTHERED ORDAINED that a tax rate set at the foregoing rate is hereby levied on all properties subject to taxation, real and personal, located within the City of Harlingen, Texas on the 1<sup>st</sup> day of January 2016 and a lien against such property to secure the payment of such taxes levied

is hereby established.

BE IT FURTHERED ORDAINED that the City Secretary of the City of Harlingen, Texas is hereby authorized and directed to cause a true and correct copy of the caption of this Ordinance to be published in a newspaper having general circulation in the City of Harlingen, Cameron County, Texas.

FINALLY ENACTED THIS \_\_\_\_\_ day of \_\_\_\_\_, 2016 at a regular meeting of the Elective Commission of the City of Harlingen, Texas at which a quorum was present and which was held in accordance with TEXAS GOVERNMENT CODE, TITLE 5, SUBTITLE A., CHAPTER 551.

CITY OF HARLINGEN

\_\_\_\_\_  
Chris Boswell, Mayor

ATTEST:

\_\_\_\_\_  
Amanda C. Elizondo, City Secretary

ORDINANCE NO.16-\_\_\_\_\_

AN ORDINANCE FIXING THE AD VALOREM TAX RATE FOR MAINTENANCE AND OPERATIONS FOR THE CITY OF HARLINGEN, TEXAS FOR THE CALENDAR YEAR 2016 AT \$0.460327 PER \$100.00 DOLLARS VALUATION; PROVIDING FOR PUBLICATION AND ORDAINING OTHER MATTERS RELATED TO THE FOREGOING.

WHEREAS, the tax rolls of all taxable property in the City of Harlingen, Texas have been prepared and submitted to the Director of Finance of the City of Harlingen, Texas by the Chief Appraiser of the Cameron County Appraisal District: and

WHEREAS, such tax rolls as certified by the Chief Appraiser show a taxable valuation, after making deductions for all exemptions authorized under State law and under ordinances of the City of Harlingen, Texas of Three Billion Twenty Eight Million Six Hundred Sixty Four Thousand and Seven Hundred Fifteen Dollars (\$3,028,664,715);

WHEREAS, The City of Harlingen has complied with all of the legal, procedural, and notice requirements to enact this ordinance fixing the ad valorem tax rate for maintenance and operations for the City for the calendar year 2016; and

WHEREAS, THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE; now therefore,

BE IT ORDAINED BY THE CITY OF HARLINGEN:

That after considering, allowing and applying all income for the City of Harlingen maintenance and operations from other sources upon the annual budget it is required that the maintenance and operation tax rate for 2016 be and the same is

hereby fixed at \$0.460327 for each One Hundred Dollars (\$100.00) of assessed valuation of all property subject to taxation, real and personal, located within the City of Harlingen, Texas.

BE IT FURTHERED ORDAINED that a tax rate set at the foregoing rate is hereby levied on all properties subject to taxation, real and personal, located within the City of Harlingen, Texas on the 1<sup>st</sup> day of January 2016 and a lien against such property to secure the payment of such taxes levied is hereby established.

BE IT FURTHERED ORDAINED that the City Secretary of the City of Harlingen, Texas is hereby authorized and directed to cause a true and correct copy of the caption of this Ordinance to be published in a newspaper having general circulation in the City of Harlingen, Cameron County, Texas.

FINALLY ENACTED THIS \_\_\_\_\_ day of \_\_\_\_\_, 2016 at a regular meeting of the Elective Commission of the City of Harlingen, Texas at which a quorum was present and which was held in accordance with TEXAS GOVERNMENT CODE, TITLE 5, SUBTITLE A., CHAPTER 551.

CITY OF HARLINGEN

\_\_\_\_\_  
Chris Boswell, Mayor

ATTEST:

\_\_\_\_\_  
Amanda C. Elizondo, City Secretary

**AGENDA ITEM  
EXECUTIVE SUMMARY**

Meeting Date: **September 7, 2016**

**Agenda Item:**  
Consider and take action to approve a request from the Immaculate Heart of Mary Church to close South "C" Street in between West Polk Avenue and West Tyler Avenue on Friday, September 30, 2016 at 12:00 p.m. to begin setting up and on Saturday, October 1, 2016 thru Sunday, October 2, 2016 from 6:00 p.m. to 11:00 p.m. for their Annual Fiesta de Amistad.

Prepared By (Print Name): Jeffrey A. Adickes  
Title: Chief of Police  
Signature: 

**Brief Summary:**  
Rev. Msgr. Luis Javier Garcia with the Immaculate Heart of Mary Church is requesting to close South "C" Street in between West Polk Avenue and West Tyler Avenue on Friday, September 30, 2016 at 12:00 p.m. to begin setting up and on Saturday, October 1, 2016 and Sunday, October 2, 2016 from 6:00 p.m. to 11:00 p.m. for their Annual Fiesta de Amistad. The street closure will ensure safety of the attendees.  
  
The Fire Department 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:**  
  
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



TO: Chief of Police

DATE: 08/10/2016

FROM: Sergio Ruiz #4110

REF: Street Closure for Immaculate Heart of Mary Church (412 S. C St.)

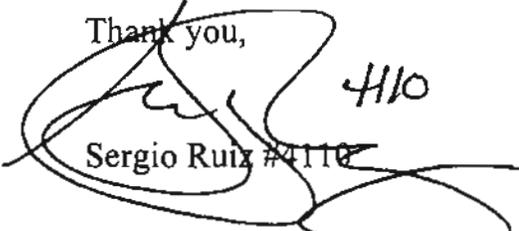
A request for a street closure was entered by the **Immaculate Heart of Mary Church** located at 412 S. C Street to the Harlingen Police Department. The street closure is for their **Annual Fiesta de Amistad** being held on (Saturday) October 01 thru (Sunday) October 02, 2016 from 6:00PM - 11:00PM. The request for the closure of "C Street" in between Polk Ave. and Tyler Ave. for the safety of the public in attendance.

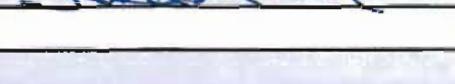
The following are date being requested for the street closures of C Street:

- Friday September 30, 2016 12:00PM (Setup)
- Saturday October 01, 2016 6:00PM - 11:00PM
- Sunday October 02, 2016 6:00PM - 11:00PM

I am recommending the approval for the street closure to be granted and barricades be provided by the Street Department on the days specified by the request. The flow of traffic will not be affected in the area. A copy of the street closure request and map will be turned in with

Thank you,

 #4110  
 Sergio Ruiz #4110

	SIGNATURE	DATE
OFFICER / EMPLOYEE	 #4110	08/10/16
SERGEANT / SUPERVISOR		8/10/16
COMMANDER / MANAGER		8/10/16
DEPUTY CHIEF		8/10/16
ASSISTANT CHIEF		
CHIEF OF POLICE		

# Immaculate Heart of Mary Catholic Church

August 9th, 2016

Mr. Jeffrey Adickes, Chief of Police  
Police Department of Harlingen  
1018 Fairpark Blvd.  
Harlingen, Texas 78550

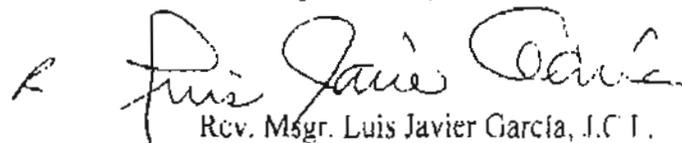
Dear Chief Adickes:

The Community of the Immaculate Heart of Mary Catholic Church will be having its Annual Fiesta de Amistad on Saturday, October 1st, and Sunday, October 2nd, 2016.

This event has been held, for many years, at the external grounds of our church and, due to the magnitude of this annual event that attracts large crowds of people from Harlingen and its vicinities, we would like to request permission to close "C" Street, between Polk Street and Tyler Ave. It will begin on Friday, September 30th, from 12:00 Noon through midnight Sunday, October 2nd, 2016. The closing of this street will secure the safety of those many families and hundreds of persons that normally attend this event.

We would like to thank you in advance, for your kind consideration to our request and for your kind assistance. Should you have any questions or need additional information, please contact us at the church office (956) 423-0855.

Sincerely in Christ,

  
Rev. Msgr. Luis Javier Garcia, J.C.I.  
Pastor

**FAX**

For: *Jeffrey Adicker, Chief of Police*  
Fax number: *216-5407*

From: *Mrs. Luis Javier Garcia, Immaculata*  
Fax number: *Head of Mary*

Date: *8-10-16*

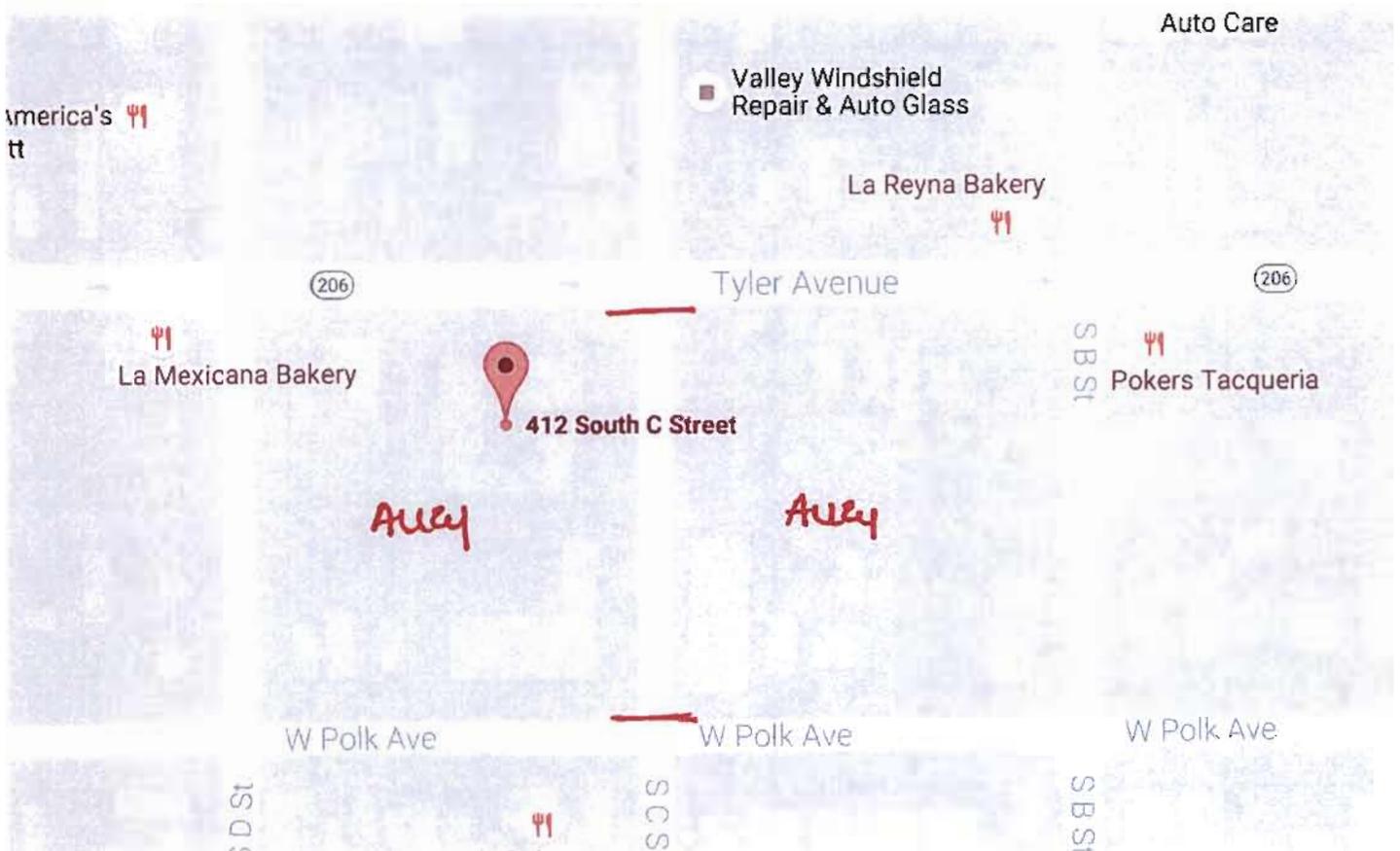
Regarding: *Street Closing*

Number of pages: *2*

Comments:



412 S C St  
412 S C St, Harlingen, TX 78550



## Pena, Frances

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**From:** Rodriguez, Cirillo  
**Sent:** Wednesday, August 10, 2016 2:38 PM  
**To:** Pena, Frances  
**Subject:** RE: STREET CLOSURE REQUEST - IMMACULATE HEART OF MARY CATHOLIC CHURCH

Hello Frances,

I have reviewed the request for street closure from Immaculate Heart of Mary Catholic Church for their Annual Fiesta de Amistad and approve this request.

*Cirilo Rodriguez  
Assistant Fire Chief  
Harlingen Fire Department  
24200 F.M. 509  
Harlingen, Texas 78550  
(956)230-8051*



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**From:** Pena, Frances  
**Sent:** Wednesday, August 10, 2016 2:25 PM  
**To:** Rubio, Roy; Rodriguez, Cirillo; Henderson, Donna; Robles, Lile  
**Subject:** STREET CLOSURE REQUEST - IMMACULATE HEART OF MARY CATHOLIC CHURCH

Good Afternoon Asst. Fire Chief Rodriguez:

I would ask if you could please review the attached street closure request and provide your recommendation by no later than Friday, August 19, 2016.

**Thank you for your assistance in this matter!**

**Frances Peña**  
Administrative Assistant  
Office of Police Chief Jeffry A. Adickes  
HARLINGEN POLICE DEPT.  
1018 Fair Park Blvd.  
Harlingen, TX 78550

5h)

**AGENDA ITEM  
EXECUTIVE SUMMARY**

Meeting Date: **September 7, 2016**

**Agenda Item:**

Consider and take action to approve a request from Bill Reagan, Pastor and Executive Director of Loaves & Fishes for the City of Harlingen is requesting to close "D" Street and "E" Street between West Harrison Avenue and West Van Buren Avenue on Saturday, September 17, 2016 from 4:00 p.m. to 9:00 p.m.

Prepared By (Print Name): Jeffrey A. Adickes  
Title: Chief of Police

Signature: 

**Brief Summary:**

Loaves & Fishes is requesting to close "D" Street and "E" Street between West Harrison Avenue and West Van Buren Avenue on Saturday, September 17, 2016. Loaves & Fishes will be celebrating Twenty-Five years of offering Help & Hope to the Hungry, the Homeless & the Hurting and event will be held at the Lt. Gutierrez Park located at 512 W. Harrison Avenue. The street closures will take effect from 4:00 p.m. to 9:00 p.m. and will ensure safety of all those attending this event.

The Fire Chief has reviewed the request and provided his approval.

**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: N/A

Finance Director's approval:  Yes  No  N/A

**Staff Recommendation:**

Staff recommends approval of the street closures.

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



TO: Chief of Police

DATE: 08/10/2016

FROM: Mario Martinez #3900

REF: Help & Hope to the Hungry Road Closure Celebration

This IDC will be in reference to a Street Closure for Loaves & Fishes Celebrating 25 years of offering HELP & Hope to the Hungry celebration, the Homeless & the Hurting.

Mr. Bill Reagan who is the Pastor and Executive Director of Loaves and Fishes for the City of Harlingen is requesting a street closure scheduled for Saturday September 17, 2016 between the hours of 4:00 P.M. to 9:00 P.M. Loaves and Fishes will be hosting the event at LT. George Gutierrez Junior Park located at 512 W Harrison Ave. Mr. Reagan is requesting to close down "D and "E" Streets, between W Harrison and W Van Buren St.

Contact was made with with Mr. Reagan on August 10, 2016 at 10:15 A.M. in reference to the road closure and the closing of W Van Buren St as well. After we met he decided for us just to close "D and E" St. and W Van Buren to remain open for traffic flow.

I, Officer Mario Martinez #3900 am recommending the street closure to be granted and for barricades to be provided by the street department on the day specified by the request. A copy of the request letter and a map will be submitted with this IDC.

Thank you for your consideration.

*Approved,  
ML*

	SIGNATURE	DATE
OFFICER / EMPLOYEE	<i>Mario Martinez #3900</i>	8/10/16
SERGEANT / SUPERVISOR	<i>[Signature] #2743</i>	8/10/16
COMMANDER / MANAGER	<i>Comander [Signature]</i>	8/10/16
DEPUTY CHIEF	<i>[Signature]</i>	8/10/16
ASSISTANT CHIEF	<i>[Signature]</i>	8/10/16
CHIEF OF POLICE	<i>[Signature]</i>	8/10/16

## **Pena, Frances**

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**From:** Rodriguez, Cirillo  
**Sent:** Friday, August 12, 2016 3:25 PM  
**To:** Pena, Frances  
**Subject:** Re: LOAVES & FISHES - STREET CLOSURE

Good afternoon Frances, We reviewed the request for street closures. We are okay with closing D Street and E Street between Harrison and Van Buren. Cirilo Rodriguez, Assistant Fire Chief

Sent from my iPhone

On Aug 12, 2016, at 1:47 PM, "Pena, Frances" <[francespena2@harlingenpolice.com](mailto:francespena2@harlingenpolice.com)> wrote:

Good Afternoon Asst. Fire Chief Rodriguez:

I would ask if you could please review the attached street closure request and provide your recommendation by no later than Friday, August 19, 2016.

**Thank you for your assistance in this matter!**

### **Frances Peña**

Administrative Assistant  
Office of Police Chief Jeffrey A. Adickes  
HARLINGEN POLICE DEPT.  
1018 Fair Park Blvd.  
Harlingen, TX 78550  
(956) 216-5403 office  
(956) 216-5407 fax  
[francespena2@harlingenpolice.com](mailto:francespena2@harlingenpolice.com)

<LOAVES & FISHES - STREET CLOSURE.pdf>



# *Help & Hope for the Hungry, the Homeless & the Hurting*

*Pastor Bill Reagan, Executive Director*



## **Board of Directors, 2016**

*Minerva Simpson,  
President  
John Butler,  
Vice-President  
Linda Broyles,  
Secretary  
Jessica Montalvo,  
Treasurer  
Ricky Leal,  
Past President*

*Blas Cantu  
Norlene  
Chamberlain  
JoAnn Cleckler  
Ned Cooley  
Everett Driskill  
David O'Brien  
Rev. Dr. Charles  
Palmer  
Diana Resendez  
Mary Jo Vela  
Eric Ziebe*

## **Advisory Board**

*Frank Boggus  
Velma Bowman  
Col. Glenn Hill  
Edd Kerkow  
Greg Quisenberry*

Chief Jeffry Adickes  
Harlingen Police Department  
1018 Fair Park  
Harlingen, TX 78550

Dear Chief Adickes:

Loaves & Fishes celebrates Twenty-Five Years of offering Help & Hope to the Hungry, the Homeless & the Hurting.

We've requested the use of Gutierrez Park for our celebration. We think it would be prudent to ask for the streets around the venue to be closed for the event, which is the purpose of this letter.

We respectfully ask that "D" and "E" Streets, between Harrison and Van Buren, and Van Buren Street, between "D" and "E" Streets be closed for our event, from 4:00 p.m. until 9:00 p.m. on Saturday, September 17, 2016.

Please let me know what else I have to do and thank you very much for your consideration.

Courage & Imagination,

Bill Reagan

P.S. Please join us for our event. We're so grateful for the Harlingen Police Department's support of our work.





51

**AGENDA ITEM  
EXECUTIVE SUMMARY**

Meeting Date: **September 7, 2016**

**Agenda Item:**

Consider and take action to approve a request from the Harlingen Police Department to close the following intersections:

- Fair Park Blvd. & "J" Street;
- Fair Park Blvd. & "L" Street;
- Fair Park Blvd. & Teege Street
- Teege Street & "L" Street

On Tuesday, October 4, 2016 commencing at 8:00 a.m. to allow for officers, partners and vendors to set-up for the event and up until 10:00 p.m. to facilitate safety of the attendees.

Prepared By (Print Name): Jeffrey A. Adickes  
Title: Chief of Police

Signature: 

**Brief Summary:**

The Harlingen Police Department, in partnership with other City Departments and various city-wide entities, will be hosting the National Night Out event on Tuesday, October 4, 2016 from 6:00 p.m. to 9:00 p.m. at Fair Park with the goal of promoting anti-crime and forging stronger community relations. The streets closures will allow for officers, partners and vendors to set-up prior to the event and facilitate safety of the attendees and participants.

The Harlingen Assistant 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:**

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



TO: Chief of Police Jeffrey Adickes

DATE: 07/25/2016

FROM: Officer Alicia Garcia #3118

REF: STREET CLOSURE 2016 NATIONAL NIGHT OUT

The Harlingen Police Department, in partnership with other City Departments, will be hosting National Night Out with the goal of promoting our anti-crime theme and to forge stronger community relations. This event is scheduled for October 4, 2016 from 6:00 pm to 9:00 pm. District Representatives are requesting approval to close down the following intersections.

- Fairpark & "J" Street
- Fairpark & "L" Street
- Fairpark & Teege Street
- Teege Street & "L" Street

Our Division is requesting the above-mentioned intersections be approved for closing on the morning of October 4, 2016 to allow for officers, partners, and vendors to set up. Furthermore I am requesting 30 barricades be delivered at this location.

(see attached map)

Submitted for your review,

Page 1 of 2

	SIGNATURE	DATE
OFFICER / EMPLOYEE	<i>Alicia Garcia</i>	7/26/2016
SERGEANT / SUPERVISOR	<i>Det. #2293</i>	7/26/2016
COMMANDER / MANAGER	<i>Commander Del Valle</i>	08/04/16
DEPUTY CHIEF	<i>Detector Sosa</i>	8/4/16
ASSISTANT CHIEF		
CHIEF OF POLICE		



## **Pena, Frances**

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**From:** Rodriguez, Cirillo  
**Sent:** Wednesday, August 10, 2016 2:35 PM  
**To:** Pena, Frances  
**Subject:** RE: STREET CLOSURE REQUEST - 2016 NATIONAL NIGHT OUT

Hello Frances,  
I have reviewed the request for street closure for the 2016 National Night Out event and approve of the request.

*Cirilo Rodriguez  
Assistant Fire Chief  
Harlingen Fire Department  
24200 F.M. 509  
Harlingen, Texas 78550  
(956)230-8051*



**From:** Pena, Frances  
**Sent:** Tuesday, August 09, 2016 11:29 AM  
**To:** Rubio, Roy; Rodriguez, Cirillo; Henderson, Donna; Robles, Lile  
**Subject:** STREET CLOSURE REQUEST - 2016 NATIONAL NIGHT OUT

Good Morning Asst. Fire Chief Rodriguez:

I would ask if you could please review the attached street closure request and provide your recommendation by no later than Friday, August 19, 2016.

**Thank you for your assistance in this matter!**

**Frances Peña**  
Administrative Assistant  
Office of Police Chief Jeffry A. Adickes  
HARLINGEN POLICE DEPT.  
1018 Fair Park Blvd.  
Harlingen, TX 78550  
(956) 216-5403 office  
(956) 216-5407 fax

5J)

**AGENDA ITEM  
EXECUTIVE SUMMARY**

Meeting Date: **September 7, 2016**

**Agenda Item:**

Consider and take action to approve a request from EXPO Committee to close Fair Park Boulevard between "J" Street and "L" Street on Wednesday, September 21, 2016 from 1:30 p.m. to 5:30 p.m. and also on Thursday, September 22, 2016 from 7:00 a.m. to 2:00 p.m. for their 14<sup>th</sup> Annual Education and Career EXPO being held at the Casa de Amistad.

Prepared By (Print Name): Jeffry A. Adickes  
Title: Chief of Police

Signature:



**Brief Summary:**

Elizabeth Soto, a member of the planning group for the 2016 TSTC Expo Career Job Fair is requesting to close Fair Park Boulevard between "J" Street and "L" Street on Wednesday, September 21, 2016 from 1:30 p.m. to 5:30 p.m. and also on Thursday, September 22, 2016 from 7:00 a.m. to 2:00 p.m. for their 14<sup>th</sup> Annual Education and Career EXPO being held at the Casa de Amistad. It is anticipated that this event will host over 1,400 students from throughout the Valley ranging from Zapata to Brownsville. The street closure is to ensure the safety of the public that will be attending this event.

The Assistance Fire Chief has reviewed the request and provided approval.

**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:  
N/A

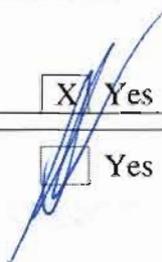
Finance Director's approval:  Yes  No  N/A

**Staff Recommendation:**

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



TO: Chief of Police

DATE: 08/04/2016

FROM: Sergio Ruiz #4110

REF: Education and Career EXPO

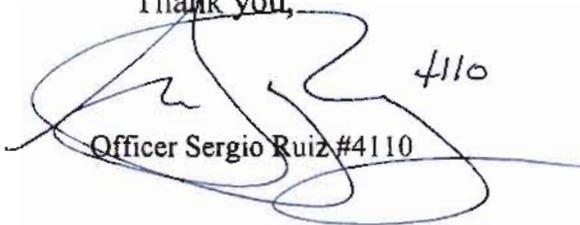
**Street Closure:**

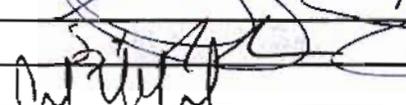
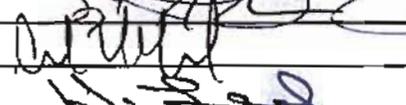
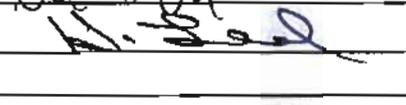
The 14th Annual **Education and Career EXPO** will be held at the Casa De Amistad on September 22, 2016 from 9:00am - 12:00pm. They are expecting about 1400 students from throughout the Valley ranging from Zapata to Brownsville to attend the event. They are requesting for Fair Park Blvd. in between J St. and L St. to be closed to ensure the safety of the public that will be attending the event.

The Committee is requesting for Fair Park Blvd. to be closed on September 21, 2016 from 1:30PM to allow the vendors to set up their booths. Some vendors will set up inside the Casa de Amistad and other vendors will setup along Fair Park Blvd.

I am recommending for the street closure to be granted and barricades be provided by the Street Department on the day specified by the request. A copy of the request and map will be turned in with the IDC.

Thank you,

  
4110  
Officer Sergio Ruiz #4110

	SIGNATURE	DATE
OFFICER / EMPLOYEE	 4110	08/04/16
SERGEANT / SUPERVISOR	 2773	08/04/16
COMMANDER / MANAGER		08/04/16
DEPUTY CHIEF		8/4/16
ASSISTANT CHIEF		
CHIEF OF POLICE		



Cc: Elizondo, Amanda C.

Subject: TSTC Education Expo Street Closure Request

Good Afternoon Ms. Prado and Chief Adickes;

My name is Elizabeth Soto, HR Director for the Harlingen Water Works System and a member of the planning group for the 2016 TSTC Expo Career Job Fair. The 14th Annual Education and Career EXPO will be held at the Casa De Amistad on September 22, 2016 from 9:00 a.m.-12 noon. We are expecting about 1,400 students from throughout the Valley ranging from Zapata to Brownsville to attend the event. In previous years, we have requested for the Fair Park Blvd. in between J Street and L Street to be closed to ensure the safety of the public that will be attending the event.

The EXPO Committee is requesting for Fair Park Blvd. to be closed on Wednesday, September 21st, from 1:30 p.m. to 5:30 p.m. to allow the vendors to set up booths. Some vendors will set up inside the Casa de Amistad and other vendors will set up along Fair Park Blvd.

AND Thursday, September 22nd from 7:00 a.m. to 2:00 p.m. (day of the event)

The purpose of this event is to inform area students about the career opportunities available in the Rio Grande Valley, the skills and education needed to secure these jobs, and the educational institutions that provide relevant educational programs. The street closure will facilitate safety of all attendees.

I have included the EXPO Exhibitor Invite for your information. The safety of our student participants and vendors is very important to us, so please let me know if we can count on this closure

If you need further information please call me at 956-430-6115. If you can attend, I would like to invite to our next meeting. We are scheduled to meet August 25, 2016 at 900am at TSTC College Support Services Building Room 130. The Building is located in the corner of Loop 499 and Rio Hondo at TSTC. Should you need to reach my cell number is 245-2847.

Thanks again for your assistance with this request.

Kind regards,

*Elizabeth Soto*

Elizabeth G. Soto  
HR Director  
Harlingen Water Works System  
134 E. Van Buren  
Tel: 956-430-6115  
Fax: 956-430-6101

*Success without fulfillment is the ultimate failure in life*  
..T. Robbins

**Pena, Frances**

---

**From:** Rodriguez, Cirillo  
**Sent:** Wednesday, August 10, 2016 2:32 PM  
**To:** Pena, Frances  
**Subject:** RE: STREET CLOSURE REQUEST - EDUCATION AND CAREER EXPO

Hello Frances,  
I have reviewed the request for street closure for the Education and Career Expo and approve the request.

*Cirilo Rodriguez  
Assistant Fire Chief  
Harlingen Fire Department  
24200 F.M. 509  
Harlingen, Texas 78550  
(956)230-8051*



**From:** Pena, Frances  
**Sent:** Tuesday, August 09, 2016 11:27 AM  
**To:** Rubio, Roy; Rodriguez, Cirillo; Henderson, Donna; Robles, Lile  
**Subject:** STREET CLOSURE REQUEST - EDUCATION AND CAREER EXPO

Good Morning Asst. Fire Chief Rodriguez:

I would ask if you could please review the attached street closure request and provide your recommendation by no later than Friday, August 19, 2016.

**Thank you for your assistance in this matter!**

**Frances Peña**  
Administrative Assistant  
Office of Police Chief Jeffry A. Adickes  
HARLINGEN POLICE DEPT.  
1018 Fair Park Blvd.  
Harlingen, TX 78550  
(956) 216-5403 office  
(956) 216-5407 fax

6)

**AGENDA ITEM  
EXECUTIVE SUMMARY**

Meeting Date: 09-07-2016

**Agenda Item:**

Consider and take action to authorize the City Manager to execute a professional services contract with Sales Tax Assurance LLC for sales tax compliance review and recovery services.

Prepared By (Print Name): Elvia Trevino  
Title: Finance Director

Signature: 

**Brief Summary:**

This professional service contract will provide the City with sales tax compliance review and recovery services. This contract will allow the contractor to conduct review and recovery services to assist the City with the detection, documentation and correction of errors and omissions related to sales tax collections. The contract includes an annual retainer fee of \$6,000, a 30% commission fee for recovered taxes, and a 30% commission fee for 24 months for future taxes and increased taxes. The contractor will credit the City up to the annual retainer for any commission due.

**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

7)

**AGENDA ITEM  
EXECUTIVE SUMMARY**

Meeting Date: **September 7, 2016**

**Agenda Item:**

Consider and take action to approve an ordinance on first reading to amend the City of Harlingen's budget for fiscal year 2015-2016

Prepared By (Print Name): Elvia Treviño  
Title: Finance Director  
Signature: 

**Brief Summary:**

This budget amendment allocates funds for grants not included in the current approved budget and funds for approved and budgeted encumbrances and project balances from fiscal year 2014-2015, which were unspent at year end. Exhibit "A" displays total revenues, expenditures and estimated fund balances by fund after the amendment.

**General Fund** –Revenues increase by \$26,788 - Expenditures increase by \$31,871

**Convention & Visitor's Bureau** – Expenditures increase by \$51,333

**Grants** – Revenues increase by \$44,682 Expenditures increase by \$44,682

**TIF # 3** – Expenditures increase by \$70,000

**Funding (if applicable):**

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

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

Finance Director's approval:  Yes  No  N/A

**Staff Recommendation:**

Staff recommends approval of budget amendment.

City Manager's approval:  Yes  No  N/A

**Comments:**

City Attorney's approval:  Yes  No  N/A

AN ORDINANCE AMENDING THE REVENUE AND EXPENDITURE BUDGET FOR THE CITY OF HARLINGEN, TEXAS, FOR FISCAL YEAR OCT. 1, 2015 THROUGH SEPT. 30, 2016. TOTAL BUDGET REVENUES WILL INCREASE TO \$68,876,022 AND TOTAL BUDGET EXPENDITURES WILL INCREASE TO \$72,188,494 RESPECTIVELY; PROVIDING FOR PUBLICATION OF THE CAPTION OF THIS ORDINANCE AND ORDAINING OTHER MATTERS RELATED TO THE FOREGOING.

WHEREAS, the City Manager of the City of Harlingen has prepared and presented to the City Commission budget amendment #2 for fiscal year October 1, 2015 through September 30, 2016; and

WHEREAS, amending the current fiscal year budget is desirable for clarity and is required by law: now therefore

BE IT ORDAINED BY THE CITY OF HARLINGEN:

SECTION I. That an amendment to the budget of the City of Harlingen, Texas for the fiscal year October 1, 2015 and ending September 30, 2016 (exclusive of the revenues and expenditures of the Harlingen Waterworks System, Valley International Airport, Harlingen Downtown Fund, Community Development Block Grant Fund, and Development Corporation Fund) in the total amount of Sixty Eight Million Eight Hundred Seventy Six Thousand and Twenty Two Dollars (\$68,876,022) in revenues and Seventy Two Million One Hundred Eighty eight Thousand Four Hundred and Ninety Four Dollars (\$72,188,494) in expenditures is hereby adopted. A summary of the budget adopted is hereby attached to this Ordinance and incorporated herein as Exhibit A and the complete detail budget adopted by this Ordinance is incorporated herein by reference and shall be made available for public inspection at the office of the City Secretary during regular business hours.

SECTION II. That the City Manager of the City of Harlingen, Texas, is hereby authorized to increase the budget by the amount of purchase orders outstanding as of September 30, 2016.

SECTION III. That the City Manager of the City of Harlingen, Texas, is hereby authorized to increase the budget by the amount of funds recovered for repair or replacement of property or equipment damaged by others.

SECTION IV. That the City Secretary of the City of Harlingen, Texas is hereby authorized and directed to cause a true and correct copy of the caption of this Ordinance to be published in a newspaper having general circulation in the City of Harlingen, Cameron County, Texas.

FINALLY ENACTED THIS \_\_\_\_\_ day of \_\_\_\_\_, 2016 at a regular meeting of the Elective Commission of the City of Harlingen, Texas at which a quorum was present and which was held in accordance with TEXAS GOVERNMENT CODE, TITLE 5, SUBTITLE A., CHAPTER 551.

CITY OF HARLINGEN

\_\_\_\_\_  
Chris Boswell, Mayor

ATTEST:

\_\_\_\_\_  
Amanda C. Elizondo, City Secretary

## EXHIBIT "A"

**CITY OF HARLINGEN  
PROPOSED BUDGET AMENDMENT #2  
FOR FISCAL YEAR 2015-2016**

	Fund Balance 9/30/2015	Revenues	Expenditures	Revenues Over (Expenditures Over)	Estimated Fund Balance 9/30/2016
General Fund	\$15,943,698	\$40,032,976	\$40,817,958	\$ (784,982.05)	\$15,158,716
Metropolitan Planning Organization	98	364,215	364,215	-	98
Tennis Court	83,824	37,075	30,000	7,075	90,899
Hotel / Motel	502,558	860,325	746,000	114,325	616,883
Catastrophic Emergency	852,107	-	25,000	(25,000)	827,107
Free Trade Bridge	389,254	145,100	200,000	(54,900)	334,354
Communication Center	(137,216)	172,819	85,950	86,869	(50,347)
COPS Grant	-	208,979	208,979	-	-
RLE Program	30,383	-	30,362	(30,362)	21
Federal Forfeitures	117,527	-	89,829	(89,829)	27,698
State Forfeitures	214,971	156,129	201,887	(45,758)	169,213
Convention & Visitors Bureau	576,403	424,200	475,059	(50,859)	525,544
Awards - Restricted	-	1,342,854	1,342,854	0	0
Tax Increment Financing (TIF) #1	533,278	70,000	-	70,000	603,278
Tax Increment Financing (TIF) #2	910,540	104,300	-	104,300	1,014,840
Tax Increment Financing (TIF) #3	307,144	127,500	70,000	57,500	364,644
Harl Community Improvement Board	4,153,397	1,295,532	1,312,143	(16,611)	4,136,786
Debt Service	1,033,665	3,808,922	4,155,422	(346,500)	687,165
Petition Paving	56,542	-	-	-	56,542
Capital Improvement Project	389,252	-	386,545	(386,545)	2,707
Street Improvement	13,001	1,500,000	1,561,332	(61,332)	(48,331)
Infrastructure	165,347	275,000	357,285	(82,285)	83,062
Municipal Auditorium (Note 1)	169,738	300,000	389,071	(89,071)	80,667
Sanitation/Sanitary Landfill (Note1)	5,652,453	8,490,000	8,883,755	(393,755)	5,258,698
Harl Arts & Heritage Museum (Note1)	128,352	102,800	179,218	(76,418)	51,934
Municipal Golf Course (Note 1)	(27,002)	1,306,000	1,303,061	2,939	(24,063)
Motor Vehicle / Warehouse (Note 1)	4,221,509	3,124,723	4,390,196	(1,265,473)	2,956,036
Health Insurance (Note 1)	546,428	4,626,573	4,582,373	44,200	590,628
	<u>\$36,827,251</u>	<u>\$68,876,022</u>	<u>\$72,188,494</u>	<u>(\$3,312,472)</u>	<u>\$33,514,779</u>

Note 1 - Fund balance as 09-30-2015 is working capital

**Exhibit "B"**  
**CITY OF HARLINGEN**  
**BUDGET AMENDMENT #2 FY 2015-16**

DEPARTMENT	G/L ACCOUNT NO.	BUDGET REQUESTS	PRIOR YEAR ENCUMBRANCE	GRANTS	TOTAL
<b>GENERAL FUND</b>					
<b>REVENUES</b>					
Habitat for Humanity	001-0000-371.60-00	26,788			26,788
<b>TOTAL GENERAL FUND REVENUES</b>		<b>\$26,788</b>	<b>\$0</b>	<b>\$0</b>	<b>26,788</b>

<b>GENERAL FUND</b>					
<b>EXPENDITURES</b>					
Office Supplies (PO# 61196)	001-1101-411-20-01		1,304		1,304
Office Equipment (PO# 61195)	001-1101-411-20-02		379		379
Technical Services (PO# 55726)	001-1101-411-30-11		3,400		3,400
Habitat for Humanity	001-1399-901-80-03	26,788			26,788
<b>TOTAL GENERAL FUND EXPENDITURES</b>		<b>26,788</b>	<b>5,083</b>	<b>-</b>	<b>31,871</b>

<b>CONVENTION &amp; VISITOR'S BUREAU</b>					
<b>EXPENDITURES</b>					
General Advertising/TML/convention center Tourism Promotions	119-6503-653-39-98	51,333	0		51,333
<b>TOTAL CONVENTION &amp; VISITOR'S BUREAU FUND EXPENDITURES</b>		<b>\$51,333</b>	<b>\$0</b>	<b>\$0</b>	<b>51,333</b>

<b>GRANTS</b>					
<b>REVENUES</b>					
Binational T&F Exercises	120-0000-351-3600			44,682	44,682
<b>TOTAL GRANT REVENUES</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 44,682</b>	<b>\$ 44,682</b>
<b>EXPENDITURES</b>					
Personnel Services	120-3513-511-1001			10,817	10,817
Supplies - office	120-3513-511-2001			1,300	1,300
Supplies - other	120-3513-511-2060			1,200	1,200
Supplies - equip	120-3513-511-2090			16,015	16,015
Serv & Chrgs - Lease equip	120-3513-511-3021			12,300	12,300
Serv & Chrgs - Building rental	120-3513-511-3023			3,050	3,050
<b>TOTAL GRANT EXPENDITURES</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 44,682</b>	<b>\$ 44,682</b>

<b>TIF # 3</b>					
<b>EXPENDITURES</b>					
Public Infrastructure EDC	183-8801-881-6354			\$70,000	70,000
<b>TOTAL TIF #3 EXPENDITURES</b>				<b>\$70,000</b>	<b>\$ 70,000</b>

8)

**AGENDA ITEM  
EXECUTIVE SUMMARY**

Meeting Date: **September 07, 2016**

**Agenda Item:**

Consider and take action to approve a resolution adopting the Harlingen Downtown Improvement District 2016-2017 Fiscal Year Budget.

Prepared By (Print Name): Elvia Trevino  
Title: Finance Director

Signature: 

**Brief Summary:**

The budget, as presented on "Exhibit A", was approved by the Harlingen Downtown Improvement District Board. Projected revenues are \$61,000 projected expenditures are \$250,550.

**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 *RHP*

RESOLUTION 16R-\_\_\_\_\_

STATE OF TEXAS

COUNTY OF CAMERON

WHEREAS, the Harlingen Downtown Improvement District Board has submitted its proposed budget for the Harlingen Downtown Improvement District for fiscal year 2016-2017; and

WHEREAS, the Elective Commission of the City of Harlingen, Texas has reviewed the budget submitted by the Harlingen Downtown Improvement District Board for its 2016-2017 fiscal year; and

WHEREAS, the budget for the Harlingen Downtown Improvement District as submitted shows total projected revenues of Sixty one thousand (\$61,000) and total authorized expenditures of Two Hundred Fifty Thousand Five Hundred and Fifty Dollars (\$250,550) as shown on Exhibit "A"; now therefore

**BE IT RESOLVED BY THE CITY OF HARLINGEN:**

That the budget of the Harlingen Downtown Improvement District as recited herein above for the fiscal year commencing October 1, 2016 and ending September 30, 2017 showing total projected revenues of Sixty one thousand (\$61,000) and total authorized expenditures of Two Hundred Fifty Thousand Five Hundred and Fifty Dollars (\$250,550) is hereby adopted.

**CONSIDERED AND ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2016 at a regular meeting of the Elective Commission of the City of Harlingen, Texas at which a quorum was present and which was held in accordance with TEXAS GOVERNMENT CODE, TITLE 5, SUBTITLE A., CHAPTER 551.

**CITY OF HARLINGEN**

\_\_\_\_\_  
Chris Boswell, Mayor

**ATTEST:**

\_\_\_\_\_  
Amanda C. Elizondo, City Secretary

## 107 Harlingen Downtown Improvement District Fund

### Proposed Budget Amendment

ESTIMATE YEAR END  
 FUND BALANCE FY 16 \$219,875

REVENUES: \$61,000 EXPENDITURES: \$250,550 ENDING BALANCE: \$30,325

<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 10%;"></td> <td>\$0 Promotion and Advertisement</td> </tr> <tr> <td></td> <td>0 Investments</td> </tr> <tr> <td></td> <td>29,000 Special Assessments</td> </tr> <tr> <td></td> <td>0 Transfers from General Fund</td> </tr> <tr> <td></td> <td>32,000 Transfers from Hotel Fund</td> </tr> <tr> <td></td> <td style="border-top: 1px solid black;"><u>\$61,000</u></td> </tr> </table>		\$0 Promotion and Advertisement		0 Investments		29,000 Special Assessments		0 Transfers from General Fund		32,000 Transfers from Hotel Fund		<u>\$61,000</u>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 10%;"></td> <td>\$104,401 Personnel Services - Pay</td> </tr> <tr> <td></td> <td>31,739 Personnel Services - Benefits</td> </tr> <tr> <td></td> <td>3,770 Supplies - General</td> </tr> <tr> <td></td> <td>1,450 Supplies - Miscellaneous</td> </tr> <tr> <td></td> <td>52,810 Services &amp; Charges - General</td> </tr> <tr> <td></td> <td>3,380 Services &amp; Charges - Maintenance</td> </tr> <tr> <td></td> <td>53,000 Services &amp; Charges - Miscellaneous</td> </tr> <tr> <td></td> <td style="border-top: 1px solid black;"><u>\$250,550</u></td> </tr> </table>		\$104,401 Personnel Services - Pay		31,739 Personnel Services - Benefits		3,770 Supplies - General		1,450 Supplies - Miscellaneous		52,810 Services & Charges - General		3,380 Services & Charges - Maintenance		53,000 Services & Charges - Miscellaneous		<u>\$250,550</u>
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	52,810 Services & Charges - General																												
	3,380 Services & Charges - Maintenance																												
	53,000 Services & Charges - Miscellaneous																												
	<u>\$250,550</u>																												

Revenues Over/(Under) Expenditures (\$189,550)

9)

### EXECUTIVE SUMMARY

Meeting Date: **September 7, 2016**

#### Agenda Item:

Consider and take action to approve a Waiver of Retroactivity with the Texas Parks and Wildlife Department for the 24.1 acres of land donated by Mrs. Maxine Elkins and authorize the City Manager to sign the Waiver.

Prepared By : Javier Mendez  
Title: Director of Parks and Recreation

Signature: 

#### Brief Summary:

##### Summary

On May 18, 2016 the City Commission approved to accept the donation of 24.159 acres of land out of Blocks 55 and 81 of the Lon C. Hill Subdivision from donor Mrs. Maxine Elkins. The property adjoins the north boundary line of the Arroyo Park and the Arroyo Trail. The property boundaries run from the North property line of Arroyo Park, along the Arroyo Colorado banks, up to the railroad tracks, then south to New Hampshire Street. Currently, a survey and a boundary description is being prepared in order to create a deed of conveyance to the City.

The purpose of approving this waiver is to preserve the matching potential of a park site in the future, and allows TPWD to utilize the value of the land as all or part of a future project's matching share. The City may only take advantage of this waiver by receiving a grant award by TPWD prior to its expiration. The waiver is valid through August 31, 2017, but could be extended individually for an additional three years, but is considered on a case by case basis.

#### 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:

Staff recommends the City Commission approve the waiver and authorize the City Manager to sign the document.

City Manager's approval:  Yes  No  N/A

#### Comments:

City Attorney's approval:  Yes  No  N/A

**TEXAS PARKS AND WILDLIFE DEPARTMENT  
WAIVER OF RETROACTIVITY FOR LAND ACQUISITION  
Texas Recreation and Parks Account Program**

Project Sponsor and Name: HARLINGEN Arroyo Park Addition

Project Period: TPWD Approval Date to August 31, 2017

\* ~ ~ ~ \* ~ ~ ~ \*

The requester hereby agrees and accepts the terms of said waiver as described, for the purpose of maintaining eligibility for future matching grant assistance through the Texas Recreation and Parks Account Program. It is understood that this waiver is not effective until it has been executed by all parties and an executed agreement is returned to the Department.

**DESCRIPTION OF ACQUISITION**

A tract of land containing approximately 24 acres located adjacent to 1110 E. New Hampshire Street, Harlingen, Cameron County, TX 78552.

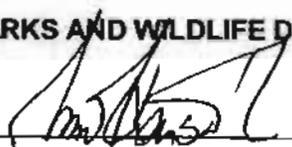
**The following terms and conditions are understood and accepted by the undersigned political subdivision and the Department:**

1. The granting of said waiver does not constitute a future grant approval, nor is approval of such implied; and
2. The waiver is valid for the time period and area herein described and it will not be extended if a grant is not approved prior to expiration; and
3. Costs for obtaining said waiver and land acquisition are incurred at the expense of the undersigned political subdivision. Eligible costs cannot be reimbursed unless a grant is approved prior to the waiver's expiration; and
4. The said waiver is valid for the described land acquisition only, and construction/development costs will not be retroactive; and
5. Land value (for grant matching purposes) will be credited for the value which existed at the time the title was transferred to the undersigned political subdivision. The land will be acquired in accordance with the enclosed "Acquisition Project Procedures."

\* ~ ~ ~ \* ~ ~ ~ \*

**TEXAS PARKS AND WILDLIFE DEPARTMENT**

by \_\_\_\_\_



Tim Hogsett, Director, Recreation Grants Branch  
Name and Title

**CITY OF HARLINGEN**

Political Subdivision (Sponsor)

by \_\_\_\_\_

Javier Mendez, Parks & Recreation Director  
Name and Title

8-17-16  
TPWD Approval Date



Life's better outside.™

Sent via RGO

Commissioners

T. Dan Friedkin  
Chairman  
Houston

Ralph H. Duggins  
Vice-Chairman  
Fort Worth

Anna B. Galo  
Laredo

Bill Jones  
Austin

Jeanne W. Latimer  
San Antonio

James H. Lee  
Houston

S. Reed Morian  
Houston

Dick Scott  
Wimberley

Kelcy L. Warren  
Dallas

Lee M. Bass  
Chairman-Emeritus  
Fort Worth

Carter P. Smith  
Executive Director

Mr. Javier Mendez  
Parks and Recreation Director  
Lon C. Hill Building  
502 E. Tyler Avenue  
Harlingen, TX 78550

Re: Waiver of Retroactivity – 24 acres, Arroyo Park Addition

Dear Mr. Mendez:

Per your request, enclosed is the Waiver of Retroactivity for the referenced **24 acres of land** for future development and linkage with Arroyo Park. Please sign the Waiver, then scan and return to us for our files through Rec Grants Online (RGO).

You are reminded that the granting of said waiver is for land acquisition only; it does not constitute or imply grant approval. Please note that if a grant is awarded, the city must conduct an appraisal to be submitted for approval by the Texas Parks and Wildlife Department. The acquisition must be completed prior to development.

Thank you for your interest in our programs. If you have any questions, please call Lana Daniels at 512-389-8862.

Sincerely,

Tim Hogsett, CPRP  
Director  
Recreation Grants Branch

TH:DL:ld

Enclosure



## **LOCAL PARK GRANT PROGRAM**

### **WAIVER OF RETROACTIVITY GUIDELINES FOR LAND ACQUISITION**

Waivers of Retroactivity are available to eligible grant applicants to allow for land acquisition prior to grant approval. For land which may be under eminent threat of loss as an acquisition opportunity, Texas Parks & Wildlife Department (TPWD) may authorize acquisition to occur prior to grant approval through a Waiver of Retroactivity. Waivers may be considered for convenience purposes with the understanding that if a grant is approved, this may limit funding opportunities for the project.

An approved waiver does not constitute future grant approval, nor is it implied. A waiver simply preserves the matching potential of a park site for a limited period, and allows the local applicant to utilize the value of the land as all or part of the project's matching share.

Waivers are only one means of securing park land prior to project approval while maintaining the match potential for a future grant application. Other means of securing property include the transferring of title to a private non-profit trust/foundation for holding, or through the use of certain right-of-first-refusal contracts which receive prior TPWD approval. Waivers will not be granted if it is determined by TPWD that an environmental impact statement will be required.

#### **THE FOLLOWING RESTRICTIONS APPLY WHEN A WAIVER IS GRANTED:**

1. Waivers and land acquisition costs are incurred at the applicant's expense and risk. The granting of a waiver does not in any way ensure grant approval or site eligibility, or imply TPWD commitment to the project.
2. Waivers are valid only for a limited period of time. A waiver will expire at the end of the second state fiscal year following the state fiscal year in which the waiver was granted. A state fiscal year is September 1<sup>st</sup> through August 31<sup>st</sup>. Extensions up to three additional fiscal years will only be granted on a case-by-case basis.
3. The granting of extensions beyond the original expiration date may limit the funding options for projects as federal Land and Water Conservation Fund guidelines preclude waivers beyond the two fiscal year limit.
4. A complete grant application must be submitted by the applicant as soon as possible after the granting of the waiver. The grant must be approved by TPWD prior to the waiver's expiration.
5. Waivers are for land acquisition only. Construction/development costs will not be made retroactive.
6. If funded the level of grant acquisition assistance will be determined by an independent appraisal approved by the TPWD after grant approval. For more information regarding acceptable appraisals, please see the Instructions for Approved Projects.

**TO REQUEST A WAIVER, THE FOLLOWING MUST BE SUBMITTED FOR REVIEW:**

1. **Cover letter** addressing the scope and urgency of the waiver and an assurance that it is understood that the granting of a waiver will in no way commit TPWD to the future funding of a grant project.

2. **Description of the Environment** that includes:

- Acres to be acquired
- Description of the public outdoor recreation uses proposed for the site
- Surrounding land uses N, S, E, W (residential, commercial, agricultural)
- Vegetation – species, dominant plants, vegetation
- Topography
- Natural water features on site
- Soils
- Wildlife habitat
- Existing site development (extent of impervious cover, structures, etc.)
- Utilities available on site
- Overhead utility lines on site
- Any history of contamination
- Any rights-of-way or easements
- Located in a flood plain or wetland
  - Map delineating the floodplain/wetland area
- Current property ownership
- Sites that are a federal, state, or local government identified area recognized in an acceptable, published planning document for having valuable or vulnerable natural resources, ecological processes, or rare, threatened, or endangered species of vegetation or wildlife

3. **Location and Boundary Maps** (See next page)

10)

**AGENDA ITEM  
EXECUTIVE SUMMARY**

Meeting Date: September 7, 2016

**Agenda Item:**

Consider and take action to adopt an ordinance on first reading amending Ordinance 16-29 to clarify that a fee for processing a payment by debit card may be charged when the debit card is used as a credit card.

Prepared By: Richard Bilbie

Title: City Attorney

Signature: *Richard Bilbie*

**Brief Summary:**

In June, 2016 the City passed an ordinance allowing for the collection of a processing fee when a payment was made to the City by credit card. Prior to the second reading of the ordinance, debit card was added to the language. The statute, Chapter 132 of the Local Government Code, allows a municipality to charge the fee only when a credit card is used. Since debit cards can, in some cases, be used as both a debit card and a credit card, this amendment makes clear that the fee can only be charged when a debit card is used as a credit card.

**Funding (if applicable):**

Are funds specifically designated in the current budget for the full amount  Yes  No\*  
for this purpose? *N/A*

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

Finance Director's approval:  Yes  No  N/A

**Staff Recommendation:**

Staff recommends approval to clarify that our ordinance is aligned with the Texas Local Government Code.

City Manager's approval:  Yes  No  N/A

**Comments:**

City Attorney's approval:  Yes  No  N/A

ORDINANCE NO. 16- \_\_\_\_\_

**AN ORDINANCE OF THE CITY OF HARLINGEN, TEXAS AMENDING ORDINANCE NUMBER 16-29 BY REMOVING THE WORDS "CREDIT/DEBIT CARD" FROM ALL PLACES IN THE ORDINANCE AND REPLACING THOSE WORDS IN THE ORDINANCE WITH THE WORDS "CREDIT CARD OR DEBIT CARD WHEN USED AS A CREDIT CARD"; AND ORDAINING OTHER MATTERS RELATED TO THE FOREGOING.**

WHEREAS, the City of Harlingen passed an ordinance in compliance with state law that allows for the collection of a processing fee when credit cards or debit cards when used as credit cards are used to make payments to the City of Harlingen, and;

WHEREAS, a clarification was necessary with regard to the term "debit card" in the ordinance.

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

Ordinance Number 16-29 is hereby amended by removing the words "credit/debit card" wherever they appear in the ordinance and replacing those words with the words "credit card or debit card when used as a credit card".

FINALLY ENACTED THIS \_\_\_\_\_ day of September, 2016 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

By: \_\_\_\_\_  
Chris Boswell, Mayor

ATTEST:

\_\_\_\_\_  
Amanda C. Elizondo, City Secretary

(11)

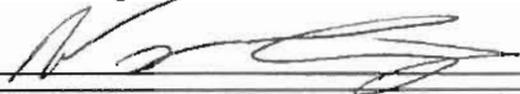
**AGENDA ITEM  
EXECUTIVE SUMMARY**

Meeting Date:

**Agenda Item:**

Consider and take action to approve the Keep Harlingen Beautiful Adopted Budget for Fiscal Year 2016-2017

Prepared By (Print Name): Wayne Lowry  
Title: Incoming Board Chair

Signature: 

**Brief Summary:**

The Adopted Budget for Keep Harlingen Beautiful as submitted is a balanced budget with the total projected revenue of ninety thousand, forty and no/100 (\$90,040.00) and the operating expenses of ninety thousand, forty and no/100 (\$90,040.00).

**Funding (if applicable):**

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

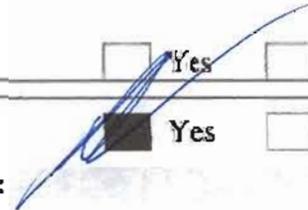
\*If no, specify source of funding and amount requested:  
N/A

Finance Director's approval:  Yes  No  N/A

**Staff Recommendation:**

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

**Keep Harlingen Beautiful  
Proposed Budget 2016 - 2017**

<b>Income</b>	<b>Budget 2015-2016</b>	<b>To Date 7/30/2016</b>	<b>Budget 2016-2017</b>	<b>Estimated Year End</b>
Sales - Recycling Center	\$90,000.00	\$61,157.73	\$ 80,000.00	\$ 72,950.73
Interest Earned	\$40.00	\$26.69	\$ 40.00	\$ 30.00
Sponsorships	\$10,500.00	\$4,450.00	\$ 10,000.00	\$ 5,550.00
<b>Total Income</b>	<b>\$100,540.00</b>	<b>\$65,634.42</b>	<b>\$ 90,040.00</b>	<b>\$ 78,530.73</b>
<b>Expenses</b>				
Awards	\$2,000.00	\$1,000.00	\$ 1,000.00	\$ 1,000.00
Phone Book Recycling Campaign	\$1,000.00	\$0.00	\$ -	\$ -
Recycling Contest	\$1,000.00	\$1,000.00	\$ 1,000.00	\$ 1,000.00
Beautification Projects	\$28,260.00	\$9,250.00	\$ 6,365.00	\$ 10,805.00
Clean Neighborhood Program	\$0.00	\$0.00	\$ -	\$ -
Flower Up Harlingen	\$2,500.00	\$0.00	\$ 2,500.00	\$ -
Bank Fees	\$0.00	\$129.00	\$ -	\$ 129.00
Labor	\$37,500.00	\$32,586.33	\$ 37,500.00	\$ 37,500.00
SUTA/FUTA Taxes	\$600.00	\$82.50	\$ 400.00	\$ 131.26
Payroll Taxes	\$4,000.00	\$2,958.69	\$ 4,000.00	\$ 3,289.74
Labor - Recycling Center	\$10,560.00	\$16,159.00	\$ 7,480.00	\$ 16,159.00
Marketing	\$6,500.00	\$3,904.20	\$ 8,000.00	\$ 8,000.00
Advertising	\$3,000.00	\$950.00	\$ 3,000.00	\$ 3,000.00
Promotional Items	\$3,500.00	\$2,954.20	\$ 5,000.00	\$ 5,000.00
Memberships	\$3,045.00	\$350.00	\$ 3,045.00	\$ 350.00
Miscellaneous	\$700.00	\$178.32	\$ 500.00	\$ 250.00
Professional Fees	\$7,000.00	\$941.71	\$ 5,000.00	\$ 1,000.00
Postage	\$150.00	\$68.00	\$ 150.00	\$ 113.00
Printing	\$400.00	\$0.00	\$ -	\$ -
Office Supplies	\$600.00	\$413.63	\$ 600.00	\$ 550.00
Office Equipment	\$500.00	\$0.00	\$ -	\$ -
Signage	\$500.00	\$0.00	\$ -	\$ -
Special Events	\$9,150.00	\$7,820.37	\$ 9,000.00	\$ 7,820.37
Arbor Day Event	\$1,000.00	\$0.00	\$ -	\$ -
E-Waste Event	\$150.00	\$0.00	\$ 150.00	\$ -
TSTC Make A Difference Day	\$8,000.00	\$7,820.37	\$ 8,850.00	\$ 7,820.37
Supplies - Recycling Center	\$4,000.00	\$2,973.71	\$ 4,000.00	\$ 3,800.00
Trash Bash	\$1,300.00	\$837.41	\$ 1,300.00	\$ 837.41
Travel	\$2,075.00	\$0.00	\$ -	\$ -
Conference Registration	\$600.00	\$0.00	\$ -	\$ -
Airfare	\$400.00	\$0.00	\$ -	\$ -
Hotel	\$1,000.00	\$0.00	\$ -	\$ -
Meals/rental car	\$75.00	\$0.00	\$ -	\$ -
Trees	\$1,700.00	\$1,500.00	\$ 1,700.00	\$ 1,500.00
Arbor Day Tree	\$200.00	\$0.00	\$ 200.00	\$ -
Vehicle Maintenance	\$0.00	\$73.50	\$ -	\$ 73.50
<b>Total Expenses</b>	<b>\$ 120,540.00</b>	<b>\$ 81,152.87</b>	<b>\$ 90,040.00</b>	<b>\$ 93,308.28</b>

## **KEEP HARLINGEN BEAUTIFUL: (FY 2015-2016)**

### **CLEAN-UP EVENTS:**

- Coordinated 2 clean-up events throughout the city with over 500 volunteers signed up to donate their time for these events but both events were called off due to bad weather:
  - Litter Bash event in November 2015
  - Litter Bash event in April 2016

### **BEAUTIFICATION PROJECTS:**

- Coordinated and participated in 7 beautification projects throughout the city. Over 150 volunteers donated their service for these projects that included:
  - TSTC Make A Difference Day project - Allocated over \$7,820 to reface 6 canal faces and beautify 2 monument signs
  - Purchased 10 trees costing \$1,500 for the 25<sup>th</sup> street walking trail
  - Planted 12 trees costing \$1,050 at Travis Elementary
  - Provided \$2,000 in funding for *Flower Up Harlingen*

### **PUBLIC AWARENESS EVENTS:**

- Coordinated and participated in 17 Public Awareness Events that included:
  - Handed out goody bags at the recycling center during the Texas Recycling Day on November 15, 2015
  - Handed out over 300 goody bags at the Don't Mess With Texas 30<sup>th</sup> Anniversary event held at the Texas Visitor Information Center
  - Arbor Day Dedication event
  - Gave tours of the Recycling Center to over 12 groups
  - Placed ads in the Valley Morning Star for both the Fall and Spring Litter Bash events
  - Posted weekly/monthly reports to our facebook page increasing our page likes from approximately 1,000 to almost 1,300
  - Participated in the Habitat for Humanity Home Dedication – announcing the new partnership between KHB and Habitat for Humanity
  - Check presentations done at Lamar Elementary and Crockett Elementary for winning the 2015-2016 Recycling Contest

### **RECYCLING:**

- Coordinated and participated in several recycling campaigns that included:
  - Recycling containers at the Feast of Sharing
  - Recycling containers at the RGV Birding Festival
  - HCISD Recycling Program – continue to work to better this program
  - Hosted MMA and TSTC volunteers at the recycling center on 3 different occasions
  - Continued support of Recycling Center by funding a \$12,034 for labor, \$2,134 for bailing wire, \$220 for stretch film, and \$90 for general supplies

**AGENDA ITEM  
EXECUTIVE SUMMARY**

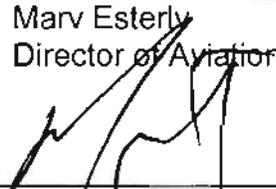
12)

Meeting Date: **August 22, 2016**

**Agenda Item:**

Consider and take action to approve Resolution accepting Valley International Airports Adopted Budget for Fiscal Year 2016-2017

Prepared By: Marv Esterly  
Title: Director of Aviation

Signature: 

**Brief Summary:**

The Adopted Budget for Valley International Airport as submitted totals Projected Revenue of Six Million, Forty-Three Thousand, Five Hundred Dollars and no/100 (\$6,043,500.00) and Operating Expense of Six Million, One Hundred Ninety-Four Thousand Dollars and no/100 (\$6,194,000.00). The Capital Budget as submitted totals Four Million, Twelve Thousand Dollars and no/100 (\$4,012,000.00).

**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:**

The staff recommends acceptance of the Adopted Budget for Valley International Airport for Fiscal Year 2016-2017.

City Manager's approval:  Yes  No  N/A

**Comments:**

City Attorney's approval:  Yes  No  N/A

RESOLUTION NO. \_\_\_\_\_

STATE OF TEXAS                    §

COUNTY OF CAMERON            §

**WHEREAS**, the Harlingen Airport Board has submitted its Adopted Budget for Valley International Airport for the fiscal year 2016 – 2017 and

**WHEREAS**, the Elective Commission of the City of Harlingen, Texas, has reviewed the Adopted Budget submitted by the Harlingen Airport Board; and

**WHEREAS**, the Capital Expense and Capital Improvement Budget for Valley International Airport for Fiscal Year 2016 – 2017 was approved by the Harlingen Airport Board during its regular Airport Board meeting of August 22, 2016; and

**WHEREAS**, the Adopted Budget for Valley International Airport as submitted totals Projected Revenue of Six Million, Forty Three Thousand, Five Hundred Dollars and no/100 (\$6,043,500.00) and Operating Expense of Six Million, One Hundred Ninety-Four Thousand Dollars and no/100 (\$6,194,000.00); and the Capital Budget as submitted totals Four Million, Twelve Thousand Dollars and no/100 (\$4,012,000.00), now therefore;

**BE IT RESOLVED BY THE CITY OF HARLINGEN:**

That the Adopted Budget of Valley International Airport as recited herein above for the Fiscal Year commencing October 1, 2016 and ending September 30, 2017, totals Projected Revenue of Six Million, Forty Three Thousand, Five Hundred Dollars and no/100 (\$6,043,500.00) and Operating Expense of Six Million, One Hundred Ninety-Four Thousand Dollars and no/100 (\$6,194,000.00); and the Capital Budget as submitted totals Four Million, Twelve Thousand Dollars and no/100 (\$4,012,000.00) is hereby adopted.

**CONSIDERED AND ADOPTED** this 7th day of September 2016, at a regular meeting of the Elective Commission of the City of Harlingen, Texas, at which a quorum was present and which was held in accordance with TEXAS GOVERNMENT CODE, TITLE 5, SUBTITLE A, CHAPTER 551.

**CITY OF HARLINGEN**

**BY:** \_\_\_\_\_  
Chris H. Boswell, Mayor

**ATTEST:**

\_\_\_\_\_  
Amanda C. Elizondo, City Secretary



*Proposed Budget for Fiscal Year 2016 -- 2017*

# **Overview**

## State of the Airport

Valley International Airport is the finest aviation facility in South Texas. With a strong financial base, room to expand and a business-oriented board of directors it is well positioned to take advantage of opportunities as they develop.

During Fiscal Year 2016, the airport achieved several important goals;

- Hired a new Director of Finance
- Signed lease agreement with Sun Country
- Developed Marketing Program
- Developed Airline Incentive Program
- Completed Surface Sign Project
- Completed VIA Entrance Road
- Completed Generator Replacement Project
- Completed Parking Lot Improvements Project

There are also several significant projects in progress;

- Reconstruct the service road on the south side on the airfield
- Install MALSR and lighting upgrade for RW17R/35L and 13/31
- SUPPS Terminal
- Taxiway Alfa Overlay
- Construct new ARFF Station
- Airline Office Renovations

As we look to Fiscal Year 2017 the Board will have challenges to address;

- The need to expand air service through the incumbent carriers, or by attracting another carrier new to Harlingen
- Marketing Harlingen Aerotropolis to prospective businesses

## Financial Highlights

The Adopted Budget for Fiscal Year 2016-2017 reflects Valley International Airport's commitment to maintain a safe, secure, customer friendly and self-sustaining facility.

### Adopted Budget

Revenue for Fiscal Year 2016-2017 is \$6,043,500, an increase of \$102,000 from the Current Year Adopted Budget.

Significant differences include the following:

- Increase \$48,300 Security Reimbursement - TSA 3<sup>rd</sup> and final planned contract increase
- Increase \$40,000 Fuel Sales QTA - Avg. fuel price charged to rental car companies is currently \$1.61 per gallon
- Increase \$24,000 Airfield Landing – Increase \$0.02 per 1,000 pounds
- Increase \$18,000 Ground Handling Services – Sun Country, Charters
- Decrease \$23,000 Rent-A-Car – June 1<sup>st</sup> annually, MAG recalculated using previous 12 months rental revenue

Operating Expense for Fiscal Year 2016-2017 is \$6,194,000, an increase of \$295,750 from the Current Year Adopted Budget. Significant differences include the following:

- Increase \$100,000 Marketing – Sun Country, mainly in house processing
- Increase \$79,000 US Customs Inspections
- Increase \$60,000 Fuel Cost, QTA & Equip - Avg. fuel price is currently \$1.61 per gallon
- Increase \$42,000 Rent increase

The Proposed Budget is a loss of \$150,500 (excluding depreciation), down \$193,750 from the Current Year Adopted Budget.

Capital Expense and Improvement Projects

The Capital Purchase Budget totals \$212,000, primarily for ARFF building furnishings, rooms, permits and the acquisition of equipment for various airport departments. The Capital Improvement Budget totals \$3,800,000 and is funded by AIP Grants and PFC funds predominantly with a 90/10 split. New projects include Reconfigure Taxiway A, B & E and Replace Air Handlers, Electric Dis and Cooling Tower.

Cash Flow

Cash and Investment beginning fiscal year balances will approximate \$2,500,000. Cash sources are projected to be \$12,065,000 including \$5,014,000 in Federal Aviation Administration - Airport Improvement Program (FAA-AIP) grant reimbursements and \$1,000,000 in PFC receipts. Cash Uses are estimated to be \$12,605,000, including \$6,411,000 in capital expenses and improvements. Ending Cash and Investment balances will approximate \$1,894,000.

Respectfully,



Marv Esterly

Director of Aviation

## 2017 Proposed Budget

VALLEY INTERNATIONAL AIRPORT					
PROPOSED BUDGETED STATEMENTS OF REVENUE, EXPENSE AND CHANGES IN NET ASSETS					
FOR FISCAL YEAR OCTOBER 01, 2016 - SEPTEMBER 30, 2017					
	FY 2016 Actual/Forecast	2016 Adopted Budget	Increase/(Decrease) to Adopted Budget	FY 2017 Proposed Budget	Increase/(Decrease) to Adopted Budget
REVENUES					
TERMINAL BUILDING					
AIRLINES EXCLUSIVE SPACE	290,439	280,000	10,439	296,000	16,000
AIRLINES JOINT USE	315,891	315,000	891	316,000	1,000
AIRLINES GATE	208,124	210,000	(1,876)	212,000	2,000
SECURITY	555,000	555,000	(0)	603,300	48,300
RENT-A-CARS	855,082	843,000	12,082	820,000	(23,000)
CUSTOMER FACILITY CHARGE	564,307	509,000	55,307	520,000	11,000
RESTAURANT	51,596	66,000	(14,404)	52,000	(14,000)
GIFTS & NEWS	24,000	24,000	0	24,000	-
ADVERTISING	40,095	40,000	95	40,000	-
TENANT COMMUNICATIONS	17,670	20,000	(2,330)	18,000	(2,000)
UTILITIES	44,574	40,000	4,574	42,000	2,000
MISCELLANEOUS TERMINAL RENTALS	148,806	168,000	(19,194)	157,000	(11,000)
MISCELLANEOUS	26,826	15,000	11,826	21,000	6,000
	<b>3,142,410</b>	<b>3,085,000</b>	<b>57,410</b>	<b>3,121,300</b>	<b>36,300</b>

## 2017 Proposed Budget

VALLEY INTERNATIONAL AIRPORT PROPOSED BUDGETED STATEMENTS OF REVENUE, EXPENSE AND CHANGES IN NET ASSETS FOR FISCAL YEAR OCTOBER 01, 2016 - SEPTEMBER 30, 2017						
	FY 2016 Actual/Forecast	2016 Adopted Budget	Increase/(Decrease) to Adopted Budget	FY 2017 Proposed Budget	Increase/(Decrease) to Adopted Budget	
<b>AIRFIELD</b>						
AIRLINE LANDING	296,019	290,000	6,019	302,000	12,000	
AIRFREIGHT LANDING	247,397	240,000	7,397	252,000	12,000	
FUEL FLOWAGE	6,000	4,000	2,000	6,000	2,000	
MISCELLANEOUS	33,562	35,000	(1,439)	35,000	-	
	<b>582,977</b>	<b>569,000</b>	<b>13,977</b>	<b>595,000</b>	<b>26,000</b>	
<b>INDUSTRIAL PARK</b>						
UNITED LAUNCH ALLIANCE	661,503	665,000	(3,497)	661,500	(3,500)	
BUILDINGS	316,549	330,000	(13,451)	309,300	(20,700)	
HANGARS	201,202	191,000	10,202	187,000	(4,000)	
FARM	40,000	40,000	-	44,000	4,000	
GROUND LEASES	70,417	62,000	8,417	70,000	8,000	
	<b>1,289,671</b>	<b>1,288,000</b>	<b>1,671</b>	<b>1,271,800</b>	<b>(16,200)</b>	
<b>TERMINAL SUPPORT</b>						
PARKING	779,978	772,000	7,978	780,000	8,000	
SPI SHUTTLE PROGRAM	80,945	90,000	(9,055)	80,000	(10,000)	
FUEL SALES QTA	123,548	120,000	3,548	160,000	40,000	
GROUND TRANSPORTATION	1,400	1,500	(100)	1,400	(100)	
GROUND HANDLING SERVICES	2,616	16,000	(13,384)	34,000	18,000	
	<b>988,487</b>	<b>999,500</b>	<b>(11,013)</b>	<b>1,055,400</b>	<b>55,900</b>	
<b>TOTAL REVENUES</b>	<b>6,003,545</b>	<b>5,941,500</b>	<b>62,045</b>	<b>6,043,500</b>	<b>102,000</b>	

## 2017 Proposed Budget

VALLEY INTERNATIONAL AIRPORT					
PROPOSED BUDGETED STATEMENTS OF REVENUE, EXPENSE AND CHANGES IN NET ASSETS					
FOR FISCAL YEAR OCTOBER 01, 2016 - SEPTEMBER 30, 2017					
	FY 2016 Actual/Forecast	2016 Adopted Budget	Increase/(Decrease) to Adopted Budget	FY 2017 Proposed Budget	Increase/(Decrease) to Adopted Budget
<b>EXPENSES</b>					
<b>PERSONNEL SERVICES</b>					
<b>SALARIES</b>					
ADMINISTRATIVE	491,839	515,000	(23,161)	550,424	35,424
SECURITY	406,515	430,000	(23,485)	427,366	(2,634)
MAINTENANCE	311,384	325,000	(13,616)	356,345	31,345
CUSTODIAN	223,704	233,000	(9,296)	256,124	23,124
GROUND HANDLING SERVICE	370	4,500	(4,130)	25,000	20,500
OVERTIME	0				
ADMINISTRATIVE	868	3,000	(2,132)	1,000	(2,000)
SECURITY	41,937	30,000	11,937	42,000	12,000
MAINTENANCE	9,642	5,000	4,642	8,000	3,000
CUSTODIAN	20,747	20,000	747	20,000	-
ACCRUED VACATION/SICK LEAVE	167,436	161,000	6,436	167,000	6,000
FICA	127,807	128,000	(193)	143,332	15,332
RETIREMENT PLANS	101,940	107,000	(5,060)	107,000	-
HEALTH INSURANCE	252,128	253,000	(872)	253,000	-
WORKMEN'S COMPENSATION	32,857	26,000	6,857	35,000	9,000
ARFF PERSONNEL/CITY	951,187	965,000	(13,813)	965,000	-
MISCELLANEOUS PERSONNEL SERVICES	12,824	18,000	(5,176)	13,000	(5,000)
	<b>3,153,185</b>	<b>3,223,500</b>	<b>(70,315)</b>	<b>3,369,591</b>	<b>146,091</b>
<b>CONTRACTED SERVICES</b>					
UTILITIES	501,711	494,000	7,711	487,000	(7,000)
COMMUNICATIONS	36,059	40,000	(3,941)	35,000	(5,000)
LEGAL	39,900	41,600	(1,700)	15,000	(26,600)
ACCOUNTING	26,850	28,000	(1,150)	28,000	-
PROFESSIONAL FEES	4,219	10,000	(5,781)	5,000	(5,000)
MAINTENANCE	272,000	272,000	0	272,000	-
INFORMATION SYSTEMS	59,086	53,000	6,086	53,000	-
ARFF	11,898	10,000	1,898	10,000	-
QTA	74,919	70,000	4,919	75,000	5,000
SECURITY	10,000	30,000	(20,000)	10,000	(20,000)
SPI SHUTTLE	186,961	175,000	11,961	190,000	15,000
UNIFORMS & LAUNDRY	18,260	17,000	1,260	18,300	1,300
US CUSTOMS	401,060	369,000	32,060	448,000	79,000
MISC CONTRACTED SERVICES	660	3,000	(2,340)	1,000	(2,000)
	<b>1,643,582</b>	<b>1,612,600</b>	<b>30,982</b>	<b>1,647,300</b>	<b>34,700</b>

## 2017 Proposed Budget

VALLEY INTERNATIONAL AIRPORT PROPOSED BUDGETED STATEMENTS OF REVENUE, EXPENSE AND CHANGES IN NET ASSETS FOR FISCAL YEAR OCTOBER 01, 2016 - SEPTEMBER 30, 2017	FY 2016		2016 Adopted Budget	Increase/(Decrease) to Adopted Budget	FY 2017 Proposed Budget	Increase/(Decrease) to Adopted Budget
	Actual/Forecast					
MATERIALS & SUPPLIES						
MAINTENANCE	120,329		127,000	(6,671)	120,000	(7,000)
GROUND HANDLING SERVICE	755		7,000	(6,245)	7,000	-
JANITORIAL	57,893		50,000	7,893	58,000	8,000
ARFF	12,000		12,000	(0)	12,000	-
SECURITY	22,823		15,000	7,823	23,000	8,000
QTA	145,209		142,000	3,209	189,000	47,000
FUEL	38,637		37,000	1,637	50,000	13,000
OFFICE	20,000		20,000	(0)	20,000	-
	<b>417,645</b>		<b>410,000</b>	<b>7,645</b>	<b>479,000</b>	<b>69,000</b>
OTHER CHARGES						
INSURANCE	229,612		230,000	(388)	234,000	4,600
ADMINISTRATIVE	30,000		30,000	0	30,000	-
TRAVEL	32,153		33,000	(847)	33,000	-
SEMINARS AND MEETINGS	5,525		5,900	(375)	5,500	(400)
BUSINESS DEV. (DESIGNATED)	25,225		35,000	(9,775)	25,000	(10,000)
MARKETING	198,941		200,000	(1,059)	250,000	50,000
DUES AND SUBSCRIPTIONS	7,723		10,000	(2,277)	10,000	-
TRAINING	6,000		3,000	3,000	6,000	3,000
TAXES	2,867		4,250	(1,383)	3,000	(1,250)
CITY OF HARLINGEN	100,000		100,000	-	100,000	-
MISCELLANEOUS OTHER CHARGES	1,000		1,000	(0)	1,000	-
	<b>639,046</b>		<b>652,150</b>	<b>(13,104)</b>	<b>698,100</b>	<b>45,950</b>
TOTAL OPERATING EXPENSES	<b>5,853,459</b>		<b>5,898,250</b>	<b>(44,791)</b>	<b>6,193,991</b>	<b>295,741</b>
NET INCOME BEFORE DEPRECIATION	<b>150,087</b>		<b>43,250</b>	<b>106,837</b>	<b>(150,491)</b>	<b>(193,741)</b>

## 2017 Proposed Budget

VALLEY INTERNATIONAL AIRPORT PROPOSED BUDGETED STATEMENTS OF REVENUE, EXPENSE AND CHANGES IN NET ASSETS FOR FISCAL YEAR OCTOBER 01, 2016 - SEPTEMBER 30, 2017					
	FY 2016 Actual/Forecast	2016 Adopted Budget	Increase/(Decrease) to Adopted Budget	FY 2017 Proposed Budget	Increase/(Decrease) to Adopted Budget
<b>DEPRECIATION AND AMORTIZATION</b>	5,220,000	5,220,000	-	5,620,000	400,000
<b>OPERATING INCOME</b>	<b>(5,069,913)</b>	<b>(5,176,750)</b>	<b>106,837</b>	<b>(5,770,491)</b>	<b>(593,741)</b>
INVESTMENT INCOME	13,564	5,000	8,564	8,000	3,000
GAIN/(LOSS) ON DISPOSAL OF ASSETS	72,489	-	72,489	-	-
<b>TOTAL NONOPERATING REVENUES</b>	<b>86,053</b>	<b>5,000</b>	<b>81,053</b>	<b>8,000</b>	<b>3,000</b>
<b>NET INCOME BEFORE CAPITAL</b>	<b>(4,983,860)</b>	<b>(5,171,750)</b>	<b>187,890</b>	<b>(5,762,491)</b>	<b>(590,741)</b>
CAPITAL CONTRIBUTIONS					
PASSENGER FACILITY CHARGES	1,000,000	1,000,000	0	1,000,000	-
FEDERAL AND LOCAL GRANTS	3,046,871	4,470,425	(1,423,554)	5,013,518	543,093
	4,046,871	5,470,425	(1,423,554)	6,013,518	543,093
<b>INCREASE (DECREASE) IN NET ASSETS</b>	<b>(936,989)</b>	<b>298,675</b>	<b>(1,235,664)</b>	<b>251,027</b>	<b>(47,648)</b>

# 2017 Budget

**VALLEY INTERNATIONAL AIRPORT  
PROPOSED CAPITAL BUDGET  
FOR FISCAL YEAR OCTOBER 01, 2016 - SEPTEMBER 30, 2017**

	PROPOSED BUDGET	SOURCE OF FUNDS			
		FAA ENPLANEMENT	PFC	LOCAL	Other
	\$ 150,000	\$ -	\$ -	\$ 150,000	\$ -
	8,000	-	-	8,000	-
	3,000	-	-	3,000	-
	20,000	-	-	20,000	-
	15,000	-	-	15,000	-
	16,000	-	-	16,000	-
<b>Total Capital Expenses</b>	<b>\$ 212,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 212,000</b>	<b>\$ -</b>

**Capital Purchases**

- 1 ARFF Building (Furnishings, rooms, permits, etc)
- 2 QTA Key Reader, Soap Dish, Pump
- 3 Floor Edge Cleaner
- 4 Airfield Shredder
- 5 Walk Behind Paint Machine
- 6 Zero Turn Mowers (2)

**Capital Improvements**

- 1 Reconfigure TWY A, B and E
- 2 Replace Air Handlers, Elec Dis and Cooling Tower

**Total Capital Improvements**

\$ 2,600,000	\$ 2,340,000	\$ 260,000	\$ -	\$ -
1,200,000	-	1,200,000	-	-
<b>\$ 3,800,000</b>	<b>\$ 2,340,000</b>	<b>\$ 1,460,000</b>	<b>\$ -</b>	<b>\$ -</b>

**Total Capital Expenses and Capital Improvements**

<b>\$ 4,012,000</b>	<b>\$ 2,340,000</b>	<b>\$ 1,460,000</b>	<b>\$ 212,000</b>	<b>\$ -</b>
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# 2017 Budget

VALLEY INTERNATIONAL AIRPORT  
 PROPOSED BUDGETED CASH FLOW  
 FOR FISCAL YEAR OCTOBER 01, 2016 - SEPTEMBER 30, 2017

	Proposed 2016/2017	Proposed 2017/2018	Proposed 2018/2019
<b>Beginning Projected Cash &amp; Investments Balance:</b>	\$ 2,466,194	\$ 1,894,107	\$ 2,103,529
<b>Uses of Cash</b>			
Personnel Services	3,369,591	3,470,679	3,574,800
Contracted Services	1,647,300	1,696,719	1,747,621
Material & Supplies	479,000	493,370	508,171
Other Charges	698,100	733,005	754,995
Interest Expense	-	-	-
Principal Energy Mgmt Note - TAC	-	-	-
Principal Payments FedEx Bldg	-	-	-
Capital Purchases	212,000	200,000	200,000
Capital Improvements	6,199,114	2,600,000	5,500,000
<b>Non Cash Items</b>			
Fuel QTA	(12,000)	(12,000)	(12,000)
Accrued PTO	(167,000)	(167,000)	(167,000)
<b>Total Uses of Cash</b>	<u>\$ 12,426,105</u>	<u>\$ 9,014,773</u>	<u>\$ 12,106,586</u>
<b>Sources of Cash</b>			
Terminal Building	3,121,300	3,121,300	3,121,300
Airfield	595,000	606,900	619,038
Industrial Park	1,271,800	1,303,595	1,336,185
Terminal Support	1,055,400	1,055,400	1,055,400
Interest Income	8,000	8,000	8,000
PFC Collections	1,000,000	1,000,000	916,086
FAA Grant Money	5,013,518	2,340,000	4,950,000
<b>Non Cash Items</b>			
Deferred Revenue ULA (Acct 2904)	(211,000)	(211,000)	(211,000)
<b>Total Sources of Cash</b>	<u>\$ 11,854,018</u>	<u>\$ 9,224,195</u>	<u>\$ 11,795,009</u>
<b>Ending Projected Cash &amp; Investments Balance:</b>	<u>\$ 1,894,107</u>	<u>\$ 2,103,529</u>	<u>\$ 1,791,951</u>

**AGENDA ITEM  
EXECUTIVE SUMMARY**

13)

Meeting Date: **September 7, 2016**

**Agenda Item:**

Consider and take action to approve Resolution accepting Harlingen Waterworks System's adopted budget for the Fiscal Year 2016-2017.

Prepared By (Print Name): **Darrell Gunn, P.E.**

Title: **General Manager**

Signature:



**Brief Summary:**

The adopted budget of the Harlingen Waterworks System as submitted includes total revenues of twenty million, two hundred fifty-eight thousand, seven hundred dollars (\$20,258,700); expenses of twenty-one million, four hundred forty-five thousand, two hundred twenty-seven dollars (\$21,445,227); capital outlay of seven million, six hundred thirty-seven thousand dollars (\$7,637,000); debt principal retirement of one million, four hundred fifty-five thousand dollars (\$1,455,000); and related transfers to and from restricted reserves.

**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:

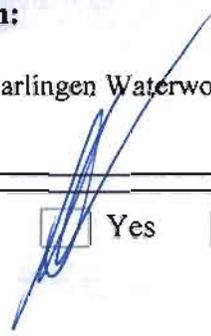
Finance Director's approval:  Yes  No  N/A

**Staff Recommendation:**

The staff recommends acceptance of the adopted budget for the Harlingen Waterworks System for the fiscal year 2016-2017.

City Manager's approval:  Yes  No  N/A

**Comments:**



City Attorney's approval:  Yes  No  N/A



## CITY OF HARLINGEN WATERWORKS SYSTEM

September 7, 2016

Citizens and Customers  
Honorable Mayor Chris Boswell  
Members of the City Commission  
Of the City of Harlingen, Texas

Presented herein is the fiscal year 2016-2017 Annual Operating Budget of the Harlingen Waterworks System, in service as a department of the City of Harlingen, Texas. This budget was prepared and approved by the Utility Board of Trustees of the Harlingen Waterworks System on July 30, 2015, as authorized by Article X, Sec 7 (F) of the Charter of the City of Harlingen.

The fiscal year 2016-2017 (FY 2017) Annual Operating Budget reflects and addresses the needs of the existing citizens and customers of the City of Harlingen, land use projections, ordinances and policies of the City of Harlingen, and regulatory agency mandates as established by the State of Texas and the U.S. Federal Government. This budget presents, in financial terms, a realistic, feasible, and cost-effective plan necessary to achieve the levels of service established by the City Commission through existing policies and ordinances.

This budget is made possible through the dedicated efforts of all System employees by limiting expenditures and conserving resources everywhere possible.

Prior to presenting the FY 2017 budget highlights and goals, we submit the following list of significant accomplishments in the past fiscal year. This list does not include numerous routine accomplishments.

### **Operation and Capital Accomplishments in Fiscal Year 2015 – 2016**

#### **Water Treatment Plants and Distribution System Improvements**

- M F Runnion (Dixieland) & 3<sup>rd</sup> Street (Downtown) Plants
  - Fabrication & Installation of Pump Vortex Suppressors.
  - Rehabilitate 1.5 MGD Elevated Water Storage Tower.
  - Replace numerous old Valves and Hydrants within the System.

- Installed approximately 3000 ft. 12", 8" and 2" water line within our system.
- Replaced approx. 350' of 10" Lake Aeration Line
- Repaired 3 large high Service Motors
- Repaired 1 high Service Pump
- Replaced Rapid Mix Mud Valves
- Repaired 2 Raw Water Motors
- Repaired 1 Sludge Pump
- Generator and ATS repairs

#### **Wastewater Collection System and Wastewater Plant Improvements**

- Installed **7,888 feet** of 15", 12" and 8" gravity line to the Collection System.
- Completed structural details, material and equipment specifications for Phase II and III of new Wastewater Treatment Plant.
- Awarded bid for Lift Station 55 to install 6,955 feet of gravity sewer lines on Spur 54. This will provide better service for retail businesses in this area, beginning Sept. 2016.
- Construction on new Wastewater Treatment Plant, to be completed December 2016.
- Completed Concrete basin for new Digester at Wastewater Treatment Plant #2.
- Completed Electrical Infrastructure at WWTP # 2 for Phase III.
- Upgrade of pumps at Lift Stations # 58, 23, 10, 21, 50, 32 and 77.
- Preventative maintenance of over 260,865 feet of sewer lines, including televising and cleaning within the past 10 months.

#### **Fiscal Year 2016 - 2017 Funding Levels**

The FY 2017 budget provides for the addition of one service crew to address excessive overtime and provide better service and includes a modest \$100 per month increase in wages for all System employees. All other operating expenses have been budgeted at virtually the same level as the FY 156 adopted budget. The following are significant operation and capital goals for the new fiscal year. This list does not include numerous routine goals.

#### **Operation and Capital Goals for Fiscal Year 2016 - 2017**

##### **Water Treatment and Water Distribution System Plant Improvements**

- M F Runnion (Dixieland) and 3<sup>rd</sup> Street (Downtown) Plants
  - Automation of DT Water Plant.
  - MFR Clarifier Rehab.
  - MFR & DT Engineering for Power Conditioning.

- MFR & DT SCADA and Security System.
- MFR Engineering for Water Service Building.
- Engineering for Roosevelt to Loop 499 Transmission Main.
- MFR VFD Drive for Raw Water and High Service.
- South Arroyo Consumption study.
- MFR & DT equipment Oil Analysis and Filtration Program

### **Wastewater Collection and Wastewater Treatment Plant Improvements**

- Complete material and equipment specifications for Digester at new Wastewater Treatment Plant.
- Continue work with Power Generation Plant to provide reclaim water for Cooling Towers, including Pump Station and Pipe Line.
- Upgrade Lift Station 55 and install 6,955 feet of gravity sewer line on Spur 54, to provide better service to retail businesses in this area.
- Upgrade of Pumps at Lift Stations 7, 19, 18, 60, 7, 53, 53, 58, 74, and 76.
- Complete Electrical Infrastructure at WWTP # 2 (New Digester).
- Upgrade Lift Station #11 and install 400 ft. gravity sewer line.
- Complete construction on new Wastewater Treatment Plant.
- Solicit Bids for construction of 1,850 ft. 15" gravity sewer line on New Hampshire and Expressway 77 and Interstate 2.

### **Conclusion**

The FY 2017 annual budget continues to provide a sound financial plan, reflects the priorities and policies of the Utility Board of Trustees and the City Commission, and provides the citizens and customers of the City of Harlingen Waterworks System with reliable services at an affordable cost.

This budget has been prepared with the assistance of the committed and dedicated employees who stand ready to ensure the needs of our customers are met or exceeded.

In closing, I would like to acknowledge the valuable efforts of the Management Team, the Finance Department, and to extend my gratitude to the Utility Board of Trustees, the Mayor and City Commission for their continuing direction and support.

Respectfully submitted,



Darrell Gunn, P.E.  
General Manager

# MEMORANDUM

Date: August 10, 2016

To: Darrell Gunn, General Manager  
Utility Board of Trustees

Subject: FY 2016 - 2017 Proposed Budget

Please find attached the proposed budget for the Waterworks for fiscal year 2016-17.

As is customary for the Waterworks, the FY 2016-17 budget summary is presented in the "Working Capital" version reflecting the estimated operating cash flow (in & out) for the fiscal year.

Impact fees, front-footage, and tie-in-charges are not available to fund operating expenses; therefore, they are not included in the Working Capital "cash in-flows". All other revenues are included.

Since depreciation expense is a non-cash item, it is not included in the "cash out-flows". Debt service funding (principal and interest) required by the bond ordinances is included in the cash out-flows, since it is a use of operating funds. Additionally, the increase in the accrued liability for providing health care benefits to System retirees is not currently being funded, and the amount is excluded from the operating expenses.

Other Uses include the use of cash to fund system improvements and operating capital assets.

The "Transfers from Restricted Funds" category reflects the proposed use of accumulated restricted revenues for the allowed purposes (capital improvements). This category includes the proposed use of bond funds.

The proposed FY 2017 budget reflects an estimated increase in Working Capital of \$986,482.

The second presentation of the proposed budget is on the "GAAP" (Generally Accepted Accounting Principles) basis. In this scenario, all revenues and expenses are included in the budget, regardless of their impact on cash flow.

Under GAAP, depreciation on capital assets is considered an expense which represents the cost of using assets in the respective years of their estimated service lives. From a debt service perspective, interest accrued in the current period is reflected in the GAAP Basis budget. The payment of principal on bonds is not included in the budget since it is considered a reduction of a liability, not an expense. Likewise, the purchase of capital

assets is not included in the budget, because cash is simply being converted into a different asset. The use of which is reflected in depreciation expense.

The proposed FY 2017 Expenses by Classification within Department (GAAP Basis) schedule reflects the various categories of expenses for each department. In comparison to the Fiscal Year 2016 budget, total GAAP expenses have increased \$74,580.

The most significant changes are recapped here:

### REVENUES

- Water Base Service Rate: Increased by 1 percent for system growth.
- Wastewater Base Service Rate: Estimated FY 2017 revenue plus \$296,600 in additional revenue due to the \$0.10 increase each month in the Base Service Rate.
- Water Commodity Revenue: Budgeted at an amount almost equal to the FY 2016 budgeted revenue.
- Wastewater Service Revenue: Budgeted using the average of the most recent three years' revenue.

### EXPENSES

- Personnel Services Increases:
  - Cost of Living adjustment for all employees \$1,200 per year \* 145 employees = \$174,000
  - Wages in a number of overtime exempt positions were adjusted to accommodate new Overtime Rules adopted by the Department of Labor. Various position reclassifications, shift differential pay, and a limited number of merit pay increases totaled approximately \$106,000.
  - The overtime and standby pay budgets were reduced by \$124,700 to reflect the implementation of scheduled shifts in Water Distribution.
  - The overall increase in Personnel Services totaled \$265,493
- Contractual Services Increases (Decreases):
  - Telephone Services: (\$49,240) decrease due to installation on new phone system.
  - Wastewater Permit application: (\$25,000) decrease-- expense not necessary at this time.
  - Utility Services: (\$35,000) due to plant improvements.
  - Water Quality Assessment: \$22,000 increase due to rate increase by TCEQ
  - Total budget decreased by \$80,300.

- Supplies Decreases:
  - Chemicals: (\$27,500) decrease projected as sales volume is projected to be similar to current years' sales.
  - Vehicle Fuel & Oil: (\$44,700) market driven reduction
  - There were numerous insignificant increases and decreases, resulting in the total supply budget decreasing by \$47,800
  
- Maintenance Increases:
  - Water **Meter Maintenance**: \$ 105,000 due to increased focus on replacing old, **non-functioning** meters.
  - Heavy **Equipment Maintenance**: \$11,000 wear & tear on heavy equipment due to **increased** use on **construction** sites
  - **Structure & Improvement Maintenance**: \$16,000 repair of facilities
  - Pavement Repair: (\$11,000) decrease due to contracting with City to make repairs.
  
- Depreciation Expense:
  - (\$15,000) – Decrease based upon system calculations.
  
- Interest Expense:
  - (\$ 191,413) Decrease due to favorable interest rates on FY 2015 debt issue.

Please contact me with any questions you may have.

Kathern Davidson  
 Director of Revenue & Finance  
 430-6120  
 kdavidson@hwws.com

**Harlingen Waterworks System  
Proposed Budget  
Fiscal Year 2016- 2017**

**Working Capital Schedule**

<u>Description</u>	<u>2014-15 Actual</u>	<u>2015-16 Budget</u>	<u>2015-16 Projected</u>	<u>2016-17 Proposed</u>
<b><u>Cash in-Flows</u></b>				
Water Revenue	\$ 8,171,106	\$ 9,106,000	\$ 8,947,950	\$ 9,104,200
Wastewater Revenue	9,264,251	9,989,000	9,937,100	10,067,500
Investment Earnings	57,285	70,000	107,900	75,000
Other Revenue	666,750	505,000	546,570	495,000
<b>Total in-flows</b>	<b>18,159,392</b>	<b>19,670,000</b>	<b>19,539,520</b>	<b>19,741,700</b>
<b><u>Cash Out-flows</u></b>				
Personal Services	6,861,769	7,589,647	7,296,237	7,905,140
Contractual Services	3,414,620	3,815,700	3,525,557	3,735,400
Supplies	1,485,874	1,763,600	1,488,156	1,715,800
Maintenance	1,444,692	1,332,000	1,454,275	1,457,900
Other	224,323	261,700	258,514	279,400
<b>Total out-flows</b>	<b>13,431,278</b>	<b>14,762,647</b>	<b>14,022,739</b>	<b>15,093,640</b>
<b>Increase from Operations</b>	<b>4,728,114</b>	<b>4,907,353</b>	<b>5,516,781</b>	<b>4,648,060</b>
<b><u>Other Uses</u></b>				
Debt Service (Principal & Interest)	(1,702,122)	(2,285,000)	(2,169,830)	(2,249,780)
Capital Improvement Program	(7,604,096)	(13,860,000)	(6,759,613)	(6,852,000)
Capital Assets	(896,381)	(880,000)	(718,100)	(785,000)
<b>Total Other Uses</b>	<b>(10,202,599)</b>	<b>(17,025,000)</b>	<b>(9,647,543)</b>	<b>(9,886,780)</b>
<b><u>Transfers from Restricted Funds:</u></b>				
Bond Proceeds	-	11,640,000	5,653,245	6,225,202
Wastewater Impact Fees	2,426,518	1,100,000	399,586	-
Water Impact Fees	556,826	-	-	-
<b>Total Transfers</b>	<b>2,983,344</b>	<b>12,740,000</b>	<b>6,052,831</b>	<b>6,225,202</b>
<b>Working Capital Increase (Decrease)</b>	<b>(2,491,141)</b>	<b>622,353</b>	<b>1,922,069</b>	<b>986,482</b>
<b>Est Beginning Balance, October 1</b>	<b>16,534,841</b>	<b>12,909,540</b>	<b>14,043,700</b>	<b>15,965,769</b>
<b>Est Ending Balance, September 30</b>	<b>\$ 14,043,700</b>	<b>\$ 13,531,893</b>	<b>\$ 15,965,769</b>	<b>\$ 16,952,251</b>

**Harlingen Waterworks System  
Proposed Budget  
Fiscal Year 2016 - 2017**

**Schedule of Revenues**

<u>Description</u>	<u>2014-15 Actual</u>	<u>2015-16 Budget</u>	<u>2015-16 Projected</u>	<u>2016-17 Proposed</u>
<b><u>Working Capital Revenues</u></b>				
Base Charges - Water	\$ 2,840,376	\$ 2,855,000	\$ 2,870,000	\$ 2,898,000
Base Charges - Sewer	1,070,125	1,460,000	1,366,000	1,662,600
Consumption Charges - Water	4,139,815	5,040,000	5,040,000	5,088,000
Consumption Charges - Sewer	7,337,768	7,700,000	7,868,600	7,545,000
Fuel Adjustment	540,867	545,000	461,500	450,000
Sales to Other Entities - Water	478,598	480,000	424,450	513,200
Sales to Other Entities - Sewer	339,587	285,000	364,000	330,000
Late Payment Penalties	259,954	299,000	270,000	268,500
Disconnect Fees	196,324	196,000	185,000	185,000
Service Fees	79,335	76,000	75,000	75,000
Pretreatment Testing Chgs - Sewer	14,114	14,000	14,300	14,400
Industrial Surcharges - Sewer	138,494	145,000	146,200	142,000
Investment Earnings	57,285	70,000	107,900	75,000
Tap Fees	80,883	88,000	72,500	80,000
Inspection Fees	4,687	8,100	5,000	5,000
Backflow Prevention Fees	19,075	18,000	21,000	21,000
Work for Others	20,606	25,000	53,000	23,000
Lease of Water Rights	120,000	-	-	-
Rental Income	135,396	134,700	135,300	129,000
Garbage Billing Fee	81,250	75,000	68,750	75,000
Miscellaneous	204,853	156,200	191,020	162,000
<b>Total Working Capital Revenues</b>	<b><u>18,159,392</u></b>	<b><u>19,670,000</u></b>	<b><u>19,539,520</u></b>	<b><u>19,741,700</u></b>
<b><u>Restricted Revenues</u></b>				
Impact Fees - Water	194,406	255,000	222,000	225,000
Impact Fees - Sewer	253,983	300,000	273,500	265,000
Front Footage/Tie in Charges	16,510	25,000	35,900	27,000
<b>Total Restricted Revenues</b>	<b><u>464,899</u></b>	<b><u>580,000</u></b>	<b><u>531,400</u></b>	<b><u>517,000</u></b>
<b>Total Revenues</b>	<b><u>\$ 18,624,291</u></b>	<b><u>\$ 20,250,000</u></b>	<b><u>\$ 20,070,920</u></b>	<b><u>\$ 20,258,700</u></b>

**Harlingen Waterworks System  
Proposed Budget  
Fiscal Year 2016 - 2017**

**Working Capital - Operating Expenses by Department**

<u>Department Name</u>	<u>2014-15 Actual</u>	<u>2015-16 Adopted</u>	<u>2015-16 Projected</u>	<u>2016-17 Proposed</u>
Administration	\$ 284,022	\$ 346,038	\$ 306,974	\$ 346,433
Engineering	178,230	200,706	184,233	204,372
Water Treatment	3,202,734	3,725,583	3,433,796	3,647,913
Distribution Maintenance	1,596,523	1,674,040	1,578,792	1,655,434
Construction Maintenance	542,770	608,635	531,705	649,435
Warehouse	323,782	350,009	333,503	347,741
Distribution Services	227,870	254,278	253,232	250,440
Environmental Compliance (Labs)	625,937	659,191	628,822	657,760
Finance	497,048	540,925	528,730	569,167
Customer Service	1,067,755	1,222,064	1,276,793	1,369,370
Information Technology	346,634	383,267	373,238	414,031
Facilities Maintenance	481,745	491,669	497,674	478,249
Water Operations Mgt	399,543	459,362	408,553	501,152
Human Resources	337,635	382,904	357,764	386,236
Fleet Services	218,948	237,772	235,799	251,533
Wastewater Collection	1,021,534	1,111,728	1,086,647	1,193,733
Wastewater Treatment #2	1,881,538	1,908,279	1,798,209	1,953,282
Wastewater Operations Mgt	197,030	206,197	208,275	217,359
<b>Total Operating Expenses</b>	<b>13,431,278</b>	<b>14,762,647</b>	<b>14,022,739</b>	<b>15,093,640</b>
<b>Debt Service</b>	<b>1,702,122</b>	<b>2,285,000</b>	<b>2,169,830</b>	<b>2,249,780</b>
<b>Total out-flows</b>	<b><u>\$ 15,133,400</u></b>	<b><u>\$ 17,047,647</u></b>	<b><u>\$ 16,192,569</u></b>	<b><u>\$ 17,343,420</u></b>

**Harlingen Waterworks System  
Proposed Budget  
Fiscal Year 2016 - 2017**

**Schedule of Revenues and Expenses (GAAP Basis)**

<u>Description</u>	<u>2014-15 Actual</u>	<u>2015-16 Adopted</u>	<u>2015-16 Projected</u>	<u>2016-17 Proposed</u>
<b>Operating Revenues</b>				
Water	\$ 8,255,106	\$ 9,106,000	\$ 8,947,950	\$ 9,104,200
Wastewater	9,329,251	9,989,000	9,937,100	10,067,500
<b>Total Operating Revenues</b>	<b>17,584,357</b>	<b>19,095,000</b>	<b>18,885,050</b>	<b>19,171,700</b>
<b>Operating Expenses</b>				
Personal Services	7,231,771	8,039,647	7,696,237	8,305,140
Contractual Services	3,414,620	3,815,700	3,525,557	3,735,400
Supplies	1,485,874	1,763,600	1,488,156	1,715,800
Maintenance	1,444,692	1,332,000	1,454,275	1,457,900
Other	224,323	261,700	258,514	279,400
<b>Total Operating Expenses         Excluding Depreciation</b>	<b>13,801,280</b>	<b>15,212,647</b>	<b>14,422,739</b>	<b>15,493,640</b>
<b>Increase from Operations     Before Depreciation</b>	<b>3,783,077</b>	<b>3,882,353</b>	<b>4,462,311</b>	<b>3,678,060</b>
Depreciation Expense	5,078,195	5,115,000	4,984,184	5,100,000
<b>(Decrease) from Operations</b>	<b>(1,295,118)</b>	<b>(1,232,647)</b>	<b>(521,873)</b>	<b>(1,421,940)</b>
<b>Non-Operating Revenues</b>				
Investment Earnings	54,636	70,000	107,900	75,000
Impact Fees - Water	194,406	255,000	222,000	225,000
Impact Fees - Wastewater	253,983	300,000	273,500	265,000
Other	683,260	530,000	582,470	522,000
<b>Total Non-Operating Revenues</b>	<b>1,186,285</b>	<b>1,155,000</b>	<b>1,185,870</b>	<b>1,087,000</b>
<b>Non-Operating Expenses</b>				
Interest Expense	1,010,179	1,043,000	871,400	851,587
<b>Net (Loss)</b>	<b>\$ (1,119,012)</b>	<b>\$ (1,120,647)</b>	<b>\$ (207,403)</b>	<b>\$ (1,186,527)</b>

**Harlingen Waterworks System  
Proposed Budget  
Fiscal Year 2016 - 2017**

**Expenses by Classification within Department (GAAP Basis)**

<u>Department Name</u>	<u>Wages &amp; Benefits</u>	<u>Contractual Services</u>	<u>Supplies &amp; Maintenance</u>	<u>Other</u>	<u>Sub-total</u>	<u>Depreciation</u>	<u>Total Expenses</u>
Administration	\$ 229,433	\$ 83,400	\$ 20,300	\$ 13,300	\$ 346,433	\$ 2,300	\$ 348,733
Engineering	180,572	19,000	4,000	800	204,372	300	204,672
Water Treatment	702,913	1,974,000	963,000	8,000	3,647,913	714,800	4,362,713
Distribution Maintenance	1,051,434	6,000	592,000	6,000	1,655,434	1,207,000	2,862,434
Construction Maintenance	489,435	3,600	147,000	9,400	649,435	54,700	704,135
Warehouse	236,741	91,000	18,000	2,000	347,741	86,500	434,241
Distribution Services	223,640	1,800	21,800	3,200	250,440	6,200	256,640
Environmental Compliance	531,760	22,500	98,000	5,500	657,760	30,600	688,360
Finance	313,167	228,500	7,000	20,500	569,167	-	569,167
Customer Service	775,370	23,000	399,000	172,000	1,369,370	34,200	1,403,570
Information Technology	313,531	500	93,000	7,000	414,031	18,800	432,831
Facilities Maintenance	248,749	109,000	120,000	500	478,249	68,500	546,749
Water Operations Mgt	492,652	2,000	1,500	5,000	501,152	-	501,152
Human Resources	366,236	4,000	4,200	11,800	386,236	-	386,236
HR-OPEB Accrual	400,000	-	-	-	400,000	-	400,000
Fleet Services	217,133	2,000	29,400	3,000	251,533	6,100	257,633
Wastewater Collection	715,733	173,200	302,000	2,800	1,193,733	1,860,000	3,053,733
Wastewater Treatment #2	603,282	990,500	352,500	7,000	1,953,282	973,000	2,926,282
Wastewater Operations Mgt	213,359	1,400	1,000	1,600	217,359	37,000	254,359
<b>Total Operating Expenses</b>	<b>\$ 8,305,140</b>	<b>\$ 3,735,400</b>	<b>\$ 3,173,700</b>	<b>\$ 279,400</b>	<b>\$ 15,493,640</b>	<b>\$ 5,100,000</b>	<b>\$ 20,593,640</b>
Interest Expense							851,587
<b>Total Expenses</b>							<b>\$ 21,445,227</b>

**Harlingen Waterworks System**  
**Projected Expenses**  
**Fiscal Year 2015 - 2016**

**Expenses by Classification within Department (GAAP Basis)**

<u>Department Name</u>	<u>Wages &amp; Benefits</u>	<u>Contractual Services</u>	<u>Supplies &amp; Maintenance</u>	<u>Other</u>	<u>Sub-total</u>	<u>Depreciation</u>	<u>Total Expenses</u>
Administration	\$ 223,954	\$ 59,820	\$ 14,900	\$ 8,300	\$ 306,974	\$ 264	\$ 307,238
Engineering	177,193	3,500	2,870	670	184,233	556	184,789
Water Treatment	722,546	1,845,550	858,000	7,700	3,433,796	760,146	4,193,942
Distribution Maintenance	996,472	7,090	570,300	4,930	1,578,792	1,239,285	2,818,077
Construction Maintenance	379,700	3,400	138,405	10,200	531,705	57,239	588,944
Warehouse	228,203	89,600	14,000	1,700	333,503	107,689	441,192
Distribution Services	228,857	2,056	19,200	3,119	253,232	6,201	259,433
Environmental Compliance	506,122	21,200	96,000	5,500	628,822	30,887	659,709
Finance	302,739	200,281	7,930	17,780	528,730	-	528,730
Customer Service	711,983	20,000	382,000	162,810	1,276,793	35,003	1,311,796
Information Technology	280,483	310	86,366	6,079	373,238	19,909	393,147
Facilities Maintenance	231,574	148,600	117,000	500	497,674	73,280	570,954
Water Operations Mgt	402,083	1,520	1,300	3,650	408,553	-	408,553
Human Resources	342,083	2,520	2,285	10,876	357,764	-	357,764
HR-OPEB Accrual	400,000	-	-	-	400,000	-	400,000
Fleet Services	205,724	1,800	24,875	3,400	235,799	6,078	241,877
Wastewater Collection	616,347	174,000	293,000	3,300	1,086,647	1,922,468	3,009,115
Wastewater Treatment #2	534,749	943,060	313,400	7,000	1,798,209	688,040	2,486,249
Wastewater Operations Mgt	205,425	1,250	600	1,000	208,275	37,139	245,414
<b>Total Operating Expenses</b>	<b>\$ 7,696,237</b>	<b>\$ 3,525,557</b>	<b>\$ 2,942,431</b>	<b>\$ 258,514</b>	<b>\$ 14,422,739</b>	<b>\$ 4,984,184</b>	<b>\$ 19,406,923</b>
Interest Expense							871,400
<b>Total Expenses</b>							<b>\$ 20,278,323</b>

**Harlingen Waterworks System  
Proposed Budget  
Fiscal Year 2016 - 2017**

**GAAP Basis - Debt Service Expense**

Debt Series	Interest Accrual	Agent Fees	Amortization of Deferred Expenses			Total Amortization	Total Expense
			Bond Premium/ Discount	Deferral on Refunding	Capitalized Interest		
2000	\$ -	\$ -	\$ -	\$ -	\$ 5,682	\$ 5,682	\$ 5,682
2000A	-	-	-	-	32,718	32,718	32,718
2005	-	750	-	-	-	-	750
2010A	224,690	750	633	-	-	633	226,073
2010B	13,858	750	(5,241)	21,987	-	16,746	31,354
2015A	367,813	350	(4,533)	-	-	(4,533)	363,630
2015B	169,296	850	(22,786)	44,020	-	21,234	191,380
<b>Total</b>	<b>\$ 775,657</b>	<b>\$ 3,450</b>	<b>\$ (31,927)</b>	<b>\$ 66,007</b>	<b>\$ 38,400</b>	<b>\$ 72,480</b>	<b>\$ 851,587</b>

**Working Capital - Debt Service Requirement**

Debt Series	Principal	Interest	Agent Fees	Total
2005	\$ -	\$ -	\$ 750	\$ 750
2010A	215,000	224,690	750	440,440
2010B	114,583	13,858	750	129,191
2015A	451,699	367,813	350	819,862
2015B	689,391	169,296	850	859,537
<b>Total</b>	<b>\$ 1,470,673</b>	<b>\$ 775,657</b>	<b>\$ 3,450</b>	<b>\$ 2,249,780</b>

**Harlingen Waterworks System**  
**Debt Service Requirements by Issue**  
**Fiscal Year 2016 - 2017**

<u>Debt Series</u>	<u>Original Amount</u>	<u>Interest Rate</u>	<u>Principal Balance 10/1/2016</u>	<u>FY 2017 Principal</u>	<u>FY 2017 Interest</u>	<u>FY 2017 Total</u>	<u>Principal Balance 9/30/2017</u>
2010A Revenue	\$ 6,500,000	2.0 - 4.00%	\$ 6,080,000	\$ 215,000	\$ 226,481	\$ 441,481	\$ 5,865,000
2010B Refunding	4,205,000	2.0 - 3.0%	585,000	110,000	14,775	124,775	475,000
2015A Revenue	12,000,000	2.0 - 3.75%	12,000,000	450,000	371,562	821,562	11,550,000
2015B Refunding	6,475,000	2.0 - 3.25%	6,475,000	680,000	174,963	854,963	5,795,000
Total			<u>\$ 25,140,000</u>	<u>\$ 1,455,000</u>	<u>\$ 787,781</u>	<u>\$ 2,242,781</u>	<u>\$ 23,685,000</u>

**Harlingen Waterworks System**  
**Debt Service Requirements to Maturity**  
**Fiscal Year 2016 - 2017**

Year Ending 30-Sep	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2017	\$ 1,455,000	\$ 787,781	\$ 2,242,781
2018	1,480,000	757,606	2,237,606
2019	1,525,000	719,106	2,244,106
2020	1,565,000	672,756	2,237,756
2021	1,615,000	625,056	2,240,056
2022	1,015,000	585,444	1,600,444
2023	1,040,000	554,138	1,594,138
2024	1,075,000	520,769	1,595,769
2025	1,110,000	485,294	1,595,294
2026	1,150,000	448,569	1,598,569
2027	1,190,000	410,519	1,600,519
2028	1,225,000	371,244	1,596,244
2029	1,280,000	330,494	1,610,494
2030	1,320,000	287,556	1,607,556
2031	1,365,000	241,950	1,606,950
2032	1,060,000	198,766	1,258,766
2033	1,100,000	158,637	1,258,637
2034	1,140,000	116,303	1,256,303
2035	1,190,000	71,541	1,261,541
2036	1,240,000	24,337	1,264,337
	<u>\$ 25,140,000</u>	<u>\$ 8,367,866</u>	<u>\$ 33,507,866</u>

**Harlingen Waterworks System  
Proposed Budget  
Fiscal Year 2016 - 2017**

<u>Capital Outlay</u> <u>Description</u>	<u>FY 2016</u> <u>Adopted</u>	<u>FY 2016</u> <u>Projected</u>	<u>FY 2017</u> <u>Proposed</u>
<b><u>Capital Improvement Program</u></b>			
MFR Clarifier (skirt & rake system Phase 1 & 2)	\$ 1,000,000	\$ 582	\$ 2,000,000
Wilson Rd & Primera Interconnect Water Main	320,000	247,398	-
Loop 499 Water Tower Rehabilitation	500,000	447,006	-
MFR Raw Water & High Service Var Freq Drives	-	-	350,000
MFR & DT Plant Power Supply Conditioners	-	-	100,000
MFR SCADA & Security Cameras/DT Automation	-	-	450,000
MFR & DT Oil Analysis Lab & Filtraton Cart Sys			120,000
Water Services Building Engineering			150,000
Roosevelt to Loop 499 Transmission Engineering			110,000
Customer Water Meter Replacement	1,200,000	-	1,200,000
WWTP#2 Clarifiers, RAS Pump Station	2,200,000	2,236,528	-
RAS Pump Station	5,000	44,645	-
WWTP#2 Chlorine Bldg, Contact Chamber, etc	3,400,000	707,791	-
WWTP#2 Aeration Basins	1,714,000	659,631	-
WWTP#2 Blower Bldg & Equipment	1,300,000	1,094,405	-
WWTP#2 Piping & Valves	631,000	148,786	-
WWTP#2 Roads, Ramps, Stairs, Grating	750,000	14,186	-
WWTP#2 Aerobic Digester	-	1,146,859	-
WWTP#2 Cost to Complete			800,000
6300 ft of 15" Sewer Main (X LS 55) at Spur 54	840,000	-	1,222,000
1850 ft of 15" Sewer Main at New Hampshire	-	-	350,000
Oversize Off-site Sewer Main-Cuevas Subdiv	-	11,796	-
<b>Total Capital Improvement Program</b>	<b>13,860,000</b>	<b>6,759,613</b>	<b>6,852,000</b>
<b><u>Capital Equipment</u></b>	<b>880,000</b>	<b>718,100</b>	<b>785,000</b>
<b>Total Capital Outlay</b>	<b>\$ 14,740,000</b>	<b>\$ 7,477,713</b>	<b>\$ 7,637,000</b>

**Harlingen Waterworks System  
Proposed Capital Equipment Budget  
Budget Year 2016-2017**

Dept	Item Description	Amount	Replacement, Additional, or New?	Need for this item
Water Treatment	Large Boom Truck	\$ 205,000	New	To pull motors, pumps and gear boxes etc. while performing water plant maintenance. Need a unit more mobile than the 50 ton crane, with greater lifting capacity than the boom trucks.
Water Treatment	Mini Work Van	25,000	Replacement	Needed to equip water plant master electrician. Replace unit #051 (old, used, hand-me-down unit).
Facility Maintenance	Mini Work Van	25,000	Replacement	For janitorial staff to haul supplies, material and equipment. Replace unit #119 that is a used hand-me-down.
Water Distribution	Boring machine & 100' bore stem	30,000	Replacement	Existing Unit# 554 is 10+ yrs old, worn and failing. Used to bore streets, etc. when making water taps & repair/replace street crossings.
Water Distribution	Message Board-Traffic Control	18,000	Replacement	Existing unit # 271 is 10 yrs old. Electronics are failing and are no longer supported. Used in high traffic areas when repairing breaks and performing valve maintenance.
Water Distribution	Hydraulic power unit & tools	13,000	Replacement	Existing unit & tools are 10 yrs old, worn, and failing. Used to cut pavement and compaction around valve boxes; maintenance and street overlays etc.
Facility Maintenance	2-52" Zero Turn Mowers	18,000	Replacement	Units #094 & #095 are 10 yrs old and are worn and failing. Equipment is used to mow facilities grounds
Water Treatment	Portable welder	4,500	New Item	To repair and maintain plant treatment equipment
Water Treatment	Plasma Cutter	3,500	New Item	To repair and maintain plant treatment equipment
Wastewater Treatment	Utility tractor Department 18	120,000	Replacement	To replace unit #327 John Deere utility tractor model # 2440 This unit is a 1980 model 35 years old
Wastewater Collection	Lift Station pumps	80,000	Replacement	Replace pumps at lift Stations #9,11,12,18 and 21.
Wastewater Collection	Mission Communications SCADA Department12	10,000	Additional	Monitoring of Lift Stations 9, 29 and 24.
Wastewater Collection	Rehab Lift Sta. #11	85,000	Replacement	To replace existing Lift Sta. built in April of 1975.
Wastewater Collection	Trailer mounted portable genertor	50,000	Additional	Heavy-duty mobile genertor for Lift Stations and Office buildings.
Information Technology	Intruder Detection Server	2,000	New	Enables IT Dept to find intruders to our network quicker and respond in kind

**Harlingen Waterworks System  
Proposed Capital Equipment Budget  
Budget Year 2016-2017**

<b>Dept</b>	<b>Item Description</b>	<b>Amount</b>	<b>Replacement, Additional, or New?</b>	<b>Need for this item</b>
Information Technology	Anti virus for all work stations on network	10,000	New	Keeps malware from being introduced to network from workstation
Information Technology	Virtual Firewall	5,000	New	Protect VMWare Servers from Malware
Information Technology	Uninterruptible Power Supply for switches & routers & phone system	9,000	New	Protects switches, routers & phone system from electrical outage
Information Technology	Spare Routers (2)	4,000	New	Need spare router in case router fails
Information Technology	Power over Ethernet Switch	3,000	New	Need spare switch in case of main switch failure
Information Technology	Radio Frequency protectors	5,000	New	Used to block interference to radio systems
Information Technology	Expand office area and air conditioning	15,000	New	Expand front office area and provide independent air conditioner for blade computer
Engineering	(Plotter) HP Designjet T795 ePrinter w hardware & support	5,000	Replacement	Existing plotter was purchased in 2007 & is in need of replacement.
Finance/IT	Timekeeping Software, Clocks & Installation	40,000	New	To facilitate accurate time keeping.
<b>TOTAL</b>		<b>\$ 785,000</b>		

RESOLUTION NO. 2016-\_\_\_\_

STATE OF TEXAS                    δ  
COUNTY OF CAMERON           δ

**WHEREAS**, the Harlingen Utility Board of Trustees has submitted its adopted budget for the Harlingen Waterworks System for the fiscal year 2016 – 2017; and

**WHEREAS**, the Elective Commission of the City of Harlingen, Texas, has reviewed the adopted budget submitted by the Harlingen Utility Board of Trustees; and

**WHEREAS**, the adopted budget of the Harlingen Waterworks System as submitted includes total revenues of twenty million, two hundred fifty-eight thousand, seven hundred dollars (\$20,258,700); expenses of twenty-one million, four hundred forty-five thousand, two hundred twenty-seven dollars (\$21,445,227); capital outlay of seven million, six hundred thirty-seven thousand dollars (\$7,637,000); debt principal retirement of one million, four hundred fifty-five thousand dollars (\$1,455,000); and related transfers to and from restricted reserves.

**BEIT RESOLVED BY THE CITY OF HARLINGEN:**

That the adopted budget of the Harlingen Waterworks System as recited herein above for the fiscal year commencing October 1, 2016 and ending September 30, 2017, is hereby adopted.

**CONSIDERED AND ADOPTED** this 7th day of September, 2016, at a regular meeting of the Elective Commission of the City of Harlingen, Texas, at which a quorum was present and which was held in accordance with TEXAS GOVERNMENT CODE, TITLE 5, SUBTITLE A, CHAPTER 551.

**CITY OF HARLINGEN**  
**BY:** \_\_\_\_\_  
**Chris H. Boswell, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Amanda C. Elizondo, City Secretary**

### AGENDA ITEM EXECUTIVE SUMMARY

Meeting Date: **September 07, 2016**

**Agenda Item:**  
Consider and take action to approve the list of streets for the Street Overlay Program for fiscal year 2016-2017.

Prepared By (Print Name): **Javier M. Zamora P.E.**  
Title: **City Engineer**  
Signature: *Javier M. Zamora P.E.*

**Brief Summary:**  
Every year the City of Harlingen selects streets which are in need of repairs and overlays them with new asphalt. The repairs typically consist of overlaying the street with 1.5 to 2.0 inches of asphalt on the existing street to repair surface failures thus extending the life of the street. Those streets which have developed more severe failures are addressed with reconstruction of the base material and then overlaid.

• Dixieland Rd	Lincoln Ave to Garrett Rd	\$556,543.25
• Bothwell Rd	Tucker Rd to Dixieland Rd	\$128,262.86
• Drury Ln	Tamm Ln to Altas Palmas	\$152,546.09
• Garrett Rd	Tucker Rd to Dixieland Rd	\$145,084.86
• Queen Sago (Alternate)	Beckham Rd to Stuart Place Rd	\$197,888.56
	Grand Total	\$1,180,325.62

Staff recommends that the streets shown on the attached list and map be overlaid and, if needed, reconstructed. The proposed list of street overlay projects totals approximately 2.19 miles or 6.09 lane miles. This amount represents approximately 0.84% of the total city streets. The engineer's estimate and map of the proposed streets is included in your packet.

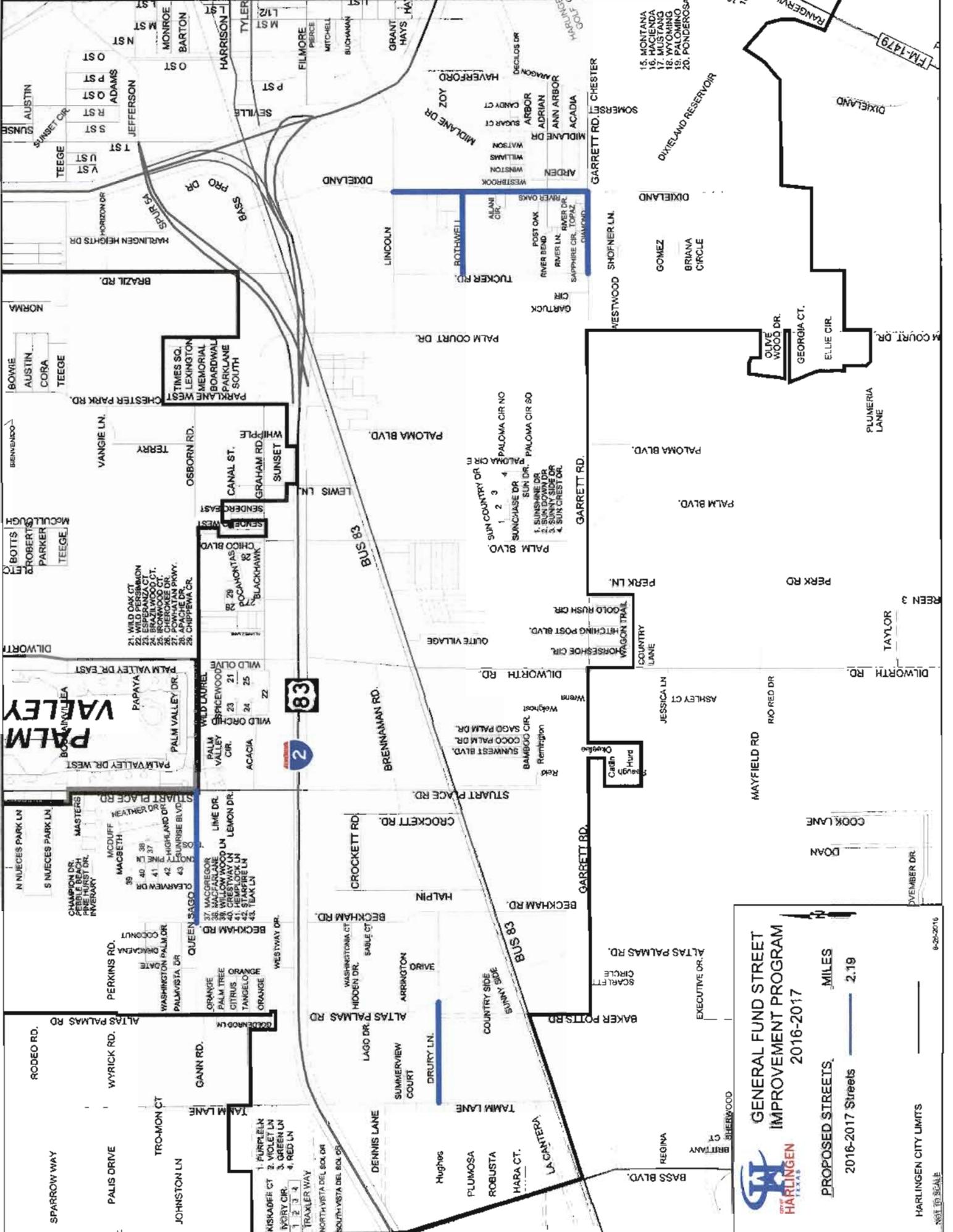
**Funding (if applicable):**  
Are funds specifically designated in the current budget for the full amount  Yes  No\*  
for this purpose?  
\*If no, specify source of funding and amount requested:  
Finance Director's approval:  Yes  No  N/A

**Staff Recommendation:**  
Staff is recommending that the attached list of streets be overlaid and reconstructed for the Street Overlay Program for fiscal year 2016-2017.

City Manager's approval:  Yes  No  N/A

**Comments:**

City Attorney's approval:  Yes  No  N/A



**GENERAL FUND STREET IMPROVEMENT PROGRAM 2016-2017**

**PROPOSED STREETS, 2016-2017 Streets** MILES 2.19

HARLINGEN TEXAS

HARLINGEN CITY LIMITS

9-29-2016

NOT TO SCALE

**2016-2017 GENERAL FUND STREET IMPROVEMENT PROJECT  
PRELIMINARY COST ESTIMATES**

		LIMITS		COST
DIXIELAND ROAD	LINCOLN AVE	GARRETT RD	\$	556,543.25
BOTHWELL ROAD	TUCKER RD	DIXIELAND RD	\$	128,262.86
DRURY LANE	TAMM LANE	ALTAS PALMAS	\$	152,546.09
GARRETT ROAD	TUCKER RD	DIXIELAND RD	\$	145,084.86
QUEEN SAGO	BECKHAM RD	STUART PLACE RD	\$	197,888.56
		<b>GRAND TOTAL</b>	<b>\$</b>	<b>1,180,325.62</b>

15)

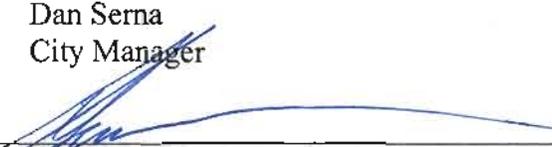
**CITY COMMISSION  
EXECUTIVE SUMMARY**

Meeting Date: **September 7, 2016**

**Agenda Item:**

Consider and take action to approve the site layout and floor plan for the new Convention Center project.

Prepared By (Print Name): Dan Serna  
Title: City Manager

Signature: 

**Brief Summary:**

City Staff has been working with the Developer for the Convention Center project to develop a site plan and the interior floor plan. Both proposed plans are included in your packet for consideration.

The site plan layout includes an 8 acre parcel for the Convention Center property, a 2.30 acre parcel for the proposed Hilton Garden Inn Hotel and a 43,399 square foot parcel at the corner of Horizon and Harlingen Heights for a proposed restaurant.

The proposed convention center layout includes a boulevard style entry way and a roundabout feature that allows for smooth traffic flow throughout the property and entrance to the Convention Center. The parking lot will include an estimated 623 parking spaces for the convention center and landscaped islands. The layout also allows for easy access to the hotel from multiple entrances including the convention center main driveway. The city will also need to execute access use agreements with the developer so customers for the hotel or convention center can enter from any of the multiple driveways leading into the property.

The proposed convention center layout totals 43,880 square feet. The interior floor plan includes a glass store front entrance that allows natural light into the building. The layout also includes the following features:

- Main Ballroom totaling 17,100 square feet (190' X 90')
- Main Ballroom can be divided into smaller meeting spaces as outlined on the proposed plan
- Pre-Convene areas surrounding the Main Ballroom
- Smaller meeting spaces that can be on the south side of the building
- Loading and Unloading docks
- Entry ramp at the rear of the building
- Storage spaces
- Audio/Visual Room
- Kitchen at the rear of the building
- Access corridor connecting the convention center to the Hotel

As indicated on the proposed floor plan the meeting spaces and main ballroom can be converted to various sizes depending on group size and needs of the customer.

Staff is recommending approval of both the site layout and proposed floor plan as presented. Approval of the site layout will also allow the developer to begin the subdivision process for the land.

We are also working with the Architect to develop proposed building elevations and exterior renderings for the building. We expect to present the proposed building elevations and renderings to the Mayor and Commissioners for consideration in the next few weeks.

**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:**

Staff is recommending approval of the proposed site layout and floor plan as presented.

City Manager's approval:  Yes  No  N/A

**Comments:**

City Attorney's approval:  Yes  No  N/A

## Serna, Dan

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**From:** Brandon Raney [braney@bclynd.com]  
**Sent:** Wednesday, August 31, 2016 11:11 AM  
**To:** Serna, Dan  
**Cc:** zreynajr@zreynalaw.com; Dominic  
**Subject:** FW: Latest Site update  
**Attachments:** SITE PLAN w pedestrian walkways 160831.pdf

Dan - please see attached revised site plan, which shows parking counts and site areas. It also shows a pedestrian pathway from Harlingen Heights to the CC. This is done at street level (no sidewalk) with a marked pathway (shown in red hash marks).

Let me know if you have any questions.

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**From:** Geoffrey Butler [butler@brpae.com]  
**Sent:** Wednesday, August 31, 2016 11:02 AM  
**To:** Brandon Raney; David Fuentes; [domenicareyna@gmail.com](mailto:domenicareyna@gmail.com); Zeke Reyna; [zreynajr@zreynalaw.com](mailto:zreynajr@zreynalaw.com)  
**Cc:** Dan O'Connell ([Wellertrust1@aol.com](mailto:Wellertrust1@aol.com)); Brandon Lotter; Bill Killian; Duane Prewitt ([dprewitt@killco.com](mailto:dprewitt@killco.com))  
**Subject:** RE: Latest Site update

Per discussion

**Geoffrey H. Butler AIA**  
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**From:** Geoffrey Butler  
**Sent:** Wednesday, August 31, 2016 10:47 AM  
**To:** Brandon Raney (); David Fuentes; [domenicareyna@gmail.com](mailto:domenicareyna@gmail.com); Zeke Reyna; [zreynajr@zreynalaw.com](mailto:zreynajr@zreynalaw.com)  
**Cc:** Dan O'Connell ([Wellertrust1@aol.com](mailto:Wellertrust1@aol.com)); Brandon Lotter; Bill Killian; Duane Prewitt ([dprewitt@killco.com](mailto:dprewitt@killco.com))  
**Subject:** Latest Site update

This shows where we are today, we will clean up the parking layout to include the pedestrian access crosswalks from Harlingen Heights and Horizon to the Convention Center, add 5' sidewalks around the site backing up to the street curbing, reduce the green space on the north and south between the property line and the parking from 10' to 5', increase the two drive lanes of the boulevard to 20' and add a center stripe showing two lanes in and out, delete the storm drain lines (which clutter up the plan) and delete the building and parking on the out lot except for the sidewalk and parking which needs to be built now to provide the pedestrian access to the Convention Center.

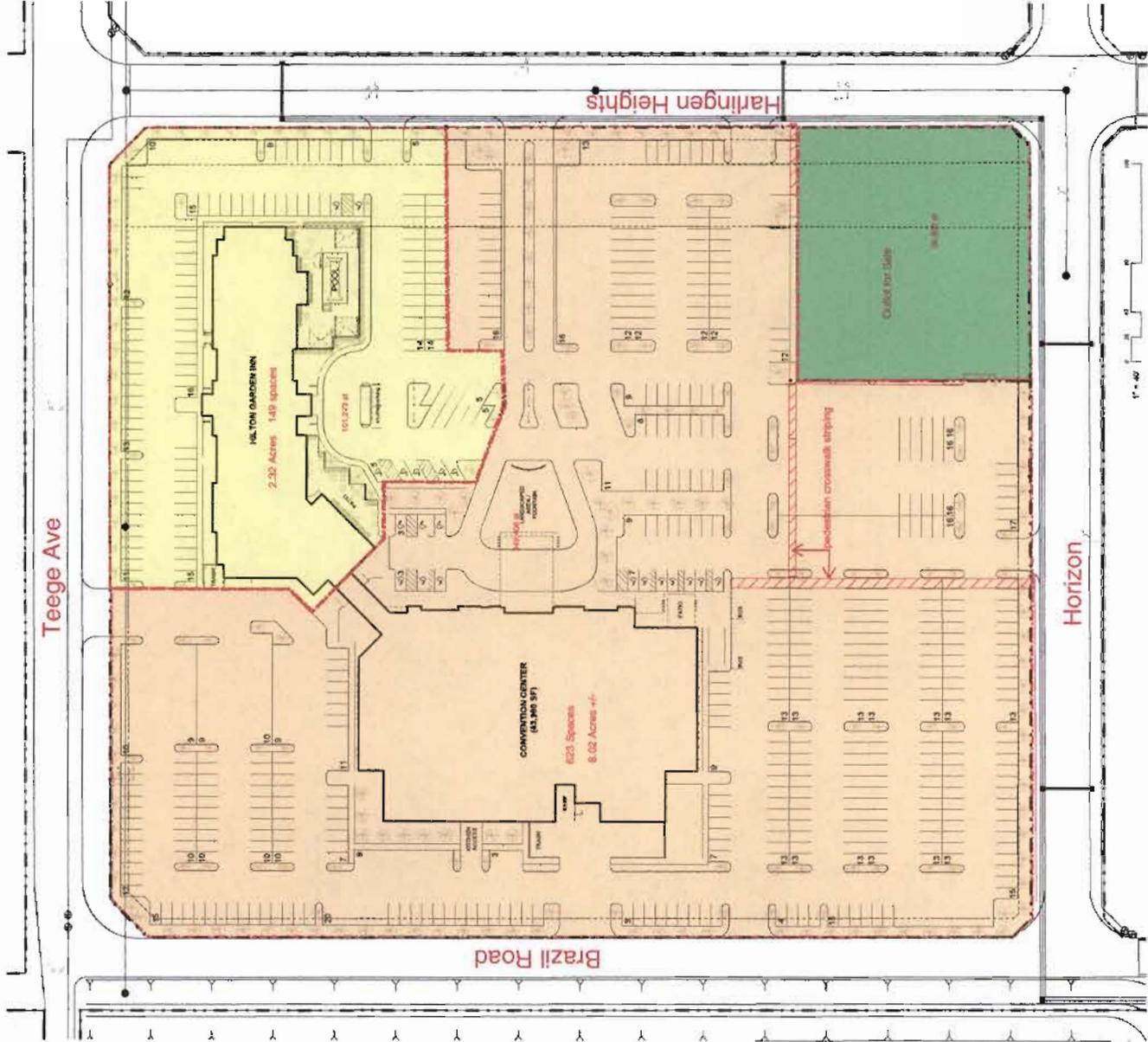


**Geoffrey H. Butler, AIA** | Principal Architect

**Butler, Rosenbury & Partners, Inc.**

Direct: 417.521.6106 | Mobile: 417.848.6000

# PROPOSED SITE LAYOUT



**Parking Summary:**

**Hotel**  
 149 rooms  
 1 space per room = 149 spaces

**Convention Center**  
 20,000 sf of Meeting Room space  
 13.3 SF / Occupant  
 1503 occupants  
 1 space per 3.5 occupants  
 430 spaces required  
 623 spaces provided

ADA spaces 2% of total = 13 spaces  
 2 of required spaces Van Accessible

August 31, 2016

REVISED

**ARCHITECTURAL SITE PLAN**

**HARLINGEN HILTON GARDEN INN**  
 FOR ALL CITY OF HARLINGEN APPROVALS: SUBMITTING, PRELIMINARY, CONCEPT, COUNTY TIER 1

**GEOFFREY H. BUTLER, AIA**  
 ARCHITECT  
 1000 W. 17TH ST., SUITE 100  
 HARLINGEN, TEXAS 77531  
 TEL: 361.291.1111 FAX: 361.291.1112

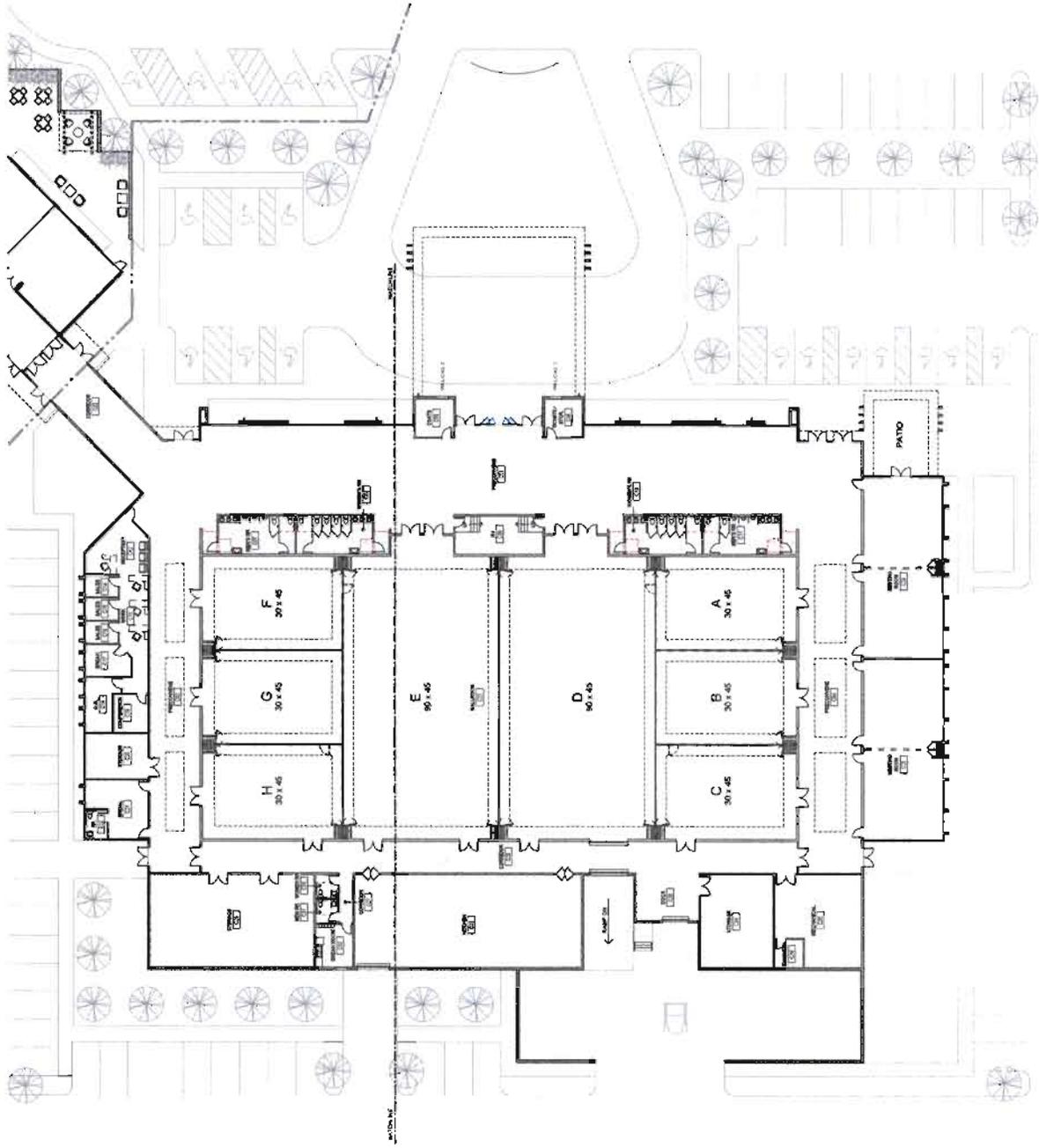
PROJECT NO. 16-000000-0000  
 SHEET NO. A0.06  
 DATE: 08/31/16

**A0.06**



NOT FOR CONSTRUCTION

# PROPOSED FLOOR PLAN



OVERALL FIRST FLOOR PLAN (CONV.)  
 SCALE: 1/8" = 1'-0"

10' 0" 10' 0" 10' 0"

REVISIONS

OVERALL FIRST FLOOR PLAN (CONV. CENTER)

HARJUNGEN HILTON GARDEN INN

1000 WEST 10TH AVENUE, DENVER, COLORADO 80202

GEOFFREY H. BUTLER, AIA

REGISTERED ARCHITECT, LICENSE NO. 111-000-000

DATE: 01/15/14  
 DRAWN BY: [Name]  
 CHECKED BY: [Name]  
 APPROVED BY: [Name]

# A1.05

NOT FOR CONSTRUCTION

DATE: 01/15/14