



**A REGULAR MEETING
OF THE WESLACO CITY COMMISSION
TUESDAY, JUNE 4, 2024**

NOTICE IS HEREBY GIVEN THAT the City Commission of the City of Weslaco, Texas will hold a Regular Meeting in the Legislative Chamber of City Hall, located at 255 South Kansas Avenue, on Tuesday, June 4, 2024 at 5:30 PM for the purpose of discussing the following items:

NOTE: If during the course of the meeting, any discussion of any item on the agenda should be held in executive or closed session, the Weslaco City Commission will convene in such executive or closed session whether or not such item is posted as an executive session item at any time during the meeting when authorized by the provisions of the Texas Open Meetings Act.

Pursuant to Texas Government Code Section 551.127, on a regular, non-emergency basis, the Weslaco City Commission may attend and participate in the meeting remotely by telephonic conference. Should that occur, a quorum of the members will be physically present at the location noted above on this agenda.

I. CALL TO ORDER

- A. Certification of Public Notice.
- B. Invocation.
- C. Pledge of Allegiance.
- D. Roll Call.
- E. Mayoral Recognition.
 - 1) Proclamation Elder Abuse Awareness Month
 - 2) Recognition - Mark Gomez and Adan Moreno, Weslaco Police Department and Octavio Quiroz, Weslaco Fire Department, by the Veterans of Foreign Wars Post
 - 3) Recognition - Weslaco Lady Panther Softball Team
 - 4) Recognition - Achievement of Excellence Award - City Secretary Department

II. PUBLIC COMMENTS

The Public Comments portion of the meeting promotes a fair and open process for the governance of the City. This portion of the meeting is not intended to be an extended discussion or a debate and is limited to three minutes for each presenter. Due to the Texas Open Meetings Act, the Mayor and City Commissioners do not reply; they listen. Matters under litigation are not to be addressed and comments regarding specific City employees and elected officials may be prohibited.

The Public may comment on anything on the agenda, however if you comment on something not included on the agenda, the Commission cannot take any formal action until it is placed on an agenda and notice of the meeting is properly posted. Registration for Public Comments must be submitted to the City Secretary before the City Commission meeting is called to order. As the Mayor calls upon those who submitted a registration form with the City Secretary, please step to the podium and state your name and address before beginning your presentation.

III. REPORTS

- A. Weslaco Chamber of Commerce & Visitor Center.
- B. Weslaco Economic Development Corporation.
- C. Planning and Code Enforcement - Clean Sweep Operations

IV. CONSENT AGENDA

All items listed under the Consent Agenda are considered to be routine, and the Governing Body has been furnished with background and support material and will be enacted by one motion. There will be no separate discussion of these items. If discussion is desired, the item(s) will be removed from the consent agenda by the Mayor, a Commission member or the City Manager and will be considered separately.

- A. Approval of the Minutes of the Regular Meeting of May 7, 2024 and Special Meeting of May 14, 2024. (Staffed by City Secretary Department.) Attachment.
- B. Approval on second and final reading of the following:
 - 1) Ordinance 2024-16 adopting a mid-year budget amendment and authorize the Mayor to execute any related documents. (First reading held May 14, 2024; staffed by Finance Department.) Attachment.
- C. Approval of Resolution 2024-53 to enter into an agreement with TX Dot for a public event in the city limits of Weslaco requiring the closure of streets affecting state right-of-way on Texas Blvd/FM 88 between U.S. Business Highway 83 and Sixth Street from 1pm -11pm on the third (3) Thursday, of the month from August 2024 to February 2025 for Alfresco Weslaco Music & Art. The event will run from 6 PM – 9:30 PM on the following dates: August 15, 2024; September 19, 2024; October 17, 2024; November 21, 2024; December 19, 2024; January 16, 2025; and February 20, 2025, waiving fees and ordinances associated with the event; provision of support by City of Weslaco, Weslaco Parks and Recreation, Public Works, Building Maintenance, Police, Fire, and EMS Department and authorize the Mayor to execute any related documents. (Staffed by WEDC/Engineering Department.)
- D. Approval of Resolution 2024-54 for the sale of wine and beer by a TABC licensed vendor; allowing public consumption of alcohol on the street from U.S. Business Highway 83 to Sixth Street during Alfresco Weslaco Music & Art on the Street, on the following dates: August 15, 2024; September 19, 2024; October 17, 2024; November 21, 2024; December 19, 2024; January 16, 2025; and February 20, 2025; waiving fees and ordinances associated with the event; provision of support by City of Weslaco, Weslaco Parks and Recreation, Public Works, Police, Fire, and EMS Department. (Staffed by WEDC.)
- E. Approval of Resolution 2024–55 that AEP Texas Central Company's application

request for an increase to its electric transmission and distribution rates and charges within the city should be denied and authorize the Mayor to execute any related documents. (Staffed by City Manager.)

- F. Approval to solicit bids for the purchase of a van for the collections department and authorize the Mayor to execute any related documents. (Staffed by Public Works Department.)
- G. Approval for staff to solicit proposals for the financing of a Ferrara 107 ft Ladder Truck for an amount not to exceed \$1,230,000.00 and authorize the Mayor to execute any related documents. (Staffed by Finance Department.)
- H. Approval to amend the closure of Farm to Market Rd 88 (Texas Blvd) between US Business 83 Highway and 6th Street to begin at 1:00 pm to 11:00 pm for the 4th of July Drone Display event on July 5, 2024 and authorize the Mayor to execute any related documents. (Staffed by City Manager.)

V. APPOINTMENTS

- A. Discussion and consideration on Resolution 2024-56 appointing members to the Mid-Valley Airport Advisory Board and authorize the Mayor to execute any related documents. Possible action. (Staffed by City Secretary Department/Airport.) Attachment.

VI. NEW BUSINESS

- A. Discussion and consideration to award or reject lowest bidder, Genuine Security, a one-year contract in the amount not to exceed \$62,400.00 for Security Officer Services for the Weslaco Mid-Valley Airport in response to RFB No.: 2023-24-24 and authorize the Mayor to execute any related documents. Possible action. (Staffed by Airport Department.) Attachment.
- B. Discussion and consideration to enter into an Interlocal agreement between Weslaco Police Department (WPD) and Weslaco Independent School District (WISD) to provide training to WISD security guards under the Firearms Familiarization and Active Shooter Response Course and authorize the Mayor to execute any related documents. Possible action. (Staffed by the Police Department.) Attachment.
- C. Discussion and consideration to purchase thirty-one (31) HI LITE w/ AXXII 2 Carriers custom vests with the Patrick Leahy Bulletproof Vest Partnership (BVP) Grant funds in the amount \$25,489.00, from GALLS quote No: 26652312, (Buyboard vendor No: 670-22) and authorize the Mayor to execute any related documents. Possible action. (Staffed by Police Department.)
- D. Discussion and consideration to purchase roll off bins from Sourcewell vendor Wastequip Manufacturing Company LLC., Sourcewell contract # 040621-WQI, in an amount not to exceed \$26,665 and authorize the Mayor to execute any related documents. Possible action. (Staffed by Public Works Department.) Attachment.
- E. Discussion and consideration to award RFB No.: 2023-24-27 Five Manhole

Rehabilitations on Silva Street to the lowest most advantageous bidder, Southern Trenchless Solutions, for an amount not to exceed \$26,305 and authorize the Mayor to execute any related documents. Possible action. (Staffed by Public Works Department.) Attachment.

- F. Discussion and consideration of adopting the Financial Policies for the City of Weslaco and authorize the Mayor to execute any related documents. Possible action. (Staffed by Finance Department.)
- G. Discussion and consideration of a contract award to the most responsive bidder for RFB No. 2023-24-25 Border Road Storm Drainage Improvements Project and authorize the Mayor to execute any related documents. Possible action. (Staffed by the Engineering Department.) Attachment.
- H. Discussion, presentation and interview from sole respondent and possible action on the selection and authorize staff to negotiate a contract with an engineer for RFQ No.: 2023-24-19 Professional Engineering Services for a Water Conservation and Drought Contingency Plan and authorize the Mayor to execute any related documents. Possible action. (Staffed by Finance/City Manager.) Attachment.
- I. Discussion and consideration regarding procurement and continuation of the contract for Public Affairs Prisylla Jasso and status of deliverables related to same, and status as to her work for the Mayor. Possible action. (Requested by Commissioner Kerr and Lopez.) Attachment.
- J. Discussion and consideration regarding procurement and continuation of the contract for consultant with Jonas Gonzalez and status of deliverables related to the same. Possible action. (Requested by Commissioner Kerr and Lopez.) Attachment.

VII. EXECUTIVE SESSION

Texas Government Code, Section 551 Open Meetings:

§551.145. Closed Meeting Without Certified Agenda or Tape Recording; Offense; Penalty

(a) A member of a government body commits an offense if the member participates in a closed meeting of the governmental body knowing that a certified agenda of the closed meeting is not being kept or that a tape recording of the closed meeting is not being made.

(b) An offense under Subsection (a) is a Class C misdemeanor.

§551.146. Disclosure of Certified Agenda or Tape Recording of Closed Meeting; Offense; Penalty; Civil Liability

(a) An individual, corporation, or partnership that without lawful authority knowingly discloses to a member of the public the certified agenda or tape recording of a meeting that was lawfully closed to the public under this chapter:

(1) commits an offense; and

(2) is liable to a person injured or damaged by the disclosure for:

(A) actual damages, including damages for personal injury or damage, lost wages, defamation, or mental or other emotional distress;

(B) reasonable attorney fees and court costs; and

(C) at the discretion of the trier of fact, exemplary damages.

(b) An offense under Subsection (a)(1) is a Class B misdemeanor.

(c) It is a defense to prosecution under Subsection (a)(1) and an affirmative defense to a civil action under Subsection (a)(2) that:

(1) the defendant had good reason to believe the disclosure was lawful; or

(2) the disclosure was the result of a mistake of fact concerning the nature or content of the certified agenda or tape recording. (Added by Acts 1993, 73rd Leg., ch 268, § 1, eff. Sept. 1, 1993.)

NOTE: Any documentation related to the following items will be maintained as part of the certified agenda.

- A. Personnel - Discussion regarding the goals, objectives, and evaluation of the City Manager for the City of Weslaco as authorized by Section §551.074 of the Texas Government Code.
- B. Personnel - Discussion regarding the goals, objectives, and evaluation of the Assistant City Manager/Airport Director for the City of Weslaco as authorized by Section §551.074 of the Texas Government Code.
- C. Real Property - Consultation with City Attorney regarding the sale price of real property with LASCO Development for property located at 901 N. Airport Drive as authorized by §551.072 of the Texas Local Government Code.
- D. Legal Consultation – Consultation with City Attorney regarding Liquid Environmental as authorized by Section §551.071 of the Texas Government Code.
- E. Legal Consultation – Discussion with the City Manager and City Attorney relating to the City’s rights, duties, privileges, and obligations in connection to the Collective Bargaining Agreement with the Fire Union (IAFF-WFFA Local 3207) FY October 1, 2022 – September 30, 2025, as authorized by Section §551.071 of the Texas Government Code.
- F. Contract Negotiations – Discussion with the City Manager and City Attorney relating to the City’s rights, duties, privileges, and obligations in connection to negotiations for the Collective Bargaining Agreement with the Police Union (Weslaco Municipal Police Association) as authorized by §551.071 of the Texas Government Code.

VIII. POSSIBLE ACTION ON WHAT IS DISCUSSED IN EXECUTIVE SESSION

IX. ADJOURNMENT

I hereby certify this **Notice of a Regular Meeting of the Weslaco City Commission** was posted in accordance with the Open Meetings Act on the outside bulletin board at City Hall of the City of Weslaco, located at the 255 South Kansas Avenue entrance, visible and accessible to the general public during and after regular working hours. This notice was posted on this 31st day of May 2024 on or before 5:00 pm and will remain so posted continuously for at least 72-hours preceding the scheduled time of this meeting in accordance with Chapter 551 of the Texas Government Code.

/s/ Norma A. Cantu, City Secretary

NOTE: If any accommodation for a disability is required, please notify the City Secretary Department at (956) 968-3181, Ext. 1001 prior to the meeting date.

Regular Meetings of the Weslaco City Commission stream live online at <http://www.weslacotx.gov/open-government/open-meetings>. Archived video of some meetings are also available.

PURSUANT TO SECTION 30.06, PENAL CODE (TRESPASS BY LICENSE HOLDER WITH A CONCEALED HANDGUN), A PERSON LICENSED UNDER SUBCHAPTER H, CHAPTER 411, GOVERNMENT CODE (HANDGUN LICENSING LAW), MAY NOT ENTER THIS PROPERTY WITH A CONCEALED HANDGUN".

“DE ACUERDO CON LA SECCION 30.06 DEL CODIGO PENAL (INGRESO SIN AUTORIZACION DE UN TITULAR DE UNA LICENCIA CON UNA PISTOLA OCULTA), UNA PERSONA CON LICENCIA SEGUN EL SUBCAPITULO H, CAPITULO 411, CODIGO DEL GOBIERNO (LEY SOBRE LICENCIAS PARA PORTAR PISTOLAS), NO PUEDE INGRESAR A ESTA PROPIEDAD CON UNA PISTOLA OCULTA”.

"PURSUANT TO SECTION 30.07, PENAL CODE (TRESPASS BY LICENSE HOLDER WITH AN OPENLY CARRIED HANDGUN), A PERSON LICENSED UNDER SUBCHAPTER H, CHAPTER 411, GOVERNMENT CODE (HANDGUN LICENSING LAW), MAY NOT ENTER THIS PROPERTY WITH A HANDGUN THAT IS CARRIED OPENLY".

“DE ACUERDO CON LA SECCION 30.07 DEL CODIGO PENAL (INGRESO SIN AUTORIZACION DE UN TITULAR DE UNA LICENCIA CON UNA PISTOLA A LA VISTA), UNA PERSONA CON LICENCIA SEGUN EL SUBCAPITULO H, CAPITULO 411, CODIGO DEL GOBIERNO (LEY SOBRE LICENCIAS PARA PORTAR PISTOLAS), NO PUEDE INGRESAR A ESTA PROPIEDAD CON UNA PISTOLA A LA VISTA”.



Standardized Agenda Request Form

Date of Meeting: June 4, 2024	Agenda Item No. (to be assigned by CSO): 2024-266	
From:		
Subject: Certification of Public Notice.		
Background: Call to Order, includes the following: A. Certification of Public Notice. B. Invocation. C. Pledge of Allegiance. D. Mayoral Recognition. E. Roll Call.		
Funding Source (budget code, if applicable):		
Amount:	Term of Impact:	Identified in Current Budget:
Additional Action Prompted:		
If item previously considered, provide date and action by Commission:		
If item requires Publication Notice, provide date and periodical of publication; indicate if comments received from letters mailed to property owners:		
Advisory Review, if any (name of board/committee, date of action, recommendation):		
NORMA CANTU ADELAIDA VEGA Martin Garza		Created
City Manager Comments:		
Staff Recommendation: A. Mayor will Call to Order and certify Public Notice. B. Father Francisco J. Solis of St. Joan of Arc Catholic Church will lead the invocation. C. Mayor will lead Pledge of Allegiance; Mayor Pro-Tem may lead Texas Flag. D. Mayoral Recognition. E. City Secretary will call roll. Four or more Commissioners present constitute a Quorum; otherwise, no action may be taken.		
Attachments, if any: Pledge and Mission updated 11.15.23		
Responsibilities upon Approval:		

City of Weslaco

"The City on the Grow"



Adrian Gonzalez, Mayor
Adrian Farias, Mayor Pro-Tem, District 4
Greg Kerr, Commissioner, At-Large
Israel Gonzalez, Jr., Commissioner, At-Large
Josh Pedraza, Commissioner, District 1
Letty Lopez, Commissioner, District 2
Jose "JP" Rodriguez, Commissioner, District 3

Martin Garza, City Manager

The Pledge of Allegiance to the Flag

"I PLEDGE ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA
AND TO THE REPUBLIC FOR WHICH IT STANDS, ONE NATION UNDER GOD,
INDIVISIBLE, WITH LIBERTY AND JUSTICE FOR ALL."

The Pledge of Allegiance to the State Flag

"Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and
indivisible."

*The pledge was amended by House Bill 1034 during the 80th Legislature with the addition
of "one state under God." The revised wording became effective on June 15, 2007.

Preamble to the Constitution of the United States of America

We the people of the United States, in order to form a more perfect union, establish justice,
insure domestic tranquility, provide for the common defense, promote the general welfare,
and secure the blessings of liberty to ourselves and our posterity, do ordain and establish this
Constitution for the United States of America.

STATEMENT OF VISION: AN INTERNATIONAL CENTER OF GROWTH

Friendly people with vision, courage, and integrity

STATEMENT OF MISSION: COMMITMENT TO EXCELLENCE IN PUBLIC SERVICE

- * Positive Attitude of Courtesy & Concern
- * Doing it Right the First Time
- * Sensitive to the citizens' needs
- * Friendly Respect for All
- * Service without Hassle



Standardized Agenda Request Form

Date of Meeting: June 4, 2024		Agenda Item No. (to be assigned by CSO): 2024-575	
From:			
Subject: Weslaco Chamber of Commerce & Visitor Center.			
Background:			
Funding Source (budget code, if applicable):			
Amount:	Term of Impact:	Identified in Current Budget:	
Additional Action Prompted:			
If item previously considered, provide date and action by Commission:			
If item requires Publication Notice, provide date and periodical of publication; indicate if comments received from letters mailed to property owners:			
Advisory Review, if any (name of board/committee, date of action, recommendation):			
ADELAIDA VEGA Martin Garza		Created	
City Manager Comments: Report only.			
Staff Recommendation:			
Attachments, if any:			
Responsibilities upon Approval:			



Standardized Agenda Request Form

Date of Meeting: June 4, 2024		Agenda Item No. (to be assigned by CSO): 2024-576	
From:			
Subject: Weslaco Economic Development Corporation.			
Background:			
Funding Source (budget code, if applicable):			
Amount:		Term of Impact:	Identified in Current Budget:
Additional Action Prompted:			
If item previously considered, provide date and action by Commission:			
If item requires Publication Notice, provide date and periodical of publication; indicate if comments received from letters mailed to property owners:			
Advisory Review, if any (name of board/committee, date of action, recommendation):			
ADELAIDA VEGA Martin Garza		Created	
City Manager Comments: Report only.			
Staff Recommendation:			
Attachments, if any:			
Responsibilities upon Approval:			



Standardized Agenda Request Form

Date of Meeting: June 4, 2024		Agenda Item No. (to be assigned by CSO): 2024-585	
From:			
Subject: Planning and Code Enforcement - Clean Sweep Operations			
Background:			
Funding Source (budget code, if applicable):			
Amount:	Term of Impact:	Identified in Current Budget:	
Additional Action Prompted:			
If item previously considered, provide date and action by Commission:			
If item requires Publication Notice, provide date and periodical of publication; indicate if comments received from letters mailed to property owners:			
Advisory Review, if any (name of board/committee, date of action, recommendation):			
ADELAIDA VEGA REBEKAH DE LA FUENTE Martin Garza		Created	
City Manager Comments: Report only.			
Staff Recommendation:			
Attachments, if any:			
Responsibilities upon Approval:			



Standardized Agenda Request Form

Date of Meeting: June 4, 2024		Agenda Item No. (to be assigned by CSO): 2024-271	
From:			
Subject: Approval of the Minutes of the Regular Meeting of May 7, 2024 and Special Meeting of May 14, 2024. (Staffed by City Secretary Department.) Attachment.			
Background: Record of commission action for the Regular meeting on May 7 and Special meeting on May 14, 2024.			
Funding Source (budget code, if applicable):			
Amount:	Term of Impact:	Identified in Current Budget:	
Additional Action Prompted: Mayor's Signature			
If item previously considered, provide date and action by Commission:			
If item requires Publication Notice, provide date and periodical of publication; indicate if comments received from letters mailed to property owners:			
Advisory Review, if any (name of board/committee, date of action, recommendation):			
NORMA CANTU ADELAIDA VEGA Martin Garza		Created	
City Manager Comments: Approve subject to any comments from the governing body.			
Staff Recommendation: Approve.			
Attachments, if any: 240507 minutes, 240514 Minutes			
Responsibilities upon Approval: Execute and retain.			



**MINUTES OF A REGULAR MEETING
WESLACO CITY COMMISSION
MAY 7, 2024**

On Tuesday, May 7, 2024, at 5:30 p.m. the City Commission of the City of Weslaco, Texas convened in a Regular Meeting at City Hall in the Legislative Chamber, located at 255 South Kansas Avenue with the following member's present:

PRESENT:	Mayor	Adrian Gonzalez
	Mayor Pro Tem	Adrian Farias
	Commissioner	Josh Pedraza
	Commissioner	JP Rodriguez
	Commissioner	Letty Lopez
	Commissioner	Israel Gonzalez Jr.
	Commissioner	Greg Kerr

ABSENT: None

STAFF PRESENT:	Martin Garza	City Manager
	Norma A. Cantu	City Secretary
	Juan E. Gonzalez	City Attorney

Also present: Aida Vega, Deputy City Secretary, Rosie Cavazos, Finance Director, Rebekah de la Fuente, Director of Planning and Code Enforcement, Arnold Becho, Library Director, Luz Galindo, HR Director, Albert Aldana, City Engineer, Antonio Lopez, Fire Chief, Joel Rivera, Police Chief, David Arce, Public Works Director, Rick Mendoza, IT Director, Rosa Badillo, Court Coordinator, George Quilantan, Inframark and other staff members.

I. CALL TO ORDER

A. Certification of Public Notice.

Mayor Gonzalez called the meeting to order and certified the public notice of the meeting as properly posted Friday, May 3, 2024.

B. Invocation.

Pastor Timothy Aguiar, Open Door Baptist Church led the invocation.

C. Pledge of Allegiance.

Mayor Gonzalez led the "Pledge of Allegiance and Texas Flag."

D. Roll Call.

Norma A. Cantu, City Secretary, called the roll noting at the time of roll call the absence of Commissioner Kerr and a quorum present.

E. Mayoral Recognition

1) Proclamation – National Small Business Week

Mayor Gonzalez along with the City Commission proclaimed the month of May as Mental Health Awareness Week.

2) Proclamation – Mental Health Awareness Week

Mayor Gonzalez along with the City Commission proclaimed April 29 through May 4, 2024 as National Small Business Week.

II. PUBLIC COMMENTS

None.

III. REPORTS

A. Inframark.

George Quilantan, Inframark, presented the water flow and capacity levels for the month of April 2024 as follows; Water Treatment Plant flow was 5.9mgd, operating at 45% capacity; preparations for hurricane season and stated the most used chemicals are in supply for 7-10 days in the event of a storm that could cause delays is shipment; North Wastewater Treatment Plant flow was 2.4mgd, operating capacity at 45%, ongoing project was oxidation ditch screen installed to help prevent rags and other material going into the system, aeration blower completed minor issue of tripping and manufacture scheduled to come and check programming, an alarm installed for notifications; South Wastewater Treatment Plant flow was 1.6mgd, operating capacity was at 67% headwork equipment installed there; presented the call out log for April; reported on preventive maintenance for lift stations and stated rehab completed for lift station 3; reported on capital repairs done.

B. Animal Care Services.

Rebekah de la Fuente, Director of Planning and Code Enforcement, went over the monthly live release rates for March 2024 was at 72% for dogs and cats at a 100%; reported new partnership formed with Weslaco's Daily Grind Coffee, Teas, Pastries; adoption/vaccine event held had two adoptions (dogs) and 38 cats and dogs vaccinated; transports done on March 26, April 17 and May 1 that had over 75 dogs to Corpus Christi; traveled to Calallen to meet with Austin Pets Alive that took 8 adult cats and 5 kittens to help find forever homes; Petco adoption/vaccine event had 8 puppies adopted and over 45 vaccines for dogs and cats done for Weslaco families; reported on upcoming adoption event on May 11 at Weslaco Daily Grind, Rabies Clinic on May 18 at Morenos Fee and Pet Store.

IV. PUBLIC HEARING

Commissioner Kerr seconded by Commissioner Pedraza moved to open the public hearing at 5:57 p.m. The motion carried unanimously; Mayor Gonzalez was present and voting.

A. To solicit input on behalf of Marisol Puente to approve a Conditional Use Permit to operate a daycare in a residential area at 3005 Thicket Dr., also being Lot 50, Quail Hollow North Subdivision, Weslaco, Hidalgo County, and Texas.

No comments.

B. To solicit input on behalf of the City of Weslaco for an extension of 120 days regarding the moratorium of applications for duplexes, triplexes, fourplexes and multifamily residential development.

No comments.

Commissioner Pedraza seconded by Commissioner Gonzalez Jr. moved to close the public hearing at 5:59 p.m. The motion carried unanimously; Mayor Gonzalez was present and voting.

V. CONSENT AGENDA

All items listed under the Consent Agenda are considered to be routine, and the Governing Body has been furnished with background and support material and will be enacted by one motion. There will be no separate discussion of these items. If discussion is desired, the item(s) will be removed from the consent agenda by the Mayor, a Commission member or the City Manager and will be considered separately.

A. Approval of the Minutes of the Regular Meeting on April 16, 2024. (Staffed by City Secretary's Department.)

B. Approval on second and final reading of the following:

1) Ordinance 2024-12 to rezone 1501 N International Blvd., also being Adams Tract N414'-S517.39'-E526.09'FT 1038 5.00 AC Net, Weslaco, Hidalgo County, Texas from R-1 One-Family Dwelling District to B-2 Secondary Highway Business District and authorize the Mayor to execute any related documents. (First reading held April 16, 2024; staffed by Planning & Code Enforcement Department.)

2) Ordinance 2024-13 for the Voluntary Annexation of West and Adams Tract Subdivision being a 11.327-acre tract of land out of Farm Tract 758, West and Adams Tract Subdivision, Hidalgo County, Texas, located approximately 765ft south of E Mile 5 ½ N. and authorize the Mayor to execute any related documents. First reading held April 16, 2024;staffed by Planning & Code Enforcement Department.)

3) Ordinance 2024-14 amending Ordinance 2018-02, to create new zoning Districts, the city of Weslaco zoning ordinance; codified as chapter 150 of the Weslaco code of ordinances, adopting new regulations; and ordaining other matters with respect to the subject matter hereof

and authorize the Mayor to execute any related documents. (First reading held April 16, 2024; staffed by Planning & Code Enforcement Department.)

C. Approval of Resolution 2024-49 as requested by the Office of the Governor, Public Safety Office (PSO) through the FY23 Homeland Security Program (SHSP-R) grant identifying the project (Ambus Communication and Decontamination Equipment) for which grant funding was requested under Resolution 2023-12 and authorize the Mayor to execute any related documents. (Staffed by Grant Writer.)

D. Approval of ORION Consortium Participation Agreement for provision of Fiber Optic Internet Connectivity to the Mayor Joe V. Sanchez Public Library and authorize the Mayor to execute any related documents. (Staffed by Library Department.)

E. Approval of Memorandum of Understanding with Behavioral Health Solutions for provision of free Youth and Family Prevention Programing within the library and authorize the Mayor to execute any related documents. (Staffed by the Library Department.)

F. Approval to renew the Summer Seamless Food Program, accepting meals at no charge from Weslaco Independent School District Food Services Department for distribution to school age children within the 2024 Summer Reading Program, at Gibson Park, and at Judge Gilbert Garza Park, and authorize the Mayor to execute any related documents. (Staffed by Library Department.)

G. Approval for staff to solicit Auditing Services for Internal Controls and authorize the Mayor to execute any related documents. (Staffed by Finance Department.)

H. Approval for the use of the Court Technology Fund to pay for an Incode interface to download citations from the New in Blue ticket writer system for an amount not to exceed \$5,250.00 and authorize the Mayor to execute any related documents. (Staffed by Municipal Court Department.)

I. Approval of Lease Agreement with the Weslaco Youth Football League to use Harlon Block Sports Complex East and West sports fields for youth 7 on 7 and Flag Football program from June 1 through July 15th 2024 and authorize the Mayor to execute any related documents. (Staffed by Parks and Recreation Department.)

J. Approval of six-month extension for the Final Plat for Vittoria Subdivision being 42.18-acre out of Farm Tract 165 and 166, West Tract Subdivision, Weslaco, Hidalgo County, Texas. Located on the southeast corner of Midway and Interstate 2 and authorize the Mayor to execute any related documents. (Staffed by Planning & Code Enforcement Department.)

K. Approval of six-month extension for the Final Plat for Rock Ridge – being 15.092 acres out of Farm Tract 631 & 633, West and Adams Tract Subdivision, Weslaco, Hidalgo County, Texas located approximately 500 ft west of Bus. 83 and Westgate on the south side of Bus. 83 and authorize the Mayor to execute any related documents. (Staffed by Planning & Code Enforcement Department.)

L. Approval of annual renewal for Cybersecurity hardware, software and support - Firewall, Email Security and Endpoint Security (Anti-Virus) in the amount not to exceed \$30,430.40 and authorize the Mayor to execute any related documents. (Staffed by IT Department.)

M. Approval of a Memorandum of Understanding between the City of Weslaco and Texas Senate Member, Honorable Morgan LaMantia for lease of office space located at 255 S. Kansas Avenue and authorize the Mayor to execute any related documents. (Staffed by City Manager.)

Commissioner Lopez requested item G, Mayor Pro Tem Farias requested item I and Commissioner Rodriguez requested item G and I be withheld for discussion.

Commissioner Kerr seconded by Commissioner Lopez moved to approve consent agenda withholding items G and I as presented. The motion carried unanimously; Mayor Gonzalez was present and voting.

G. Approval for staff to solicit Auditing Services for Internal Controls and authorize the Mayor to execute any related documents. (Staffed by Finance Department.)

Rosie Cavazos, Finance Director, stated the request would be for auditing services to ensure internal controls of policy, procedures, procurement guidelines, solicitation process are being followed. Staff recommended approval.

In response to Commissioner Rodriguez, Martin Garza, City Manager, stated the audit would be for all departments, is independent from the Auditors in place and will allow the city to address any recommendations of deficiencies of a department be addressed and improved.

Mayor Pro Tem Farias seconded by Commissioner Gonzalez Jr. moved to approve staff to solicit Auditing Services for Internal Controls. The motion carried unanimously; Mayor Gonzalez was present and voting.

I. Approval of Lease Agreement with the Weslaco Youth Football League to use Harlon Block Sports Complex East and West sports fields for youth 7 on 7 and Flag Football program from June 1 through July 15th 2024 and authorize the Mayor to execute any related documents. (Staffed by Parks and Recreation Department.)

Mayor Pro Tem Farias questioned location of the use of the park. Omar Rodriguez, Parks and Recreation Director, stated the area was the center fields in the middle of the drive (between 18th Street and the park drive) and did not impede the baseball fields.

In response to the Commission, Omar Rodriguez stated this is an annual program of flag football and done in June into July and does not conflict with any other schedules; watering of the fields is done twice a week as allowed under the water restrictions in place. Staff recommended approval.

Mayor Pro Tem Farias seconded by Commissioner Rodriguez moved to approve Lease Agreement with the Weslaco Youth Football League to use Harlon Block Sports Complex East and West

sports fields for youth 7 on 7 and Flag Football program from June 1 through July 15th 2024 as presented.

Following for the record are the caption of the ordinance(s).

ORDINANCE NO. 2024-12

AN ORDINANCE AMENDING ZONING ORDINANCE NO. 2018-02 AND AMENDING THE ZONING MAP OF THE CITY OF WESLACO TO CHANGE THE ZONING OF REZONE 1501 N INTERNATIONAL BLVD., ALSO BEING ADAMS TRACT N414'-S517.39'-E526.09'FT 1038 5.00 AC NET, WESLACO, HIDALGO COUNTY, TEXAS FROM R-1 ONE-FAMILY DWELLING DISTRICT TO B-2 SECONDARY HIGHWAY BUSINESS DISTRICT BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF WESLACO, TEXAS:

ORDINANCE NO. 2024-13

AN ORDINANCE ANNEXING ADDITIONAL TERRITORY TO THE CORPORATE LIMITS OF THE CITY OF WESLACO, HIDALGO COUNTY, TEXAS ON VOLUNTARY PETITION OF AREA LAND OWNER SUCH LAND BEING 11.327 ACRES OF LAND, LOCATED IN HIDALGO COUNTY, TEXAS, WHICH IS CONTIGUOUS TO THE CITY LIMITS AND HEREINAFTER DESCRIBED; AS SHOWN IN THE ATTACHED EXHIBIT; MAKING FINDINGS OF FACT; PROVIDING A SEVERABILITY CLAUSE; PROVIDING AN EFFECTIVE DATE; AND PROVIDING FOR OPEN MEETINGS AND OTHER RELATED MATTER

ORDINANCE 2024-14

AN ORDINANCE AMENDING ORDINANCE NUMBER 2018-02, THE CITY OF WESLACO ZONING ORDINANCE; CODIFIED AS CHAPTER 150, OF THE WESLACO CODE OF ORDINANCES, ADOPTING NEW REGULATIONS; AND ORDAINING OTHER MATTERS WITH RESPECT TO THE SUBJECT MATTER HEREOF.

CITY OF WESLACO
/s/Adrian Gonzalez, MAYOR

ATTEST:
/s/Norma A. Cantu, CITY SECRETARY

APPROVED AS TO FORM:
/s/Juan E. Gonzalez, CITY ATTORNEY

VI. APPOINTMENTS

A. Resolution 2024-50 appointing a member to fill an unexpired term on the Mayor Joe V Sanchez Public Library Advisory Board and authorize the Mayor to execute any related documents. Possible action. (Staffed by City Secretary/Library Department.)

Norma A. Cantu, City Secretary, stated there was a vacancy at the library. A nominee from Commissioner Lopez was to appoint Carmen S. Garza who has expressed interest in serving.

Commissioner Kerr seconded by Commissioner Pedraza moved to appoint Carmen S. Garza as presented. The motion carried unanimously; Mayor Gonzalez was present and voting.

Mayor Gonzalez changed the order of the day and introduced item J. There was no objection.

VII. NEW BUSINESS

J. Discussion and consideration to approve the renewal of ESD #1 Contract services and authorize the Mayor to execute any related documents. Possible action. (Staffed by City Manager.)

Martin Garza, City Manager, stated this was a renewal of the agreement that provides ambulance services to the rural areas; meetings have been held with Hidalgo County Emergency Services District No. 1 (ESD #1) regarding terms; current contract is for \$210,000 yearly and set to expire September 30, 2024; new contract would be for two years at a yearly rate of \$340,000 to would expire September 2026; stated discussions with ESD #1 was for them to take reasonable steps to hold elections to increase the maximum allowable ad valorem tax rate to \$0.10/100 to cover the cost for the city providing these services. Staff recommended approval.

Mark McCaleb, President ESD #1 Board, addressed the commission and stated an election would need to be held for voters' approval for the increase; a proposed election is May 2025 and if passed it would then take 3-4 years to implement the maximum rate increase of 10-cents and agreed this was in their best interest to allow the city to be able to continue responding to the rural area.

Mayor Pro Tem Farias seconded by Commissioner Pedraza moved to approve renewal of ESD #1 Contract as presented. The motion carried unanimously; Mayor Gonzalez was present and voting.

A. Discussion and consideration after public hearing on behalf of Marisol Puente to approve a Conditional Use Permit to operate a daycare in a residential area at 3005 Thicket Dr., also being Lot 50, Quail Hollow North Subdivision, Weslaco, Hidalgo County, and Texas and authorize the Mayor to execute any related documents. Possible action. (Staffed by Planning & Code Enforcement Department.)

Rebeka de la Fuente, Director of Planning and Code Enforcement, stated twenty-six property owners were notified and no objection received; applicant proposed to operate a small daycare facility. The Planning and Zoning Commission recommended approval with the condition that only eight children would be permitted. Staff recommended approval.

In response to the commission, Rebekah stated this is a residential zone; since the last daycare approved (on 10th Street) restrictions for daycares in a residential zone have been expanded such as no parking lot may be done; applicant must reside in the home that is their primary residence daycare activity is considered secondary use and certain rooms can be used for this purpose; signage is permitted according to the sign ordinance but the commission may impose conditions on the type and size of sign as well as conditions on fencing type. The conditional use permit is renewed yearly, and should there be any issues, concerns from the surrounding property owners, staff would make recommendations for corrective measures before renewing.

Mayor Pro Tem Farias seconded by Commissioner Lopez moved to approve a Conditional Use Permit to operate a daycare in a residential area at 3005 Thicket Dr with the condition of fencing be done; eight children only and only a wall sign will be permitted as presented. The motion carried Commissioners Pedraza and Rodriguez against; Mayor Gonzalez was present and voting.

B. Discussion and consideration on Ordinance 2024-15 renaming West Mile 6 1/2 N Rd between Milanos and Midway Road and authorize the Mayor to execute any related documents.

First reading of Ordinance 2024-15. Possible action. (Staffed by Planning & Code Enforcement Department.)

Rebekah de la Fuente stated there are several property owners facing west on Mile 6 1/2 N that have ongoing issues with their mail and delivery due to the current name; the property owners have petitioned to rename the street and to ensure there is no duplication or crossing over of address boundary, staff reached out to the 911 Addressing department who recommended Emilo Dr, Mario Dr or Maritza Dr. as possible street name.

Commissioner Kerr seconded by Commissioner Lopez moved to approve Ordinance 2024-15 renaming West Mile 6 1/2 N Rd between Milanos and Midway Road to Maritza Drive as presented. The motion carried unanimously; Mayor Gonzalez was present and voting.

C. Discussion and consideration to approve the Final Plat for E 6 Ranch Subdivision being 2.89 acres out of Farm Tracts 112, West and Adams Tract Subdivision, Weslaco, Hidalgo County, Texas. Located approximately a ½ mile North from the intersection of Mile 10 North Rd and Mile 5 West Rd. and authorize the Mayor to execute any related documents. Possible action. (Staffed by Planning & Code Enforcement Department.)

Rebekah de la Fuente stated this was a one lot subdivision outside city limits; serviced with water by North Alamo Water Supply and sewer by On-Site Sewage Facility (OSSF); applicant requested a variance to allow OSSF as the nearest sewer line is 1.5 miles south of them. The Planning and Zoning Commission and staff recommended approval with variance.

Commissioner Kerr seconded by Commissioner Lopez moved to approve the Final Plat for E 6 Ranch Subdivision with variance as presented. The motion carried unanimously; Mayor Gonzalez was present and voting.

D. Discussion and consideration to purchase a new model 2024 GMC Sierra 1500 Pro Long Box Pickup Truck from Gunn Auto Group under Buy Board contract #724-23, for an amount not to exceed \$39,778 as budgeted and authorize the Mayor to execute any related documents. Possible action. (Staffed by Parks & Recreation Department.)

Omar Rodriguez, Parks and Recreation Director, stated this was a replacement vehicle and is budgeted. Staff recommended approval.

Commissioner Kerr seconded by Commissioner Lopez moved to approve the purchase of a new model 2024 GMC Sierra 1500 Pro Long Box Pickup Truck from Gunn Auto Group under Buy Board contract #724-23, for an amount not to exceed \$39,778 as presented. The motion carried Commissioner Rodriguez and Mayor Pro Tem Farias abstained; Mayor Gonzalez was present and voting.

E. Discussion and consideration to award a contract for a Drone Show for an amount not to exceed \$30,000 to Sky Elements LLC of North Richland Hills, Texas and authorize the Mayor to execute any related documents. Possible action. (Staffed by Parks & Recreation Department.)

Omar Rodriguez stated two proposals were received and evaluated. Staff recommended to award Sky Elements LLC as the most advantageous for the city; would provide 250 drones and event is scheduled for Friday, July 5th.

Commissioner Pedraza seconded by Commissioner Rodriguez moved to approve contract for a Drone Show for an amount not to exceed \$30,000 to Sky Elements LLC as presented. The motion carried unanimously; Mayor Gonzalez was present and voting.

F. Discussion and consideration of Change Order No. 2 for RFB No.: 2021-22-31 Mayor Pablo Pena City Park Sports Field Lighting and Isaac Rodriguez Skate Park Lighting Project to extend the contract 90 days; and authorize the Mayor to execute any related documents. Possible action. (Staffed by Parks & Recreation Department.)

Omar Rodriguez stated the change order was at no cost to the city; would extend the contract 90 days and requested because have been waiting for equipment (meter box) that has been shipped from the manufacturer and upon receipt installation will be done and completed in the next several weeks. Staff recommended approval.

Commissioner Pedraza seconded by Mayor Pro Tem Farias moved to approve Change Order No. 2 for Mayor Pablo Pena City Park Sports Field Lighting and Isaac Rodriguez Skate Park Lighting Project to extend the contract 90 days as presented. The motion carried unanimously; Mayor Gonzalez was present and voting.

G. Discussion and consideration of Amendment No. 2 to the Professional Services Agreement with BSG Architects for the Mayor Joe V. Sanchez Public Library Project for Supplemental Services not to exceed \$4,398 and authorize the Mayor to execute any related documents. Possible action. (Staffed by Parks & Recreation Department.)

Omar Rodriguez stated an additional service was requested to have cost estimate breakdown for all trades services that would be needed for the project (subcontracts); design drawings are about 50% completed and staff would like to have a more accurate cost. Staff recommended approval.

In response to Mayor Pro Tem Farias, Omar Rodriguez stated there may be savings because of the elimination of the café as less plumbing and electrical would not be necessary.

Mayor Pro Tem Farias seconded by Commissioner Lopez moved to approve Amendment No. 2 to the Professional Services Agreement with BSG Architects for the Mayor Joe V. Sanchez Public Library Project for Supplemental Services not to exceed \$4,398 as presented. The motion carried unanimously; Mayor Gonzalez was present and voting.

H. Discussion and consideration to reject the sole bid from for the Villa De Cortez Parking Garage Structure Repairs and authorize the Mayor to execute any related documents. Possible action. (Staffed by the Engineering Department.)

Albert Aldana, City Engineer, bids were received in December 2023 and one sole bidder was received for repairs Villa De Cortez Parking Garage Structure Repairs from RESTEC, Inc in the amount of \$255,740 and is twice as much as a previous quote and consider other options. Staff recommended to reject the bid.

In response to Commissioner Rodriguez, options available is to have Texas Municipal League (TML) do repairs or re-bid.

Martin Garza stated the City Attorney was in discussions with TML Juan E. Gonzalez, City Attorney, stated he spoke with TML and information to be sent for his review, was the contract with the contractor vetted by them but would be between the City and Contractor and outline of deductibles to be applied. Stated going with TML would speed up the process and get the repairs going.

Commissioner Rodriguez seconded by Commissioner Pedraza moved to reject the sole bid for RFB 2023-24-09 as presented. The motion carried unanimously; Mayor Gonzalez was present and voting.

I. Discussion and consideration on rescheduling or canceling the regular meeting of May 21, 2024. Possible action. (Staffed by City Manager.)

Mayor Gonzalez recommended to reschedule to May 14. The consensus of the commission did not have an objection to the date.

Commissioner Pedraza seconded by Commissioner Rodriguez moved to approve and reschedule the May 21, 2024 meeting to May 14, 2024 as presented. The motion carried unanimously; Mayor Gonzalez was present and voting.

J. Discussion and consideration to approve the renewal of ESD #1 Contract services and authorize the Mayor to execute any related documents. Possible action. (Staffed by City Manager.)

See page 10.

K. Discussion and consideration after the public hearing on behalf of the City of Weslaco to approve an extension of 120 days on the temporary moratorium pertaining to recent applications for duplexes, triplexes, fourplexes and multifamily residential development and authorize the Mayor to execute any related documents. Possible action. (Staffed by City Manager/ Planning and Code Enforcement Department.)

Rebekah de la Fuente stated the temporary moratorium was approved January 2024 for applications of multi-family development duplexes, triplexes, fourplexes; staff is reviewing current subdivision ordinance, impact fees, feasibility study, existing building code, permitting and planning requirements, soliciting public input, updating city's utility infrastructure and supply. Staff recommended approval of an extension of 120 days to complete the implementation and if necessary, request an additional extension; went over exemptions, exceptions and waivers. Staff recommended approval.

Commissioner Pedraza seconded by Mayor Pro Tem Farias moved to approve an extension of 120 days on the temporary moratorium pertaining to recent applications for duplexes, triplexes, fourplexes and multifamily residential development as presented. The motion carried; Commissioners Kerr and Lopez against; Mayor Gonzalez was present and voting.

L. Discussion and consideration on approval of a Memorandum of Understanding between Weslaco Fire Department and Texas Department of Public Safety for the use of interoperability or mutual aid radio channels and authorize the Mayor to execute any related documents. Possible action. (Staffed by Fire Department.)

Antonio Lopez, Fire Chief, stated the agreement is a renewal with the Texas Department of Public Safety for the use and maintenance of interoperability or mutual aid radio channels. Staff recommended approval and stated by having this partnership allows the city to apply for grant funding.

Commissioner Kerr seconded by Commissioner Lopez moved to approve Memorandum of Understanding between Weslaco Fire Department and Texas Department of Public Safety for the use of interoperability or mutual aid radio channels as presented. The motion carried unanimously; Mayor Gonzalez was present and voting.

M. Discussion and consideration to award RFB No. 2023-24-16 for Industrial Uniform Rental Service to the most advantageous bidder: Unifirst and authorize the Mayor to execute any related documents. Possible action. (Staffed by Public Works Department.)

David Arce, Public Works Director, stated bids were opened on March 5; AlSCO, Unifirst and Cintas submitted bids; AlSCO is the current vendor and the lowest bid but have had ongoing issues with services from AlSCO that have been addressed with them to include, timely delivery of uniforms, concerns on wrong sizes and names on the uniforms and employees have expressed disappointment regarding their uniforms. Staff recommended to award to the second low bidder Unifirst in the amount of \$25,206.48 an estimated difference of \$4,500 that would be around \$50 per employee (100).

In response to the commission, David Arce stated they have tried working with AlSCO and given them the opportunity to remedy the concerns, but the issues and complaints continued from the employees.

Mayor Pro Tem Farias seconded by Commissioner Gonzalez Jr. moved to approve and award Unifirst for Industrial Uniform Rental Service as presented. The motion carried unanimously; Mayor Gonzalez was present and voting.

N. Discussion and consideration to award RFB No. 2023-24-23 for Street Materials to the most advantageous bidders: Synolo Materials, LLC, and Frontera Materials Inc., based on Street Material-Bid Tabulation, price agreement effective for one year starting on date of award with an option for an additional year renewal and authorize the Mayor to execute any related documents. Possible action. (Staffed by Public Works Department.)

David Arce stated on April 25 6 bids for various street materials were received and evaluated; presented the tabulations and recommended approval of price agreements as follows: hot mix materials award Synolo Materials primary and Frontera as an alternate; cold mix materials award Synolo Materials delivered and Frontera Materials Inc. for pick up; caliche material award Frontera (pickup and delivery) and for MC-30 Oil award Synolo Materials (pickup and delivery).

Commissioner Lopez seconded by Commissioner Gonzalez Jr. moved to approve and award street materials to Synolo Materials LLC and Frontera Materials effective for one year with an option for an additional year renewal as presented. The motion carried; Commissioner Kerr abstained; Mayor Gonzalez was present and voting.

O. Discussion and consideration to purchase eight (8) patrol unit radios for new leased units from Motorola Solutions (Contract # 17724 - HGAC (TX)-RA05-21) in the amount of \$27,810.56. The city will invoice D& M Leasing for the amount and D& M will issue a check for that amount for the city to pay Motorola, the amount of the purchase will be added to the previous approved leasing program and authorize the Mayor to execute any related documents. Possible action. (Staffed by Police Department.)

Armando Espinoza, Asst. Police Chief, stated this was additional purchase of equipment for the leased vehicles with D&M Leasing; the cost will be included in the original master leasing program agreement entered with D&M that will allow a cost savings as it is a government contract offering discounted prices to municipalities. Staff recommended approval.

Commissioner Rodriguez seconded by Commissioner Kerr moved to approve the purchase of eight (8) patrol unit radios for new leased units from Motorola Solutions (Contract # 17724 - HGAC (TX)-RA05-21) in the amount of \$27,810.56. as presented. The motion carried unanimously; Mayor Gonzalez was present and voting.

P. Discussion and consideration for continuation of a contract with Mary Ann Peralez (Breath Test Services), the sole-source to provide technical supervision for the alcohol breath test program (Intoxilyzer 9000) for a term of one year beginning October 1, 2024, in the amount of \$8,000.00 and authorize the Mayor to execute any related documents. Possible action. (Staffed by the Police Department.)

Armando Espinoza recommended approval of the contract with Mary Ann Peralez for breath test services; is a sole-source vendor licensed by the Texas Department of Public Safety to provide technical supervision for the alcohol breath test program (Intoxilyzer 9000); agreement would be for one year beginning October 1, 2024 in the amount of \$8,000.00.

Commissioner Kerr seconded by Commissioner Lopez moved to approve contract with Mary Ann Peralez (Breath Test Services), the sole-source to provide technical supervision for the alcohol breath test program (Intoxilyzer 9000) for a term of one year beginning October 1, 2024, in the amount of \$8,000.00 as presented. The motion carried unanimously; Mayor Gonzalez was present and voting.

Q. Discussion and consideration of a proposed professional services agreement with SWG Engineering, LLC to provide engineering plan reviews for a fee of \$3,000.00 per month for a term of one-year and authorize the Mayor to execute any related documents. Possible action. (Staffed by the Engineering Department.)

Albert Aldana stated an agreement with SWG was approved to assist with plan review for new subdivisions. Staff wished to continue with SWG with professional services at a monthly rate of \$3,000 for a term of one year and noted the engineering department has benefited from the services

received from SWG because they are able to work on projects such as street striping, ditch widening plans and other assignments. Staff recommended approval subject to City Attorney review and comments.

Commissioner Kerr seconded by Commissioner Lopez moved to approve Professional Service Agreement with SWG Engineering, LLC to provide engineering plan reviews for a fee of \$3,000.00 per month as presented. The motion carried unanimously; Mayor Gonzalez was present and voting.

VIII. EXECUTIVE SESSION

At 7:00 p.m. Mayor Pro Tem Farias seconded by Commissioner Pedraza moved to convene the regular meeting in Executive Session. The motion carried unanimously; Mayor Gonzalez was present and voting.

At 8:35p.m. Mayor Gonzalez stated the City Commission had completed its Executive Session and reconvened the regular meeting as open to the public.

IX. POSSIBLE ACTION ON WHAT IS DISCUSSED IN EXECUTIVE SESSION

A. Personnel - Discussion regarding the goals, objectives, and evaluation of the City Manager for the City of Weslaco as authorized by Section §551.074 of the Texas Government Code.

No action.

B. Personnel - Discussion regarding the goals, objectives, and evaluation of the Assistant City Manager/Airport Director for the City of Weslaco as authorized by Section §551.074 of the Texas Government Code.

No action.

C. Real Property - Consultation with City Attorney on the purchase, sale, exchange, lease or value of real property legally described as the South 12.50' of Lot 3 and Lots 4-9, Weslaco Original Townsite Subdivision, Weslaco, Hidalgo County, Texas as authorized by section §551.072 of the Texas Government Code.

No action.

D. Real Property - Consultation with City Attorney regarding the sale price of real property with LASCO Development for property located at 901 N. Airport Drive as authorized by §551.072 of the Texas Local Government Code.

Commissioner Kerr seconded by Commissioner Pedraza moved to authorize the City Manager to negotiate with LASCO Development for property located at 901 N. Airport Drive as discussed in executive session. The motion carried unanimously; Mayor Gonzalez was present and voting.

E. Real Property - Consultation with City Attorney on the sale of real property located at Mid Valley Airport, 1909 Joe Stephens relating to Hanger B from Sky King Aviation Inc. as authorized by Section §551.072 of the Texas Government Code.

Commissioner Pedraza seconded by Commissioner Lopez moved to decline the right of first refusal for real property located at Mid Valley Airport, 1909 Joe Stephens relating to Hanger B from Sky King Aviation Inc as discussed in executive session. The motion carried unanimously; Mayor Gonzalez was present and voting.

F. Legal Consultation - Consultation with City Attorney regarding potential litigation as submitted by Attorney at Law Fidel Luis Pena III as authorized by Section §551.071 of the Texas Government Code.

No action.

G. Legal Consultation – Consultation with City Attorney regarding Liquid Environmental as authorized by Section §551.071 of the Texas Government Code.

No action.

H. Legal Consultation – Discussion with the City Manager and City Attorney relating to the City’s rights, duties, privileges, and obligations in connection to the Collective Bargaining Agreement with the Fire Union (IAFF-WFFA Local 3207) FY October 1, 2022 – September 30, 2025, as authorized by Section §551.071 of the Texas Government Code.

No action.

X. ADJOURNMENT

Mayor Pro Tem Farias seconded by Commissioner Pedraza moved to adjourn the regular meeting of May 7, 2024 at 8:37 p.m. The motion carried unanimously; Mayor Gonzalez was present and voting.

CITY OF WESLACO

Adrian Gonzalez, **MAYOR**

ATTEST:

Norma A. Cantu, **CITY SECRETARY**



**MINUTES OF A SPECIAL MEETING
WESLACO CITY COMMISSION
MAY 14, 2024**

On Tuesday, May 14, 2024, at 5:30 p.m. the City Commission of the City of Weslaco, Texas convened in a Special Meeting at City Hall in the Legislative Chamber, located at 255 South Kansas Avenue with the following member's present:

PRESENT:	Mayor	Adrian Gonzalez
	Mayor Pro Tem	Adrian Farias
	Commissioner	Josh Pedraza
	Commissioner	JP Rodriguez
	Commissioner	Letty Lopez
	Commissioner	Israel Gonzalez Jr.

ABSENT:	Commissioner	Greg Kerr
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STAFF PRESENT:	Martin Garza	City Manager
	Norma A. Cantu	City Secretary
	Juan E. Gonzalez	City Attorney

Also present: Aida Vega, Deputy City Secretary, Rosie Cavazos, Finance Director, Rebekah de la Fuente, Director of Planning and Code Enforcement, MariCarmen Garcia, Asst. Library Director, Luz Galindo, HR Director, Albert Aldana, City Engineer, Antonio Lopez, Fire Chief, Joel Rivera, Police Chief, David Arce, Public Works Director, Rick Mendoza, IT Director, Rosa Badillo, Court Coordinator, George Quilantan, Inframark and other staff members.

I. CALL TO ORDER

A. Certification of Public Notice.

Mayor Gonzalez called the meeting to order and certified the public notice of the meeting as properly posted Friday, May 10, 2024.

B. Invocation.

Pastor Manuel Portillo, The Way of the Redeemed Church led the invocation.

C. Pledge of Allegiance.

Mayor Gonzalez led the "Pledge of Allegiance and Texas Flag."

D. Roll Call.

Norma A. Cantu, City Secretary, called the roll noting at the time of roll call the absence of Commissioner Kerr and Pedraza and a quorum present.

E. Mayoral Recognition.

1) Proclamation - National Public Works Week.

Mayor Gonzalez and City Commission proclaimed May 18-25, 2024 as Public Works Week in Weslaco.

2) Proclamation - Economic Development Corporation of Weslaco Week.

Mayor Gonzalez and City Commission proclaimed May 6 through May 10, 2024, as Economic Development Week in Weslaco.

II. PUBLIC COMMENTS

None.

III. REPORTS

A. Weslaco Economic Development Corporation.

Mitchell Garcia, WEDC, reported that staff attended two trade shows being the San Antonio Manufacturing Association and Viva Fresh; celebrated EDC Week; staff attended Game of Life at Weslaco East presenting to students about economic development and government; upcoming travel is the International Conference of Shopping Centers; hosted a Financial Education Seminar for the business community; Texas Roadhouse opens May 20; reported a successful joint workshop with the City Commission was held; elevator repairs were needed at the UTRGV facility that were done and covered by Noble Builders the contractor and staff participated with RGV Star-Up.

B. Weslaco Chamber of Commerce & Visitor Center.

Barbara Jean Garza, President/CEO, presented the destination marketing report expenditures for April 2024 totaled \$10,716; visitors for the month was 1,076 comprised of voters, in and out of state visitors and event guests; door traffic tracker had 2,039; facility reservation were 16; went over upcoming events and ribbon cuttings; ribbon cutting for Texas Roadhouse May 20; went over community events noting solar eclipse kits were given out and well received and appreciated; celebrated National Small Business Week with a variety events to include a job fair; stated they were in the process of finalizing the details for Lemonade Day in Weslaco a program open to youth business entrepreneurs and will officially be held August 3 and noted Weslaco is now 1 of 3 cities that are licensed holder of this program.

IV. CONSENT AGENDA

All items listed under the Consent Agenda are considered to be routine, and the Governing Body has been furnished with background and support material and will be enacted by one motion. There will be no separate discussion of these items. If discussion is desired, the item(s) will be

removed from the consent agenda by the Mayor, a Commission member or the City Manager and will be considered separately.

A. Approval on second and final reading of the following:

1) Ordinance 2024-15 renaming West Mile 6 1/2 N Rd between Milanos and Midway Road to Maritza Drive and authorize the Mayor to execute any related documents. (First reading held May 7, 2024; staffed by Planning & Code Enforcement Department.)

B. Approval on the request from First Baptist Church for street closure from 8:00am to 1:00pm beginning June 10 through June 13, 2024 from 6th Street to 7th Street for vacation bible school and authorize the Mayor to execute any related documents. (Staffed by City Manager.)

C. Approval of Resolution No 2024-51 dedicating 10.26 acres of wetlands/open space/parkland located in the southwest quadrant of Judge Gilbert Park as open space/natural land for perpetuity, as required by the Texas Parks and Wildlife Department and authorize the Mayor to execute any related documents. (Staffed by Parks & Recreation Department.)

D. Approval on renewal of a Facilities Usage Agreement with South Texas College for use of Mayor Pablo G. Pena City Park Tennis Courts, 300 North Airport Drive, from June 1, 2024 to May 31, 2025 and authorize the Mayor to execute any related documents. (Staffed by Parks and Recreation Department.)

E. Approval to continue enrollment in the Texas LESO (Law Enforcement Support Office) Program for one year to allow the transfer of excess Department of Defense personal property to our agency and authorize the Mayor to execute any related documents. (Staffed by the Police Department.)

Mayor Pro Tem Farias requested item D be withheld.

Commissioner Pedraza seconded by Commissioner Rodriguez moved to approve consent agenda withholding item D as presented. The motion carried unanimously; Mayor Gonzalez was present and voting.

D. Approval on renewal of a Facilities Usage Agreement with South Texas College for use of Mayor Pablo G. Pena City Park Tennis Courts, 300 North Airport Drive, from June 1, 2024 to May 31, 2025 and authorize the Mayor to execute any related documents. (Staffed by Parks and Recreation Department.)

In response to Mayor Pro Tem Farias, Omar Rodriguez stated there was no time stipulated as STC was waiting for enrollment and then determine time for the classes and they were advised lighting not available at this time.

Commissioner Pedraza seconded by Mayor Pro Tem Farias moved to approve consent agenda item D as presented. The motion carried unanimously; Mayor Gonzalez was present and voting.

Following for the record is the caption of Ordinance 2024-15.

ORDINANCE NO. 2024-15

AN ORDINANCE DESIGNATING A PUBLIC ROADWAY: "MILE 6 1/2 N RD" TO MARITZA DRIVE ("MILE 6 1/2 N RD"); AND PROVIDING FOR A SEVERABILITY CLAUSE; CUMULATIVE CLAUSE; EFFECTIVE DATE

V. NEW BUSINESS

A. Discussion and consideration to approve the requirement under Texas Govt. Code 2254 for the City to provide a written statement and finding of the City's need for specialized contingent fee for legal services with Linebarger Goggan Blair & Sampson, LLP and authorize the Mayor to execute any related documents. Possible action. (Staffed by Finance Department.)

Rosie Cavazos, Finance Director, stated action is required under the statute of the Texas Govt. Code 2254 that provides a written statement on why the hiring of a law firm for specialized services is necessary (collection of delinquent taxes). Staff recommended approval.

Mayor Pro Tem Farias seconded by Commissioner Gonzalez Jr. moved to approve the requirement under Texas Govt. Code 2254 for the City to provide a written statement and finding of the City's need for specialized contingent fee for legal services with Linebarger Goggan Blair & Sampson, LLP as presented. The motion carried; Commissioner Lopez against; Mayor Gonzalez was present and voting.

B. Discussion and consideration to approve an agreement with Linebarger, Goggan, Blair & Simpson for collection services of delinquent ad valorem taxes and authorize the Mayor to execute any related documents. Possible action. (Staffed by Finance Department.)

Rosie Cavazos stated previous commission action awarded Linebarger, Goggan Blair & Simpson for collection of delinquent ad valorem taxes; agreement would be for three years beginning June 1, 2024 through March 31, 2027. Staff recommended approval.

Juan E. Gonzalez, City Attorney, requested approval be contingent to removal of section 7.02 – Arbitration clause. There was no objection from Michael Cano, Linebarger, Goggan Blair & Simpson.

Commissioner Pedraza seconded by Commissioner Gonzalez Jr. moved to approve agreement with Linebarger, Goggan, Blair & Simpson for collection services of delinquent ad valorem taxes as subject to the Arbitration clause Section 7.02 be removed as presented. The motion carried; Commissioner Lopez against; Mayor Gonzalez was present and voting.

C. Discussion and consideration of Resolution 2024-52 setting penalties imposed under Texas Tax Code Sections 33.07 and 33.08 and authorize the Mayor to execute any related documents. Possible action. (Staffed by Finance Department.)

Rosie Cavazos recommended approval and stated the Resolution sets the penalties that may be imposed by Linebarger, Goggan, Blair & Simpson under the tax code which is 15% and is the same as what is currently in place.

Mayor Pro Tem Farias seconded by Commissioner Pedraza moved to approve Resolution 2024-52 setting penalties imposed under Texas Tax Code Sections 33.07 and 33.08 as presented. The motion carried; Commissioner Lopez against; Mayor Gonzalez was present and voting.

D. Discussion and consideration to accept and file the Quarterly Investment Report for period ending March 31, 2024 and authorize the Mayor to execute any related documents. Possible action. (Staffed by Finance Department.)

Rosie Cavazos presented the Quarterly Investment Report for period ending March 31, 2024 as follows; deposits remain consistent; interest received outpace projections; interest earned to date is \$1,525,705 noting the General fund recognized \$396,514.73 and the remaining balance went to other capital projects funds. Staff recommended approval to accept and file Quarterly Investment Report for period ending March 31, 2024.

Commissioner Rodriguez seconded by Commissioner Lopez moved to accept and file the Quarterly Investment Report for period ending March 31, 2024 as presented. The motion carried unanimously; Mayor Gonzalez was present and voting.

E. Discussion and consideration to accept and file the Financial Reports (unaudited) as of March 31, 2024 for the General Fund, Water and Sewer Fund, Solid Waste Fund, and Airport Fund and authorize the Mayor to execute any related documents. Possible action. (Staffed by Finance Department.)

Rosie Cavazos presented the financial reports (unaudited) as of March 31, 2024 as follows: general fund has a positive change in fund balance of \$8.1M, revenues collected were at \$23.2M expenditures at \$15.7M with an operating surplus of \$7.5M; sales tax collected is at 50% of projections, interest earned \$460K and number of day strong at 170 with 92.95% of our ad valorem tax collected; water & wastewater fund had a negative change in fund balance of \$657,568, 47 days of working capital and noted bond obligations were due that caused the decrease in the number of days of working capital; sanitation fund had a positive change in fund balance of \$724,666, 63 days of working capital and continued to see a positive trend in their fund balance and number of working capital days; airport fund had a negative net change of \$94,180 and continued with a negative number of working capital days. Staff recommended approval to accept and file the Financial Reports (unaudited) as of March 31, 2024.

Commissioner Pedraza seconded by Commissioner Lopez moved to accept and file the Financial Reports (unaudited) as of March 31, 2024 for the General Fund, Water and Sewer Fund, Solid Waste Fund, and Airport Fund as presented. The motion carried unanimously; Mayor Gonzalez was present and voting.

F. Discussion and consideration on Ordinance 2024-16 adopting a mid-year budget amendment and authorize the Mayor to execute any related documents. Possible action. First reading of Ordinance 2024-16. Possible action. (Staffed by Finance Department.)

Minutes of the Special Meeting on May 14, 2024

Rosie Cavazos stated the ordinance presented will adopt those mid-year budget amendments done as a result of unanticipated expenditures due to repairs of equipment, overtime, cost of fuel and other supplies price increase; reported the General fund had a negative impact \$307,327, Water & Sewer fund negative impact to combined fund balance of \$822,326, Solid Waste had a negative impact to net position of \$115,200, Airport fund had a negative impact of \$40,000, ARPA fund impact was \$200,000 in revenues and \$677,452 in expenditures, the impact to the debt funds had an increase to the projections, the impact to the Capital Improvement funds recognized interest earned with updated project estimates, with the Boys & Girls Club expansion ready to proceed fund 102 reactivated fund to help track of the project expenditures and amended other small governmental funds with immaterial impacts. Staff recommended approval.

Commissioner Lopez seconded by Commissioner Pedraza moved to approve Ordinance 2024-16 adopting a mid-year budget amendment as presented. The motion carried unanimously; Mayor Gonzalez was present and voting.

G. Discussion and consideration to enter into an Interlocal Cooperation Agreement with the County of Hidalgo for American Rescue Plan Act Recovery Funds establishing a partnership to create the Hidalgo County American Rescue Plan Act Recreational Development Program and authorize the Mayor to execute any related documents. Possible action. (Staffed by Parks & Recreation Department.)

Omar Rodriguez, Parks and Recreation Director, recommended approval and stated the interlocal allows Hidalgo County Precinct 1 to reimburse funds in the amount of \$150,000 approved under their ARPA funding for playground equipment installed at Judge Gilbert Garza Park.

Commissioner Pedraza seconded by Commissioner Rodriguez moved to approve an Interlocal Cooperation Agreement with the County of Hidalgo for American Rescue Plan Act Recovery Funds establishing a partnership to create the Hidalgo County American Rescue Plan Act Recreational Development Program as presented. The motion carried unanimously; Mayor Gonzalez was present and voting.

H. Discussion and consideration to authorize the Mayor to provide a letter of support to the Boys & Girls Club of Weslaco Expansion project application to Knapp Community Care Foundation and authorize the Mayor to execute any related documents. Possible action. (Staffed by Parks & Recreation.)

Omar Rodriguez stated staff had met with Boys & Girls Club representatives regarding their funding from Congressman Vicente Gonzalez was \$1.7M for the expansion project that had a total estimated project cost of \$2.5million; for additional funding towards the project, they will be submitting an application to the Knapp Care Community Foundation and the letter of support will show the project is a city priority. Staff recommended approval.

Mayor Pro Tem Farias seconded by Commissioner Pedraza moved to approve for the Mayor to provide a letter of support to the Boys & Girls Club of Weslaco Expansion project application to

Knapp Community Care Foundation as presented. The motion carried unanimously; Mayor Gonzalez was present and voting.

I. Discussion and consideration to approve a services agreement with ERO Architects for Architectural and Engineering services for the Boys & Girls Club of Weslaco Expansion Preliminary Design Report not to exceed \$50,000 and authorize the Mayor to execute any related documents. Possible action. (Staffed by Parks & Recreation Department.)

Omar Rodriguez stated ERO had been selected as the architect for the project; the first phase was to have a site analysis done showing existing building, expansion and proposed RDF; they will work with Boys & Girls Club staff to prepare and submit environmental study to HUD so funds may be released and would also present programing and schematic design of the new building to present an estimated project cost; staff will then negotiate the basic services agreement of their contract. Staff recommended approval of a Preliminary Design Report not to exceed \$50,000 be done by ERO Architects.

Commissioner Lopez seconded by Commissioner Pedraza moved to approve a service agreement with ERO Architects for Architectural and Engineering services for the Boys & Girls Club of Weslaco Expansion Preliminary Design Report not to exceed \$50,000 as presented. The motion carried unanimously; Mayor Gonzalez was present and voting.

J. Discussion and consideration to authorize staff to solicit Statements of Qualifications for Architectural and Engineering design services to re-roof the Valley Nature Center Building and authorize the Mayor to execute any related documents. Possible action. (Staffed by Parks & Recreation Department.)

Omar Rodriguez stated in the past staff had received two opinions from contractors who specialize in reroofing that agreed that the re-roofing of the Valley Nature Center needed to be done; stated an architectural engineer would need to be hired to prepare a bid package for the scope of work required. Staff recommended approval to solicit Statements of Qualifications for Architectural and Engineering design services to re-roof the Valley Nature Center.

Mayor Pro Tem Farias questioned if bid specifications were not on file from the previous Architect/Engineer (Boultinghouse) for the Valley Nature Center that could be used. Omar Rodriguez stated it could be searched and looked for but there could still be a cost to review those specs, analyze the work performance and recommendations to mitigate any issues.

Juan E. Gonzalez recommended staff could go back and see what specs are in place that could be used and save time. Omar Rodriguez stated Boultinghouse was going to see what files they had but no discussions on cost has been discussed.

No action taken and allow time for staff to discuss further with the original architect on file, Boultinghouse for any plans retained.

K. Discussion and consideration to create a Weslaco Police Department PayPal Account for the Sole Source of all Walmart Grant funds and authorize the Mayor to execute any related documents. Possible action. (Staffed by the Police Department.)

Joel Rivera, Police Chief, stated annually they apply for grants from Walmart stores (North and South); their application process now required a PayPal account for funds to be released when awarded. Staff recommended approval noting Finance and IT Departments had been advised and no objection to the request.

Commissioner Pedraza seconded by Commissioner Lopez moved to approve to create a Weslaco Police Department PayPal Account for the Sole Source of all Walmart Grant funds as presented. The motion carried unanimously; Mayor Gonzalez was present and voting.

L. Discussion and consideration on the request from Cameron County Regional Mobility Authority for a letter of support designating the Pharr District office as Pharr District Metro District Designation and authorize the Mayor to execute any related documents. Possible action. (Staffed by City Manager.)

Martin Garza, City Manager, recommended approval on the request from Cameron County Regional Mobility Authority for a letter of support to the Texas Department of Transportation Chairman designating the Pharr District office as one of the Texas six top ranked metro districts; designation will enhance funding to ensure appropriate growth and infrastructure needed in the Rio Grande Valley is recognized.

Commissioner Rodriguez seconded by Commissioner Pedraza moved to approve the request from Cameron County Regional Mobility Authority for a letter of support designating the Pharr District office as Pharr District Metro District Designation as presented. The motion carried unanimously; Mayor Gonzalez was present and voting.

VI. EXECUTIVE SESSION

At 6:15 p.m. Commissioner Pedraza seconded by Commissioner Gonzalez Jr. moved to convene the regular meeting in Executive Session. The motion carried unanimously; Mayor Gonzalez was present and voting.

At 7:15 p.m. Mayor Gonzalez stated the City Commission had completed its Executive Session and reconvened the regular meeting as open to the public.

VII. POSSIBLE ACTION ON WHAT IS DISCUSSED IN EXECUTIVE SESSION

A. Personnel - Discussion regarding the goals, objectives, and evaluation of the City Manager for the City of Weslaco as authorized by Section §551.074 of the Texas Government Code.

No action.

B. Personnel - Discussion regarding the goals, objectives, and evaluation of the Assistant City Manager/Airport Director for the City of Weslaco as authorized by Section §551.074 of the Texas Government Code.

Commissioner Pedraza seconded by Commissioner Lopez moved to approve the City Manager and City Attorney proceed as discussed in executive session. The motion carried unanimously; Mayor Gonzalez was present and voting.

C. Real Property - Consultation with City Attorney regarding the sale price of real property with LASCO Development for property located at 901 N. Airport Drive as authorized by §551.072 of the Texas Local Government Code.

Commissioner Pedraza seconded by Commissioner Rodriguez moved to approve a 30-day extension to the contract and begin with negotiations with LASCO as discussed in executive session. The motion carried unanimously; Mayor Gonzalez was present and voting.

D. Legal Consultation – Consultation with City Attorney regarding Liquid Environmental as authorized by Section §551.071 of the Texas Government Code.

No action.

E. Legal Consultation – Discussion with the City Manager and City Attorney relating to the City’s rights, duties, privileges, and obligations in connection to the Collective Bargaining Agreement with the Fire Union (IAFF-WFFA Local 3207) FY October 1, 2022 – September 30, 2025, as authorized by Section §551.071 of the Texas Government Code.

No action.

VIII. ADJOURNMENT

Mayor Pro Tem Farias seconded by Commissioner Pedraza moved to adjourn the special meeting of May 14, 2024 at 7:14 p.m. The motion carried unanimously; Mayor Gonzalez was present and voting.

CITY OF WESLACO

Adrian Gonzalez, **MAYOR**

ATTEST:

Norma A. Cantu, **CITY SECRETARY**



Standardized Agenda Request Form

Date of Meeting: June 4, 2024		Agenda Item No. (to be assigned by CSO): 2024-552	
From:			
Subject: Ordinance 2024-16 adopting a mid-year budget amendment and authorize the Mayor to execute any related documents. (First reading held May 14, 2024; staffed by Finance Department.)			
Background:			
Funding Source (budget code, if applicable):			
Amount:	Term of Impact:	Identified in Current Budget:	
Additional Action Prompted: Mayor's Signature Ordinance - First Reading			
If item previously considered, provide date and action by Commission:			
If item requires Publication Notice, provide date and periodical of publication; indicate if comments received from letters mailed to property owners:			
Advisory Review, if any (name of board/committee, date of action, recommendation):			
ADELAIDA VEGA Rosalinda Cavazos Martin Garza		Created	
City Manager Comments: Approve as recommended by staff.			
Staff Recommendation:			
Attachments, if any: 051424 MID-YEAR AGENDA MEMO, MIDYEAR FY24 BUDGET AMENDMENT, O2024-16 MID-YEAR BUDGET AMENDMENT			
Responsibilities upon Approval:			

City of Weslaco

"The City on the Grow"



Adrian Gonzalez, Mayor
Adrian Farias, Mayor Pro-Tem, District 4
Greg Kerr, Commissioner, At-Large
Israel Gonzalez, Jr., Commissioner, At-Large
Josh Pedraza, Commissioner, District 1
Letty Lopez, Commissioner, District 2
Jose "JP" Rodriguez, Commissioner, District 3

Martin Garza, City Manager

Date: May 10, 2024

To: Mayor & City Commission

CC: Martin Garza, City Manager

From: Rosie Cavazos, Finance Director

Re: Mid-Year Budget Amendment

The City Commission on September 19, 2023, approved ordinance 2023-42 adopting the City of Weslaco's 2023-2024 fiscal year budget. The city has reached the mid-point of the fiscal year and is necessary to amend the original budget. We have received additional funding and have experienced unanticipated expenditures.

Whereas any deviation from this requires approval by the governing body, the City Commission needs to be informed of said changes and amend the budget. Detailed information is provided in exhibits A-E in the ordinance.

The major funds impact summary is as follows:

- General fund: negative impact to fund balance of \$307,327
- Water & Sewer fund: negative impact to combined fund balance of \$822,326.
- Solid Waste: negative impact to net position of \$115,200.
- Airport fund: negative impact of \$40,000.
- ARPA impact of \$200,000 in revenues and \$677,452 in expenditures.
- We have impacted our debt funds with an increase to the projections.
- We have impacted our Capital Improvement funds with recognition of interest earns with updated project estimates.
- We have also reactivated Fund 102, Boys & Girls Fund to help track our expansion expenditures.
- We have also amended other small governmental funds with immaterial impacts.

We respectfully come before you for consideration on this request.

Staff recommends approval of Ordinance and Budget Amendment.

Account Number	Dept / Function	Description	DEBIT	CREDIT
101-4000-401100	REVENUE	CURRENT ADVALOREM	\$	397,977
101-4000-414020	REVENUE	MAGIC VALLEY ELEC		24,101
101-4000-422000	REVENUE	BUILDING PERMITS		100,000
101-4000-422020	REVENUE	CONDITIONAL USE PERMIT		1,000
101-4000-422030	REVENUE	ELEC & PLBG PERMITS		30,000
101-4000-422300	REVENUE	OTHER PERMITS		5,000
101-4000-431390	REVENUE	PUBLIC INFORMATION REQUEST		2,000
101-4000-435410	REVENUE	ENGINEERING PERMITS		2,000
101-4000-432610	REVENUE	AMBULANCE FEES		150,000
101-4000-435600	REVENUE	ANIMAL SHELTER REVENUE		82,000
101-4000-439010	REVENUE	OVER/UNDER		200
101-4000-450010	REVENUE	INTERGOVERNMENTAL REVENUE		10,471
101-4000-451256	REVENUE	DEPLOYMENT - STATE REIMB		150,000
101-4000-453210	REVENUE	WESLACO ISD		71,688
101-4000-460100	REVENUE	INTEREST EARNED		110,000
101-4000-460300	REVENUE	INTEREST ON INVESTMENTS		201,756
101-4000-471410	REVENUE	LIBRARY FACILITY RENTALS		1,000
101-4000-471430	REVENUE	PARKS FACILITY RENTALS		10,000
101-4000-473810	REVENUE	INSURANCE CLAIM PAYMENTS		15,000
101-4000-473820	REVENUE	SETTLEMENT PROCEEDS		15,000
101-4000-476340	REVENUE	DONATIONS - ANIMAL SHELTER		150,000
101-4000-478910	REVENUE	MISCELLANEOUS REVENUE		80,000
101-4000-492010	REVENUE	PROCEEDS SALE OF ASSETS		84,595
101-5100-522043	CCO	TRAVEL & TRAINING	10,000	
101-5100-522520	CCO	MEMBERSHIP & SUBSCRIPTION	7,000	
101-5100-533010	CCO	PROFESSIONAL SERVICES	15,000	
101-5100-544001	CCO	OFFICE SUPPLIES	200	
101-5100-548050	CCO	EQUIPMENT-NON CAPITALIZED	23,000	55,200
101-5101-510010	CMO	EXEMPT WAGES	41,500	
101-5101-510020	CMO	NON-EXEMPT WAGES	56,427	
101-5101-510080	CMO	OVERTIME	1,500	
101-5101-511100	CMO	GROUP HEALTH INSURANCE	5,000	
101-5101-511120	CMO	PENSION CONTRIBUTION	8,911	
101-5101-511140	CMO	FICA TAX	6,071	
101-5101-511150	CMO	MEDICARE TAX	1,420	
101-5101-522240	CMO	ADVERTISING	1,000	
101-5101-533010	CMO	PROFESSIONAL SERVICES	1,500	
101-5101-544001	CMO	OFFICE SUPPLIES	1,500	
101-5101-544016	CMO	MOTOR FUEL & LUBE	1,000	
101-5101-548050	CMO	EQUIPMENT-NON CAPITALIZED	15,200	141,030
101-5103-510080	CSO	OVERTIME	1,500	
101-5106-522442	CSO	POSTAGE MACHINE RENTAL	100	
101-5103-544042	CSO	CODE BOOK - CODIFICATION	2,000	3,600
101-5106-510080	FINANCE	OVERTIME	1,000	
101-5106-533010	FINANCE	PROFESSIONAL SERVICES	60,000	
101-5106-544001	FINANCE	OFFICE SUPPLIES	8,000	
101-5106-548050	FINANCE	EQUIPMENT-NON CAPITALIZED	310	69,310
101-5109-510080	HR	OVERTIME	1,500	
101-5109-522440	HR	POSTAGE	500	
101-5109-522810	HR	OTHER SERVICES	3,000	
101-5109-533010	HR	PROFESSIONAL SERVICES	500	
101-5109-544026	HR	EDUCATIONAL SUPPLIES	7,000	
101-5109-544045	HR	OTHER SUPPLIES	1,500	14,000
101-5110-510080	BLDG MAINT	OVERTIME	19,000	
101-5110-522300	BLDG MAINT	EQUIPMENT RENTAL	2,000	
101-5110-522626	BLDG MAINT	MAINT-BUILDING	48,337	
101-5110-522639	BLDG MAINT	MAINT-RADIOS	1,000	
101-5110-522641	BLDG MAINT	MAINT-HEATH & A/C	35,000	
101-5110-522651	BLDG MAINT	MAINT-ELEVATOR	3,000	
101-5110-522656	BLDG MAINT	TERMITING	1,800	
101-5110-522810	BLDG MAINT	OTHER SERVICES	10,000	
101-5110-544005	BLDG MAINT	JANITOR SUPPLIES	12,000	
101-5110-544016	BLDG MAINT	MOTOR FUEL & LUBE	6,250	138,387
101-5111-510080	IT	OVERTIME	4,000	
101-5111-544001	IT	OFFICE SUPPLIES	600	4,600
101-5120-522440	MUNICIPAL COURT	POSTAGE	700	
101-5120-548050	MUNICIPAL COURT	EQUIPMENT-NON CAPITALIZED	1,000	1,700
101-5125-533023	LAW	CITY ATTORNEY RETAINER	100,000	
101-5140-528XXX	OTHER GEN EXPEND	COMMUNITY EVENTS	100,000	

101-5202-510080	POLICE	OVERTIME	300,000	
101-5202-522010	POLICE	COMMUNICATIONS	10,000	
101-5202-522080	POLICE	INSURANCE & BONDS	1,000	
101-5202-522320	POLICE	COPYING EXPENSE	6,000	
101-5202-522044	POLICE	TRAVEL & TRAINING-LEOSE	10,471	
101-5202-522440	POLICE	POSTAGE	800	
101-5202-522628	POLICE	MAINT-OTHER	10,000	
101-5202-522636	POLICE	MAINT-VEHICLES	20,000	
101-5202-522639	POLICE	MAINT-RADIOS	30,000	
101-5202-544012	POLICE	CLOTHING & LINEN	15,000	
101-5202-544037	POLICE	FIREARMS CERTIFICATION	5,000	
101-5202-544045	POLICE	OTHER SUPPLIES	15,000	423,271
101-5206-510045	FIRE	CIVIL SERVICE	30,000	
101-5206-510080	FIRE	OVERTIME	100,000	
101-5206-522380	FIRE	UTILITIES	16,000	
101-5206-522628	FIRE	MAINT-OTHER	12,000	
101-5206-522632	FIRE	MAINT-APPARATUS	100,000	
101-5206-522636	FIRE	MAINT-VEHICLES	10,000	
101-5206-522639	FIRE	MAINT-RADIOS	2,000	
101-5206-522810	FIRE	OTHER SERVICES	1,000	
101-5206-522820	FIRE	CERTIFICATION & LICENSES	2,500	
101-5206-533010	FIRE	PROFESSIONAL SERVICES		30,000
101-5206-544015	FIRE	BUNKER GEAR	30,000	
101-5206-544020	FIRE	MINOR TOOLS	1,000	
101-5206-544045	FIRE	OTHER SUPPLIES	1,000	
101-5206-554100	FIRE	CAPITAL OUTLAY	291,364	596,864
101-5208-522440	EMS	POSTAGE	50	
101-5208-522636	EMS	MAINT-VEHICLES	12,000	
101-5208-522639	EMS	MAINT-RADIOS	6,000	
101-5208-544021	EMS	MEDICAL SUPPLIES	12,000	
101-5208-544045	EMS	OTHER SUPPLIES	5,000	35,050
101-5209-522637	EM	MAINT-GENERATROS	6,838	
101-5209-544012	EM	CLOTHING & LINEN	100	
101-5209-544046	EM	MISCELLANEOUS	500	7,438
101-5210-510080	ANIMAL CONTROL	OVERTIME	25,000	
101-5210-522636	ANIMAL CONTROL	MAINT-VEHICLES	10,000	
101-5210-522720	ANIMAL CONTROL	ANIMAL SHELTER	500	
101-5210-522811	ANIMAL CONTROL	VETERINARY SERVICES	120,000	
101-5210-544005	ANIMAL CONTROL	ANIMAL SHELTER SUPPLIES	5,000	
101-5210-544012	ANIMAL CONTROL	CLOTHING & LINEN	6,500	
101-5210-544050	ANIMAL CONTROL	MOSQUITO SPRAY	3,000	170,000
101-5300-510080	PW ADMIN	OVERTIME	600	
101-5300-522080	PW ADMIN	INSURANCE & BONDS	2,000	
101-5300-522240	PW ADMIN	ADVERTISING	500	
101-5300-522636	PW ADMIN	MAINT-VEHICLES	2,000	
101-5300-544045	PW ADMIN	OTHER SUPPLIES	2,000	7,100
101-5304-510080	STREETS	OVERTIME	9,000	
101-5304-544045	STREETS	OTHER SUPPLIES	5,000	14,000
101-5307-510080	DRAIN DITCH	OVERTIME	16,000	
101-5307-522810	DRAIN DITCH	OTHER SERVICES	2,000	18,000
101-5340-522628	FLEET MAINT	MAINT-OTHER	1,000	
101-5340-522636	FLEET MAINT	MAINT-VEHICLES	2,000	
101-5340-544021	FLEET MAINT	CHEMICALS-MEDICAL	650	3,650
101-5350-522240	ENGINEERING	ADVERTISING	2,200	
101-5350-533010	ENGINEERING	PROFESSIONAL SERVICES	20,000	22,200
101-5404-510080	P&R	OVERTIME	23,000	
101-5404-522320	P&R	COPYING EXPENSE	1,000	
101-5404-522629	P&R	MAINT-PARKS	20,000	
101-5404-522634	P&R	MAINT-MACHINERY	6,000	
101-5404-522810	P&R	OTHER SERVICES	800	
101-5404-527505	P&R	SPECIAL EVENTS	10,000	
101-5404-544005	P&R	JANITOR SUPPLIES	7,200	
101-5404-544016	P&R	MOTOR FUEL & LUBE	12,000	
101-5404-544020	P&R	MINOR TOOLS	500	80,500
101-5511-522440	PLANNING	POSTAGE	3,000	
101-5511-533010	PLANNING	PROFESSIONAL SERVICES	15,000	
101-5511-544012	PLANNING	CLOTHING & LINEN	1,000	
101-5511-554240	PLANNING	VEHICLES	6,215	25,215
			<u>2,031,115</u>	<u>1,723,788</u>
IMPACT ON FUND BALANCE				<u>\$ (307,327)</u>

Account	Department	Description	DEBIT	CREDIT
WATER FUND				
501-4000-433310	REVENUE	WATER TAPPING FEES		\$ 40,000
501-4000-433720	REVENUE	UTILITY BILLING PENALTIES		10,000
501-4000-439010	REVENUE	OVER/UNDER		30
501-5312-522810	EXPENSE	OTHER SERVICES	11,000	
501-5312-544025	EXPENSE	CHEMICALS	75,000	
501-5312-544044	EXPENSE	WATER DELIVERY FEES	400,000	
501-5314-510080	EXPENSE	OVERTIME	15,000	
501-5314-522636	EXPENSE	MAINT-VEHICLES	13,000	
501-5314-544001	EXPENSE	OFFICE SUPPLIES	500	
501-5315-522810	EXPENSE	OTHER SERVICES	24,000	
501-5316-522320	EXPENSE	COPYING EXPENSE	1,500	
501-5316-522639	EXPENSE	MAINT-RADIOS	530	
508-5324-553120	EXPENSE	CAPITAL OUTLAY IMPROVEMENTS	75,000	
			615,530	50,030
Impact on Fund Balance			\$ (565,500)	
WASTEWATER FUND				
508-4000-433410	REVENUE	WASTEWATER CONNECTIONS		\$ 24,900
508-5322-522628	EXPENSE	MAINT-OTHER	9,000	
508-5322-522810	EXPENSE	OTHER SERVICES	11,000	
508-5322-550100	EXPENSE	CAPITAL OUTLAY.	231,726	
508-5324-510080	EXPENSE	OVERTIME	30,000	
			281,726	24,900
Impact on Fund Balance			\$ (256,826)	
SOLID WASTE FUND				
540-4000-433660	REVENUE	RECYCLING		\$ 5,000
540-5330-510080	REVENUE	OVERTIME	100,000	
540-5330-522628	EXPENSES	MAINT-OTHER	2,000	
540-5330-544001	EXPENSES	OFFICE SUPPLIES	2,000	
540-5330-544045	EXPENSES	OTHER SUPPLIES	2,000	
540-5332-510080	EXPENSES	OVERTIME	10,000	
540-5332-522810	EXPENSES	OTHER SERVICES	1,700	
540-5332-544001	EXPENSES	OFFICE SUPPLIES	500	
540-5532-544020	EXPENSES	MINOR TOOLS	1,000	
540-5332-544045	EXPENSES	OTHER SUPPLIES	1,000	
			120,200	5,000
Impact on Fund Balance			\$ (115,200)	
AIRPORT FUND				
550-5520-510080		OVERTIME	\$ 18,500	
550-5520-522043		TRAVEL & TRAINING	12,000	
550-5520-522520		MEMBERSHIP & SUBSCRIPTION	2,000	
550-5520-522636		MAINT-VEHICLES	3,000	
550-5520-544016		MOTOR FUEL & LUBE	3,000	
550-5520-544025		CHEMICALS	1,500	
			40,000	-
Impact on Fund Balance			(40,000)	

Account	Department	Description	DEBIT	CREDIT
102-BOYS & GIRLS FUND				
102-4000-450010	REVENUE	INTERGOVERNMENTAL REVENUE		\$ 50,000
102-5100-533010	EXPENSES	PROFESSIONAL SERVICES	\$ 50,000	\$ -
			50,000	50,000
		Impact on Fund Balance	\$ -	
PAYROLL FUND				
103-4000-460100	REVENUE	INTEREST EARNED		\$ 700
103-5800-580101	TRANSFERS	TRANSFER TO GENERAL FUND	\$ 2,302	\$ -
			2,302	700
		Impact on Fund Balance	\$ (1,602)	
COURT ADMINISTRATION				
101-5120-550110	MUNICIPAL COURT	EQUIPMENT	\$ 13,843	
			13,843	-
		Impact on Fund Balance	\$ (13,843)	
SEIZURES ACCOUNT				
201-4000-441510		CONFISCATED PROPERTY		25,000
201-4000-460100		INTEREST EARNED		1,000
201-5202-550110		EQUIPMENT	5,000	
			5,000	26,000
		Impact on Fund Balance	21,000	
FORFEITURES ACCOUNT				
202-4000-460100		CONFISCATED PROPERTY		25,000
202-4000-460100		INTEREST EARNED		3,400
202-5202-548050		EQUIPMENT	5,134	
202-5202-550100		CAPITAL OUTLAY	21,000	
202-5202-550110		EQUIPMENT	17,183	
			43,317	28,400
		Impact on Fund Balance	(14,917)	
BUILDING DEPRECIATION FUND				
602-4000-471100		PROPERTY RENTAL		
602-5110-522626		MAINT-BUILDING		
			-	-
		Impact on Fund Balance	-	



301- INTEREST & SINKING				
301-4000-401100	REVENUE	CURRENT ADVALOREM TAX		\$ 1,500,000
301-4000-460100	REVENUE	INTEREST EARNED	-	6,000
301-4000-460300	REVENUE	INTEREST ON INVESTMENTS		75,000
301-5700-566300	EXPENSES	FISCAL CHARGES	1,000	
301-5700-566301	EXPENSES	DEBT ADMINISTRATION FEES	1,000	
			2,000	1,581,000
Impact on Fund Balance \$ 1,579,000				

302-SERIES 2019 I&S DEBT FUND				
302-4000-401100	REVENUE	CURRENT ADVALOREM TAX		200,000
			-	200,000
Impact on Fund Balance 200,000				

Account	Department	Description	DEBIT	CREDIT
408-2021 CO CONSTRUCTION FUND				
408-4000-460300	REVENUE	INTEREST ON INVESTMENTS		20,000
408-5202-550100	POLICE	CAPITAL OUTLAY	\$ 2,119	
408-5202-553120	POLICE	IMPROVEMENTS	\$ 1,500	
408-5206-550100	FIRE	CAPITAL OUTLAY	\$ 9,777	
			13,395	20,000
		Impact on Fund Balance	6,605	
409-2021B CO CONSTRUCTION FUND				
409-4000-460300	REVENUE	INTEREST ON INVESTMENTS		130,000
409-5410-553120	P&R	IMPROVEMENTS	\$ 500,000	
			500,000	130,000
		Impact on Fund Balance	(370,000)	
411-2021A CONSTRUCTION TWDB				
411-5307-553120	DRAIN DITCH	CAPITAL OUTLAY IMPROVEMENTS	\$ 4,000,000	
			4,000,000	-
		Impact on Fund Balance	\$ (4,000,000)	
416-2018 DRAINAGE FUND				
416-4000-460300	REVENUE	INTEREST ON INVESTMENTS		\$ 100,000
			-	100,000
		Impact on Fund Balance	\$ 100,000	
417-2019 BOND CONSTRUCTION BOND				
417-4000-460300	REVENUE	INTEREST ON INVESTMENTS		\$ 100,000
			-	100,000
		Impact on Fund Balance	\$ 100,000	
418-2023 CO CONSTRUCTION FUND				
418-4000-460300	REVENUE	INTEREST ON INVESTMENTS		\$ 500,000
418-5202-554131	POLICE	TOOLS & EQUIPMENT	\$ 1	
418-5404-550100	P&R	CAPITAL OUTLAY	\$ 1,000,000	
			1,000,001	500,000
		Impact on Fund Balance	\$ (500,001)	
450- ARPA FUNDS				
450-4000-460300	REVENUE	INTEREST ON INVESTMENTS		200,000
450-5312-554131	WTP	TOOLS & EQUIPMENT	\$ 15,000	
450-5322-554131	WWTP	TOOLS & EQUIPMENT	\$ 462,452	
450-5350-553120	ENGINEERING	IMPROVEMENTS	\$ 200,000	
			677,452	200,000
		Impact on Fund Balance	(477,452)	

ORDINANCE 2024-16

AN ORDINANCE AMENDING ORDINANCE NUMBER 2023-42, APPROVING AND ADOPTING A BUDGET FOR THE CITY OF WESLACO, TEXAS FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2023 AND ENDING SEPTEMBER 30, 2024, FINDING NEED TO AMEND THE 2023-2024 MUNICIPAL BUDGET; TO WIT; GENERAL FUND, \$2,031,115 IN EXPENDITURES & \$1,723,788 IN REVENUE; WATER/WASTER NET COMBINED, (\$822,326) IN REVENUES OVER EXPENDITURES; SOLID WASTE FUND BY \$120,200 IN EXPENDITURES AND \$5,000 IN REVENUE; AIRPORT BY \$40,000 AND \$0 IN EXPENDITURES AND REVENUE RESPECTIVELY; BOYS & GIRLS CLUB FUND INCREASE REVENUE BY \$50,000 AND \$50,000 IN EXPENDITURES; CIP FUND \$500,000 IN REVENUES, AND \$500,000 IN EXPENDITURES; ARPA FUND \$200,000 IN REVENUES AND \$677,452 IN EXPENDITURES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING AN EFFECTIVE DATE, AND ORDAINING OTHER MATTERS WITH RESPECT TO THE SUBJECT MATTER HEREOF.

WHEREAS, the City Commission of the City of Weslaco utilized diligent thought and attention to the preparation of the 2023-2024 budget; and

WHEREAS, unusual and unforeseen conditions have arisen during the fiscal year which have, or will require, the expenditure of additional funds constituting an emergency expenditure; and

WHEREAS, Section 102.009 of the Texas Local Government Code authorizes the City to amend its budget in such a manner as to provide for emergency expenditures as an amendment to the original budget in a case of grave public necessity to meet an unusual and unforeseen condition; and

WHEREAS, the City Commission finds the amendments in the line items identified in the attached Exhibits are reasonable, necessary, and for municipal purposes.

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

SECTION 1. FINDINGS. The City Commission finds the statements made in the preamble above are true.

SECTION 2. BUDGET LINE ITEMS. The City Commission approves the budget amendments in the attached Exhibit as such change is necessary to meet an unusual and unforeseen condition as the result of an emergency.

SECTION 3. BUDGET TOTAL. The City Commission further finds the amended budget line items identified in such Exhibit will not cause the total expenditures in the budget to exceed the total amount of estimated revenue.

SECTION 4. APPROVAL. The 2023-2024 Official Budget, adopted by Ordinance 2023-42, is hereby reallocated, revised, amended and approved as set forth in the attached Exhibits.

SECTION 5. AUTHORIZATION. The City Manager is authorized to undertake action to execute such transfers in accordance with state law, and file, or cause to be filed, a true and correct copy of this Ordinance, with the attached budget amendment, with the City Secretary.

SECTION 6. SEVERABILITY CLAUSE. It is the intent of the City Commission that each sentence, paragraph, subdivision, clause, phrase or section of this Ordinance be deemed severable and, should any such sentence, paragraph, subdivision, clause, phrase or section be declared invalid or unconstitutional for any reason, such declaration of invalidity or unconstitutionality shall not be construed to affect the validity of those provisions of the Ordinance left standing.

SECTION 7. EFFECTIVE DATE. This Ordinance shall take effect upon final reading.

PASSED AND APPROVED on first reading at a special meeting of the City Commission this 14th day of May 2024.

PASSED AND APPROVED on second reading at a regular meeting of the City Commission this 4th day of June 2024.

CITY OF WESLACO

Adrian Gonzalez, MAYOR

ATTEST:

Norma A. Cantu, CITY SECRETARY

APPROVED AS TO FORM:

Juan E. Gonzalez, CITY ATTORNEY



Standardized Agenda Request Form

Date of Meeting: June 4, 2024		Agenda Item No. (to be assigned by CSO): 2024-565	
From:			
Subject: Approval of Resolution 2024-53 to enter into an agreement with TX Dot for a public event in the city limits of Weslaco requiring the closure of streets affecting state right-of-way on Texas Blvd/FM 88 between U.S. Business Highway 83 and Sixth Street from 1pm -11pm on the third (3) Thursday, of the month from August 2024 to February 2025 for Alfresco Weslaco Music & Art. The event will run from 6 PM – 9:30 PM on the following dates: August 15, 2024; September 19, 2024; October 17, 2024; November 21, 2024; December 19, 2024; January 16, 2025; and February 20, 2025, waiving fees and ordinances associated with the event; provision of support by City of Weslaco, Weslaco Parks and Recreation, Public Works, Building Maintenance, Police, Fire, and EMS Department and authorize the Mayor to execute any related documents. (Staffed by WEDC/Engineering Department.)			
Background:			
Funding Source (budget code, if applicable):			
Amount:	Term of Impact:	Identified in Current Budget:	
Additional Action Prompted: Mayor's Signature Resolution			
If item previously considered, provide date and action by Commission:			
If item requires Publication Notice, provide date and periodical of publication; indicate if comments received from letters mailed to property owners:			
Advisory Review, if any (name of board/committee, date of action, recommendation):			
ADELAIDA VEGA Albert Aldana Martin Garza		Created	
City Manager Comments: Approve as recommended by staff.			
Staff Recommendation:			
Attachments, if any: agreement for the temporary closure of state right of way, R2024-53 TXDot closure for Alfresco Aug 2024- Feb 2025			
Responsibilities upon Approval:			

STATE OF TEXAS §

COUNTY OF §

AGREEMENT FOR THE TEMPORARY CLOSURE OF STATE RIGHT-OF-WAY

THIS AGREEMENT is made by and between the State of Texas, acting by and through the Texas Department of Transportation, hereinafter called the "State," and the City of Weslaco, a municipal corporation, acting by and through its duly authorized officers, hereinafter called the "City."

WITNESSETH

WHEREAS, the State owns and operates a system of highways for public use and benefit, including FM 88, in Hidalgo County; and

WHEREAS, the City has requested the temporary closure of FM 88 between US Business 83 and 6th street for the purpose of Alfredo Weslaco Music & Art on the Street, as described in the attached "Exhibit A," hereinafter identified as the "Event;" and

WHEREAS, the Event will be located within the City's incorporated area; and

WHEREAS, the State, in recognition of the public purpose of the Event, wishes to cooperate with the City so long as the safety and convenience of the traveling public is ensured and that the closure of the State's right-of-way will be performed within the State's requirements; and

WHEREAS, on the 4th day of June, 2024, the Weslaco City Council passed Resolution / ~~Ordinance~~ No. R2024-53, attached hereto and identified as "Exhibit B," establishing that the Event serves a public purpose and authorizing the City to enter into this agreement with the State; and

WHEREAS, 43 TAC, Section 22.12 establishes the rules and procedures for the temporary closure of a segment of the State highway system; and

WHEREAS, this agreement has been developed in accordance with the rules and procedures of 43 TAC, Section 22.12;

NOW, THEREFORE, in consideration of the premises and of the mutual covenants and agreements of the parties hereto, to be by them respectively kept and performed as hereinafter set forth, it is agreed as follows:

AGREEMENT

Article 1. CONTRACT PERIOD

This agreement becomes effective upon final execution by the State and shall terminate upon completion of the Event or unless terminated or modified as hereinafter provided.

Article 2. EVENT DESCRIPTION

The description of the Event, including the proposed schedule of start and stop times, approximate number of people attending the Event, and equipment involved shall be attached hereto and identified as "Exhibit C."

Article 3. OPERATIONS OF THE EVENT

A. The City shall assume all costs for the operations associated with the Event, to include but not limited to, plan development, materials, labor, public notification, providing protective barriers and barricades, protection of highway traffic and highway facilities, and all traffic control and temporary signing.

B. The City shall submit to the State for review and approval the construction plans, if construction or modifications to the State's right-of-way is required, the traffic control and signing plans, traffic enforcement plans, and all other plans deemed necessary by the State.

C. The City will not initiate closure prior to 24 hours before the scheduled Event and all barriers and barricades will be removed and the highway reopened to traffic within 24 hours after the completion of the Event.

D. The City will provide adequate enforcement personnel to prevent vehicles from stopping and parking along the main lanes of highway right-of-way and otherwise prevent interference with the main lane traffic by both vehicles and pedestrians. The City will prepare a traffic enforcement plan, to be approved by the State in writing at least 48 hours prior to the scheduled Event. Additionally, the City shall provide to the State a letter of certification from the law enforcement agency that will be providing traffic control for the Event, certifying that they agree with the enforcement plan and will be able to meet its requirements.

E. The City hereby assures the State that there will be appropriate passage allowance for emergency vehicle travel and adequate access for abutting property owners during construction and closure of the highway facility. These allowances and accesses will be included in the City's traffic control plan.

F. The City will avoid or minimize damage, and will, at its own expense, restore or repair damage occurring outside the State's right-of-way and restore or repair the State's right-of-way, including roadway and drainage structures, signs, and pavement, etc. to a condition equal to that existing before the closure, and, to the extent practicable, restore the natural environment, including landscape features.

Article 4. OWNERSHIP OF DOCUMENTS

Upon completion or termination of this agreement, all documents prepared by the City will remain the property of the City. All data prepared under this agreement shall be made available to the State without restriction or limitation on their further use.

Article 5. TERMINATION

A. This agreement may be terminated by any of the following conditions:

- (1) By mutual written agreement and consent of both parties.
- (2) By the State upon determination that use of the State's right-of-way is not feasible or is not in the best interest of the State and the traveling public.
- (3) By either party, upon the failure of the other party to fulfill the obligations as set forth herein.
- (4) By satisfactory completion of all services and obligations as set forth herein.

B. The termination of this agreement shall extinguish all rights, duties, obligations and liabilities of the State and City under this agreement. If the potential termination of this agreement is due to the failure of the City to fulfill its contractual obligations as set forth herein, the State will notify the City that possible breach of contract has occurred. The City

must remedy the breach as outlined by the State within ten (10) days from receipt of the State's notification. In the event the City does not remedy the breach to the satisfaction of the State, the City shall be liable to the State for the costs of remedying the breach and any additional costs occasioned by the State.

Article 6. DISPUTES

Should disputes arise as to the parties' responsibilities or additional work under this agreement, the State's decision shall be final and binding.

Article 7. RESPONSIBILITIES OF THE PARTIES

The State and the Local Government agree that neither party is an agent, servant, or employee of the other party and each party agrees it is responsible for its individual acts and deeds as well as the acts and deeds of its contractors, employees, representatives, and agents.

Article 8. INSURANCE

A. Prior to beginning any work upon the State's right-of-way, the City and/or its contractors shall furnish to the State a completed "Certificate of Insurance" (TxDOT Form 1560, latest edition) and shall maintain the insurance in full force and effect during the period that the City and/or its contractors are encroaching upon the State right-of-way.

B. In the event the City is a self-insured entity, the City shall provide the State proof of its self-insurance. The City agrees to pay any and all claims and damages that may occur during the period of this closing of the highway in accordance with the terms of this agreement.

Article 9. AMENDMENTS

Any changes in the time frame, character, agreement provisions or obligations of the parties hereto shall be enacted by written amendment executed by both the City and the State.

Article 10. COMPLIANCE WITH LAWS

The City shall comply with all applicable federal, state and local environmental laws, regulations, ordinances and any conditions or restrictions required by the State to protect the natural environment and cultural resources of the State's right-of-way.

Article 11. LEGAL CONSTRUCTION

In case one or more of the provisions contained in this agreement shall for any reason be held invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provisions hereof and this agreement shall be construed as if such invalid, illegal or unenforceable provision had never been contained herein.

Article 12. NOTICES

All notices to either party by the other required under this agreement shall be delivered personally or sent by certified U.S. mail, postage prepaid, addressed to such party at the following respective addresses:

City:	State:
City of Weslaco	Texas Department of Transportation
275 S. Kansas Avenue	Pharr District
Weslaco, TX 78596	600 W. Expressway 83
	Pharr TX 78577

All notices shall be deemed given on the date so delivered or so deposited in the mail, unless otherwise provided herein. Either party hereto may change the above address by sending written notice of such change to the other in the manner provided herein.

Article 13. SOLE AGREEMENT

This agreement constitutes the sole and only agreement between the parties hereto and supersedes any prior understandings or written or oral agreements respecting the within subject matter.

IN TESTIMONY WHEREOF, the parties hereto have caused these presents to be executed in duplicate counterparts.

THE CITY OF Weslaco

Executed on behalf of the City by:

By _____ Date _____
City Official

Typed or Printed Name and Title Adrian Gonzalez
Mayor

THE STATE OF TEXAS

Executed for the Executive Director and approved for the Texas Transportation Commission for the purpose and effect of activating and/or carrying out the orders, established policies or work programs heretofore approved and authorized by the Texas Transportation Commission.

By _____ Date _____
District Engineer

By _____ Date _____
Director of Maintenance

Agreement No. _____

Exhibit A

- **LETTER (LETTERHEAD) WITH EVENT NAME, DATE(S), ETC.**

Exhibit B

- **LETTER FROM THE LAW ENFORCEMENT OFFICE PROVIDING THE TRAFFIC CONTROL PLANS.**

Exhibit C

- **MAP REFLECTING LOCATION(S) WHERE CLOSURE WILL TAKE PLACE.**

RESOLUTION NO. 2024-53

A RESOLUTION OF THE CITY OF WESLACO, TEXAS, AUTHORIZING THE CITY TO ENTER INTO AN AGREEMENT WITH THE TEXAS DEPARTMENT OF PUBLIC TRANSPORTATION FOR PUBLIC EVENT IN THE CITY LIMITS OF WESLACO

NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSIONERS OF THE CITY OF WESLACO, TEXAS:

That the City of Weslaco wishes to enter into an agreement with the State of Texas, acting by and through the Texas Department of Transportation for temporary closure of a street for public event.

That the closure of Texas Blvd/FM 88 between U.S. Business Highway 83 and Sixth Street from 1pm -11pm on the third (3) Thursday of the month from August 2024 to February 2025 for Alfresco Weslaco Music & Art. The event will run from 6 PM – 9:30 PM on the following dates: August 15, 2024; September 19, 2024; October 17, 2024; November 21, 2024; December 19, 2024; January 16, 2025; and February 20, 2025.

That all rules and procedures of 43 Tex., Adm. Code, Section 22.12 have been established for the temporary closure of a segment of the State highway system and this agreement has been developed in accordance with the rules and procedures.

This resolution shall take effect immediately from and after its passage.

PASSED AND APPROVED this 4th day of June 2024.

CITY OF WESLACO

Adrian Gonzalez, MAYOR

ATTEST:

Norma A. Cantu CITY SECRETARY

APPROVED AS TO FORM:

Juan E. Gonzalez, CITY ATTORNEY



Standardized Agenda Request Form

Date of Meeting: June 4, 2024		Agenda Item No. (to be assigned by CSO): 2024-566	
From:			
Subject: Approval of Resolution 2024-54 for the sale of wine and beer by a TABC licensed vendor; allowing public consumption of alcohol on the street from U.S. Business Highway 83 to Sixth Street during Alfresco Weslaco Music & Art on the Street, on the following dates: August 15, 2024; September 19, 2024; October 17, 2024; November 21, 2024; December 19, 2024; January 16, 2025; and February 20, 2025; waiving fees and ordinances associated with the event; provision of support by City of Weslaco, Weslaco Parks and Recreation, Public Works, Police, Fire, and EMS Department. (Staffed by WEDC.)			
Background:			
Funding Source (budget code, if applicable):			
Amount:	Term of Impact:	Identified in Current Budget:	
Additional Action Prompted: Mayor's Signature Resolution			
If item previously considered, provide date and action by Commission:			
If item requires Publication Notice, provide date and periodical of publication; indicate if comments received from letters mailed to property owners:			
Advisory Review, if any (name of board/committee, date of action, recommendation):			
ADELAIDA VEGA Martin Garza		Created	
City Manager Comments: Approve as recommended by staff.			
Staff Recommendation:			
Attachments, if any: R2024-54 Alfresco allow sale and consumption of beer			
Responsibilities upon Approval: Execute, retain and notify the appropriate department.			

RESOLUTION NO. 2024-54

A RESOLUTION OF THE CITY OF WESLACO, TEXAS, AUTHORIZING THE SALE OF WINE AND BEER BY A TABC LICENSED VENDOR; ALLOWING PUBLIC CONSUMPTION OF ALCOHOL ON THE STREET FROM U.S. BUSINESS HIGHWAY 83 TO SIXTH STREET FOR ALFRESCO WESLACO MUSIC & ART ON THE STREET.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSIONERS OF THE CITY OF WESLACO, TEXAS:

That the City of Weslaco approves the sale of wine and beer by a TABC licensed vendor; allowing public consumption of alcohol on the street from U.S. Business Highway 83 to Sixth Street during Alfresco Weslaco Music & Art on the Street, on the following dates: August 15, 2024; September 19, 2024; October 17, 2024; November 21, 2024; December 19, 2024; January 16, 2025; and February 20, 2025; waiving fees and ordinances associated with the event; provision of support by City of Weslaco, Weslaco Parks and Recreation, Public Works, Police, Fire, and EMS Department.

That all rules and procedures of 43 Tex., Adm. Code, Section 22.12 have been established for the temporary closure of a segment of the State highway system and an agreement with the Texas Department of Transportation for temporary closure is approved and has been developed in accordance with the rules and procedures.

This resolution shall take effect immediately from and after its passage.

PASSED AND APPROVED this 4th day of June 2024.

CITY OF WESLACO

Adrian Gonzalez, MAYOR

ATTEST:

Norma A. Cantu, CITY SECRETARY

APPROVED AS TO FORM:

Juan E. Gonzalez, CITY ATTORNEY



Standardized Agenda Request Form

Date of Meeting: June 4, 2024		Agenda Item No. (to be assigned by CSO): 2024-582	
From:			
Subject: Approval of Resolution 2024–55 that AEP Texas Central Company's application request for an increase to its electric transmission and distribution rates and charges within the city should be denied and authorize the Mayor to execute any related documents. (Staffed by City Manager.)			
Background:			
Funding Source (budget code, if applicable):			
Amount:	Term of Impact:	Identified in Current Budget:	
Additional Action Prompted: Mayor's Signature Resolution			
If item previously considered, provide date and action by Commission:			
If item requires Publication Notice, provide date and periodical of publication; indicate if comments received from letters mailed to property owners:			
Advisory Review, if any (name of board/committee, date of action, recommendation):			
ADELAIDA VEGA Martin Garza		Created	
City Manager Comments: Approve as recommended to deny.			
Staff Recommendation:			
Attachments, if any: R2024-55 Denial Resolution for AEP Texas 2024 Rate Case			
Responsibilities upon Approval:			

RESOLUTION 2024-55

A RESOLUTION OF THE CITY OF WESLACO TEXAS FINDING THAT AEP TEXAS INC.'S REQUESTED INCREASE TO ITS ELECTRIC TRANSMISSION AND DISTRIBUTION RATES AND CHARGES WITHIN THE CITY SHOULD BE DENIED; FINDING THAT THE CITY'S REASONABLE RATE CASE EXPENSES SHALL BE REIMBURSED BY THE COMPANY; FINDING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW; REQUIRING NOTICE OF THIS RESOLUTION TO THE COMPANY AND LEGAL COUNSEL

WHEREAS, on or about February 29, 2024, AEP Texas Inc. ("AEP Texas" or "Company"), pursuant to Public Utility Regulatory Act ("PURA") §§ 33.001 and 36.001 filed with the City of Weslaco ("City") a Statement of Intent to change electric delivery rates in all municipalities exercising original jurisdiction within its service area, effective April 4, 2024; and

WHEREAS, the City is an electric utility customer of AEP Texas and a regulatory authority over the rates and charges of AEP Texas within the City; and

WHEREAS, the City is a member of the Cities Served by AEP Texas ("Cities"), a membership of similarly situated cities served by AEP Texas that have joined together to efficiently and cost effectively review and respond to electric issues affecting rates charged in AEP Texas' service area; and

WHEREAS, Cities is an intervenor in the parallel proceeding at the Public Utility Commission of Texas to review AEP Texas' filing; and

WHEREAS, pursuant to its exclusive original jurisdiction over AEP Texas' rates and operations within city limits, the City previously suspended the effective date of the Company's requested rate increase; and

WHEREAS, PURA § 33.023 provides that costs incurred by cities in ratemaking activities are to be reimbursed by the regulated utility; and

WHEREAS, the City's attorneys and consultants recommend that the City deny the application.

THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF WESLACO TEXAS:

SECTION 1. That the rates proposed by AEP Texas in an application submitted to the City by the Company on or about February 29, 2024, are hereby found to be unreasonable, and are denied.

SECTION 2. That the Company shall continue to charge its existing rates for transmission and distribution service to customers with the City.

SECTION 3. That Cities' reasonable rate case expenses shall be reimbursed by AEP Texas within 30 days of presentation of an invoice to AEP Texas.

SECTION 4. That it is hereby officially found and determined that the meeting at which this Resolution is passed is open to the public as required by law, and that the public notice was given of the time, place, and purpose of said meeting, as required.

SECTION 5. A copy of this Resolution shall be sent to AEP Texas, care of Jennifer Frederick, American Electric Power Company, 400 West 15th Street, Suite 1520, Austin, Texas 78701 (aepaustintx@aep.com), and to Thomas Brocato at Lloyd Gosselink Rochelle & Townsend, P.C., 816 Congress Avenue, Suite 1900, Austin, Texas 78701 (tbrocato@lglawfirm.com).

PASSED AND APPROVED this 4th day of June 2024.

CITY OF WESLACO

MAYOR, ADRIAN GONZALEZ

ATTEST:

City Secretary, Norma A. Cantu

APPROVED AS TO FORM:

City Attorney, Juan E. Gonzalez



Standardized Agenda Request Form

Date of Meeting: June 4, 2024		Agenda Item No. (to be assigned by CSO): 2024-572	
From: David Arce			
Subject: Approval to solicit bids for the purchase of a van for the collections department and authorize the Mayor to execute any related documents. (Staffed by Public Works Department.)			
Background: The van will be used for a camera that is used to televise sewer lines and storm lines. Currently, we have a 2006 single cab Ford F150. We have a budgeted position to run the camera in the pipeline to record and file all recordings throughout the year. Hopefully, next year we will budget for the new camera system. This year we will transfer the current camera.			
Funding Source (budget code, if applicable):			
Amount:	Term of Impact:	Identified in Current Budget:	
Additional Action Prompted: Mayor's Signature			
If item previously considered, provide date and action by Commission:			
If item requires Publication Notice, provide date and periodical of publication; indicate if comments received from letters mailed to property owners:			
Advisory Review, if any (name of board/committee, date of action, recommendation):			
David Arce		Created/Initiated	
David Arce		Approved	
Martin Garza		New	
City Manager Comments: Approve as recommended by staff.			
Staff Recommendation: Approval			
Attachments, if any: Memo 2024 CAMERA VAN			
Responsibilities upon Approval:			

City of Weslaco

"The City on the Grow"



Adrian Gonzalez, Mayor
Adrian Farias, Mayor Pro-Tem, District 4
Greg Kerr, Commissioner, At-Large
Israel Gonzalez, Jr., Commissioner, At-Large
Josh Pedraza, Commissioner, District 1
Letty Lopez, Commissioner, District 2
Jose "JP" Rodriguez, Commissioner, District 3

Martin Garza, City Manager

Date: June 4, 2024

To: City Commission

From: David Arce, Public Works Director

Subject: SOLICITATION OF BIDS FOR VAN

Cc: Martin Garza, City Manager
Rosie Cavazos, Finance Director

Staff is requesting to solicit bids for a van. The van will be used for a camera that is used to televise sewer lines and storm lines. Currently we have a 2006 single cab Ford F150. We have a budgeted position to run the camera in the pipelines to record and file all recordings throughout the year. Hopefully next year we will budget for the new camera system. This year will transfer the current camera.

Staff recommends approval.



Standardized Agenda Request Form

Date of Meeting: June 4, 2024		Agenda Item No. (to be assigned by CSO): 2024-581	
From:			
Subject: Approval for staff to solicit proposals for the financing of a Ferrara 107 ft Ladder Truck for an amount not to exceed \$1,230,000.00 and authorize the Mayor to execute any related documents. (Staffed by Finance Department.)			
Background: Weslaco City Commission on October 19, 2021, approved the purchase of a 107ft Ladder Truck under the WFD Apparatus fund at a cost of \$1,230,000 under a buy board contract #651,21 to replace Downtown Fire Station 2004 Engine Company/2003 Ladder 1. This item has been budgeted, along with the financing under fund 415.			
Funding Source (budget code, if applicable):			
Amount:	Term of Impact:	Identified in Current Budget:	
Additional Action Prompted: Mayor's Signature			
If item previously considered, provide date and action by Commission:			
If item requires Publication Notice, provide date and periodical of publication; indicate if comments received from letters mailed to property owners:			
Advisory Review, if any (name of board/committee, date of action, recommendation):			
Rosalinda Cavazos Rosalinda Cavazos Martin Garza		Created	
City Manager Comments: Approve as recommended by staff.			
Staff Recommendation: Staff recommends approval.			
Attachments, if any: 2021 The City of Weslaco Fire Department 107 ladder proposal, HD-107 Weslaco Floor Plan build up (Demo Floor)			
Responsibilities upon Approval:			



4553 Aldine Bender
Houston, TX 77032
833-777-FIRE (3473)

Apparatus Proposal

DATE: October 7, 2021
The Proposal has been prepared especially for:
The City of Weslaco Fire Department
Chief Antonio Lopez
119 East 5th Street
Weslaco, Texas 78598

Lone Star Emergency Group is pleased to offer The City of Weslaco Fire Department five (1) 2022 107' Rear Mount Ladder Truck on a Cinder Custom Chassis. This vehicle shall be in accordance with the attached specifications. The purchase price shall include all vehicle components and NFPA equipment as detailed in the Lone Star Proposal.

Delivery will be F.O.B. Customer Location and will be made approximately 365 Calendar days after receipt of signed approval packet Order. Please note due to supply chain concerns completion time may be longer than listed above. Terms of payment shall be pre-payment or payment on completion at the factory and final inspection.

Ferrara 107' Rear Mount Ladder truck on a Cinder Custom Chassis	\$1,228,500.00
Price for (1) Unit	\$1,228,500.00
Buy Board Contract # 651-21	\$1,500.00
Total for (1)	\$1,230,000.00

Pricing provided is **exclusive** of all Federal, State and Local taxes and any other fees, which may apply unless specifically noted herein. If applicable Customer is responsible for all Federal, State, and Local Taxes as well as any associated Fees.

This quote is valid for 26 days unless extended in writing.





4553 Aldine Bender
Houston, TX 77032
833-777-FIRE (3473)

Payment: Full payment shall be made prior to or upon delivery and acceptance of the apparatus. The vehicle(s) shall not be released to the BUYER until payment is made. If the selling price is subject to any taxes, the taxes added will be that which are prevailing at the time of delivery.

Late Fee: A late fee of .04% of the sale price will be charged per day for payments received ten (10) or more days after the payment is due for the first 30 days. On the 31st day the late fee shall increase to .05% per day until full payment is received.

Cancellation: By accepting this proposal and issuance of a purchase order or purchase contract Customer agrees to the following cancellation fee schedule. Lone Star Emergency Group may charge a cancellation fee for any order cancelled or terminated by Customer before completion. The following cancellation fee schedule based on costs incurred may be applied:

- A. 10% of the Purchase Price after order is accepted and entered by Manufacturer;
- B. 20% of the Purchase Price after completion of the approval drawings;
- C. 30% of the Purchase Price upon any material requisition.
- D. Customer shall be responsible for the full cost of all materials purchased and received by Lone Star Emergency Group or the manufacture.





4553 Aldine Bender
Houston, TX 77032
833-777-FIRE (3473)

This proposal is deemed acceptable by the undersigned. In witness whereof, The Company and the Purchaser shall execute and agreement to this proposal with signatures and authorizations representatives as of the date set forth by each.

Name

Customer Authorized Signature

Keith Gould

Keith Gould – V.P. Sales

Date

10/05/2021

Date

Brad Fullington, CEO

10/05/2021

Date





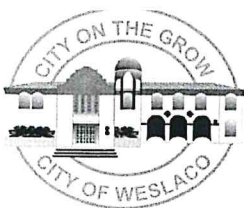
Standardized Agenda Request Form

Date of Meeting: June 4, 2024		Agenda Item No. (to be assigned by CSO): 2024-587	
From:			
Subject: Approval to amend the closure of Farm to Market Rd 88 (Texas Blvd) between US Business 83 Highway and 6th Street to begin at 1:00 pm to 11:00 pm for the 4th of July Drone Display event on July 5, 2024 and authorize the Mayor to execute any related documents. (Staffed by City Manager.)			
Background: Commission action on April 16, 2024, approved Resolution 2024-46 to enter into an agreement with TxDOT for closure of a state highway (Texas Blvd.) to begin at 2pm for the drone fireworks event scheduled for Friday, July 5. Staff seek to begin closure of streets at 1pm instead of 2pm as approved. If approved, staff will notify the Texas Department of Transportation.			
Funding Source (budget code, if applicable):			
Amount:	Term of Impact:	Identified in Current Budget:	
Additional Action Prompted:			
If item previously considered, provide date and action by Commission:			
If item requires Publication Notice, provide date and periodical of publication; indicate if comments received from letters mailed to property owners:			
Advisory Review, if any (name of board/committee, date of action, recommendation):			
NORMA CANTU Martin Garza		Created	
City Manager Comments: Approve.			
Staff Recommendation:			
Attachments, if any:			
Responsibilities upon Approval:			



Standardized Agenda Request Form

Date of Meeting: June 4, 2024		Agenda Item No. (to be assigned by CSO): 2024-558	
From:			
Subject: Discussion and consideration on Resolution 2024-56 appointing members to the Mid-Valley Airport Advisory Board and authorize the Mayor to execute any related documents. Possible action. (Staffed by City Secretary Department/Airport.)			
Background: Three members of the Airport Advisory terms are set to expire June 8, 2024.			
Funding Source (budget code, if applicable):			
Amount:	Term of Impact:	Identified in Current Budget:	
Additional Action Prompted: Mayor's Signature Resolution			
If item previously considered, provide date and action by Commission:			
If item requires Publication Notice, provide date and periodical of publication; indicate if comments received from letters mailed to property owners:			
Advisory Review, if any (name of board/committee, date of action, recommendation):			
ADELAIDA VEGA ADELAIDA VEGA Martin Garza		Created	
City Manager Comments: Approve nominees as recommended by the governing body.			
Staff Recommendation:			
Attachments, if any: Board App - Art E. Beckwith rcvd 05.31.24_Redacted, Board App - Tammy Flores rcvd 05.31.24_Redacted, R2024-56 AIRPORT members appointment			
Responsibilities upon Approval: Execute, retain, and notify the appointee(s) and department.			



APPLICATION TO SERVE ON BOARD & COMMITTEES

NAME: Art E. Beckwith DATE: 5/28/24

HOME ADDRESS: [REDACTED]
() Inside City Limits 1 (X) Outside City Limits

MAILING ADDRESS: P.O. Box 1029

TELEPHONE: (Residence) 956-565-6593 (Cell) 956-330-9554

E-MAIL ADDRESS: abeckw9894@gmail.com

OCCUPATION: (If retired, indicate former occupation or profession.)
Farmer, Rancher, Pastor

PROFESSIONAL AND/OR COMMUNITY ACTIVITIES:
Member of Airport Advisory Board

PLEASE NUMBER IN ORDER OF PREFERENCE THE BOARD YOU ARE INTERESTED IN SERVING:

AMBULANCE ADVISORY BOARD _____	WESLACO RECYCLING TASK FORCE _____
ANIMAL SHELTER ADVISORY BOARD _____	PARKS & RECREATION ADVISORY BOARD _____
BOARD OF ADJUSTMENTS - BUILDING _____	MAYOR JOE V. SANCHEZ PUBLIC LIBRARY _____
BOARD OF ADJUSTMENTS - ZONING _____	PLANNING & ZONING COMMISSION _____
CITIZENS DRAINAGE ADVISORY BOARD _____	TOWER OF HONOR _____
CIVIL SERVICE BOARD _____	WESLACO AIRPORT COMMITTEE <u>✓</u>
ECONOMIC DEVELOPMENT CORPORATION _____	BLUE RIBBON COMMITTEE (Iwo Jima) _____
HOTEL OCCUPANCY TAX ADVISORY BOARD _____	BLUE RIBBON COMMITTEE (Logo Refresh) _____

RETURN FORM & DISCLOSURE FORM TO:

CITY OF WESLACO
CITY SECRETARY
255 S. KANSAS AVENUE
WESLACO, TX 78596
nacantu@weslacotx.gov
Phone: (956) 968-3181
Fax: (956) 968-6717

FOR OFFICE USE ONLY

APPOINTED TO: _____

DATE: _____

PUBLIC ACCESS YES
NO

RECEIVED

MAY 31 2024

BY: CSB-AV



APPLICATION TO SERVE ON BOARD & COMMITTEES

NAME: Tammy Flores DATE: 5/31/2024
HOME ADDRESS: [REDACTED]

☒ Inside City Limits

☐ Outside City Limits

MAILING ADDRESS: Same as Above

TELEPHONE: (Residence) N/A (Cell) (956) 975-5120

E-MAIL ADDRESS: tammyramos21@gmail.com

OCCUPATION: (If retired, indicate former occupation or profession.)

Self Employed - Insurance Broker

PROFESSIONAL AND/OR COMMUNITY ACTIVITIES:

Prior School board Member at DISD

Prior EDC member for City of Donna

Board Member for Angels of the Reservation, AGTS member,

City Little League, Member, Prior member for Beautification

Org, Million Dollar Round Table, member

PLEASE NUMBER IN ORDER OF PREFERENCE THE BOARD YOU ARE INTERESTED IN SERVING:

AMBULANCE ADVISORY BOARD _____

ANIMAL SHELTER ADVISORY BOARD _____

BOARD OF ADJUSTMENTS - BUILDING _____

BOARD OF ADJUSTMENTS - ZONING _____

CITIZENS DRAINAGE ADVISORY BOARD _____

CIVIL SERVICE BOARD _____

ECONOMIC DEVELOPMENT CORPORATION 2

HOTEL OCCUPANCY TAX ADVISORY BOARD _____

WESLACO RECYCLING TASK FORCE _____

PARKS & RECREATION ADVISORY BOARD _____

MAYOR JOE V. SANCHEZ PUBLIC LIBRARY _____

PLANNING & ZONING COMMISSION _____

TOWER OF HONOR _____

WESLACO AIRPORT COMMITTEE 1

BLUE RIBBON COMMITTEE (Iwo Jima) _____

BLUE RIBBON COMMITTEE (Logo Refresh) _____

RETURN FORM & DISCLOSURE FORM TO:

CITY OF WESLACO
CITY SECRETARY
255 S. KANSAS AVENUE
WESLACO, TX 78596
nacantu@weslacotx.gov
Phone: (956) 968-3181
Fax: (956) 968-6717

FOR OFFICE USE ONLY

APPOINTED TO: _____

DATE: _____

PUBLIC ACCESS ☐ YES
☐ NO

RESOLUTION NO. 2024-56

**A RESOLUTION OF THE CITY OF WESLACO APPOINTING
MEMBERS TO THE WESLACO MID-VALLEY AIRPORT
COMMITTEE.**

WHEREAS, the City of Weslaco has established the Weslaco Mid-Valley Airport Committee pursuant to Chapter 6 Airport Section 6-34 of the Weslaco Municipal Code of Ordinances; and

WHEREAS, the members of this board shall serve staggered terms of three years with not more than three committee member's terms expiring on the same date; and

WHEREAS, the Weslaco Mid-Valley Airport Committee members shall serve without compensation.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF WESLACO, TEXAS the following individuals are appointed to serve on the Weslaco Mid-Valley Airport Committee.

<u>NAME</u>	<u>TERM ENDING</u>
_____	June 4, 2027
_____	June 4, 2027
_____	June 4, 2027

PASSED AND APPROVED on this 4th day of June 2024

CITY OF WESLACO

Adrian Gonzalez, **MAYOR**

ATTEST:

Norma A. Cantu, **CITY SECRETARY**

APPROVED AS TO FORM:

Juan E. Gonzalez, **CITY ATTORNEY**



Standardized Agenda Request Form

Date of Meeting: June 4, 2024		Agenda Item No. (to be assigned by CSO): 2024-579	
From: HOMER RHODES			
Subject: Discussion and consideration to award or reject lowest bidder, Genuine Security, a one-year contract in the amount not to exceed \$62,400.00 for Security Officer Services for the Weslaco Mid-Valley Airport in response to RFB No.: 2023-24-24 and authorize the Mayor to execute any related documents. Possible action. (Staffed by Airport Department.)			
Background: On 4/2/2024, the City Commission approved the solicitation of Request for Bids for Security Officer Services for the Weslaco Mid Valley Airport.			
Funding Source (budget code, if applicable):			
Amount:	Term of Impact:	Identified in Current Budget:	
Additional Action Prompted: Mayor's Signature			
If item previously considered, provide date and action by Commission:			
If item requires Publication Notice, provide date and periodical of publication; indicate if comments received from letters mailed to property owners: The RFB solicitation was posted on the City's e-procurement portal BIDNET and advertised in the local newspaper, the Advance News Journal on 4/24/2024 and 5/1/2024. Bid Opening was held on 5/9/2024.			
Advisory Review, if any (name of board/committee, date of action, recommendation):			
HOMER RHODES Rosalinda Cavazos Maria Alvarez Martin Garza		Created	
City Manager Comments: As recommended by staff.			
Staff Recommendation: Staff recommends award of lowest bidder.			
Attachments, if any: airport 2023-24-24 support memo, RFB 2023-24-24 Security Services, TABULATION 2023-24-24 AIRPORT SECURITY			
Responsibilities upon Approval: Staff will work with awarded security company and report back to City Manager's Office on monthly basis in regards to Airport Security Services.			

City of Weslaco

"The City on the Grow"



Adrian Gonzalez, Mayor
Adrian Farias, Mayor Pro-Tem, District 4
Greg Kerr, Commissioner, At-Large
Israel Gonzalez, Jr., Commissioner, At-Large
Josh Pedraza, Commissioner, District 1
Letty Lopez, Commissioner, District 2
Jose "JP" Rodriguez, Commissioner, District 3

Martin Garza, City Manager

To: Mayor Gonzalez and City Commission

From: Homer Rhodes, Purchasing Agent

Date: May 31, 2024

RE: Security Officer Services for Weslaco Mid Valley Airport / RFB No.: 2023-24-24

On April 2, 2024 the Weslaco City Commission approved the solicitation of Request for Bids for Security Officer Services at Mid Valley Airport.

City staff promptly worked on the solicitation and posted RFB No.: 2023-24-24 on the City's e-Procurement portal BIDNET and advertised on the local newspaper as follows:

1st advertisement 4/24/2024 in the Advance News Journal

2nd advertisement 5/1/2024 in the Advance News Journal

Bid opening was held on May 9, 2024 at 10:00 AM. The city received thirteen (13) responses to the solicitation and each response was carefully vetted for accuracy and a tabulation was created to highlight the lowest bid as follows:

Company Name	City & State	Hourly Rate	Hours	One Year Cost
1 Blackstone Security Services	El Paso, Texas	\$ 18.49	4160	= \$ 76,918.40
2 Blue Line Security Solutions	Mokena, Illinois	\$ 32.00	4160	= \$ 133,120.00
3 D1 Security and Investigations	Brownsville, Texas	\$ 20.00	4160	= \$ 83,200.00
4 Esprit De Security Services	Houston, Texas	\$ 40.00	4160	= \$ 166,400.00
5 Fidis Solutions Group	Spring, Texas	\$ 38.90	4160	= \$ 161,824.00
6 Genuine Security	Mission, Texas	\$ 15.00	4160	= \$ 62,400.00
7 Guardian Global Solutions	Sulphur Springs, Texas	\$ 45.71	4160	= \$ 190,153.60
8 iGuard Services	N. Hollywood, California	\$ 42.75	4160	= \$ 177,840.00
9 MLG Protection Services	Mission, Texas	\$ 19.95	4160	= \$ 82,992.00
10 Oscar Mike Security	Sealy, Texas	\$ 35.00	4160	= \$ 145,600.00
11 Prime Time Protection Services	San Juan, Texas	\$ 19.00	4160	= \$ 79,040.00
12 Texas Security & Investigational Services	Harlingen, Texas	\$ 20.00	4160	= \$ 83,200.00
13 United Protective Services	Los Angeles, California	\$ 43.00	4160	= \$ 178,880.00

Airport staff recommends rejecting all bids at this time.

Thank you!



City of Weslaco

REQUEST FOR BIDS (RFB) FOR SECURITY OFFICER SERVICES FOR THE WESLACO MID VALLEY AIRPORT

RFB No.: 2023-24-24

Bids Due Date: May 9, 2024 – 10 A.M. CST



CITY OF WESLACO

Invitation to Bid

SECURITY OFFICER SERVICES FOR THE WESLACO MID VALLEY AIRPORT

RFB No.: 2023-24-24

Electronic submission of bids addressed to Homer Rhodes, will be accepted via "BIDNET" (link provided in RFB document). RFB deadline **10:00 A.M.** on **May 9, 2024**, at which time they will be opened and read aloud via ZOOM meeting (Zoom link provided in bid document).

Potential Bidders/Respondents are advised that the bid documents must be downloaded from the City of Weslaco bid stream web page address:

<https://www.bidnetdirect.com/texas/cityofweslaco>

Be advised that this website is the primary source of all bid documents. Obtaining bid information from a third-party planning room may lead to incomplete submissions. This website must be monitored regularly for addendums and/or bid notices. Bidders are responsible for obtaining all the necessary information required for a compliant bid.

A non-mandatory Zoom pre-bid conference will be conducted by the city on May 2, 2024 at 10:00 AM (Zoom link provided in bid document).

The City of Weslaco reserves the right to accept or reject any or all bids, to waive any informalities, and to accept the bid to be the best value and most advantageous (as allowed in Local Government Code 252.043) to the City and to hold bids for a period of sixty (60) days from the date of the RFB opening without acting for the purpose of reviewing and investigation of the qualifications of each response prior to award. Bids must be submitted electronically through BIDNET, no other forms of bid submission will be accepted.

City of Weslaco

Homer Rhodes / Purchasing Agent

hrhodes@weslacotx.gov

Invitation to Bid

SECURITY OFFICER SERVICES FOR THE WESLACO MID VALLEY AIRPORT

RFB No.: 2023-24-24

Qualified professional individuals/firms interested in responding to this Request for Bids (RFB) should include the information requested in the following paragraphs. All information shall have been updated within the past three (3) months. Failure to provide the information requested or falsification of any information provided shall result in disqualification of the respondent.

ACKNOWLEDGMENT OF RECEIPT

If your firm is interested in participating, firm must be a registered user on BIDNET portal and indicate their intent to submit a response:

<https://www.bidnetdirect.com/texas/cityofweslaco>

Invitation to Bid

SECURITY OFFICER SERVICES FOR THE WESLACO MID VALLEY AIRPORT

RFB No.: 2023-24-24

Procurement Schedule / ZOOM Links

April 24, 2024: Release Request for Bids (RFB)

April 24, 2024: 1st Advertisement of RFB in the Advance News Journal

May 1, 2024: 2nd Advertisement of RFB in the Advance News Journal

May 2, 2024: **ZOOM** Pre-bid Conference at 10:00 AM

[Join Zoom Meeting](#)

<https://us02web.zoom.us/j/82728023163?pwd=cGJQeVN6aUZpNjB1V3owZVJabExCQT09> Meeting ID: 827 2802 3163 / Passcode: 474702

May 3, 2024: Requests for Information - Questions Deadline 5:00 PM

May 9, 2024: RFB Deadline at 10:00 AM **ZOOM** Opening

[Join Zoom Meeting](#)

<https://us02web.zoom.us/j/81611412859?pwd=b2txRVd2T3ErR29QYzFrc05iRnVaZz09> Meeting ID: 816 1141 2859 / Passcode: 871602

Invitation to Bid

SECURITY OFFICER SERVICES FOR THE WESLACO MID VALLEY AIRPORT

RFB No.: 2023-24-24

Electronic Bids from qualified companies will be received electronically through BIDNET portal for Security Officer Services for the Weslaco Mid Valley Airport located at 1909 Joe Stephens Ave., Weslaco, Texas 78599.

Electronic Bids will be received until 10:00 A.M., Central Standard Time, May 9, 2024, after which time will be opened and read through Zoom meeting. It is the sole responsibility of the Bidder to see that the bid is submitted through BIDNET portal before the deadline.

A review panel will subsequently review and evaluate the bids according to the criteria outlined in this RFB.

This solicitation does not commit the City of Weslaco to award a contract, to pay any cost incurred in the preparation of bids submitted, or to procure or contract for the services. The City of Weslaco reserves the right to accept or reject, any, all, or any part of offers received as a result of this request, or to cancel in part or in its entirety this Request for Bids if it is in the best interests of the city to do so.

Any requests for clarification or additional information deemed necessary by any Bidder to present a proper bid must be submitted through BIDNET Q&A portal or to Mr. Homer Rhodes hrhodes@weslacotx.gov by 5:00 PM on May 3, 2024.

Written questions or requests for clarification must be received before the question deadline stated above. Any request received after the above stated deadline will not be considered. All requests received prior to the above deadline will be responded to in writing in the form of an addendum and posted on BIDNET. It is the responsibility of bidder to view such addenda on BIDNET portal.

Restrictions Applicable to Offers: After issuance of the solicitation, you agree not to discuss this procurement activity in any way with the using governmental unit or its employees, agents or officials. Any communication regarding the submission, evaluation, or award must be solely addressed to Mr. Homer Rhodes.

INTRODUCTION

The City of Weslaco is procuring Security Services for the Weslaco Mid Valley Airport located at 1909 Joe Stephens Ave, Weslaco, Texas 78599.

SPECIAL INSTRUCTIONS

- A. **ELECTRONIC BID SUBMITTAL DEADLINE:** Bids must be submitted through BIDNET portal deadline 10:00 A.M. CST, May 9, 2024, after which time will be opened and read through Zoom Meeting.
- B. **TIME/TERM OF AGREEMENT:** The agreement resulting from this solicitation will be for a period up to one (1) year with an option for one (1) additional year pending funding availability, performance satisfaction, and need for services at that time.

The Bidder expressly acknowledges that time is of the essence in completion of each project and that the time limits and dates are critical components of the Agreement. Bidder warrants and represents that it has taken these facts into consideration and has determined that it can complete the Services within the time limits, including time for likely delays caused by weather or from other sources. Successful bidder will not be compensated for any delays, obstructions or hindrances beyond the time set forth herein. Successful Bidder's only remedy for delays, obstructions, or hindrances may be an extension of time to perform the Services, granted solely at the reasonable discretion of the City of Weslaco. Due consideration will be given to claims for an extension of time due to extraordinary circumstances only.

C. GENERAL OVERVIEW

The City of Weslaco desires to obtain the services of a professional security agency located at 1909 Joe Stephens Ave, Weslaco, Texas 78599. The selected agency must demonstrate its firm can provide quality security enforcement, which coincide with the desired end results, required by the City of Weslaco.

1.0 SCOPE OF SERVICES

- 1.1 The security agency shall furnish security services consisting of a uniformed, trained, **armed** security officer to secure the Weslaco Mid Valley Airport. Bidder will be responsible for furnishing all materials, supplies, and equipment.
- 1.2 The security officer must have good oral and written communication skills. They must demonstrate good judgment and tact in dealing with all levels of society.
- 1.3 The Airport Director or his designee must have the authority to commend and correct the security officer's actions and behavior as it relates to services provided by the offeror.

- 1.4 The officer must be able to fulfill the requirements of the Contract.

2.0 PRIMARY DUTIES OF SECURITY SERVICES CONTRACTOR

- 2.1 Security officer will greet customers at the entrance to the building.
- 2.2 Security officer will ask visitor for their reason for visiting the center.
- 2.3 Security officer will communicate and cooperate with local law enforcement.

3.0 GENERAL DUTIES OF SECURITY SERVICES CONTRACTOR

Below is a list of duties, which include, but are not limited to, the tasks which may be requested of the awarded Contractor to be performed in fulfillment of the awarded contract.

- 3.1 The Security officer should be specifically trained to be alert and take appropriate action as instructed by their company's operating procedures, rules, and regulations on the following:
 - Emergencies
 - Safety or hazardous conditions
 - Complaints
 - Disturbances or any other actions that would jeopardize the security or safety to property, visitors, or staff

Note: An incident report must be filed on the above actions and a copy forwarded to Airport Management.

3.2 Contractor shall be familiar with the Airport's safety, security and emergency plans, procedures, protocols and assist as directed.

3.3 The Security officer must pay close attention to laws prohibiting the carrying of weapons on public premises, and as with all crimes and emergencies notify proper law enforcement authorities immediately of any violations.

- 4.0 NO SOLICITATION POLICY The distribution of literature from external sources in working areas or in non-working areas during working time is strictly prohibited. Also strictly prohibited is the solicitation of any kind, for any purpose, from any employee of the security agency.

5.0 PERSONNEL/VISITOR CONTROL Loiterers are not permitted on the premises, most particularly in parking areas and in the vicinity of the security post. Any person observed loitering will be requested to state his/her business and, if he/she has none with the facility, he/she will be requested to leave the premises.

6.0 COMMUNICATIONS

- 6.1 Telephone: The Bidder will be provided access to a telephone at the Airport to conduct necessary work-related business.
- 6.2 Cellular phones will be provided by the bidder, and the officer must be able to be reached at all times during business hours.

7.0 GENERAL RULES OF CONDUCT

- 7.1 The Security officer shall not leave their post until properly relieved.
- 7.2 The Security officer shall avoid expressing their opinions to other officers, Airport staff or visitors concerning such controversial matters as politics, religion, pay or policies and procedures.
- 7.3 The Security officer shall not sell any form of merchandise to any person while on duty or while on the Airport.
- 7.4 The Security officer shall always keep their work area clean and neat.
- 7.5 The Security officer shall not use Airport's office equipment, supplies, etc., unless authorized by Airport personnel.
- 7.6 The Security officer shall always be polite, courteous, respectful and responsive to the staff and public.

8.0 UNIFORMS AND APPEARANCE

Security officers must present a neat, clean appearance. The security officer must wear a uniform that readily identifies the officer as an employee of the contractor. A security officer must look, speak, and act like a professional. Appearance must meet the standard generally accepted for personnel in the business of providing security.

9.0 HOURS OF SERVICE Hours of service will be Monday – Friday 7:00 a.m. to 7:00 p.m. and Saturday 7:00 a.m. to 6:00 p.m. and Sunday from 9:00 a.m. to 6:00 p.m. The City of Weslaco will not pay overtime rates or any rates different than those specified in the fully executed contract and any subsequent fully executed contract modification.

10.0 FINANCIAL REPORTING Invoicing is due by the 10th of the month following the month services are rendered.

11.0 HOLIDAYS The facility is closed for routine Holidays.

12.0 CONTACTS

For the day-to-day administration of the security officer service contract, the following personnel are to be the main points of contact. They are to be notified in numbered order of all emergencies, etc., for which Airport Personnel should have immediate knowledge. (If the first contact is unavailable then notify the second contact.)

1. Andrew Munoz, Aviation Director Work: 956-587-2455
2. Rudy Ramon, RAMP Supervisor Work: 956-929-0291

INSTRUCTIONS TO BIDDERS

1. Bids, amendments thereto or withdrawal requests must be received by the time advertised for bid opening to be timely filed. It is the vendor's sole responsibility to ensure that these documents are received at the time indicated in the solicitation document.
2. When specifications or descriptive papers are submitted with bid invitation, enter bidder's name thereon.
3. Submit your signed bid on attached bid form.
4. Bidders must clearly mark as "confidential" each part of their bid which they consider to be proprietary information that could be exempt from disclosure. If any part is designated as confidential, there must be attached to that part, an explanation of how this information is confidential. The agency reserves the right to determine whether this information should be exempt from disclosure and no legal action may be brought against the City or its agents for its determination in this regard.
5. By submission of a bid, you are guaranteeing that all goods and services meet the requirements of the solicitation during the contract period.

6. GENERAL PROVISIONS

- a. The City of Weslaco reserves the right to reject any and all bids and to cancel the solicitation.
- b. BIDDERS QUALIFICATIONS: Bidders must, upon request of the City furnish satisfactory evidence of their ability to furnish services in accordance with

the terms and conditions of these specifications. The City of Weslaco reserves the right to make the final determination as to bidder's ability to provide services requested herein.

- c. **AMENDMENTS:** All amendments to and interpretations of this solicitation shall be in writing. The City of Weslaco shall not be legally bound by any amendment or interpretation that is not in writing.
- d. **BIDDERS RESPONSIBILITY:** Each bidder shall fully acquaint himself with conditions relating to the scope and restrictions attending the execution of the work under the conditions of this bid. It is expected that this will sometimes require on-site observation. The failure or omission of a bidder to acquaint himself with existing conditions shall in no way relieve him of any obligation with respect to this bid or to the contract.
- e. **AWARD CRITERIA:** The contract shall be awarded to the lowest responsible and responsive bidder(s) whose bid meets the requirements and criteria set forth in the Invitation for Bids. All items unless otherwise stated will be assumed to meet all specifications and requirements as set forth in the Invitation for Bids. Ambiguous bids which are uncertain as to terms, delivery, or compliance with specifications may be rejected or otherwise disregarded.
- f. **REJECTION:** The City of Weslaco reserves the right to reject any bid that contains prices for services that are unreasonable when compared to the same or other bids if such action is in the best interest of the City of Weslaco and the Weslaco Mid Valley Airport.
- g. **COMPETITION:** This solicitation is intended to promote competition. If the language, specifications, terms and conditions, or any combination thereof restricts or limits the requirements in this solicitation to a single source, it shall be the responsibility of the interested vendor to notify the City in writing so as to be received prior to the opening date. The solicitation may or may not be changed but a review of such notification will be made prior to award.
- h. **CORRECTION OF ERRORS ON THIS BID FORM:** All prices and notations should be printed in ink or type-written. Errors should be crossed out, corrections entered and initialed by the person signing the bid. Erasures or use of typewriter correction fluid may be cause for rejection. No bid shall be altered or amended after specified time of opening.

GENERAL CONDITIONS

1. **DEFAULT:** In case of default by the contractor, the City of Weslaco reserves the right to purchase any and all items in default in the open market, charging the contractor with any additional costs. The defaulting contractor shall not be considered a responsible bidder until the assessed charge has been satisfied.
2. **NON-APPROPRIATIONS:** All Bidders are notified that the contract for this service is contingent upon budgetary appropriations. In the event that funding is eliminated, decreased, or not granted, the City reserves the right to terminate any RFB; any contract awarded hereunder or modify any contract or this RFB accordingly. The City of Weslaco makes no representations that any contract will be awarded to any Bidder responding to this RFB.
3. **CONTRACT ADMINISTRATION:** Questions or problems arising after award of this contract shall be directed to Andrew Munoz, Assistant City Manager / Aviation Director at 255 S. Kansas Ave., Weslaco, Texas 78596.
4. **FORCE MAJURE:** The Contractor shall not be liable for any excess costs if the failure to perform the contract arises out of causes beyond the control and without the fault or negligence of the contractor. Such causes may include but are not restricted to acts of God or of the public enemy, acts of Government in either its sovereign or contractual capacity, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes, and unusually severe weather; but in every case the failure to perform must be beyond the control and without fault or negligence of the contractor. If the failure to perform is caused by default of a subcontractor, and if such default arises out of causes beyond the control of both the contractor and subcontractor, and without the fault or negligence of either of them, the contractor shall not be liable for any excess costs for failure to perform, unless the supplies or services to be furnished by the subcontractor were obtainable from other sources in sufficient time to permit the contractor to meet the required delivery schedule.
5. **SAVE HARMLESS:** The successful bidder shall indemnify and save harmless the City of Weslaco, agents, and employees, from all suits or claims of any character brought by reason of infringing on any patent, trademark or copyright infringement or claim is based upon the Bidder's use of material furnished to the City of Weslaco.
6. **PUBLICITY RELEASES:** Contractor agrees not to refer to award of this contract in commercial advertising in such a manner as to state or imply that the services provided are endorsed or preferred by the User.

7. Texas LAW CLAUSE: Upon award of a contract under this bid, the person, partnership, association, or corporation to whom the award is made must comply with the laws of Texas which require such person or entity to be authorized and/or licensed to do business in this State, by submission of this signed bid, the bidder agrees to subject himself to the jurisdiction and process of the courts of the State of Texas, specifically Hidalgo County, as to all matters and disputes arising or to arise under the contract and the performance thereof, including any questions as to the liability for taxes, licenses, or fees levied by the State.
8. TERMINATION: Subject to the provisions below, the contract may be terminated for any reason by the City of Weslaco providing a 30 day advance notice in writing is given to the contractor.
 - a. Termination for Convenience: In the event that this contract is terminated or cancelled upon request and for the convenience of the City without the required thirty (30) days advance written notice, then the City may negotiate reasonable termination costs, if applicable.
 - b. Termination for Cause: Termination by the City for cause, default or negligence on the part of the contractor shall be excluded from the foregoing provisions; termination costs, if any shall not apply. The thirty (30) days advance notice requirement is waived and the default provision in this bid shall apply.
9. AFFIRMATIVE ACTION: The successful bidder will take affirmative action in complying with all Federal and State requirements concerning fair employment and employment of the disabled, and concerning the treatment of all employees, without regard or discrimination of protected classes.
10. RESTRICTION/LIMITATIONS: No purchases are to be made from this contract of any item that is not listed or of any item that is currently authorized under any contract awarded prior to this contract.
11. INDEMNIFICATION: Contractor shall protect, indemnify and hold harmless the City of Weslaco, It's Commissions, Board, Officers, employees or its respective agents from and against any loss, cost, damage or expense, including without limitation, reasonable attorneys' fees relating to or arising out of injury or death to a person or damage to property, including work in progress or any claims against the City, it's Board, Officers, employees or it's respective agents caused by or alleged to be caused by any negligent act, error or omission of Contractor or any subcontractor retained by or through Contractor or any of their employees, workmen, servants or agents. Contractor further agrees to protect, indemnify and hold harmless the City of Weslaco or their respective agents from any and all penalties imposed on account of the violation of any law, rule or regulation by Contractor or any Contractor's

employees, workmen, servants or agents. The indemnification provisions in this section shall survive termination of this Agreement.

12. OTHER INFORMATION: State and Federal funds received by the City will be used as a component of the overall funding. Accordingly, the selected firm will be required to comply with all applicable State/Federal regulations and contracting provisions required by the State and Federal funding authority, including 49 CFR Part 31 – Allowable Costs, Civil Rights, Disadvantaged Business Enterprises (DBE), and other applicable assurance provisions. In addition, the contract must be in compliance with federal, state, and local requirements applicable to such contracts.
13. INSURANCE REQUIREMENTS Contractor will maintain public liability insurance policy with respect to the requirements of this contract, naming the City of Weslaco as an additional insured, with a combined single limit of not less than One Million Dollars (\$1,000,000) per occurrence based with respect to both bodily injury and property damage. Contractor shall deliver to the City a certificate of insurance naming the City of Weslaco as additional insured at least fifteen (15) days prior to the commencement of the term of this contract and a renewal certificate at least fifteen (15) days prior to the expiration of the certificate. Said certificates must provide for thirty (30) days' notice to the City in event of material change or cancellation.

BID FORM

Bidder Name: _____

The undersigned hereby offers to furnish all services, materials, supplies, equipment, labor and supervision necessary to provide Security Services to the Weslaco Mid Valley Airport.

BID PRICES:

Quantity	Description	Hourly Rate
1 Site	Security Services	\$ _____

Respectfully submitted this ____ day of _____ 2024.

Company Name _____

Authorized Signature _____

Name and Title (type or print) _____

Business Address _____

Telephone Number _____ Fax Number _____

Contractor's Federal Tax I.D. No. _____

Principal of Company (e.g., Name of President, General Partner, Owner, etc.)

Insurance Amounts: _____

BID REJECTION OR PARTIAL ACCEPTANCE – THE CITY OF WESLACO reserves the right to reject any or all bids. It further reserves the right to waive technicalities and formalities in bids, as well as to accept in whole or in part such bid or bids where it deems it advisable in protection of the best interests of the City.

ADDENDA

The following Addenda have been received. The modifications to the Contract Documents noted therein have been considered and all services thereto are included in the RFQ.

Addendum No. _____ Dated: _____

Addendum No. _____ Dated: _____

Addendum No. _____ Dated: _____

Addendum No. _____ Dated: _____

Addendum No. _____ Dated: _____

**CITY OF WESLACO
DISCLOSURE OF INTERESTS**

City of Weslaco, Texas requires all persons or firms seeking to do business with the City to provide the following information. Every question must be answered. If the question is not applicable, answer with "NA." Corporations whose shares are publicly traded and listed on national or regional stock exchanges or over-the-counter markets may file a current Securities and Exchange Commission Form 10-K with the City in lieu of answering the questions below. See next page for definitions.

Date: _____

FIRM NAME: _____

ADDRESS: _____

FIRM is: 1. Corporation () 2. Partnership () 3. Sole Owner ()
4. Association () 5. Other () _____

DISCLOSURE QUESTIONS

If additional space is necessary, please attach a separate sheet.

1. State the name(s) of each "employee(s)" of the City of Weslaco having an "ownership interest constituting of 0% or more of the voting stock or shares of the business entity or ownership of \$2,500 or more of the fair market value of the business entity or employed by the above named "firm."

Name	Title	Department

2. State the name of each "official" of the City of Weslaco having an "ownership interest" constituting 0% or more of the ownership in the above named "firm", or employed by the above named "firm."

Name	Title	Department

3. State the names of each "board member" of the City of Weslaco having an "ownership interest" constituting 0% or more of the ownership in the above named "firm" or employed by the above named "firm."

Name	Board, Commission or Committee

CERTIFICATE

I certify that all information provided is true and correct as of the date of this statement that I have not knowingly withheld disclosure of any information requested; and that supplemental statements will be promptly submitted to the City of Weslaco, Texas as changes occur.

Certifying Person: _____

Title: _____
(Type or Print)

Signature of Certifying Person: _____

Date: _____
(Type or Print)

DEFINITIONS

The following definitions of terms should be used in answering the questions set forth below:

- a. **“Board member.”** A member of any board, commission, or committee appointed by the City Commission of the City of Weslaco, Texas.
- b. **“Employee.”** Any person employed by the City of Weslaco, Texas either on a full or part-time basis, but not as an independent contractor.
- c. **“Firm.”** Any entity operated for economic gain, whether professional, industrial or commercial, and whether established to produce or deal with a product or service, including but not limited to, entities operated in the form of sole proprietorship, as self-employed person, partnership, corporation, joint stock company, joint venture, receivership or trust, and entities which for purposes of taxation are treated as non-profit organizations.
- d. **“Official.”** The Mayor, members of the City Commission, City Manager, Assistant City Managers, Department and Division Heads, and Municipal Court Judge of the City of Weslaco, Texas.
- e. **“Ownership interest.”** Legal or equitable interest, whether actually or constructively held, in a firm, including when such interest is held through an agent, trust, estate or holding entity. “Constructively held” refers to holdings or control established through voting trusts, proxies, or special terms of venture of partnership agreements.”

VENDOR ACKNOWLEDGMENT FORMS
CITY OF WESLACO
NON-COLLUSIVE BIDDING CERTIFICATION

I/We have read instructions to bidder and specifications. My/Our bid conforms with all specifications, conditions, and instructions as outlined by *CITY OF WESLACO*. Signing the Acknowledgment Form confirms that our company will enter into a binding contract with CITY OF WESLACO for item(s) awarded to our company. I/We have read instructions to bidder and specifications.

The undersigned Bidder, by signing and executing this RFQ, certifies and represents to the CITY OF WESLACO that Bidder has not been offered, conferred or agreed to confer any pecuniary benefit, as defined by §1.07(a)(6) of the Texas Penal Code, or any other thing of value as consideration for the receipt of information or any special treatment or advantage relating to this RFQ; the Bidder also certifies and represents that Bidder has not offered, conferred or agreed to confer any pecuniary benefit or other things of value as consideration for the recipient's decision, opinion, recommendation, vote or other exercise of discretion concerning this RFQ; the Bidder certifies and represents that Bidder has neither coerced nor attempted to influence the exercise of discretion by any officer, trustee, agent or employee of the CITY OF WESLACO concerning this bid on the basis of any consideration not authorized by law; the Bidder also certifies and represents that Bidder has not received any information not available to other bidders so as to give the undersigned a preferential advantage with respect to this RFQ; the Bidder further certifies and represents that Bidder has not violated any state, federal or local law, regulation or ordinance relating to bribery, improper influence, collusion or the like and that Bidder will not in the future offer, confer, or agree to confer any pecuniary benefit or other thing of value to any officer, trustee, agent or member of the CITY OF WESLACO in return for the person having exercised the person's official discretion, power or duty with respect to this RFQ; the Bidder certifies and represents that it has not now and will not in the future offer, confer, or agree to confer a pecuniary benefit or other thing of value to any officer, trustee, agent or member of CITY OF WESLACO in connection with information regarding this RFQ, the submission of this RFQ, the award of this RFQ or the performance, delivery or sale pursuant to this RFQ.

Date: _____

Company Name: _____

Signature: _____

Title: _____

Note: This form must be filled in and submitted with RFB package

CERTIFICATION FORM

**DEBARMENT, SUSPENSION, AND OTHER INELIGIBILITY AND VOLUNTARY EXCLUSION LOWER
TIER COVERED TRANSACTIONS**

The bidder certifies that neither the bidder, its third-party subcontractors, nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

SIGNATURE _____ TITLE _____

COMPANY _____ DATE _____

State of _____, County of _____

Subscribed and sworn to before me this day _____ of , 2024.

Notary Public _____

My Appointment Expires _____

Restrictions on Lobbying Activity

A. Prohibited Contacts During Contract Evaluation

A vendor/contractor or a vendor's/contractor's agent/representative is prohibited from contacting city officials, including elected officials, and employees regarding a proposed contract from the time a Request for Qualifications has been released until the contract has been acted on by the City Commission. If contact is required, such contact will be done in accordance with procedures incorporated into the solicitation document. Violation of this provision by contractors, respondents, or their agents, including lobbyists, may lead to disqualification of the respondent's offer.

B. A Lobbyists or Vendor/ Contractor May Not Place City Official Under Personal Obligation

A Lobbyist or a Vendor/Contractor or any of their agents may not do any act or refrain from any act for the express purpose and intent of placing any city official under personal obligation to the Lobbyist or Vendor/ Contractor.

C. False Statements

A lobbyist or the vendor/contractor or any of their agents/representatives cannot intentionally or knowingly make any false or misleading statement of fact to any city official or cause a copy of a document with false information to be received by an official without notifying the official in writing of the truth. Likewise, a registrant who learns that a statement in a registration form or activity report during the previous 3 years is false must correct that statement within 30 days by written notification to the Office of the City Secretary.

D. Use of False Identification

A lobbyist or the vendor/contractor or any of their agents/representatives cannot communicate with a city official in the name of any fictitious person or in the name of any real person, without that person's consent.

E. Improper Influence

A lobbyist or the vendor/contractor or any of their agents/representatives cannot cause or influence the introduction of any ordinance, resolution, appeal, application, petition, nomination, or amendment for the purpose of later being employed as a lobbyist to secure its granting, denial, confirmation, rejection, passage, or defeat.

F. Improper Representation

A lobbyist or the vendor/contractor or any of their agents/representatives cannot represent that the person can control or obtain the vote or action of any city official.

Disclosures and Requirements for City Vendors/Contractors

Lobbyists are often retained for the purpose of assisting vendor/contractor seeking to do business with the city. The standards of conduct applicable to city contractors or other vendor/contractor of lobbyists are discussed below.

A. Prohibited Contacts During Contract Evaluation

A vendor/contractor or a vendor's/contractor's agent is prohibited from lobbying activities with city officials, including elected officials, and employees regarding a proposed contract from the time a Request for Qualifications has been released until the contract is posted as a City Commission agenda item. If contact is required, such contact will be done in accordance with procedures incorporated into the RFQ document. Violation of this provision by respondents or their agents, including lobbyists, may lead to disqualification of the respondent's offer. There is a parallel no-contact provision for lobbyists and their agents.

B. The City's Discretionary Contracts Disclosure Form

When seeking a discretionary city contract, the contractor must submit a form disclosing:

- the identity of all parties to the contract;
- subcontractors;
- partners, parent or subsidiary business entities of any party to the contract; any lobbyist or public relations firm that has been employed for a purpose related to the contract.

The vendor/contractor must also disclose all political contributions totaling more than \$100 made by the parties or the other individuals or entities listed on the form made directly or indirectly to:

- any current or former member of City Commission, including the Mayor;
- any candidate for City Commission, including the Mayor;
- any political action committee (PAC) that contributes to City Commission elections.

Indirect contributions include contributions made by an individual's spouse or by the officers, owners, attorneys, or registered lobbyists of the entity.

Indirect contributions do not include contributions by owners of a business entity who hold less than 5% of the fair market value or voting stock of the entity. If a publicly traded corporation seeks to contract with the city, it will not be required to list contributions made by its shareholders whose holdings are less than 5%.

AUTHORIZED CONTACT FORM:

This RFQ has been issued by City of Weslaco Purchasing Office. The Purchasing Office shall be the vendor's sole point of contact with regard to the RFQ, its content, and all issues concerning it.

All communication regarding this RFQ shall be directed to the City of Weslaco's Purchasing Agent. The Purchasing Agent facilitating this RFQ is identified on the cover page, along with his or her telephone number, and he or she shall be the primary point of contact for discussions or information pertaining to the RFQ. Contact with any other City representative, including elected officials, for the purpose of discussing this RFQ, its content, or any other issue concerning it, is prohibited unless authorized by the Purchasing Agent.

Violation of this clause, by the vendor having unauthorized contact (verbally or in writing) with such other City representatives, may constitute grounds for rejection by the Purchasing Office of the vendor's bid/response.

The above stated restriction on vendor contact with City representatives shall apply until the City has awarded a purchase order or contract to a vendor or vendors.

SIGNATURE _____ TITLE _____

COMPANY _____ DATE _____

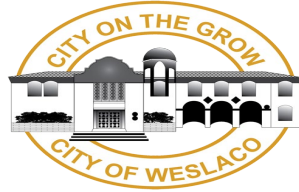
State of _____, County of _____

Subscribed and sworn to before me this _____ day of _____, 2024.

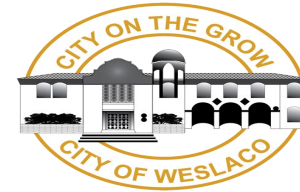
Notary Public _____

My Appointment Expires: _____

CITY OF WESLACO - Security Officer Services for Weslaco Airport



RFB 2023-24-24 TABULATION



Company Name	City & State	Telephone	Hourly Rate	Yearly Hours	One Year Cost
1 Blackstone Security Services	El Paso, Texas	(602)265-6160	\$ 18.49	4160 =	\$ 76,918.40
2 Blue Line Security Solutions	Mokena, Illinois	(708)995-7452	\$ 32.00	4160 =	\$ 133,120.00
3 D1 Security and Investigations	Brownsville, Texas	(956)873-8677	\$ 20.00	4160 =	\$ 83,200.00
4 Esprit De Security Services	Houston, Texas	(424)800-1051	\$ 40.00	4160 =	\$ 166,400.00
5 Fidis Solutions Group	Spring, Texas	(346)306-8358	\$ 38.90	4160 =	\$ 161,824.00
6 Genuine Security	Mission, Texas	(956)271-2153	\$ 15.00	4160 =	\$ 62,400.00
7 Guardian Global Solutions	Sulphur Springs, Texas	(972)503-9641	\$ 45.71	4160 =	\$ 190,153.60
8 iGuard Services	N. Hollywood, California	(760)486-1440	\$ 42.75	4160 =	\$ 177,840.00
9 MLG Protection Services	Mission, Texas	(956)583-2004	\$ 19.95	4160 =	\$ 82,992.00
10 Oscar Mike Security	Sealy, Texas	(979)231-9224	\$ 35.00	4160 =	\$ 145,600.00
11 Prime Time Protection Services	San Juan, Texas	(956)328-6188	\$ 19.00	4160 =	\$ 79,040.00
12 Texas Security & Investigational	Harlingen, Texas	(956)742-7537	\$ 20.00	4160 =	\$ 83,200.00
13 United Protective Services	Los Angeles, California	(310)-220-2945	\$ 43.00	4160 =	\$ 178,880.00

Bid Opening held on May 9, 2024 at 10:00 AM

Tabulation created by Homer Rhodes, Purchasing Agent



Standardized Agenda Request Form

Date of Meeting: June 4, 2024		Agenda Item No. (to be assigned by CSO): 2024-568	
From: JOEL RIVERA			
Subject: Discussion and consideration to enter into an Interlocal agreement between Weslaco Police Department (WPD) and Weslaco Independent School District (WISD) to provide training to WISD security guards under the Firearms Familiarization and Active Shooter Response Course and authorize the Mayor to execute any related documents. Possible action. (Staffed by the Police Department.)			
Background: The purpose of this agreement is for the Weslaco Police Department will provide			
Funding Source (budget code, if applicable):			
Amount:	Term of Impact:	Identified in Current Budget:	
Additional Action Prompted: Mayor's Signature			
If item previously considered, provide date and action by Commission:			
If item requires Publication Notice, provide date and periodical of publication; indicate if comments received from letters mailed to property owners:			
Advisory Review, if any (name of board/committee, date of action, recommendation):			
ROXANNE SAAVEDRA JOEL RIVERA Martin Garza		Created	
City Manager Comments: Approve as recommended by staff.			
Staff Recommendation: Weslaco Police Department recommends approval			
Attachments, if any: WISD Training ILA			
Responsibilities upon Approval: The ILA requires the City Mayor to sign the agreement once it is approved. Then, the original agreement shall be sent to Weslaco ISD for final review and signature.			

INTERLOCAL AGREEMENT BETWEEN THE CITY OF WESLACO AND THE WESLACO INDEPENDENT SCHOOL DISTRICT

This Agreement is entered into between the Weslaco Independent School District ("WISD" or the "District") and the City of Weslaco, Texas ("the City"). The parties are authorized by the Interlocal Cooperation Act, Texas Government Code Chapter 791 to enter into cooperative agreements with other local government entities of the State of Texas for the purpose of fulfilling and implementing their respective public and governmental purposes, needs, objectives, and programs.

The purpose of this agreement is to provide the terms and conditions for the Firearms Familiarization and Active Shooter Response training for WISD security guards by the City of Weslaco Police Department. The services that are the subject of this agreement are a governmental function.

The parties have determined that this Agreement is in the best and public interest of the parties and their respective constituents.

WHEREAS the City of Weslaco Police Department has the necessary personnel and training to provide WISD security guards with a firearms familiarization transition course and Active Shooter Response Course.

WHEREAS the City of Weslaco Police Department provides specialized training to its personnel to improve security at WISD schools and school grounds.

WHEREAS WISD and the City believe it is in the best interest of both Parties to provide training between them to provide rapid and effective response to any emergency occurring at any WISD campus;

THEREFORE, the Parties agree as follows:

I. Terms of Use

1. The City's Obligations:

2.
 - a. The City will provide WISD security guards and personnel training from firearms familiarization and Active Shooter Response
 - b. The City will provide WISD training to allow WISD personnel to respond to emergency situations

2. WISD's Obligations:

- a. WISD will assign personnel to receive this training from City of Weslaco Police Department in case of an emergency
- b. WISD will be responsible for any actions or responses to emergency situations

II. General Provisions

2.1 **Nondiscrimination.** None of the parties shall discriminate against any person on the basis of race, religion, gender, creed, or national origin.

2.2 **Independent Contractor/No Partnership Created.** Nothing contained in this agreement shall be deemed or construed by any party hereto or by any third party as creating the relationship of principal and agent or of partnership or joint venture between the parties hereto, it being understood and agreed that neither any provision herein nor any acts of the parties shall create any relationship between the parties other than that of independent contractors to the District.

2.3 **Sovereign Immunity.** It is expressly understood and agreed that, in the execution of the agreement, neither party waives, nor shall be deemed hereby to waive, any immunity or defense that would otherwise be available to it against claims arising in the exercise of governmental powers and functions.

2.4 **Amendment.** The Parties to this agreement acknowledge that it may be necessary to amend and/or modify this agreement from time to time in order to address additional concerns or issues that arise as the program progresses. However, no amendment, modification or alteration of the terms of this agreement shall be binding unless the same is in writing, dated subsequent to the date hereof and duly executed by an authorized representative of the parties hereto.

2.5 **Governance.** This agreement will be governed by state and federal laws and in conformity with school district policies.

2.6 **Texas Law To Apply.** This agreement shall be construed under and in accordance with the laws of the State of Texas and all obligations of the parties created hereunder are performable in Hidalgo County, Texas.

2.7 **Mutual Indemnification.** To the extent allowed by law, the City will and does hereby agree to indemnify, protect, defend with counsel approved by the Weslaco ISD, and hold harmless Weslaco ISD and their respective elected officials, employees, representatives and agents (collectively "Weslaco ISD Indemnitees") from and against all damages, losses, liens, causes of action, suits, judgments, expenses, and other claims of any nature, kind, or description, including reasonable attorneys' fees incurred in investigating, defending or settling any of the foregoing (collectively "Weslaco ISD Claims") by any person or entity, arising out of, caused by, or resulting from the City's performance under or breach of this Agreement and that are caused in whole or in part

by any negligent act, negligent omission or willful misconduct of the City, anyone directly employed by the City or anyone for whose acts the City may be liable. The provisions of this section will not be construed to eliminate or reduce any other indemnification or right which any Weslaco ISD Indemnatee has by law or equity. All parties will be entitled to be represented by counsel at their own expense.

To the extent allowed by law, Weslaco ISD will and does hereby agree to indemnify, protect, defend with counsel approved by the City, and hold harmless the City and their respective elected officials, officers, directors, attorneys, employees, representatives and agents (collectively "City Indemnitees") from and against all damages, losses, liens, causes of action, suits, judgments, expenses, and other claims of any nature, kind, or description, including reasonable attorneys' fees incurred in investigating, defending or settling any of the foregoing (collectively "City Claims") by any person or entity, arising out of, caused by, or resulting from Weslaco ISD's performance under or breach of this Agreement and that are caused in whole or in part by any negligent act, negligent omission or willful misconduct of Weslaco ISD employees, anyone directly employed by the Weslaco ISD or anyone for whose acts the Weslaco ISD may be liable. The provisions of this Section will not be construed to eliminate or reduce any other indemnification or right which any City Indemnatee has by law or equity. All parties will be entitled to be represented by counsel at their own expense.

AGREED:

**WISD Board President
319 West Fourth Street
Weslaco TX 78596**

(Date)

**Adrian Gonzalez
Mayor of the City of Weslaco, Texas**

(Date)



Standardized Agenda Request Form

Date of Meeting: June 4, 2024		Agenda Item No. (to be assigned by CSO): 2024-578	
From: JOEL RIVERA			
Subject: Discussion and consideration to purchase thirty-one (31) HI LITE w/ AXXII 2 Carriers custom vests with the Patrick Leahy Bulletproof Vest Partnership (BVP) Grant funds in the amount \$25,489.00, from GALLS quote No: 26652312, (Buyboard vendor No: 670-22) and authorize the Mayor to execute any related documents. Possible action. (Staffed by Police Department.)			
Background: The FY23 Patrick Leahy Bulletproof Vest Partnership program reimburses states, units of local government, and federally recognized Indian tribes, for up to 50 percent of the cost of body armor vests purchased for law enforcement as a 5-year replacement. Funding source budget 101-5202-554131, amount \$25,489.00, Term of impact: FY 2023-2024, and identified in the current budget: Tools & Equipment. GALLS has provided quote No: 26652312, (Buyboard No: 670-22).			
Funding Source (budget code, if applicable): 101-5202-554131			
Amount: \$25,389	Term of Impact: Fy 2023 - 2024	Identified in Current Budget: Tools & Equipment	
Additional Action Prompted: Mayor's Signature			
If item previously considered, provide date and action by Commission: October 17, 2023, Agenda Item No 2023-7026 (Approved by City Commission)			
If item requires Publication Notice, provide date and periodical of publication; indicate if comments received from letters mailed to property owners:			
Advisory Review, if any (name of board/committee, date of action, recommendation):			
ROXANNE SAAVEDRA JOEL RIVERA Martin Garza		Created/Initiated New	
City Manager Comments: Approve as recommended by staff.			
Staff Recommendation: Weslaco Police Department staff recommends approval			
Attachments, if any: BVP Award Notice (1), GALLS REQ 13589 HI LITE 5YR GRANT FY23BVP			
Responsibilities upon Approval: Request a certificate letter for documentation purposes.			

BJA Patrick Leahy Bulletproof Vest Partnership (BVP) – FY 2023 Award Announcement

Bureau of Justice Assistance <BJA@public.govdelivery.com>

Fri 9/29/2023 4:14 PM

To: Robert Lopez <rlopez@weslacotx.gov>

EXTERNAL EMAIL: This email originated from outside of the organization. Do not click any links or open/download any attachments unless you recognize the sender and know the content is safe.

[View as a webpage / Share](#)

Dear BVP applicant,

The Bureau of Justice Assistance (BJA) is pleased to inform you that your jurisdiction will receive an award under the Fiscal Year (FY) 2023 Patrick Leahy Bulletproof Vest Partnership (BVP) program. These funds have been posted to your account in the [BVP System](#). A complete list of FY 2023 BVP awards is now available at the following link: <https://bja.ojp.gov/funding/fy23-bvp-awards.pdf>.

Important: Jurisdictions must be registered and include updated banking information in the System for Award Management (SAM) (<https://www.sam.gov/SAM/>) to receive reimbursement. For more information about renewing and updating your existing SAM registration, or registering in SAM as a new entity, please visit: <https://sam.gov/content/help>. The SAM Helpdesk can be reached at 866-606-8220.

The FY 2023 award may be used for National Institute of Justice (NIJ) compliant armored vests which were ordered after April 1, 2023. The deadline to request payments from the FY 2023 award is August 31, 2025, or until all available funds have been requested. Awards will not be extended past that date, and any unused funds will be forfeited.

As a reminder, body armor vests purchased with BVP funds must have been tested through the National Institute of Justice (NIJ) [Compliance Testing Program](#) and found to comply with the most current NIJ body armor standards, appear on the [NIJ Compliant Products List](#) as of the date the body armor was ordered, be uniquely fitted, and be made in the United States. In addition, applicants must have a written mandatory wear policy for uniformed patrol officers in place at the time of application.

In addition, the federal portion of the costs for body armor vests purchased under the BVP Program may not exceed 50 percent. However, jurisdictions may request a financial or natural disaster hardship waiver during the payment request process and receive up to 100 percent of the cost of each body armor vest submitted for reimbursement. Additional information regarding match waivers can be found in the [BVP FAQs](#), and detailed instructions on the process for requesting a waiver and the documentation required can be found in the [Submitting Payment Requests in BVP User Guide](#).

Please contact the BVP Helpdesk at 1-877-758-3787 or email vests@usdoj.gov if you have any questions regarding the above information. Please also visit the [BVP website](#) for additional information regarding the BVP Program.

In addition, please visit BJA's Officer Robert Wilson III Preventing Violence Against Law Enforcement Officers and Ensuring Officer Resilience and Survivability (VALOR) Initiative website to obtain other information regarding officer safety: [VALOR Officer Safety and Wellness Initiative | Overview | Bureau of Justice Assistance \(ojp.gov\)](#). The VALOR Initiative is a comprehensive set of programs that deliver no-cost officer safety, wellness, resilience training, resources, and technical assistance to law enforcement throughout the country. VALOR brings together the latest research and practices to address current and emerging officer safety and wellness issues/threats. Please see the VALOR Initiative Overview-Booklet for a detailed synopsis of this important initiative: [BJA VALOR INITIATIVE \(ojp.gov\)](#).

Sincerely, BVP Program Support Team

Bureau of Justice Assistance



BJA offers many resources, training and technical assistance, and policy development services to support local, state, and tribal governments in achieving safer communities.



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This email was sent to rlopez@weslacotx.gov using GovDelivery Communications Cloud on behalf of Department of Justice · Washington, DC





Customer: (1000946319) WESLACO POLICE
Date: 05/21/2024
Sales Rep: CUSTOMER EXPERIENCE

Page 1 of 1
Quote Number: 26652312
Quote Expiration: 06/20/2024

Sold To:
WESLACO POLICE
ACCOUNTS PAYABLE
255 S KANSAS AVE
WESLACO, TX 78596
JENNIFER VILCHES

Ship To:
WESLACO POLICE
300 S. BRIDGE AVE
WESLACO, TX 78596
BROOKS DITTO

Fr23 BVP

Quote is valid for 30 days

SUBTOTAL:	25,389.00
SHIPPING:	100.00
TAX.....:	
TOTAL...:	25,489.00

Galls is required to collect sales tax on shipments to certain states. Sales tax will be added where applicable. For tax exempt customers, state laws require us to have signed tax exemption or resale certificates on file at our office. If you are tax exempt, please email or fax this information, (including your Galls account number) to Tax@galls.com or fax 859-268-5946.

Export Restrictions - This may contain commodities restricted in the United States International Trade Regulations.

1340 Russell Cave Rd
Lexington, KY 40505
Tel: 800-876-4242 Fax: 877-914-2557



Standardized Agenda Request Form

Date of Meeting: June 4, 2024		Agenda Item No. (to be assigned by CSO): 2024-570	
From: David Arce			
Subject: Discussion and consideration to purchase roll off bins from Sourcewell vendor Wastequip Manufacturing Company LLC., Sourcewell contract # 040621-WQI, in an amount not to exceed \$26,665 and authorize the Mayor to execute any related documents. Possible action. (Staffed by Public Works Department.)			
Background: Purchasing 5 additional roll off bins for the new roll off truck to drop and load as needed. This is the same vendor we have used for a few orders we have done.			
Funding Source (budget code, if applicable):			
Amount:	Term of Impact:	Identified in Current Budget:	
Additional Action Prompted: Mayor's Signature			
If item previously considered, provide date and action by Commission:			
If item requires Publication Notice, provide date and periodical of publication; indicate if comments received from letters mailed to property owners:			
Advisory Review, if any (name of board/committee, date of action, recommendation):			
David Arce David Arce Rosalinda Cavazos Martin Garza		Created/Initiated Approved New	
City Manager Comments: Approve as recommended by staff.			
Staff Recommendation: Approval			
Attachments, if any: Memo 2024 ROLL OFF BINS, City of Weslaco - 1 TL 30yd Rec_V2			
Responsibilities upon Approval:			

City of Weslaco

"The City on the Grow"



Adrian Gonzalez, Mayor
Adrian Farias, Mayor Pro-Tem, District 4
Greg Kerr, Commissioner, At-Large
Israel Gonzalez, Jr., Commissioner, At-Large
Josh Pedraza, Commissioner, District 1
Letty Lopez, Commissioner, District 2
Jose "JP" Rodriguez, Commissioner, District 3

Martin Garza, City Manager

Date: June 4, 2024

To: City Commission

From: David Arce, Public Works Director

Subject: ROLL OFF BINS

Cc: Martin Garza, City Manager
Rosie Cavazos, Finance Director

Staff is requesting the purchase of 5-thirty-yard roll offs. The roll off containers will be in the amount of \$26,665. These bins are to add our current inventory of recycle and debri roll offs. These items are budgeted. This is all in anticipation of our new roll off truck to be delivered within 14 days.

Lead time is about 30-45 days.

Staff recommends approval.



100 East Industrial Park Blvd, Beeville, TX,
78102

PHONE: 800-242-0122 FAX: 361-358-0418

WQ-10312966

Sourcewell

Awarded Contract

Contract # 040621-WQI

Sell To:

Contact Name	David Arce	Ship To Name	City of Weslaco
Bill To Name	City of Weslaco	Ship To	3000 S Border Ave
Bill To	255 S Kansas Ave		Weslaco, TX 78596
	Weslaco, TX 78596-6158		USA
	USA	Quick Ship	☐
Email	darce@weslacotx.gov		
Phone	(956) 968-3181		
Mobile	(956) 793-8735		

Quote Information

Salesperson	Hunter Brown	Expiration Date	6/20/2024
Salesperson Email	hbrown@wastequip.com	Quote Number	WQ-10312966
			Please Reference Quote Number on all Purchase Orders

Product	Product Description	Quantity	Sales Price	Total Price
Container - TB - 134029	30 Cubic Yard Standard Duty Rectangular Roll Off Container 22' Long - Floor: 7 gauge with 3" structural channels on 18" centers and 6" x 2" x 3/16" Structural Tubing Main Rails, Walls: 12 gauge with side columns on 36" centers and 3" x 4" x 11 gauge Top Rails, Primed and Painted any Standard Color	5.00	\$5,173.00	\$25,865.00

Payment Terms	Net 30 Days if credit has been established	Subtotal	\$25,865.00
Shipping Terms	FOB Origin	Shipping	\$800.00
		Tax	\$0.00
		Grand Total	\$26,665.00

Additional Information

Additional Terms Our Quote serves as an offer to provide Products and/or services at the quantities and prices shown and is a good faith estimate, based on our understanding of your needs. By signing below, you indicate your acceptance of our offer which is expressly subject to the Wastequip Terms & Conditions of Sale ("Wastequip's Terms") located at: <https://www.wastequip.com/terms-conditions-sale>, as of the date set forth in Section 1(b) of the WQ T&C, which are made a part of this Quote. Wastequip's Terms may be updated from time to time and are available by hard copy upon request. Any changes or deviations to the terms of this Quote, including any different terms in an Order submitted by you, must be agreed upon in writing by both parties.

Additional Information Pricing is based on your anticipated Order prior to the expiration of this Quote, including product specifications, quantities and timing. Any differences to your Order may result in different pricing, freight or other costs. Due to volatility in petrochemical, steel and related Product material markets, actual prices and freight, are subject to change. We reserve the right, by providing notice to you at any time before beginning Product manufacturing, to increase the price of the Product(s) to reflect any increase in the cost to us which is due to any factor beyond our control (such as, without limitation, any increase in the costs of labor, materials, or other costs of manufacture or supply). Unless otherwise stated, materials and container sizes indicated on sales literature, invoices, price lists, quotations and delivery tickets are nominal sizes and representations – actual volume, Products and materials are subject to manufacturing and commercial variation



100 East Industrial Park Blvd, Beeville, TX,
78102

PHONE: 800-242-0122 FAX: 361-358-0418

WQ-10312966

Sourcewell 

Awarded Contract

Contract # 040621-WQI

and Wastequip's practices, and may vary from nominal sizes and materials. All prices are in US dollars; this Quote may not include all applicable taxes, brokerage fees or duties. If customer is not tax exempt, final tax calculations are subject to change.

Special Contract
Information

Canoe through partnership with Sourcewell - Pricing & Product offerings are based on the Sourcewell Co-Operative Contract with Wastequip, LLC (#040621-WQI, eff. 06/02/2021) and such Contract terms & conditions are incorporated herein by reference. Pricing & Product (& related) changes may occur at any time with proper documentation, & subject to Sourcewell approval; therefore, offerings may change without written prior notice. Wastequip Product Limited Warranties, Disclaimers, Limitation of Liability & Remedies, & Limited Warranty Provisions apply to all purchases thereunder.

Signatures

Accepted By: _____

Company Name: _____

Date: _____

Purchase Order: _____

Please Reference Quote Number on all Purchase Orders



Standardized Agenda Request Form

Date of Meeting: June 4, 2024		Agenda Item No. (to be assigned by CSO): 2024-571	
From: David Arce			
Subject: Discussion and consideration to award RFB No.: 2023-24-27 Five Manhole Rehabilitations on Silva Street to the lowest most advantageous bidder, Southern Trenchless Solutions, for an amount not to exceed \$26,305 and authorize the Mayor to execute any related documents. Possible action. (Staffed by Public Works Department.)			
Background: On May 16th we had the prebid and the bid opening on May 23rd. Two bidders submitted on Bidnet 2LG Construction at \$89,800 and Southern Trenchless Solutions at \$26,305. Southern Trenchless has done work previously, and we are confident that they will complete the project in a timely manner with minimal inconvenience to nearby residents.			
Funding Source (budget code, if applicable):			
Amount:	Term of Impact:	Identified in Current Budget:	
Additional Action Prompted: Mayor's Signature			
If item previously considered, provide date and action by Commission:			
If item requires Publication Notice, provide date and periodical of publication; indicate if comments received from letters mailed to property owners:			
Advisory Review, if any (name of board/committee, date of action, recommendation):			
David Arce David Arce Rosalinda Cavazos Martin Garza		Created/Initiated Approved New	
City Manager Comments: As recommended by the governing body.			
Staff Recommendation: Approval			
Attachments, if any: Memo 2024 RFB MANHOLES SILVA, TABULATION MANHOLE REHAB 2023-24-27 , Jonas Gonzalez Recommendation on Manhole Rehab Silva St			
Responsibilities upon Approval:			

City of Weslaco

"The City on the Grow"



Adrian Gonzalez, Mayor
Adrian Farias, Mayor Pro-Tem, District 4
Greg Kerr, Commissioner, At-Large
Israel Gonzalez, Jr., Commissioner, At-Large
Josh Pedraza, Commissioner, District 1
Letty Lopez, Commissioner, District 2
Jose "JP" Rodriguez, Commissioner, District 3

Martin Garza, City Manager

Date: June 4, 2024

To: City Commission

From: David Arce, Public Works Director

Subject: MANHOLE REHAB ON SILVA STREET

Cc: Martin Garza, City Manager
Rosie Cavazos, Finance Director

We received 2 bids from for the RFB.

As per our standard procurement process, Southern Trenchless Solutions bid was found to be the most advantageous in terms of price, quality of work, and overall value. Their bid is approximately \$63,000 lower than the next lowest bidder, and their experience in similar projects is extensive.

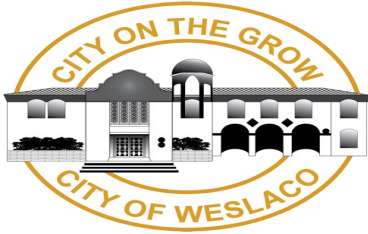
However, our consultant has recommended rebidding the project citing concerns about the clarity and completeness of the initial specifications that he reviewed. The only concerns that were mentioned was the Super Covers, that was proved to be not supplied by one vendor like initially thought and the application of the material that was being applied to the walls of the manholes. Staff wants material it to be sprayed and not rolled on as the manufacture recommends.

While we appreciate the consultant's input, we believe that Southern Trenchless Solutions bid at \$26,305 meets our requirements and offers a significant cost savings.

Staff believes that this decision aligns with our goals of delivering high-quality services at a reasonable cost.

Staff Recommends Approval.

CITY OF WESLACO
TABULATION FOR FIVE MANHOLE REHABILITATIONS ON SILVA STREET / RFB NO.: 2023-24-27



2LG CONSTRUCTION
5084 SOUTH PADRE ISLAND HWY
BROWNSVILLE, TEXAS 78521
956-525-7111
LEONEL GONZALEZ
leonelgonzalez@2lgconstruction.com

SOUTHERN TRENCHLESS SOLUTIONS
1801 W. EXPRESSWAY 83
LA FERIA, TEXAS 78559
956-284-4660
RAMON CLOSNER
adminstx@southern trenchless.com

ITEM	DESCRIPTION	QTY	UNIT COST	TOTAL	UNIT COST	TOTAL
1	Mobilization & Demobilization	1	\$7,315.00	\$7,315.00	\$5.00	\$5.00
2	Cementitious Rehabilitation of concrete surface 1" – 4" thick application by Gunit Process	405	\$65.00	\$26,325.00	\$15.00	\$6,075.00
3	Epoxy Coating Rehabilitation with 100% solids Epoxy application by Spray Method (125 mils, 1/8 thick)	405	\$72.00	\$29,160.00	\$15.00	\$6,075.00
4	City Standard Composite manhole covers (Super Cover) with 6'x6" x8" Concrete Collar 2 hours set time for concrete	5	\$3,500.00	\$17,500.00	\$2,250.00	\$11,250.00
5	Manhole Bench Reconstruction	5	\$1,200.00	\$6,000.00	\$500.00	\$2,500.00
6	Payment & Performance Bond	1	\$3,500.00	\$3,500.00	\$400.00	\$400.00
				<u>\$89,800.00</u>		<u>\$26,305.00</u>

Bid opening held on May 23, 2024 at 10:00 AM
Tabulation created by: Homer Rhodes, Purchasing Agent



South Texas Brightwater Solutions LLC.

3612 S. H St.
McAllen, TX 7803
956-802-6659
jonas@southtexasbrightwater.com

May 27, 2024

The Honorable Adrian Gonzalez
The City of Weslaco
255 S Kansas Ave, Weslaco, TX 78596

Dear Mayor Gonzalez,

Based on the results of the bids received, I recommend that the project to rehabilitate five manholes on Silva Street be put out for bid again with more detailed specifications. The significant disparity between the only two bids received raises concerns about the clarity and completeness of the initial specifications. To ensure the city achieves the best possible outcome, it is crucial that the project details are more thoroughly defined. This will be my recommendation to the city manager, mayor, and council.

Sincerely yours,

Jonas A. Gonzalez

Consultant

South Texas Brightwater Solutions LLC.



Standardized Agenda Request Form

Date of Meeting: June 4, 2024		Agenda Item No. (to be assigned by CSO): 2024-580	
From:			
Subject: Discussion and consideration of adopting the Financial Policies for the City of Weslaco and authorize the Mayor to execute any related documents. Possible action. (Staffed by Finance Department.)			
Background: GLO is asking for additional financial policies to compliment our current ones. This document contains a set of rules and guidelines that the City uses to govern its financial operations. These policies and procedures are designed to ensure that the City's financial activities are managed in a consistent, transparent, and accountable manner. These financial policies will compliment our current polices and procedures in place.			
Funding Source (budget code, if applicable):			
Amount:		Term of Impact:	Identified in Current Budget:
Additional Action Prompted: Mayor's Signature			
If item previously considered, provide date and action by Commission:			
If item requires Publication Notice, provide date and periodical of publication; indicate if comments received from letters mailed to property owners:			
Advisory Review, if any (name of board/committee, date of action, recommendation):			
Rosalinda Cavazos Rosalinda Cavazos Martin Garza		Created	
City Manager Comments: Approve as recommended by staff.			
Staff Recommendation: Staff Recommends approval.			
Attachments, if any: Financial Policies_Draft_Weslaco 053024			
Responsibilities upon Approval:			

City of Weslaco

Financial Procedures

INTRODUCTION

The purpose of financial management policies is to provide sound guidelines in planning the City's financial future. The City of Weslaco considers the expenditure of funds to be an important responsibility and requires all persons involved with the purchase of goods or services to exercise good judgement in spending taxpayers' contributions.

SCOPE OF AUTHORITY

The Finance Director is responsible for administering the accounting records and verifies the legality and validity of city disbursements.

Financials

A. Bank Depository

1. The City designates a depository for banking services. The City Commission reviews the selection every three years unless circumstances deem otherwise.

B. Accounts Payable

2. Two (2) individuals are authorized to sign checks written on the bank depository accounts: the Mayor and City Manager. All checks are required to have two authorized signatures, City Manager, and the Mayor. No exceptions.

C. Accounting

3. The Finance Director is responsible for establishing the structure for the Chart of Accounts and for assuring that procedures are in place to properly record financial transactions and report the City's financial position. The Finance Director shall provide financial reports to the City Commission quarterly.

D. Audit of Accounts

4. An independent audit of the City's accounts is performed annually. The Independent Auditor is retained by and is accountable directly to the City Commission. The City Commission reviews the selection every three years unless circumstances deem otherwise.

E. Internal Controls

5. Written procedures will be established, maintained, and assessed per 2 CFR 200.303 by the Finance Director for all functions involving cash handling and/or accounting throughout the City. These procedures will embrace the general concepts official responsibility set forth in this policy statement.

The City ensures duties and responsibilities are segregated so that no one individual has

complete authority over a financial transaction.

PROCEDURES

A. Record Requisition •

1. The City of Weslaco uses ERP Pro software to record and track all payment to vendors, A requisition for products or services must be completed and submitted to Purchasing by the department that will be incurring the expenditure. The Purchasing Agent will review the quote for budgetary purposes and issues a Purchase Order (PO) if the expenditure is budgeted as requested. Any purchase over \$1,000 must have a purchase order with 3 quotes.

B. Input Invoice into Record Keeping System •

2. Once the product or service is rendered an invoice must be submitted as soon as possible to the Accounts Payable with acknowledgement of receipt. Departments must review invoices prior to submitting to the Accounts Payable. They acknowledge that all the products and services have been completed. After invoice is submitted then the accounts payable clerk reviews invoice. The invoice is processed through ERP Pro. The software is designed to create an error if there is a duplicate invoice number. Payment will not be issued to a duplicate invoice number.

C. Review of Invoice -

3. Finance Director reviews invoices prepared by the Accounts Payable clerk before submitting claims to City Manager and Mayor for accuracy. Claims require a require, a purchase order and an invoice.

D. Timeline for Payment •

4. City Manager and the Mayor approve all payments. Recurring and monthly are approved through resolution. All other expenses must be approved thru claims. For payment to be processed through claims, the invoice with PO# referenced needs to be received by Accounts Payable by no later than noon the Friday before the check issue date. (Schedule is sent out at the beginning of fiscal year.)

E. Issue Payment -

5. Accounts payable inputs all invoices. Payments go before the Finance Director, City Manager, and Mayor for approval of disbursement. After approval accounts payable prints checks. ERP Pro prints the signatures on the checks. Accounts Payable does not distribute checks until the check registers have been reviewed and approved by the Finance Director, City Manager, and Mayor.

F. Payment Reconciliation •

6. Accountant II reviews and reconciles banks statements.

G. Record Keeping -

7. Vendor files are retained by Purchasing/Accounts Payable for three years. The current and prior fiscal year are kept in office, the most current two years.

PROCEDURES FOR GRANT PAYMENTS

1. A requisition for products or services must be completed and submitted to the Purchasing department by the department that will be incurring the expenditure. The Purchasing agent will review the requisition for budgetary purposes and issue a Purchase Order (PO) if the expenditure is budgeted as requested.
2. Invoice must be approved by a department head responsible for the grant implementation or the Finance Director. Approval is acknowledged by initialing the original invoice or through City Commission action.
3. Invoice is received for products and services and, if necessary, a request for reimbursement from granter is prepared by department and proper signatures obtained from Finance and City Commission as authorized in original grant approval. Finance Department reviews the invoice and compares it to the grant budget.
4. Upon grant reimbursement to the City, a demand check is entered into the system and printed by the Accounts Payable office. The City Manager and Mayor's signature appear on the approved checks. Checks are then disbursed by the Accounts Payable Clerk. When the City receives advance payments of federal grant funds, it must minimize the time elapsing between the transfer of funds from the United States Treasury or the pass-through entity and the disbursement of those funds on allowable costs of the applicable federal program. (2 CFR 200.305) For specific funding, The City of Weslaco will follow the most stringent of the local, state, or federal requirements to be in compliance.
5. Copies of the request for payment, invoice, canceled check copy and bank statement showing receipt of grant reimbursement is retained in the Finance's or Department grant file depending which department is responsible for said grant.

The City Manager and Mayor authorize payments and issuance of checks. Two signatures are required on each check, one signature from City Manager and one from the City Commission. The Finance Department is responsible for reconciling the monthly bank statements.

CASH MANAGEMENT AND DISBURSEMENT PROCEDURES

The City shall make timely payments to vendors and minimize the time between transferring funds from the State Treasury and disbursement of funds to vendors in compliance with the terms and conditions of the federal contract, grant, regulation, or statute.

To ensure vendor compliance, invoices/pay applications/pay estimates will be reviewed for accuracy for such items but not limited to change order approvals, outstanding lien/payments to subcontractors, labor standards, and verification of work completed as invoiced prior to disbursement or request for funds from State Agency. The City shall notify the department and/or vendor of an error in an invoice submitted for payment by the vendor.

Generally, the City receives payments of federal award funds on a reimbursement basis. In some cases, the City may receive an advance of federal grant funds.

Reimbursements.

The City will request reimbursement for actual expenditures incurred under federal grants at least quarterly, or more often as deemed appropriate. Reimbursement requests will be submitted with appropriate documentation and signed by the City's designated representative. All reimbursements are based on actual disbursements, not on obligations. The City will maintain supporting documentation of federal expenditures (invoices, payroll records, etc.) and will make such documentation available to awarding agencies upon request.

Advances.

When the City receives advance payments of federal grant funds, it must minimize the time elapsing between the transfer of funds from the United States Treasury or the pass-through entity and the disbursement of those funds on allowable costs of the applicable federal program. (2 CFR 200.305) To the extent available, the City will disburse funds available from program income (including repayments to a revolving fund), rebates, refunds, contract settlements, audit recoveries, and interest earned on such funds before requesting additional cash payments. (2 CFR 200.305) The City will maintain advance payments of federal awards in insured, interest-bearing accounts whenever not precluded by the Federal award grant guidance or whenever the exceptions per 2 CFR 200.305(8) do not apply. Interest amounts up to \$500 per year may be retained by the City for administrative expense. Any additional interest earned on Federal advance payments deposited in interest-bearing accounts must be remitted" annually to the Department of Health and Human Services Payment Management System (PMS) through an electronic medium using either Automated Clearing House (ACH) network or a Fedwire Funds Service payment. [2 CFR 200.305(9)]

These Policies and Procedures are implemented through the City of Weslaco Commissioners Council:

PASSED AND APPROVED at a regular meeting of the City Commission this 4th day of June 2024.

CITY OF WESLACO

Adrian Gonzalez, MAYOR

ATTEST:

Norma A. Cantu, CITY SECRETARY

APPROVED AS TO FORM:

Juan E. Gonzalez, CITY ATTORNEY



Standardized Agenda Request Form

Date of Meeting: June 4, 2024		Agenda Item No. (to be assigned by CSO): 2024-588	
From:			
Subject: Discussion and consideration of a contract award to the most responsive bidder for RFB No. 2023-24-25 Border Road Storm Drainage Improvements Project and authorize the Mayor to execute any related documents. Possible action. (Staffed by the Engineering Department.)			
Background: See attached memo.			
Funding Source (budget code, if applicable):			
Amount:	Term of Impact:	Identified in Current Budget:	
Additional Action Prompted: Mayor's Signature			
If item previously considered, provide date and action by Commission:			
If item requires Publication Notice, provide date and periodical of publication; indicate if comments received from letters mailed to property owners:			
Advisory Review, if any (name of board/committee, date of action, recommendation):			
ADELAIDA VEGA Albert Aldana Martin Garza		Created/Initiated Approved New	
City Manager Comments: Approve as recommended by staff.			
Staff Recommendation: Staff recommends approval.			
Attachments, if any: 05-30-2024CC_Border Rd Drainage Project, 05-30-24 Itemized Bid Tabulation #601			
Responsibilities upon Approval:			

City of Weslaco

"The City on the Grow"



Adrian Gonzalez, Mayor
Adrian Farias, Mayor Pro-Tem, District 4
Greg Kerr, Commissioner, At-Large
Israel Gonzalez, Jr., Commissioner, At-Large
Josh Pedraza, Commissioner, District 1
Letty Lopez, Commissioner, District 2
Jose "JP" Rodriguez, Commissioner, District 3

Martin Garza, City Manager

TO: Mayor Adrian Gonzalez, City Commissioners,
& Mr. Garza, City Manager

FROM: Albert J. Aldana, P.E.
City Engineer

RE: **Contract Award for RFB #2023-24-25
Border Rd Drainage Improvements**

This item seeks your approval to award a contract to the most responsive bidder, for RFB#2023-24-25 Border Rd Drainage Improvements. A total of six bids were received and were tabulated by our consultant, Cruz-Hogan, for this bid.

We propose to use ARPA and city drainage funds to pay for this project.

Staff recommends award of a contract to the most responsive bidder.

Sincerely,

A handwritten signature in blue ink, appearing to read "Aldana", is written over a light blue circular stamp.

ATTACHMENTS: Bid Tabulation

APPENDIX

CITY OF WESLACO
Border Avenue Storm Drainage Project
RFB NO. 2023-24-25
(Bids received May 30, 2024)

Itemized Bid Tabulation

<i>* Red indicates corrected amount</i>				J&M Construction Site		G-8 Utilities LLC		SanPen LLC		2LG Construction LLC		Jimmy Closner & Sons Construction Co., Inc.		Synergy Development & Construction, LLC	
Item No.	Item Description	Unit	Estimated Quantity	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
BASE BID															
1	48" RCP Class III Rubber Gasket. To include Excavation, Installation, Select Fill Backfill , Compaction, Water Jetting, and etc. All complete in place	LF	1,000	\$ 243.83	\$ 243,830.00	\$ 242.00	\$ 242,000.00	\$ 298.475	\$ 298,475.00 \$298,475.10	\$ 360.00	\$ 360,000.00	\$ 320.00	\$ 320,000.00	\$ 405.00	\$ 405,000.00
2	48" RCP Class III Rubber Gasket Pipe (at street crossings) To include Excavation, Installation, Cement Stabilized Sand Backfill , Compaction, Water Jetting, and etc. All complete in place.	LF	120	\$ 330.58	\$ 39,669.60	\$ 242.00	\$ 29,040.00	\$ 325.73	\$ 39,087.60 \$39,087.97	\$ 400.00	\$ 48,000.00	\$ 350.00	\$ 42,000.00	\$ 420.00	\$ 50,400.00
3	Type "M" Storm Manhole. To include excavation, all concrete construction, reinforcing steel, concrete collars, ring/cover and etc. All complete in place.	EA	3	\$ 7,918.68	\$ 23,756.04	\$ 10,500.00	\$ 31,500.00	\$ 11,720.94	\$ 35,162.82	\$ 10,500.00	\$ 31,500.00	\$ 12,000.00	\$ 36,000.00	\$ 12,000.00	\$ 36,000.00
4	Type "M" Modified Conflict Storm Manhole. To include excavation, all concrete construction, reinforcing steel, concrete collars, ring/cover, new 12" (SDR-26) sewer line, couplings, 20" diameter steel casing, casing spacers, end seals and etc. All complete in place.	EA	1	\$ 11,682.00	\$ 11,682.00	\$ 6,500.00	\$ 6,500.00	\$ 17,308.83	\$ 17,308.83	\$ 15,000.00	\$ 15,000.00	\$ 16,000.00	\$ 16,000.00	\$ 14,000.00	\$ 14,000.00
5	Remove & Haul Off Existing Concrete Storm Manhole. All complete, in place.	EA	2	\$ 924.00	\$ 1,848.00	\$ 7,500.00	\$ 15,000.00	\$ 5,724.18	\$ 11,448.36	\$ 4,500.00	\$ 9,000.00	\$ 1,200.00	\$ 2,400.00	\$ 3,000.00	\$ 6,000.00
6	Remove, Clean, Haul, and Stockpile Existing Salvaged 36" RCP at City of Weslaco Public Works Yard located at 1912 Joe Stephens Ave, Weslaco, TX. All complete, in place.	LS	1	\$ 23,443.20	\$ 23,443.20	\$ 45,000.00	\$ 45,000.00	\$ 44,703.12	\$ 44,703.12	\$ 15,000.00	\$ 15,000.00	\$ 46,600.00	\$ 46,600.00	\$ 12,500.00	\$ 12,500.00
7	Concrete Rip-Rap and Headwall at Existing Ditch (Sta 0+65) To include excavation, backfill, all concrete construction, reinforcing steel, formwork, ditch final grading, ditch final shaping and etc. All complete in place.	LS	1	\$ 20,460.00	\$ 20,460.00	\$ 4,000.00 \$4.00	\$ 4,000.00 \$4.00	\$ 8,449.98	\$ 8,449.98	\$ 20,000.00	\$ 20,000.00	\$ 14,000.00	\$ 14,000.00	\$ 20,000.00	\$ 20,000.00

* Red indicates corrected amount				J&M Construction Site		G-8 Utilities LLC		SanPen LLC		2LG Construction LLC		Jimmy Closner & Sons Construction Co., Inc.		Synergy Development & Construction, LLC	
Item No.	Item Description	Unit	Estimated Quantity	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
8	Concrete Rip-Rap and Headwall at Existing Ditch (Sta 12 +33) To include excavation, backfill, all concrete construction, reinforcing steel, formwork, ditch final grading, ditch final shaping and etc. All complete in place.	LS	1	\$ 23,628.00	\$ 23,628.00	\$ 3,500.00	\$ 3,500.00	\$ 11,448.36	\$ 11,448.36	\$ 21,000.00	\$ 21,000.00	\$ 15,000.00	\$ 15,000.00	\$ 20,000.00	\$ 20,000.00
9	Cut & Patch Existing Asphalt Pavement To include saw-cutting existing pavement, 12" thick compacted flexible base, (Type "A") 2" compacted asphalt pavement and etc., All complete, in place.	SY	200	\$ 55.80	\$ 11,160.00	\$ 65.00	\$ 13,000.00	\$ 98.128	\$ 19,625.60	\$ 80.00	\$ 16,000.00	\$ 220.00	\$ 44,000.00	\$ 65.00	\$ 13,000.00
10	Concrete Plug for Abandoned Existing Storm Line System (3,000 PSI) All complete in place.	EA	4	\$ 138.60	\$ 554.40	\$ 750.00	\$ 3,000.00	\$ 1,635.48	\$ 6,541.92	\$ 650.00	\$ 2,600.00	\$ 3,300.00	\$ 13,200.00	\$ 1,500.00	\$ 6,000.00
11	Ditch Metal Guard Rails (Two Locations) To include all railing, wooded posts, terminal anchor sections and etc. All complete, in place	LS	1	\$ 19,602.00	\$ 19,602.00	\$ 10,000.00	\$ 10,000.00	\$ 43,612.80	\$ 43,612.80	\$ 25,000.00	\$ 25,000.00	\$ 3,600.00	\$ 3,600.00	\$ 40,000.00	\$ 40,000.00
12	Trench Safety at Pipe Line Installation To include preparation and implementation of Trench Safety Plan for all trench excavation over 5 foot depth. Plan to prepared by a Licensed Professional Engineer. All complete and in accordance with all local, state, and federal requirements. All complete	LF	1,120	\$ 3.30	\$ 3,696.00	\$ 7.50	\$ 8,400.00	\$ 4.8675	\$ 5,451.60	\$ 2.00	\$ 2,240.00	\$ 5.00	\$ 5,600.00	\$ 40.00	\$ 44,800.00
13	Traffic Control To include the preparation and implementation of Traffic Control Plan by a Licensed Professional Engineer. Also to include all Barricades, Signs, Detours, & Traffic Handling as per TxDot Manual of Uniform Traffic Control Devices, Latest Edition. All Complete	LS	1	\$ 9,702.00	\$ 9,702.00	\$ 13,200.00	\$ 13,200.00	\$ 8,722.56	\$ 8,722.56	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 30,000.00	\$ 30,000.00
14	Construction Staking and Surveying. All complete	LS	1	\$ 4,620.00	\$ 4,620.00	\$ 4,700.00	\$ 4,700.00	\$ 5,833.21	\$ 5,833.21	\$ 4,500.00	\$ 4,500.00	\$ 2,500.00	\$ 2,500.00	\$ 20,000.00	\$ 20,000.00
15	Soils Erosion Control and Storm Water Pollution and Prevention Plan To Include all the preparation and implementation of a storm water pollution plan (SWP3) , all silt fencing, construction entrances and etc. All complete, in place	LS	1	\$ 5,082.00	\$ 5,082.00	\$ 14,000.00	\$ 14,000.00	\$ 8,559.01	\$ 8,559.01	\$ 4,500.00	\$ 4,500.00	\$ 3,000.00	\$ 3,000.00	\$ 22,500.00	\$ 22,500.00

* Red indicates corrected amount				J&M Construction Site		G-8 Utilities LLC		SanPen LLC		2LG Construction LLC		Jimmy Closner & Sons Construction Co., Inc.		Synergy Development & Construction, LLC	
Item No.	Item Description	Unit	Estimated Quantity	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
16	Grass Seeding of All Disturbed Areas Permanent grass seeding to be done by hydro-mulching. Hydro mulch area to include 2" of new topsoil material, watering until grass establishment and until first mowing All complete, in place.	LS	1	\$ 4,435.20	\$ 4,435.20	\$ 12,000.00	\$ 12,000.00	\$ 12,184.33	\$ 12,184.33	\$ 6,500.00	\$ 6,500.00	\$ 5,500.00	\$ 5,500.00	\$ 40,000.00	\$ 40,000.00
17	Adjustment of Existing 12" Waterline at Storm Pipe Installation. To include 12" P.V.C. water pipe, (DR 18 pipe), ductile iron fittings, joint restraints, thrust blocks, etc. All complete, in place. Note: Line belongs to North Alamo Water Supply Corp. Contractor must coordinate water line adjustment with the water supply corporation.	LS	1	\$ 16,236.00	\$ 16,236.00	\$ 3,500.00	\$ 3,500.00	\$ 8,177.40	\$ 8,177.40	\$ 12,800.00	\$ 12,800.00	\$ 38,000.00	\$ 38,000.00	\$ 25,000.00	\$ 25,000.00
18	Project Sign To include 4'x8' wood plywood sign, printing, painting, lettering, 4'x4' wood posts, installation and etc. All Complete, in place	EA	1	\$ 891.00	\$ 891.00	\$ 700.00	\$ 700.00	\$ 1,681.82	\$ 1,681.82	\$ 1,000.00	\$ 1,000.00	\$ 1,700.00	\$ 1,700.00	\$ 2,500.00	\$ 2,500.00
19	18" RCP Class III Rubber Gasket. To include Excavation, Installation, Select Fill Backfill , Compaction, Water Jetting, and etc. All complete in place.	LF	20	\$ 74.58	\$ 1,491.60	\$ 200.00	\$ 4,000.00	\$ 163.548	\$ 3,270.96	\$ 150.00	\$ 3,000.00	\$ 260.00	\$ 5,200.00	\$ 250.00	\$ 5,000.00
20	Type "C-C" Storm Inlet To include excavation, all concrete construction, reinforcing steel, concrete collars, steel grates, site grading, etc. All complete in place.	EA	2	\$ 3,396.36	\$ 6,792.72	\$ 3,800.00	\$ 7,600.00	\$ 5,451.60	\$ 10,903.20	\$ 9,500.00	\$ 19,000.00	\$ 4,700.00	\$ 9,400.00	\$ 7,500.00	\$ 15,000.00
21	Temporary Site Fencing To include temporary 6' chain link fencing. Site must be sectioned off from school activity during construction on WISD property.	LS	1	\$ 2,178.00	\$ 2,178.00	\$ 6,000.00	\$ 6,000.00	\$ 6,814.50	\$ 6,814.50	\$ 8,000.00	\$ 8,000.00	\$ 5,600.00	\$ 5,600.00	\$ 12,500.00	\$ 12,500.00
TOTAL BASE BID AMOUNT					\$ 474,757.76		\$ 476,640.00		\$ 607,462.98		\$ 636,640.00		\$ 641,300.00		\$ 840,200.00

*No Bid Bond



Standardized Agenda Request Form

Date of Meeting: June 4, 2024		Agenda Item No. (to be assigned by CSO): 2024-442	
From: HOMER RHODES			
Subject: Discussion, presentation and interview from sole respondent and possible action on the selection and authorize staff to negotiate a contract with an engineer for RFQ No.: 2023-24-19 Professional Engineering Services for a Water Conservation and Drought Contingency Plan and authorize the Mayor to execute any related documents. Possible action. (Staffed by Finance/City Manager.)			
Background: On 3/19/2024, the City Commission approved the solicitation of Engineering Services to update the City's Water Conservation and Drought Contingency Study.			
Funding Source (budget code, if applicable):			
Amount:	Term of Impact:	Identified in Current Budget:	
Additional Action Prompted: Mayor's Signature			
If item previously considered, provide date and action by Commission:			
If item requires Publication Notice, provide date and periodical of publication; indicate if comments received from letters mailed to property owners: The RFQ solicitation was posted on the City's e-procurement portal BIDNET and advertised in the local newspaper, the Advance News Journal on 4/3/2024 and 4/10/2024.			
Advisory Review, if any (name of board/committee, date of action, recommendation): Sole Respondent			
ANDREW MUNOZ Martin Garza		Created	
City Manager Comments: As recommended by the governing body.			
Staff Recommendation: Staff recommends the presentation and interview of the sole respondent for consideration and award of Engineering Services related to City's Water Conservation and Drought Contingency Study.			
Attachments, if any: 2023-24-19 support memo, SOQ Drought Plan, RFQ-City of Weslaco-SOQ-SWG-April 2024			
Responsibilities upon Approval: Staff will work with awarded firm and negotiate a contract to present to the City Commission at a later date.			

City of Weslaco

"The City on the Grow"



Adrian Gonzalez, Mayor
Adrian Farias, Mayor Pro-Tem, District 4
Greg Kerr, Commissioner, At-Large
Israel Gonzalez, Jr., Commissioner, At-Large
Josh Pedraza, Commissioner, District 1
Letty Lopez, Commissioner, District 2
Jose "JP" Rodriguez, Commissioner, District 3

Martin Garza, City Manager

To: Mayor Gonzalez and City Commission

From: Homer Rhodes, Purchasing Agent

Date: May 24, 2024

**RE: Professional Engineering Services for a Water Conservation and Drought
Contingency Plan / RFQ No.: 2023-24-19**

.....

On March 19, 2024 the Weslaco City Commission approved the solicitation of Request for Qualifications for Professional Engineering Services for a Water Conservation and Drought Contingency Plan.

City staff promptly worked on the solicitation and posted RFQ No.: 2023-24-19 on the City's e-Procurement portal BIDNET and advertised on the local newspaper as follows:

1st advertisement 4/3/2024 in the Advance News Journal

2nd advertisement 4/10/2024 in the Advance News Journal

RFQ/SOQ opening was held on April 26, 2024 at 10:00 AM. The city received a sole response from SWG Engineering.

The RFQ stipulates that responding firms may be invited to make a presentation to the City Commission.

On instruction from City Manager, Mr. Garza, I contacted Mr. Randy Winston and advised him to prepare a ten minute presentation on June 4th and to expect an interview/Q&A to follow.

City staff is ready to coordinate the presentation with SWG.

Thank you!



City of Weslaco

**REQUEST FOR STATEMENTS OF
QUALIFICATIONS TO PROVIDE
PROFESSIONAL ENGINEERING SERVICES FOR A
WATER CONSERVATION AND DROUGHT
CONTINGENCY PLAN**

RFQ No.: 2023-24-19

CITY OF WESLACO

Request for Qualifications

The City of Weslaco hereby requests the electronic submission of Statement of Qualifications for the following:

***REQUEST FOR STATEMENTS OF QUALIFICATIONS TO PROVIDE
PROFESSIONAL ENGINEERING SERVICES FOR A
WATER CONSERVATION AND DROUGHT CONTINGENCY PLAN
RFQ: 2023-24-19***

Electronic submission of Qualifications addressed to Homer Rhodes, Purchasing Agent, will be accepted only via "BIDNET" (link provided in RFQ document). Statements of Qualifications deadline **10:00 AM** on **April 26, 2024**, at which time responses will be opened via ZOOM meeting and read aloud (ZOOM link provided in RFP document).

Potential respondents are advised that the RFQ documents can be downloaded from the City of Weslaco web page address: <https://www.bidnetdirect.com/texas/cityofweslaco> and may also be secured by contacting Homer Rhodes at hrhodes@weslacotx.gov or by calling 956-447-2240. This website must be monitored regularly for addendums and/or notices. Respondents are responsible for obtaining all the necessary information required for a compliant response. Be advised that if your firm is considering submitting a response, your firm must be registered with BIDNET in order to comply with the electronic submission of SOQ.

A non-mandatory ZOOM Pre-Submittal meeting will be held on April 15, 2024 at 10:00 AM (ZOOM link provided in RFQ document)

The City of Weslaco reserves the right to accept any and all RFQ responses and to waive any informalities and/or to accept the SOQ response to be the best and most advantageous to the City and to hold SOQ responses for a period of sixty (60) days from the date of the RFQ opening without acting for the purpose of reviewing and investigation of the qualifications of each response prior to award. Statement of Qualification responses will not be accepted past the due date and time or through any other median other than the BIDNET electronic submission portal.

City of Weslaco
Homer Rhodes / Purchasing Agent
hrhodes@weslacotx.gov

Request for Qualifications

Qualified professional individuals/firms interested in responding to this Request for Qualifications (RFQ) should include the information requested in the following paragraphs. All information shall have been updated within the past three (3) months. Failure to provide the information requested or falsification of any information provided shall result in disqualification of the consultant.

ACKNOWLEDGMENT OF RECEIPT

If your firm is interested in participating, firm must be a registered user on BIDNET portal and indicate their intent to submit a response: <https://www.bidnetdirect.com/texas/cityofweslaco>

Procurement Schedule / ZOOM Links

April 3, 2024: Release Request for Qualifications (RFQ)

April 3, 2024: 1st Advertisement of RFQ in the Advance News Journal

April 10, 2024: 2nd Advertisement of RFQ in the Advance News Journal

April 15, 2024: **ZOOM** Pre-bid Conference at 10:00 AM

Join Zoom Meeting

<https://us02web.zoom.us/j/83018560168?pwd=ckJiaW56cWErd0JCWjBWTnIEM2YzUT09>

Meeting ID: 830 1856 0168 / Passcode: 113567

April 18, 2024: Requests for Information - Questions Deadline 5:00 PM

April 26, 2024: RFQ/Statement of Qualifications Deadline at 10:00 AM **ZOOM** Opening

Join Zoom Meeting

<https://us02web.zoom.us/j/83656734937?pwd=aURyTE9FdEJydkNHT08ycWlrc3ljQT09>

Meeting ID: 836 5673 4937 / Passcode: 909581

REQUEST FOR STATEMENTS OF QUALIFICATIONS TO PROVIDE PROFESSIONAL ENGINEERING SERVICES FOR A WATER CONSERVATION AND DROUGHT CONTINGENCY PLAN

Summary

The City of Weslaco invites you to submit a Statement of Qualifications (SOQ) as defined in this request.

Project Objectives

1. Provide engineering services in conjunction with city staff for the development of a Water Conservation and Drought Contingency Plan. The Water Conservation and Drought Contingency Plan will include the following components:

- a. Initial Planning, Background and Plan Area Description
- b. Water Supplies and Demands
- c. Drought Monitoring Processes
- d. Vulnerability Assessment
- e. Mitigation Actions
- f. Response Actions
- g. Operational and Administrative Framework

2. The city will go through public and state review and comment periods, the consultant and city staff will implement feedback into the document.

Scope of Work

The general scope of work for the includes providing engineering services related to drought monitoring, mitigation, and response for the city's water service area and its water supplies. The consultant will work with city staff and other stakeholders to develop a plan that is tailored to be used in future short and long-term drought scenarios.

1. Initial Planning, Background, and Plan Area Description:

- A. Meet with city to review the Reclamation approved work plan for the Water Conservation and Drought Contingency Plan.
- B. Develop a schedule of workshops and meetings and hold a kickoff meeting with stakeholders.
- C. Compile the background data and sections of this work plan and add relevant detail as identified with the other stakeholders.
- D. Review and summarize other relevant background information relevant water contingency and drought plans, water management plans, Reclamation drought planning guidelines, and State Water Resources drought management guidelines.
- E. Collect, review, and summarize existing relevant water contingency and drought planning documents for review, such as drought plans, response policies, emergency response plans, urban water management plans, surface and groundwater water management plans, general plans, state drought planning guidelines, and other relevant information.
- F. Review and summarize the history of drought in the area, current drought situation, severity of drought conditions, recent drought experiences, and the period that the area has been experiencing drought conditions.
- G. Historical drought frequency and magnitude, including multi-year droughts and seasonal droughts will be described.

- H. Highlight historical drought trends.

2. City Water Supplies and Demands

- A. Gather information from the stakeholders representing agricultural water users through face-to-face meetings.
- B. Identify the impacts drought would have on each water supply and water quality and compare the affected supply to demand.
- C. Review and summarize existing water supply and demand data for all pertinent water agencies and end users. Describe the availability and quality of existing data and models applicable to the plan.
- D. Describe existing water supplies and the key water supply facilities. These sources include river surface water, groundwater, recycled water, wastewater, stormwater, agricultural return water, and interconnections with neighboring systems. Quantify minimum, average, and maximum stream flows, reservoir storage levels and yield, water quality, historic flow patterns, and flow requirements, including magnitude and timing of release.
- E. Define the drought impacts on each water supply, water quality, and the vulnerability of the existing water supply sources. Describe water quality impacts of drought conditions. The water supply and demand comparison will compare the water supply sources available in normal and dry periods to the projected water demands.

3. Drought Monitoring Processes

- A. Identify drought indicators and trigger levels that are currently being used by each participating agency of the Plan Area to signal pending drought conditions and severity. Summarize current drought monitoring strategies used by each major user and water agency.
- B. Select the indicators, classifications, and triggers that are most appropriate for the stakeholder group by reviewing the drought monitoring procedures that are currently being used in the region.
- C. Establish a process for monitoring near- and long-term water availability of city supplies based on the selected indicators, classifications, and triggers.
- D. Develop a process for the collection, analysis, and dissemination of water availability and other drought-related data. Explain how this data will be used to predict, confirm, and mitigate droughts, including identifying the metrics and triggers to be used to define stages of drought, trigger mitigation or response actions, and define the various levels of severity of drought. Create a framework for predicting the probability of future droughts and confirming an existing drought.
- E. Develop, as necessary, specific parameters and triggers to monitor drought conditions. Provide recommendations for drought indicators and triggers to use for deciding when a drought starts and then it ends.

4. Vulnerability Assessment

- A. Define the uncertainty factors and risks to determine the likelihood of shortages in each source.
- B. Quantify the consequence of each vulnerability.
- C. Summarize the range of possible climate change scenarios and their resulting impact on supply planning.
- D. Define drought impacts across various sectors (e.g. agriculture, recreation, public health, commerce).
- E. Evaluate the vulnerability of water supplies to drought. Describe the reliability and vulnerability of the water supply and water quality to historical seasonal or climatic shortage.

- F. Review and summarize the climate change work being done by city, Reclamation, the State of Texas, and other federal and state agencies.
- G. Calculate future water demands and compare water supply and water quality vulnerabilities with a range of future climatic conditions, including the effects of climate change.
- H. Describe the severity of the consequences to water supplies if no action is taken and drought risks are not addressed. Describe existing or potential risks to human health and safety including water quality risks; endangered, threatened, or candidate species; agricultural water supplies; hydropower production; fish and wildlife habitat; recreation; and any other significant areas of risk.
- I. Provide an analysis of the drought impacts from climate change and the resulting practical implications for drought planning for the area. Identify future impacts to water supplies and water quality for a range of possible drought and climate change scenarios.
- J. Prepare agenda and presentation, notify attendees, and conduct Task Force meetings to discuss background documentation and the vulnerability assessment.

5. Mitigation Actions

- A. Research and identify the best practices and most effective measures used for drought mitigation.
- B. Identify drought mitigation actions, responses, programs, and strategies of each participating agency. Identify and evaluate additional potential responses for use at each stage of drought. Provide recommendations to improve the consistency of the region's drought response.
- C. Identify potential mitigation projects that would build long-term resilience to drought and reduce the need for emergency response actions; focusing on those projects that make use of existing resources, facilities, and infrastructure. Work with the participating agencies to include projects that have been previously identified and discussed, regardless of the level of planning and development that has been done to date.
- D. Develop a list of screening criteria to evaluate mitigation projects and actions. This criteria list will be compiled into a matrix with weighted factors and used to develop a prioritized short list of the best projects and actions along with their associated triggers, steps for implementation, potential barriers, cost, anticipated timeline, and opportunities to partner with participating agencies.
- E. Prepare agenda and presentation, notify attendees, and conduct stakeholder outreach meetings to discuss mitigation projects and actions analysis and screening approach.

6. Response Actions

- A. Establish a staged approach that considers the best way to equitably allocate drought water resources to the various types of water needs.
- B. Estimate water savings, impact to various users, lead time to activate response actions, implementation costs, and procedural requirements.
- C. Identify, evaluate, and prioritize drought response actions and activities that can be implemented quickly during a drought to mitigate the impacts and provide rapid benefits.
- D. Establish a staged approach to implementing response actions, depending on the severity of the drought. Use the metrics and triggers developed in Task 3 that define stages of drought, when mitigation or response actions are triggered, and the various levels of severity of drought. Further define the stages of drought when the response actions are triggered to manage the limited supply and decrease the severity of immediate impacts.
- E. Develop bundles of response actions that would be implemented at each stage of a drought. Estimate the expected ability each stage of response actions is expected to have on reducing

water demands on a temporary basis. If necessary, redefine or update the metrics and triggers from Task 3 to deliver better short-term benefits.

7. Operational and Administrative Framework

- A. Defining a water shortage response team and protocol for public communications, interagency coordination, and cost sharing.
- B. Identifying roles, responsibilities, and procedures necessary to conduct drought monitoring and to initiate response and implement mitigation actions.
- C. Develop an operational and administrative framework to identify who is responsible for undertaking the actions necessary to implement each element of the plan, including communicating with the public about those actions.
- D. Review the organizational structure currently used by each of the participating agencies to respond to a drought, and suggest any update, if appropriate.
- E. The participating agencies' process for the development of the plan will consist of having regular progress meetings, providing status reporting, and conducting workshops.
- F. Prepare agenda and presentation, notify attendees, and conduct Task Force meetings to discuss organizational and implementation framework and responsibilities moving forward.

8. Plan Development

- A. Develop an organizational framework and process to routinely update the plan. This includes a schedule for monitoring, evaluating, and updating.
- B. Develop guidelines to determine what triggers will identify when an update needs to be done.
- C. Prepare a preliminary design report which contains the findings of the preliminary design effort.
- D. Present task results to the Task Force and Outreach Group at milestones to gather input.
- E. Submit the initial draft of the plan for review and comment by the Task Force.
- F. Submit the updated draft of the plan for public and city review and comment.
- G. Submit the most up-to-date draft of the plan at least 6 months from the end of the 2-year project period.
- H. Incorporate review comments and submit the final plan to the city for review and acceptance at least 1 month from the end of the 2-year project period.
- I. Summarize all task efforts and findings into a plan document. Prepare the plan document and associated appendices, maps, figures, tables, and computer models.
- J. Submit the first draft for agency review and second draft of the plan for public review and comment. Based on the results of input, a final submittal will be prepared.

It is anticipated that award of the formal contract with the City of Weslaco will occur on May 21, 2024. Following a written notice to proceed to be issued by the City, the Consultant's work shall begin no later than 15 days after City Commission approval and shall be completed in accordance with the agreed upon schedule.

The notice to proceed issued by the City will specify the work including phases to be completed, a schedule for the work, the basis for payment, and the limits of compensation. The Consultant shall not begin work nor incur any costs associated with any task identified herein without an explicit written notice to proceed.

SOQ REQUIREMENTS AND CONTENT

Interested firms are invited to submit an electronic copy (PDF format) no later April 26, 2024, at 10:00 AM (CST). SOQ shall be submitted to the Bidnet at the following address:

Each Respondent shall submit an electronic response via bid stream at:

<https://www.bidnetdirect.com/texas/cityofweslaco>

Statement of Qualifications Format

SOQs shall not exceed eight (8) pages in length (excluding resumes, sample drawings, required forms and references).

The SOQ should include the following information:

- **Qualifications:** Identify the key members of the team listed by name and role in the format of a Project Team Chart. Indicate the education, experience, expertise, and location of each team member (it is acceptable to provide this in resume format in the appendix). Sample water contingency and/or drought planning document(s) from applicable previous projects may be included in the appendix. Include evidence demonstrating compliance with the Minimum Qualifications section of this Request for SOQ.
- **Work Plan:** Include a detailed work plan which addresses the scope of the work and identifies key issues. A final agreed upon work plan will be incorporated into Schedule A of the Agreement. Include a project schedule of the key tasks and note the availability of project team members with respect to current workload and project start and completion dates. Included with the work plan, a table showing the number of hours planned for each position for each major work task. Include subtotals of all labor hours for the preliminary design, design, and construction management phase. Do not include any billing rate or cost information in this work plan table.
- **Past Performance:** Provide information about past completed projects which satisfy the Minimum Qualifications requirements. Information about additional completed projects which the Proposer feels would be relevant may also be submitted. The past project performance information should include:
 - a. Brief description of project and scope of services performed,
 - b. Name of owner and owner's contact information,
 - c. Role which proposed Project Team member(s) fulfilled on past project,
 - d. Original engineering fee amount,

- e. Final engineering fee amount, Incomplete projects (on-going work) may be used but may result in a lower grade for this section in the evaluation phase.

Professional Consulting Services Agreement

Comment on the acceptability of the enclosed Professional Consulting Services Agreement (Agreement) (Attachment B) with attached Schedule B-Requirements for Engineering Services. Any suggested changes to the Agreement must be identified with the SOQ (as an attachment), although city reserves the right to reject any suggestions. No changes will be considered after the SOQ due date.

Minimum Qualifications

Proposers are required to meet the following minimum experience requirements to be considered responsive to the Request for SOQs:

- The Project Manager shall have successfully functioned as a Project Manager on at least:
 - o Two (2) separate projects water master planning, water contingency planning or drought planning was the primary focus of the work.
 - o One (1) separate project water contingency planning or drought planning was the primary focus of the work.
 - o The Project Manager shall demonstrate experience on a total of 3 separate projects. The same project cannot be used for experience to demonstrate experience for the first and second bullet points above.
- The Project Engineer(s) shall have successfully functioned as a Project Engineer on at least:
 - o Two (2) separate projects water master planning, water contingency planning or drought planning was the primary focus of the work.
- The Project Manager, and Project Engineer(s) shall be licensed as professional engineers in Texas.
- The project team qualifications are responsive to the needs of the project and include all the disciplines required by the RFP.

Any SOQ not meeting the minimum criteria may be deemed non-responsive and removed from further consideration.

Evaluation Criteria

An evaluation committee appointed by the city commission to consider all responsive SOQs submitted and to rank the SOQs based on each criterion stated in this section.

Evaluation criteria are assigned a maximum number of points for evaluation purposes with a cumulative total of 100 points. Each SOQ will be evaluated based on the following evaluation criteria:

Evaluation Criteria	Grade	Weight	Maximum Points
1. Demonstrated Qualifications to meet the scope of work:			
1) Firm Resources that satisfy the defined minimum qualifications. Demonstrated availability of firm resources to the project team.	0 – 5	2	10
2) Project Manager and key team members with the education, expertise, and experience necessary as required for the project.	0 – 5	5	25
2. Responsiveness of Work Plan			
1) Clearly written work plan responding to the requirements of this RFP which indicates an understanding of the key issues and deliverables required for this project. Higher scores may be given to SOQs which show familiarity with District facilities and water supplies related to this project or which note suggested revisions to the scope of work which would lead to an enhanced outcome.	0 – 5	6	30
2) Project schedule which identifies completion dates for key milestones and a final completion date.	0 – 5	1	5
3. Past Performance:			
1) Positive verified past references for the Proposing Firm indicating successful past performance on similar projects, including projects for the city.	0 – 5	3	15
2) Positive verified past references for the Project Manager and other key team members indicating successful past performance on similar projects, including projects for the city.	0 – 5	3	15
TOTAL			100

Each criterion will be graded on a scale of 0-5 with 5 being the highest grade. The grades will be multiplied by the appropriate weighing factor to determine the total score. SOQs shall have a level of effort appropriately matching the requirements, including efforts by key positions. SOQs falling short of an appropriate overall effort and/or effort by key positions may be considered non-responsive. The city reserves the right to reject all SOQs.

In accordance with the Administrative Policy and Procedures the following scoring methodology will be used:

- Five (5) points (Excellent): The SOQ addresses and exceeds all the requirements described in the SOQ.
- Four (4) points (Very Good): The SOQ addresses all the requirements described in the SOQ and, in some respects, exceeds them.
- Three (3) points (Good): The SOQ addresses all the requirements described in the SOQ in a satisfactory manner.
- Two (2) points (Fair): The SOQ addresses the requirements described in the SOQ in an unsatisfactory manner.
- One (1) point (Poor): The SOQ addresses the requirements inaccurately or poorly.
- Zero (0) points (Fail): The SOQ fails to address the requirements described in the SOQ.

The evaluation committee will give scores based upon the criteria above and may choose to award half-points (0.5) for any evaluation criteria.

SELECTION PROCESS

Based on the evaluation committee, it is expected that several firms may be short-listed for further consideration and may be required to submit supplemental information. Additionally, after review of the findings of the committee or the outside consultant submitted to the City Manager. Firms may be required to make a formal public presentation before the Selection Committee comprised of the Mayor, City Commission and City Staff.

Presentation/ Interview

Should the City elect to conduct interviews, the top three Respondents will be short- listed to make a presentation/interview and answer questions from a panel of City of Weslaco representatives. The presentations will be ranked based on the presentations/interview.

POST AWARD / Fee Proposal Instructions

A fee proposal will be requested and negotiated from the awarded firm. The fee proposal will be due 2 days after it is requested by the city. If the city is unable to agree to a satisfactory contract with the highest scoring design professional, at a price determined to be fair and reasonable, the city shall formally terminate discussions with that design professional, and undertake discussions with the second highest scoring, qualified design professional.

SOQ REJECTION OR PARTIAL ACCEPTANCE – THE CITY OF WESLACO reserves the right to reject any or all SOQ's. It further reserves the right to waive technicalities and formalities in responses, as well as to accept in whole or in part such responses it deems as the best interest of the City.

ADDENDA

The following Addenda have been received. The modifications to the Contract Documents noted therein have been considered and all services thereto are included in the RFQ.

Addendum No. _____ Dated: _____

Addendum No. _____ Dated: _____

Addendum No. _____ Dated: _____

Addendum No. _____ Dated: _____

Addendum No. _____ Dated: _____

**CITY OF WESLACO
DISCLOSURE OF INTERESTS**

City of Weslaco, Texas requires all persons or firms seeking to do business with the City to provide the following information. Every question must be answered. If the question is not applicable, answer with "NA." Corporations whose shares are publicly traded and listed on national or regional stock exchanges or over-the-counter markets may file a current Securities and Exchange Commission Form 10-K with the City in lieu of answering the questions below. See next page for definitions.

Date: _____

FIRM NAME: _____

ADDRESS: _____

FIRM is: 1. Corporation () 2. Partnership () 3. Sole Owner ()
 4. Association () 5. Other () _____

DISCLOSURE QUESTIONS

If additional space is necessary, please attach a separate sheet.

1. State the name(s) of each "employee(s)" of the City of Weslaco having an "ownership interest constituting of 0% or more of the voting stock or shares of the business entity or ownership of \$2,500 or more of the fair market value of the business entity or employed by the above named "firm."

Name	Title	Department

2. State the name of each "official" of the City of Weslaco having an "ownership interest" constituting 0% or more of the ownership in the above named "firm", or employed by the above named "firm."

Name	Title	Department

3. State the names of each "board member" of the City of Weslaco having an "ownership interest" constituting 0% or more of the ownership in the above named "firm" or employed by the above named "firm."

Name	Board, Commission or Committee

CERTIFICATE

I certify that all information provided is true and correct as of the date of this statement that I have not knowingly withheld disclosure of any information requested; and that supplemental statements will be promptly submitted to the City of Weslaco, Texas as changes occur.

Certifying Person: _____

Title: _____
(Type or Print)

Signature of Certifying Person: _____

Date: _____
(Type or Print)

DEFINITIONS

The following definitions of terms should be used in answering the questions set forth below:

- a. **“Board member.”** A member of any board, commission, or committee appointed by the City Commission of the City of Weslaco, Texas.
- b. **“Employee.”** Any person employed by the City of Weslaco, Texas either on a full or part-time basis, but not as an independent contractor.
- c. **“Firm.”** Any entity operated for economic gain, whether professional, industrial or commercial, and whether established to produce or deal with a product or service, including but not limited to, entities operated in the form of sole proprietorship, as self-employed person, partnership, corporation, joint stock company, joint venture, receivership or trust, and entities which for purposes of taxation are treated as non-profit organizations.
- d. **“Official.”** The Mayor, members of the City Commission, City Manager, Assistant City Managers, Department and Division Heads, and Municipal Court Judge of the City of Weslaco, Texas.
- e. **“Ownership interest.”** Legal or equitable interest, whether actually or constructively held, in a firm, including when such interest is held through an agent, trust, estate or holding entity. “Constructively held” refers to holdings or control established through voting trusts, proxies, or special terms of venture of partnership agreements.”

**VENDOR ACKNOWLEDGMENT FORMS
CITY OF WESLACO
NON-COLLUSIVE BIDDING CERTIFICATION**

I/We have read instructions to bidder and specifications. My/Our bid conforms with all specifications, conditions, and instructions as outlined by *CITY OF WESLACO*. Signing the Acknowledgment Form confirms that our company will enter into a binding contract with CITY OF WESLACO for item(s) awarded to our company. I/We have read instructions to bidder and specifications.

The undersigned Bidder, by signing and executing this RFQ, certifies and represents to the CITY OF WESLACO that Bidder has not been offered, conferred or agreed to confer any pecuniary benefit, as defined by §1.07(a)(6) of the Texas Penal Code, or any other thing of value as consideration for the receipt of information or any special treatment or advantage relating to this RFQ; the Bidder also certifies and represents that Bidder has not offered, conferred or agreed to confer any pecuniary benefit or other things of value as consideration for the recipient's decision, opinion, recommendation, vote or other exercise of discretion concerning this RFQ; the Bidder certifies and represents that Bidder has neither coerced nor attempted to influence the exercise of discretion by any officer, trustee, agent or employee of the CITY OF WESLACO concerning this bid on the basis of any consideration not authorized by law; the Bidder also certifies and represents that Bidder has not received any information not available to other bidders so as to give the undersigned a preferential advantage with respect to this RFQ; the Bidder further certifies and represents that Bidder has not violated any state, federal or local law, regulation or ordinance relating to bribery, improper influence, collusion or the like and that Bidder will not in the future offer, confer, or agree to confer any pecuniary benefit or other thing of value to any officer, trustee, agent or member of the CITY OF WESLACO in return for the person having exercised the person's official discretion, power or duty with respect to this RFQ; the Bidder certifies and represents that it has not now and will not in the future offer, confer, or agree to confer a pecuniary benefit or other thing of value to any officer, trustee, agent or member of CITY OF WESLACO in connection with information regarding this RFQ, the submission of this RFQ, the award of this RFQ or the performance, delivery or sale pursuant to this RFQ.

Date: _____

Company Name: _____

Signature: _____

Title: _____

Note: This form must be filled in and submitted with RFQ package

CERTIFICATION FORM

**DEBARMENT, SUSPENSION, AND OTHER INELIGIBILITY AND VOLUNTARY EXCLUSION LOWER TIER
COVERED TRANSACTIONS**

The bidder certifies that neither the bidder, its third-party subcontractors, nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

SIGNATURE _____ TITLE _____

COMPANY _____ DATE _____

State of _____, County of _____

Subscribed and sworn to before me this day _____ of , 2024.

Notary Public _____

My Appointment Expires _____

Restrictions on Lobbying Activity

A. Prohibited Contacts During Contract Evaluation

A vendor/contractor or a vendor's/contractor's agent/representative is prohibited from contacting city officials, including elected officials, and employees regarding a proposed contract from the time a Request for Qualifications has been released until the contract has been acted on by the City Commission. If contact is required, such contact will be done in accordance with procedures incorporated into the solicitation document. Violation of this provision by contractors, respondents, or their agents, including lobbyists, may lead to disqualification of the respondent's offer.

B. A Lobbyists or Vendor/ Contractor May Not Place City Official Under Personal Obligation

A Lobbyist or a Vendor/Contractor or any of their agents may not do any act or refrain from any act for the express purpose and intent of placing any city official under personal obligation to the Lobbyist or Vendor/ Contractor.

C. False Statements

A lobbyist or the vendor/contractor or any of their agents/representatives cannot intentionally or knowingly make any false or misleading statement of fact to any city official or cause a copy of a document with false information to be received by an official without notifying the official in writing of the truth. Likewise, a registrant who learns that a statement in a registration form or activity report during the previous 3 years is false must correct that statement within 30 days by written notification to the Office of the City Secretary.

D. Use of False Identification

A lobbyist or the vendor/contractor or any of their agents/representatives cannot communicate with a city official in the name of any fictitious person or in the name of any real person, without that person's consent.

E. Improper Influence

A lobbyist or the vendor/contractor or any of their agents/representatives cannot cause or influence the introduction of any ordinance, resolution, appeal, application, petition, nomination, or amendment for the purpose of later being employed as a lobbyist to secure its granting, denial, confirmation, rejection, passage, or defeat.

F. Improper Representation

A lobbyist or the vendor/contractor or any of their agents/representatives cannot represent that the person can control or obtain the vote or action of any city official.

Disclosures and Requirements for City Vendors/Contractors

Lobbyists are often retained for the purpose of assisting vendor/contractor seeking to do business with the city. The standards of conduct applicable to city contractors or other vendor/contractor of lobbyists are discussed below.

A. Prohibited Contacts During Contract Evaluation

A vendor/contractor or a vendor's/contractor's agent is prohibited from lobbying activities with city officials, including elected officials, and employees regarding a proposed contract from the time a Request for Qualifications has been released until the contract is posted as a City Commission agenda

item. If contact is required, such contact will be done in accordance with procedures incorporated into the RFQ document. Violation of this provision by respondents or their agents, including lobbyists, may lead to disqualification of the respondent's offer. There is a parallel no-contact provision for lobbyists and their agents.

B. The City's Discretionary Contracts Disclosure Form

When seeking a discretionary city contract, the contractor must submit a form disclosing:

- the identity of all parties to the contract;
- subcontractors;
- partners, parent or subsidiary business entities of any party to the contract; any lobbyist or public relations firm that has been employed for a purpose related to the contract.

The vendor/contractor must also disclose all political contributions totaling more than \$100 made by the parties or the other individuals or entities listed on the form made directly or indirectly to:

- any current or former member of City Commission, including the Mayor;
- any candidate for City Commission, including the Mayor;
- any political action committee (PAC) that contributes to City Commission elections.

Indirect contributions include contributions made by an individual's spouse or by the officers, owners, attorneys, or registered lobbyists of the entity.

Indirect contributions do not include contributions by owners of a business entity who hold less than 5% of the fair market value or voting stock of the entity. If a publicly traded corporation seeks to contract with the city, it will not be required to list contributions made by its shareholders whose holdings are less than 5%.

AUTHORIZED CONTACT FORM:

This RFQ has been issued by City of Weslaco Purchasing Office. The Purchasing Office shall be the vendor's sole point of contact with regard to the RFQ, its content, and all issues concerning it.

All communication regarding this RFQ shall be directed to the City of Weslaco's Purchasing Agent. The Purchasing Agent facilitating this RFQ is identified on the cover page, along with his or her telephone number, and he or she shall be the primary point of contact for discussions or information pertaining to the RFQ. Contact with any other City representative, including elected officials, for the purpose of discussing this RFQ, its content, or any other issue concerning it, is prohibited unless authorized by the Purchasing Agent.

Violation of this clause, by the vendor having unauthorized contact (verbally or in writing) with such other City representatives, may constitute grounds for rejection by the Purchasing Office of the vendor's bid/response.

The above stated restriction on vendor contact with City representatives shall apply until the City has awarded a purchase order or contract to a vendor or vendors.

SIGNATURE _____ TITLE _____

COMPANY _____ DATE _____

State of _____, County of _____

Subscribed and sworn to before me this _____ day of _____, 2024.

Notary Public _____

My Appointment Expires: _____



CITY OF WESLACO

REQUEST FOR QUALIFICATIONS

**FOR PROFESSIONAL ENGINEERING SERVICES FOR A WATER
CONSERVATION AND DROUGHT CONTINGENCY PLAN**

RFQ NO: 2023-24-19

DEADLINE: APRIL 26, 2024 @ 10 AM

SWG Engineering, LLC

Randall C. Winston, P.E./President

Tel. 956-968-2194 * Fax. 956-968-8300

611 Bill Summers International Blvd.

Weslaco, Texas 78596



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April 24, 2024

City of Weslaco-Purchasing Office
Attn: Mr. Homer Rhodes, Purchasing Agent
255 S. Kansas Avenue
Weslaco, Texas 78596

Dear Mr. Rhodes:

We appreciate the opportunity to present our Statement of Qualifications in response to the City of Weslaco's Request for Qualifications for Professional Engineering Services for a Water Conservation and Drought Contingency Plan (RFQ No.: 2023-24-19). We have put together a team that strives to exceed expectations and possesses true dedication, exemplified by our commitment to project success. **The team consist of licensed project engineers, inspector, CADD Designer, GIS Specialist, Surveyor, Project Coordinator, and supporting staff led by myself, Randall C. Winston, Principal Engineer. I would serve as Project Manager if selected and have a Master of Engineering in Civil Engineering, a Texas Registered Professional Engineer, and over 37 years of experience in the Civil Engineering Industry that includes developing Water Conservation and Drought Contingency Plans for City of Donna, City of Mercedes, and Hidalgo and Cameron County Irrigation District #9.**

SWG Engineering, LLC (SWG), has been providing engineering services in the South Texas Region, with extensive projects within the Lower Rio Grande Valley, since its establishment as a corporation in 1945. Throughout the **77 years** in engineering, all SWG Professional Engineers are licensed and active with state licensing requirements, education, and professional experience to provide a wide range of engineering services; uphold our good standing practices. We have assisted project owners in completing their projects and solve their problems, ranging from Municipalities, Counties, Districts, and other political subdivisions, to private industries.

We have thoroughly reviewed the scope of work and the acceptance of the Professional Consulting Services Agreement enclosed in the RFQ. We are confident in our ability to deliver results in a timely, cost-effective, and professional manner.

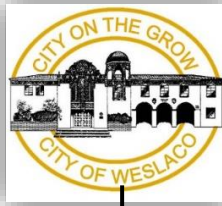
We look forward to hearing from you, and please don't hesitate to give us a call; we, would be glad to discuss any questions that you might have.

Sincerely,

A handwritten signature in blue ink that reads "Randall C. Winston, P.E." with a stylized flourish at the end.

Randall C. Winston, P.E., President
SWG Engineering, LLC
611 S. Bill Summers Int'l. Blvd.
Weslaco, Texas 78596
Tel. 956-968-2194
randy@siglerwinstongreenwood.com

PROJECT ORGANIZATION CHART



PROJECT MANAGER:

Randall C. Winston, P.E.

President/Principal Engineer

Master of Engineering in Civil Engineering

Texas Registered Professional Engineer No. 70417

37 Years' Experience in Civil Engineering

His experience includes being principal engineer for several largescale water and wastewater projects in design, regulations, budget and schedule control, and construction management. He has been lead engineer for many treatment projects, detention facilities, large water and wastewater plants, rapid dewatering drying beds, lift stations, and collection and distribution systems. As Project Manager, Mr. Winston will be responsible for providing superior client service to ensure complete client satisfaction. He'll ensure technical delivery of the design, and adherence to QA/QC, safety and health requirements, managing project staffing, and financial performance tracking. Mr. Winston has expertise in working with regulatory agencies such as TCEQ, TxDOT, Army Corp of Engineers, IBWC, and other regulatory agencies.

Jose G. Reyes, P.E.

Sr. Project Engineer

Bachelor of Science in Mechanical Engineering

Texas Registered Professional Engineer No. 93827

21Years' Experience in Engineering

His experience is composed of engineering design, project estimation and scheduling, planning and controlling, engineer in charge, and coordination. Jose has a strong understanding of both the public and private sectors with project design and oversight experience in Waterline Improvements Design, Wastewater and Water Utility Connection Design, and Drainage Improvements. As Project Engineer, Mr. Reyes will be responsible for project oversight, project design support, and coordination with the review of existing data, and gathering of field data.

CONSULTANT ON SPECIAL PROJECTS:

Joseph B. Winston, Jr., P.E., RPLS

Vice-President

Principal Engineer

Bachelor of Science in Civil Engineering

Texas Registered Professional Engineer No. 31109

Texas Registered Professional Land Surveyor No. 3780

59 Years' Experience in Civil Engineering and Surveying

His experience encompasses largescale water and wastewater designs, regulation, analysis, project and construction management, as well as engineering studies, environmental oversight, utility coordination and conflict resolution oversight, hydrology, hydraulic design, plan review, public involvement. Mr. Winston has served as City Engineer Consultant for various entities such as City of Alamo, City of San Juan, City of Mercedes, and City of La Feria.

Jacob Castaneda, EIT

Staff Engineer

Bachelor of Science in Civil Engineering

Texas Registered Engineer-In-Training No. 77374

4 Years' Experience in Civil Engineering

Mr. Castaneda has 4 years of experience in civil engineering project planning, design, and construction management. Project Manager and Design Engineer with experience in related areas such as Water distribution, Water Storage Site Development, Wastewater Collection, Storm Water Collection, Street Design, Educational Building Facilities, Site Plans, and Storm Drainage. Mr. Castaneda is a motivated EIT committed to delivering the highest quality service in challenging environments—with skills in compliance with safety standards and environmental regulations; has assisted engineering department in developing water conservation and drought contingency plans, working with local and state offices, and collaborating with funding agencies.

Weslaco Office:

SWG Engineering, LLC

611 S. International Blvd.

Weslaco, TX 78596

Tel. 956-968-2194

Fax 956-968-8300

<https://swgeng.com/>

Work Plan-City of Weslaco: Water Conservation and Drought Contingency Plan

SCOPE OF WORK: Providing engineering services related to drought monitoring, mitigation, and response for the city's water service area and its water supplies; developing a water conservation and drought contingency plan in conjunction with city staff that is tailored to be used in future short and long-term drought scenarios.

PROJECT OBJECTIVES	TASK	TEAM MEMBERS	PROJECTED HOURS	PROJECTED START AND END DATE
Initial Planning, Background, and Plan Area Description	A. Meet with city to review the Reclamation approved work plan for the Water Conservation and Drought Contingency Plan. B. Develop a schedule of workshops and meetings and hold a kickoff meeting with stakeholders. C. Compile the background data and sections of this work plan and add relevant detail as identified with the other stakeholders. D. Review and summarize other relevant background information relevant water contingency and drought plans, water management plans, Reclamation drought planning guidelines, and State Water Resources drought management guidelines. E. Collect, review, and summarize existing relevant water contingency and drought planning documents for review, such as drought plans, response policies, emergency response plans, urban water management plans, surface and groundwater water management plans, general plans, state drought planning guidelines, and other relevant information. F. Review and summarize the history of drought in the area, current drought situation, severity of drought conditions, recent drought experiences, and the period that the area has been experiencing drought conditions. G. Historical drought frequency and magnitude, including multi-year droughts and seasonal droughts will be described. H. Highlight historical drought trends.	Project Manager, Sr. Project Engineer, and EIT	72	May 1, 2024-May 10, 2024
Water Supplies and Demands	A. Gather information from the stakeholder's representing agricultural water users through face-to-face meetings. B. Identify the impacts drought would have on each water supply and water quality and compare the affected supply to demand. C. Review and summarize existing water supply and demand data for all pertinent water agencies and end users. Describe the availability and quality of existing data and models applicable to the plan. D. Describe existing water supplies and the key water supply facilities. These sources include river surface water, groundwater, recycled water, wastewater, storm water, agricultural return water, and interconnections with neighboring systems. Quantity minimum, average, and maximum stream flows, reservoir storage levels and yield, water quality, historic flow patterns, and flow requirements, including magnitude and timing of release.	Project Manager, Sr. Project Engineer, and EIT	88	May 10, 2024-May 21, 2024

	E. Define the drought impacts on each water supply, water quality, and the vulnerability of the existing water supply sources. Describe water quality impacts of drought conditions. The water supply and demand comparison will compare the water supply sources available in normal and dry periods to the projected water demands.			
Drought Monitoring Process	A. Identify drought indicators and trigger levels that are currently being used by each participating agency of the Plan Area to signal pending drought conditions and severity. Summarize current drought monitoring strategies used by each major user and water agency. B. Select the indicators, classifications, and triggers that are most appropriate for the stakeholder group by reviewing the drought monitoring procedures that are currently being used in the region. C. Establish a process for monitoring near- and long-term water availability of city supplies based on the selected indicators, classifications, and triggers. D. Develop a process for the collection, analysis, and dissemination of water availability and other drought-related data. Explain how this data will be used to predict, confirm, and mitigate droughts, including identifying the metrics and triggers to be used to define stages of drought, trigger mitigation or response actions, and define the various levels of severity of drought. Create a framework for predicting the probability of future droughts and confirming an existing drought. E. Develop, as necessary, specific parameters and triggers to monitor drought conditions. Provide recommendations for drought indicators and triggers to use for deciding when a drought starts and then it ends.	Project Manager, Sr. Project Engineer, and EIT	56	May 21, 2024- May 28, 2024
Vulnerability Assessment	A. Define the uncertainty factors and risks to determine the likelihood of shortages in each source. B. Quantify the consequence of each vulnerability. C. Summarize the range of possible climate change scenarios and their resulting impact on supply planning. D. Define drought impacts across various sectors (e.g. agriculture, recreation, public health, commerce). E. Evaluate the vulnerability of water supplies to drought. Describe the reliability and vulnerability of the water supply and water quality to historical seasonal or climatic shortage. F. Review and summarize the climate change work being done by city, Reclamation, the State of Texas, and other federal and state agencies. G. Calculate future water demands and compare water supply and water quality vulnerabilities with a range of future climatic conditions including the effects of climate change. H. Describe the severity of the consequences to water supplies if no action is taken and drought risks are not addressed. Describe existing or potential risks to human health and safety including water quality risks; endangered, threatened, or candidate species; agricultural water supplies; hydropower production; fish and wildlife habitat; recreation; and any other significant areas of risk.	Project Manager, Sr. Project Engineer, and EIT	68	May 28, 2024- June 5, 2024

	I. Provide an analysis of the drought impacts from climate change and the resulting practical implications for drought planning for the area. Identify future impacts to water supplies and water quality for a range of possible drought and climate change scenarios. J. Prepare agenda and presentation, notify attendees, and conduct Task Force meetings to discuss background documentation and the vulnerability assessment.			
Mitigation Actions	A. Research and identify the best practices and most effective measures used for drought mitigation. B. Identify drought mitigation actions, responses, programs, and strategies of each participating agency. Identify and evaluate additional potential responses for use at each stage of drought. Provide recommendations to improve the consistency of the region's drought response. C. Identify potential mitigation projects that would build long-term resilience to drought and reduce the need for emergency response actions; focusing on those projects that make use of existing resources, facilities, and infrastructure. Work with the participating agencies to include projects that have been previously identified and discussed, regardless of the level of planning and development that has been done to date. D. Develop a list of screening criteria to evaluate mitigation projects and actions. This criteria list will be compiled into a matrix with weighted factors and used to develop a prioritized short list of the best projects and actions along with their associated triggers, steps for implementation, potential barriers, cost, anticipated timeline, and opportunities to partner with participating agencies. E. Prepare agenda and presentation, notify attendees, and conduct stakeholder outreach meetings to discuss mitigation projects and actions analysis and screening approach.	Project Manager, Sr. Project Engineer, and EIT	38	June 5, 2024- June 10, 2024
Response Actions	A. Establish a staged approach that considers the best way to equitably allocate drought water resources to the various types of water needs. B. Estimate water savings, impact to various users, lead time to activate response actions, implementation costs, and procedural requirements. C. Identify, evaluate, and prioritize drought response actions and activities that can be implemented quickly during a drought to mitigate the impacts and provide rapid benefits. D. Establish a staged approach to implementing response actions, depending on the severity of the drought. Use the metrics and triggers developed in Task 3 that define stages of drought, when mitigation or response actions are triggered, and the various levels of severity of drought. Further define the stages of drought when the response actions are triggered to manage the limited supply and decrease the severity of immediate impacts. E. Develop bundles of response actions that would be implemented at each stage of a drought. Estimate the expected ability each stage of response actions is expected to have on reducing water demands on a temporary basis. If necessary, redefine or update the metrics and triggers from Task 3 to deliver better short-term benefits.	Project Manager, Sr. Project Engineer, and EIT	36	June 10, 2024- June 14, 2024

Operational and Administrative Framework	A. Defining a water shortage response team and protocol for public communications, interagency coordination, and cost sharing. B. Identifying roles, responsibilities, and procedures necessary to conduct drought monitoring and to initiate response and implement mitigation actions. C. Develop an operational and administrative framework to identify who is responsible for undertaking the actions necessary to implement each element of the plan, including communicating with the public about those actions. D. Review the organizational structure currently used by each of the participating agencies to respond to a drought, and suggest any update, if appropriate. E. The participating agencies' process for the development of the plan will consist of having regular progress meetings, providing status reporting, and conducting workshops. F. Prepare agenda and presentation, notify attendees, and conduct Task Force meetings to discuss organizational and implementation framework and responsibilities moving forward.	Project Manager, Sr. Project Engineer, and EIT	72	June 14, 2024- June 23, 2024
Plan Development	A. Develop an organizational framework and process to routinely update the plan. This includes a schedule for monitoring, evaluating, and updating. B. Develop guidelines to determine what triggers will identify when an update needs to be done. C. Prepare a preliminary design report which contains the findings of the preliminary design effort. D. Present task results to the Task Force and Outreach Group at milestones to gather input. E. Submit the initial draft of the plan for review and comment by the Task Force. F. Submit the updated draft of the plan for public and city review and comment. G. Submit the most up-to-date draft of the plan at least 6 months from the end of the 2-year project period. H. Incorporate review comments and submit the final plan to the city for review and acceptance at least 1 month from the end of the 2-year project period. I. Summarize all task efforts and findings into a plan document. Prepare the plan document and associated appendices, maps, figures, tables, and computer models. J. Submit the first draft for agency review and second draft of the plan for public review and comment. Based on the results of input, a final submittal will be prepared.	Project Manager, Sr. Project Engineer, and EIT	152	June 23, 2024- July 12, 2024

PAST PERFORMANCE

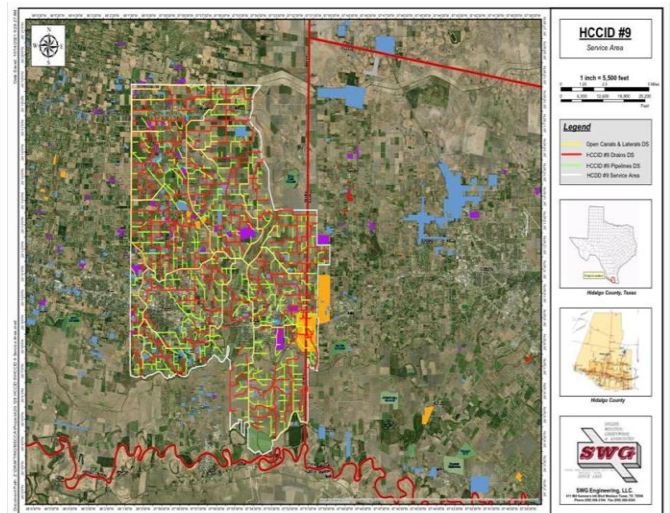
Client: HIDALGO AND CAMERON COUNTIES IRRIGATION DISTRICT NO. 9 (HCCID#9)

Contact: Debra Mize, Project Manager
Address: 2304 N. FM 491, Mercedes, TX 78570
Phone: 956-565-2411
Date: November 11, 2021- October 2022
Contract Value: \$603,350.00

Project Summary:

SWG Engineering was contracted to design the proposed 50 MGD Reservoir that included developing a Water Conservation Plan.

Hidalgo and Cameron Counties Irrigation District No. 9 (HCCID#9) requested funding from the Bureau of Reclamation for construction of a 50 MG reservoir that will serve 1,700 customers in the District's boundaries over 53,000 acres.



The project will allowed HCCID#9 to address water management issues in the area by preserving the Rio Grande River's water, allowing more efficient delivery of water, preventing water losses through seepage and leakages in the system, lowering greenhouse emissions, as well as benefiting disadvantaged communities and endangered species.

The project will take 36 months to complete and will include survey, engineering design, and construction. This project will result in a significant and sustainable water savings of 3,827 acrefeet per year (AF/yr) and energy savings of 119,776.09 kilowatts a year. The District delivers raw water via 20 miles of unlined canals, 55 miles of lined laterals, 250 miles of pipeline, and two re-lift stations to Elsa, Edcouch, La Villa, Mercedes, Weslaco, North Alamo Water Supply Corporation, part of Western Cameron County and part of Eastern Hidalgo County including numerous colonias within its service area. The District also supplies water to Estero Llano Grande State Park, a 250 plus-acre refuge of restored wetlands and home to over 500 species of birds, over 300 species of butterflies, and over 1,000 plants.

Client: City of Donna

Contact: Jonas Gonzalez, Public Works Director
Address: 114 S 13th Street, Donna TX. 78537
Phone: 956-464-7861
Date: July 2021- April 2022
Contract Value: \$36,000.00

Project Summary:

SWG Engineering was contracted to develop a Water Conservation and Drought Contingency Plan. In order to conserve the available water supply and protect the integrity of water supply facilities, with particular regard for domestic water use, sanitation, and fire protection, and to protect and preserve public health, welfare, and safety and minimize the adverse impacts of water supply shortage or other water supply emergency conditions, the City of Donna adopted regulations and restrictions on the delivery and consumption of water. City of Donna requested a plan to establish five and ten-year goals to be achieved through the adoption of the Water Conservation Plan for the purpose of:



- To reduce unaccounted water loss to 16.83% or 17 GPCD by 2025 and 14.97% or 14 GPCD by 2030.
- To implement long term cost-effective recovery measures for major causes of unaccounted- for water related to metering.

- To increase both public and employee awareness regarding water conservation and water related issues. This will be especially encouraged during summer months when water consumption and irrigation increases significantly.
- To promote xeriscape landscape use to reduce the amount of high-water consuming landscaped areas. Businesses as well as residential users will be encouraged to participate.
- To promote more efficient irrigation techniques for agriculture, industry and private use through education.

Client: City of La Feria

Client: City of La Feria

Contact: Mr. Frank Rios, City Manager

Address: 115 E. Commercial Ave., La Feria, TX 78559

Phone: (956)797-2261

Date: 2011- 2019

Contract Value: \$18,862,460.00

Project Summary: City of La Feria Comprehensive Water and Wastewater Improvements

These two planning projects produced very detailed engineering studies in regards to the existing and proposed wastewater systems of the City of La Feria. The EDAP Facility Plan provides wastewater collection and treatment to area colonias (rural subdivisions) that were not previously served. The updating of the Master Plan, and the wastewater facilities section in particular, was to determine the condition of the existing system, to determine if any problems existed, to determine what future improvements would be required, and the estimated costs for current and future improvements. Using the facility plan, designs were developed, plans and specification were prepared and contracts were issued for the City. Our firm has provided consulting engineering services to the City of La Feria **since 1949, and for over 30 wastewater projects.**



City of La Feria selected SWG Engineering to file an application with Texas Water Development Board in 2011 to obtain funding for Sanitary Sewer Improvements for recently annexed areas. Once funding was obtained in the amount of \$7,000,000, SWG designed and prepared contract and bidding documents for the installation of 40,900 LF of sanitary sewer pipe, varying in sizes from 6" to 18", including service connection for each dwelling. The project consisted of:

- Kansas City Lift Station
- Business 83 and Rabb Road Lift Station
- Kubisky Lift Station
- Wastewater lines to west colonias, sewer hook ups, and septic tank decommissioning
- Wastewater lines – Main Street (FM 506), Strader Lane, Kansas City, Parker Road and Beddoes Road, sewer hook ups, and septic tank decommissioning

Additionally, the City of La Feria also selected SWG Engineering to file an application with Texas Water Development Board in 2011 to obtain funding for Water Distribution Improvements for various recently annexed areas. Once funding was obtained in the amount of \$7,167,700.00, SWG designed and prepared contract and bidding documents for the installation of 46,600 LF of water line varying in sizes from 6" to 12". The project consisted of:

- 2,675 Water Meters (entire city)
- 16,600 LF of 6" to 12" Water Lines for the West Colonias
- 30,000 LF of 6 to 12" Water Lines for recently annexed areas east of La Feria
- UV Water Treatment Plant
- Replaced MCC (Motor Control Center) and added SCADA (Supervisory Control And Data Acquisition) systems

RANDALL C. WINSTON, P.E.

SWG Engineering, LLC
 611 S. International Blvd.
 Weslaco, TX 78596
 (956) 968-2194
 randy@siglerwinstongreenwood.com

EDUCATION

Master of Engineering, Civil
 Engineering, Environmental Eng. Dept.-
 1988

Texas A&M University
**Bachelor of Science in Civil
 Engineering**- 1985

REGISTRATION

Professional Engineer State of Texas No.:
 70417

WORK EXPERIENCE

Environmental Projects, Water Treatment,
 Wastewater Treatment,
 Solid Waste Management, Industrial
 Wastewater and General Civil
 Engineering
**SWG Engineering, Weslaco, Texas - 1989 -
 Present**

Environmental Engineering Lab Instructor
 and Lecture Substitute
**Texas A&M University, College Station,
 Texas – 1987-1988**

General Civil Engineering and Consulting
**Sigler, Winston, Greenwood & Assoc., Inc.,
 Weslaco, Texas 1985 - 1987**

SUMMARY OF WORK EXPERIENCE

- Delta Lake Irrigation District Canal A: 28,500 LF of Canal Conversion to 36" and 24" Pipeline Design and Project Management
- Delta Lake Irrigation District Canal A: Procurement of \$1M US Bureau of Reclamations grant

- Progreso Bridge Co. Port of Entry: Paving and Detention Pond Design
- Sharyland Water Supply Corporation Design and Construction of Water Treatment Plant NO. 3
- Sharyland Water Supply 1.0 MG Elevated Water Tower
- Sharyland Water Supply WTP #1: USDA \$6 Million Funding Coordination
- City of Donna 1.0 MG Elevated Water Tower
- City of Ingram Wastewater Improvements - Phase I
- City of Ingram Wastewater Improvements - Phase II
- City of Ingram Lift Station No. 1 and No. 2
- Solid waste disposal sites and transfer stations.
- City of Weslaco EDAP Facility Plan
- Weslaco T- Mobile: Civil Site Grading, Paving, and Detention Pond Design
- Landfill Closure for the City of McAllen.
- Landfill Surveying and Engineering for BFI Landfill, Donna, Texas.
- Water distribution study for the Sharyland Water Supply Corporation.
- Odor control study for the City of Weslaco Wastewater Treatment Plant and Collection System.
- Wastewater pretreatment plant for Southern Frozen Foods packing plant in Alamo (a 0.5 million gallon per day flow, 1,210 mg/l BOD₅ average).
- Study and pilot program for the City of La Feria using manmade wetlands as secondary treatment for lagoon effluent.
- City of Weslaco Economically Distressed Areas Program (EDAP) Facility Plan.
- City of McAllen Wastewater Treatment Plant No. 3, Four (4) Million Gallon Per Day Addition.
- Environmental Assessment for Hidalgo County Irrigation District No. 6 for a loan application to the United States Bureau of Reclamation. Complete archeological and environmental coordination with Local, State and Federal Agencies with approval for this project was done in this report.
- Multiple site work for HEB Stores located across the Valley: Ware Road HEB, McAllen; Weslaco HEB; Mercedes HEB; and subdivision work on Alamo HEB.
- Subdivision and site work for Weslaco Luby's Cafeteria.
- Weslaco Independent School District/ South Palm Gardens -- Septic tank design and drain field.
- City of Weslaco - City Engineer from 1990 to 2006, 2018
- City of McAllen Water Treatment Plant 2 MGD addition to the North Treatment Plant to bring total permitted capacity to 8 MGD.
- City of Weslaco Odor Control for North Wastewater Treatment Plant
- City of Weslaco 1 MGD Addition Extended Aeration Wastewater Treatment Plant
- City of Weslaco Study and Master Plan for Water and Wastewater Facilities
- City of Weslaco La Colonia Las Palmas Sewer Improvements
- City of McAllen Rehabilitation of Sludge Beds at WWTP No. 2
- City of McAllen PUB Sludge Handling Facility Pilot Study and Recommendations
- City of McAllen Highland Lift Station
- City of Weslaco Re-Design of Pumps and Motors and Controls for LS No. 27

JOSEPH B. WINSTON, JR., P.E./R.P.L.S.

SWG Engineering, LLC
 611 S. International Blvd.
 Weslaco, TX 78596
 (956) 968-2194
 joe@siglerwinstongreenwood.com

EDUCATION

Texas Tech University
Bachelor of Science in Civil Engineering- 1966

REGISTRATION

Professional Engineer State of Texas No.: 31109
 Registered Public Surveyor of Texas No.: 3780

WORK EXPERIENCE

Principal-Consulting Engineering Firm of SWG Engineering, LLC.
 Weslaco, Texas 1969 – Present

Junior Engineer- Sigler, Winston & Greenwood,
 Consulting Engineers, Mercedes, Texas 1966-1969

SUMMARY OF WORK EXPERIENCE

- Served as City Engineer on a retainer basis for the cities of Alamo, Texas, and City of San Juan, Texas
- Currently serving as City Engineer on a retainer basis for the City of Mercedes, Texas, and the City of La Feria, Texas
- Prepared EDA Application for Water Distribution and Wastewater Collection System Improvements for the City of Weslaco
- Prepared EDA Application for Water Treatment and Water Distribution Improvements for the City of Alamo
- Engineer in charge of 750,000 Gallon Elevated Composite Water Tank for City of Mercedes
- Engineer in charge of 500,000 Gallon Composite Elevated Tank
- Engineer in Charge of Water Treatment Plant Renovation, Water Treatment Plant Expansion, Water Distribution Additions, Wastewater Treatment and Collection Improvements for the City of Alamo
- Assisted with collection and analysis of water samples for Area Wide Plan for Sewerage Treatment Facilities for the Rio Grande Valley Pollution Control Authority/Lower Rio Grande Valley Development Council
- Assisted with the Non-Point Source Report for the Lower Rio Grande Valley Development Council 208 Water Quality Program
- Directed gathering and analysis of data for the Flood Insurance Survey of several cities in Hidalgo County
- Prepared Master Plan and Studies for DHUD Water Improvements, Wastewater Improvements, Paving and Drainage Improvements for the City of San Juan
- Engineer in Charge of Water Treatment Plant Renovation, Water Treatment Plant Expansion, water Distribution Improvements, Development of Raw Water Reservoir, Wastewater Collection Improvements, Wastewater Treatment Plant Expansion, Storm Water Improvements, and Paving Improvements for the City of San Juan
- Prepared Solid Waste Permits for the Cities of Mercedes, Alamo, San Juan, and McAllen
- Assisted the City of Harlingen Water Works System with full-time residence inspection services for the New 15 MGD M.F. Runnion Water Treatment Plant and Reservoir and with Water Distribution Improvements
- Chairman for three years of the Lower Rio Grande Valley Development Council's Pre-Application Review Panel
- Engineer in Charge of the 2.0 MGD Loma Alta Water Treatment Plant and Above Ground storage Tank for the Brownsville Navigation District
- Engineer in Charge of Report, Plans and Specifications for the Rehabilitation of Irrigation and Drainage Facilities of Hidalgo County Water Improvement District No. 5, Progreso -- a project with more than \$ 6,000,000 in construction costs
- Engineer in Charge of the Improvements, Additions, or New Construction of Several Mobile Home Parks -- Llano Grande, Alamo Palms, Winter Ranch, etc.
- Improvements to Water Treatment Plant No. 1, including a New Clearwell, City of McAllen.
- Engineer in Charge of 54" Raw Water Line, two - 7.5 MGD Expansions, Three - 2 Million Gallons Above Ground Storage Tanks with Transfer Pumping, Four Additional High Service Pumps, including Building, a \$ 4,500,000 -- 8.0 MGD Addition, SCADA Instrumentation, and Exterior Improvements for the Southwest Water Treatment Plant (formerly Water Treatment Plant No. 2), City of McAllen.
- Rehabilitation of Water Treatment Plant for the City of Roma.
- Assisted with Chlorination-Dechlorination, and Instrumentation for Wastewater Treatment Plants No. 2 and 3, City of McAllen.
- Assisted with Municipal Park Improvements for the cities of Hidalgo, Mercedes, and La Feria, including Swimming Pool Improvements for the City of Hidalgo and City of Mercedes.
- Engineer in Charge of 24-inch Distribution Main Improvements for the City of McAllen.
- Engineer in Charge of the Cleaning and Repairing of Elevated and Ground Storage Tanks for the cities of Laredo, San Juan Alamo, Mercedes, and La Feria.
- Assisted architectural firm with the development of a wastewater disposal system for the Zenith Electronics Maquiladora Plant in Mexico
- Engineer in Charge of report, and plans and specifications for two separate projects for the Relocation of Utilities within IH 35 for the Laredo Waterworks System
- Engineer in Charge of Repairs to Raw Water Intake Screens and Pumps for the Laredo Waterworks System
- Engineer in Charge of the Renovation of the 18.0 MGD Water Treatment Plant No. 1 including New Equipment for Mixing, Settling, Electrical, Chemical, Instrumentation, Piping, Valves, etc., for the Laredo Waterworks System. Also included was coordination with architect of major architectural improvements
- Engineer in Charge of plans and specifications for the Renovation for the Chemical Feed Equipment for Water Treatment Plant No. 2, Laredo Waterworks System

- Engineer in Charge of Water Rate Study for the City of San Juan and the City of Mercedes. Assisted with water rate studies for the Laredo Waterworks System and the City of McAllen
- Engineer in Charge of the Renovation of the 1.3 MGD Wastewater Treatment Plant including Additional Sand Drying Beds, and the Addition of a 1.0 MGD Extended Aeration Wastewater Treatment Facility for the City of Mercedes
- Engineer in Charge of the Renovation of the Water Treatment Plant for the City of Mercedes, and the Addition of a Residual Management Basin, and a 1.2 MG Clearwell
- Engineer in Charge of Developing a Supplemental Water Well, Storage and Pumping Facilities for Southern Frozen Foods in the City of Alamo
- Engineer in Charge of Renovation of Water Treatment Plant, including Adding Clarification, 500,000 Gallon Clearwell, and Chemical Feed System for the City of La Feria
- Engineer in Charge of Additional Wastewater Treatment Capacity in the form of oxidation lagoons for the City of La Feria
- Engineer in Charge of Parking Facilities, Bus Service Roads, Tennis Courts, and Other Site Improvements for the Mercedes Independent School District
- Engineer in Charge of Rehabilitation of the Water Treatment Plant of Phoenix Frozen Foods in Monte Alto
- Engineer in Charge of Field Work and Site Development of Two Industrial Parks for the City of Mercedes
- Prepared Applications for the Innovative and Alternative Technology Funding for Land Application of Wastewater and Sludge for the city of McAllen
- Engineer in Charge of Rehabilitation of Major Lift Stations for the City of Mercedes
- Preparation of Solid Waste Site Closure Plans for the City of Mercedes and the City of McAllen
- Engineer in Charge of Field Work and Site Development of Two Industrial Park Sites for the City of La Feria
- Engineer in Charge of Plans and Specifications for Water Distribution Improvements, Wastewater Collection Improvements, Paving and Drainage Improvements for the City of Mercedes from 1978 to currently
- Engineer in Charge of Plans and Specifications for Water Distribution, Wastewater Collection and Paving and Drainage Improvements for the City of La Feria from 1976 to currently
- Prepared Study and Analysis of Leaks in a 30"/36" Raw Water Line serving CPL's J.L. Bates Power Station.
- Engineer in Charge of Solid Waste Transfer Stations for the City of La Feria and the City of Mercedes
- Engineer in Charge of O&M Manual for the City of Mercedes Wastewater Treatment Improvements
- Prepared Feasibility Study for Additional Water Treatment Plant Capacity for the City of McAllen
- Provided Engineering Analysis and Costs for City of La Feria Master Plan
- Prepared a Joint Drainage Study for the City of La Feria and La Feria Irrigation Dist. No. 3
- Engineer in Charge for Economically Distressed Areas (EDAP) Application and Facility Plan for the City of Mercedes
- Engineer in Charge of Disinfection Studies for the Cities of La Feria, Mercedes, and McAllen
- Engineer in Charge of Site Improvements for HEB Grocery in the Cities of Weslaco and Pharr
- Engineer in Charge of Bridge over Anacuitas Seco Drain and Box Culvert and New Floodway Levee Structure for Hidalgo County Drainage District's Drainage Improvements in the City of Mercedes
- Assisted Mejia and Rose, Inc. with Water Treatment Improvements to the City of Los Fresnos Water Treatment Plant Engineer in Charge of Plans and Specifications for a New Municipal Water Well for the City of Mercedes

JOSE G. REYES, P.E.

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Weslaco, TX 78596
(956) 968-2194
jreyes@siglerwinstongreenwood.com

EDUCATION

University of Texas at San Antonio
Bachelor of Science in Mechanical Engineering-1995

REGISTRATION

Professional Engineer State of Texas No.: 93827

WORK EXPERIENCE

General Engineering Consultant:

SWG Engineering, LLC Weslaco, Texas
Senior Project Engineer 2017 – Present

General Engineering Consultant, Project Management, & Quality Control:

Eberle Materials, Inc.
Project Manager- 2016-2017
Clare Construction Co.
Quality Control Systems Manager 2014-2015
M. Garcia Engineering, LLC
Senior Project Engineer- 2013-2014
Guzman & Munoz Engineering & Surveying, Inc.
Senior Project Manager 2010-2013
TEDSI Infrastructure Group
Project Manager- 2008-2010
S & B Infrastructure, LTD
Project Manager 2002-2008

SUMMARY OF WORK EXPERIENCE

- City of Donna: Proposed Offsite Waterline Improvements, Wastewater and Water Improvements Phase 2 for The Shops at 493 Subdivision: Engineer in charge of Design and Construction.
- Proposed Paving Improvements and Drainage Improvements for The Shops at 493 Subdivision Phase 2: Engineer in charge of Design and Construction.
- Proposed 12" Offsite, Interconnecting Waterlines and Existing Elevated Tank Improvements: Engineer in charge of Design and Construction.
- SWSC's WTP #2: Paving and Drainage Improvements: Engineer in charge of Design and Construction.
- SWSC's 10,100 LF of 12" WL: Transmission: Engineer in charge of Design and Construction.
- City of Port Isabel Medians: Civil Improvements: Engineer in charge of Design and Construction.

- City of Port Isabel Washington Park: Civil Improvements: Engineer in charge of Design and Construction.
- City of Harlingen I.S.D: Paving and Drainage: Engineer in charge of Design and Construction.
- City of Port Isabel Garcia Street: Engineer in charge of Design and Construction.
- NAWSC's 5100 LF of 6" WL: Engineer in charge of Design and Construction.
- City of Los Indios Community Park: Civil Improvements: Engineer in charge of Design.
- City of Mercedes Community Center: Civil and Paving Design: Engineer in charge of Design and Construction.
- City of Donna Waterline Interconnect Improvements: Civil Design: Engineer in charge of Design.
- City of Weslaco Pleasantview and 11th Street: Civil and Drainage Design: Engineer in charge of Design of Crossings and Ditch Improvements.
- City of Weslaco: Designed of Subdivision, Engineer in charge of Plat and Construction Plans.
- City of Weslaco IBWC Levee: Civil Design: Engineer in charge of Design and Construction.
- Long Island Village: Civil Design: Engineer in charge of Design of Water, Wastewater and Paving Improvements.
- Hidalgo County: Designed of Subdivision, Engineer in charge of Plat and Construction Plans.
- City of Weslaco: Designed of Subdivision, Engineer in charge of Plat and Construction Plans.
- City of McAllen: Designed of Subdivision, Engineer on charge of Plat and Construction Plans.
- UTRGV –IEAS Building and UTRGV – Science Building
- USIBWC, LRGFCP, Progreso Levee: (Project length 6 miles)
- USIBWC, LRGFCP, North Floodway and Arroyo Colorado Levees: (Project length 26.8 miles)
- Mission Levee, Common Levee/Anzalduas Dike Improvements, USIBWC/DHS
- Morrison Rd., Responsible for management and administration. For the design of the schematic layout and then continued with the PS&E. Designed the horizontal alignment using existing survey data and TxDOT Roadway Design Manual criteria
- Mile 6 West, Responsible for roadway pay quantities, and design of pavement markings as per TxDOT standards and the Texas Manual on Uniform Traffic Control Devices (TMUTCD).
- Mile 2 WEST, Responsible for the pavement quantity calculations and roadway design for Schematic Layout. Developed transition lengths sections as per TxDOT Standards. Prepared Plans and Profiles, Sign Summaries, SW3P's, Pavements Markings and TCP's. Sized culverts and developed culverts layout as per TxDOT Standards
- IH 35 RAMP SCHEMATIC, Responsible for evaluating different ramp alternatives alignments for IH 35. Developed typical sections for the proposed on and off ramps as per TxDOT standards.
- JBS PARKWAY, Odessa, TX, Developed all the required documentation for TxDOT Public Meetings. Developed Pre-Construction Estimates and Project Layouts for the proposed interchanges configurations alternatives.
- US 83/SH 359 – Laredo, TX, Developed plans and profiles, design roadway typical sections, and calculate pavement quantities. Developed project cost summaries using HIGH ESTIMATOR PROGRAM.

REFERENCE FORM**Reference One**Client's Name: Laguna Madre Water DistrictType of Organization: Water Utility CompanyAddress: 105 Port Road, Port Isabel, TX 78578Contact Person: Charles F. Ortiz, P.E.Title: District EngineerTelephone: 956-943-2626, Ext. 130E-mail: cortiz@lmwd.org**Project Information**Name of Project: Design of Long Island Village Water and Wastewater Infrastructure Improvements

Scope of Work: Repaving streets, provide tap and water meter, water distribution system lines and waste water collection system lines will be designed to be placed within the street ROW or Easements, replacing the existing lines possibly under dwellings, four existing Lift Stations will be designed for upgrades or replacements, streets will be cut for the installation of the water and wastewater lines, and every intersection in the LIV community will be provided a tap and water meter.

Contract Period: From 11/09/2022 to 10/09/2025Cost: Projected \$: 2,533,741 Actual \$: 2,533,741Timeframe (Include Unit Measure) Projected 3 Years Actual 3 YearsStatus as of 02/16/2024 (Circle One) Complete In Progress Canceled
Date**Reference Two**Client's Name: Willacy County Drainage District No. 2Type of Organization: Government EntityAddress: 8304 Business Hwy. 77, Lyford, Texas 78569Contact Person: Paul GreenhillTitle: District ManagerTelephone: 956-347-5164E-mail: paulg426@willacydd1.org**Project Information**Name of Project: Regional Detention Ponds

Scope of Work: Professional Services including Engineering, Surveying, and Construction Management for the construction of two (2) detention ponds South of San Perlita, Texas for Flood Mitigation through TWDB.

Contract Period: From 05/11/2021 to 03/01/2024Cost: Projected \$: 158,760 Actual \$: 158,760Timeframe (Include Unit Measure) Projected 700 Bus. Days Actual 700 Bus. DaysStatus as of 02/16/2024 (Circle One) Complete In Progress Canceled
Date

Reference ThreeClient's Name: McAllen Public UtilityType of Organization: Government EntityAddress: 1300 Houston Ave. McAllen, TX 78501Contact Person: Marco A. Vega, PETitle: General ManagerTelephone: 956-681-1771E-mail: mvega@mcallen.net**Project Information**Name of Project: Design of Sarah & 23rd St. Lift Station No. 31

Scope of Work: McAllen PUB staff recommended that Lift Station #31 be abandoned and the flows to the lift station be diverted via an Interceptor line. The interceptor line will connect to an existing 30-inch Interceptor line located approximately 5,000 feet north of the abandoned lift station.

Contract Period: From 10/01/2021 to 08/11/2023Cost: Projected \$: 168,165 Actual \$: 168,165Timeframe (Include Unit Measure) Projected 97 weeks Actual 97 weeks

Status as of 02/16/2024 (Circle One) Complete In Progress Canceled
Date

Reference FourClient's Name: City of PharrType of Organization: Government EntityAddress: 118 S. Cage Blvd., 1st Floor, Pharr, Texas 78577Contact Person: Ruben Alfaro, PETitle: City EngineerTelephone: 956-402-4221E-mail: ruben.alfaro@pharr-tx.gov**Project Information**Name of Project: Various Ditch Widening Project

Scope of Work: Engineer will assist in the analysis and survey of Cross Sections for Various Ditch Widening Project that includes: Survey existing ditches, review surveyed data, subdivision plats, and Hidalgo County Deed Records for each ROW's and easements. Review cross sections for maximum detention capacity withing ROW, calculate cut volumes, provided construction staking, and provide Cross Section As-Built.

Contract Period: From 07/10/2020 to 10/16/2020Cost: Projected \$: 74,000 Actual \$: 74,000Timeframe (Include Unit Measure) Projected 14 weeks Actual 14 weeks

Status as of 02/16/2024 (Circle One) Complete In Progress Canceled
Date

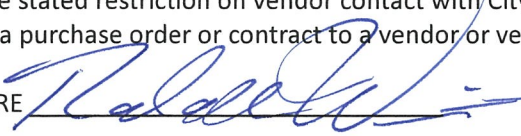
AUTHORIZED CONTACT FORM:

This RFQ has been issued by City of Weslaco Purchasing Office. The Purchasing Office shall be the vendor's sole point of contact with regard to the RFQ, its content, and all issues concerning it.

All communication regarding this RFQ shall be directed to the City of Weslaco's Purchasing Agent. The Purchasing Agent facilitating this RFQ is identified on the cover page, along with his or her telephone number, and he or she shall be the primary point of contact for discussions or information pertaining to the RFQ. Contact with any other City representative, including elected officials, for the purpose of discussing this RFQ, its content, or any other issue concerning it, is prohibited unless authorized by the Purchasing Agent.

Violation of this clause, by the vendor having unauthorized contact (verbally or in writing) with such other City representatives, may constitute grounds for rejection by the Purchasing Office of the vendor's bid/response.

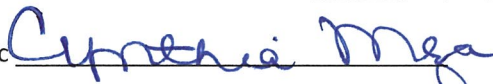
The above stated restriction on vendor contact with City representatives shall apply until the City has awarded a purchase order or contract to a vendor or vendors.

SIGNATURE  TITLE President

COMPANY SWG Engineering, LLC DATE 04/24/2024

State of Texas, County of Hidalgo

Subscribed and sworn to before me this 24th day of April, 2024.

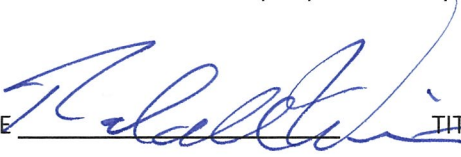
Notary Public 

My Appointment Expires: 10-25-2026

CERTIFICATION FORM

DEBARMENT, SUSPENSION, AND OTHER INELIGIBILITY AND VOLUNTARY EXCLUSION LOWER TIER COVERED TRANSACTIONS

The bidder certifies that neither the bidder, its third-party subcontractors, nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

SIGNATURE  TITLE President

COMPANY SWG Engineering, LLC DATE 04/24/2024

State of Texas, County of Hidalgo

Subscribed and sworn to before me this day 24 of April of , 2024.

Notary Public 

My Appointment Expires 10-25-2026

Restrictions on Lobbying Activity

A. Prohibited Contacts During Contract Evaluation

A vendor/contractor or a vendor's/contractor's agent/representative is prohibited from contacting city officials, including elected officials, and employees regarding a proposed contract from the time a Request for Qualifications has been released until the contract has been acted on by the City Commission. If contact is required, such contact will be done in accordance with procedures incorporated into the solicitation document. Violation of this provision by contractors, respondents, or their agents, including lobbyists, may lead to disqualification of the respondent's offer.

B. A Lobbyists or Vendor/ Contractor May Not Place City Official Under Personal Obligation

A Lobbyist or a Vendor/Contractor or any of their agents may not do any act or refrain from any act for the express purpose and intent of placing any city official under personal obligation to the Lobbyist or Vendor/ Contractor.

C. False Statements

A lobbyist or the vendor/contractor or any of their agents/representatives cannot intentionally or knowingly make any false or misleading statement of fact to any city official or cause a copy of a document with false information to be received by an official without notifying the official in writing of the truth. Likewise, a registrant who learns that a statement in a registration form or activity report during the previous 3 years is false must correct that statement within 30 days by written notification to the Office of the City Secretary.

D. Use of False Identification

A lobbyist or the vendor/contractor or any of their agents/representatives cannot communicate with a city official in the name of any fictitious person or in the name of any real person, without that person's consent.

E. Improper Influence

A lobbyist or the vendor/contractor or any of their agents/representatives cannot cause or influence the introduction of any ordinance, resolution, appeal, application, petition, nomination, or amendment for the purpose of later being employed as a lobbyist to secure its granting, denial, confirmation, rejection, passage, or defeat.

F. Improper Representation

A lobbyist or the vendor/contractor or any of their agents/representatives cannot represent that the person can control or obtain the vote or action of any city official.

Disclosures and Requirements for City Vendors/Contractors

Lobbyists are often retained for the purpose of assisting vendor/contractor seeking to do business with the city. The standards of conduct applicable to city contractors or other vendor/contractor of lobbyists are discussed below.

A. Prohibited Contacts During Contract Evaluation

A vendor/contractor or a vendor's/contractor's agent is prohibited from lobbying activities with city officials, including elected officials, and employees regarding a proposed contract from the time a Request for Qualifications has been released until the contract is posted as a City Commission agenda

item. If contact is required, such contact will be done in accordance with procedures incorporated into the RFQ document. Violation of this provision by respondents or their agents, including lobbyists, may lead to disqualification of the respondent's offer. There is a parallel no-contact provision for lobbyists and their agents.

B. The City's Discretionary Contracts Disclosure Form

When seeking a discretionary city contract, the contractor must submit a form disclosing:

- the identity of all parties to the contract;
- subcontractors;
- partners, parent or subsidiary business entities of any party to the contract; any lobbyist or public relations firm that has been employed for a purpose related to the contract.

The vendor/contractor must also disclose all political contributions totaling more than \$100 made by the parties or the other individuals or entities listed on the form made directly or indirectly to:

- any current or former member of City Commission, including the Mayor;
- any candidate for City Commission, including the Mayor;
- any political action committee (PAC) that contributes to City Commission elections.

Indirect contributions include contributions made by an individual's spouse or by the officers, owners, attorneys, or registered lobbyists of the entity.

Indirect contributions do not include contributions by owners of a business entity who hold less than 5% of the fair market value or voting stock of the entity. If a publicly traded corporation seeks to contract with the city, it will not be required to list contributions made by its shareholders whose holdings are less than 5%.

CITY OF WESLACO DISCLOSURE OF INTERESTS

City of Weslaco, Texas requires all persons or firms seeking to do business with the City to provide the following information. Every question must be answered. If the question is not applicable, answer with "NA." Corporations whose shares are publicly traded and listed on national or regional stock exchanges or over-the-counter markets may file a current Securities and Exchange Commission Form 10-K with the City in lieu of answering the questions below. See next page for definitions.

Date: 04/24/2024

FIRM NAME: SWG Engineering, LLC

ADDRESS: 611 S. International Blvd. Weslaco, Texas 78596

FIRM is: 1. Corporation () 2. Partnership () 3. Sole Owner ()
4. Association () 5. Other (x) Limited Liability Company (LLC)

DISCLOSURE QUESTIONS

If additional space is necessary, please attach a separate sheet.

1. State the name(s) of each "employee(s)" of the City of Weslaco having an "ownership interest constituting of 0% or more of the voting stock or shares of the business entity or ownership of \$2,500 or more of the fair market value of the business entity or employed by the above named "firm."

Name	Title	Department
NA		

2. State the name of each "official" of the City of Weslaco having an "ownership interest" constituting 0% or more of the ownership in the above named "firm", or employed by the above named "firm."

Name	Title	Department
NA		

3. State the names of each “board member” of the City of Weslaco having an “ownership interest” constituting 0% or more of the ownership in the above named “firm” or employed by the above named “firm.”

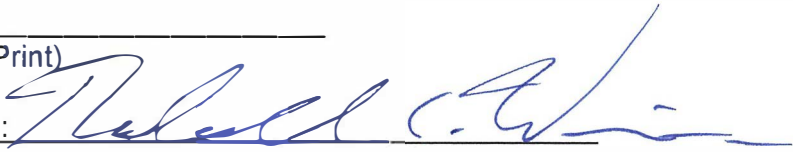
Name	Board, Commission or Committee
NA	

CERTIFICATE

I certify that all information provided is true and correct as of the date of this statement that I have not knowingly withheld disclosure of any information requested; and that supplemental statements will be promptly submitted to the City of Weslaco, Texas as changes occur.

Certifying Person: Randall C. Winston, P.E.

Title: President
(Type or Print)

Signature of Certifying Person: 

Date: 04/24/2024
(Type or Print)

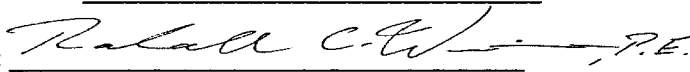
**VENDOR ACKNOWLEDGMENT FORMS
CITY OF WESLACO
NON-COLLUSIVE BIDDING CERTIFICATION**

I/We have read instructions to bidder and specifications. My/Our bid conforms with all specifications, conditions, and instructions as outlined by *CITY OF WESLACO*. Signing the Acknowledgment Form confirms that our company will enter into a binding contract with CITY OF WESLACO for item(s) awarded to our company. I/We have read instructions to bidder and specifications.

The undersigned Bidder, by signing and executing this RFQ, certifies and represents to the CITY OF WESLACO that Bidder has not been offered, conferred or agreed to confer any pecuniary benefit, as defined by §1.07(a)(6) of the Texas Penal Code, or any other thing of value as consideration for the receipt of information or any special treatment or advantage relating to this RFQ; the Bidder also certifies and represents that Bidder has not offered, conferred or agreed to confer any pecuniary benefit or other things of value as consideration for the recipient's decision, opinion, recommendation, vote or other exercise of discretion concerning this RFQ; the Bidder certifies and represents that Bidder has neither coerced nor attempted to influence the exercise of discretion by any officer, trustee, agent or employee of the CITY OF WESLACO concerning this bid on the basis of any consideration not authorized by law; the Bidder also certifies and represents that Bidder has not received any information not available to other bidders so as to give the undersigned a preferential advantage with respect to this RFQ; the Bidder further certifies and represents that Bidder has not violated any state, federal or local law, regulation or ordinance relating to bribery, improper influence, collusion or the like and that Bidder will not in the future offer, confer, or agree to confer any pecuniary benefit or other thing of value to any officer, trustee, agent or member of the CITY OF WESLACO in return for the person having exercised the person's official discretion, power or duty with respect to this RFQ; the Bidder certifies and represents that it has not now and will not in the future offer, confer, or agree to confer a pecuniary benefit or other thing of value to any officer, trustee, agent or member of CITY OF WESLACO in connection with information regarding this RFQ, the submission of this RFQ, the award of this RFQ or the performance, delivery or sale pursuant to this RFQ.

Date: 04/24/2024

Company Name: SWG Engineering, LLC

Signature:  P.E.

Title: Randall C. Winston, P.E./President

Note: This form must be filled in and submitted with RFQ package



Standardized Agenda Request Form

Date of Meeting: June 4, 2024		Agenda Item No. (to be assigned by CSO): 2024-590	
From:			
Subject: Discussion and consideration regarding procurement and continuation of the contract for Public Affairs Prisylla Jasso and status of deliverables related to same, and status as to her work for the Mayor. Possible action. (Requested by Commissioner Kerr and Lopez.)			
Background:			
Funding Source (budget code, if applicable):			
Amount:	Term of Impact:	Identified in Current Budget:	
Additional Action Prompted:			
If item previously considered, provide date and action by Commission:			
If item requires Publication Notice, provide date and periodical of publication; indicate if comments received from letters mailed to property owners:			
Advisory Review, if any (name of board/committee, date of action, recommendation):			
ADELAIDA VEGA Martin Garza		Created	
City Manager Comments: As recommended by the governing body.			
Staff Recommendation:			
Attachments, if any: Public Affairs Consultant - Prisylla Jasso, 2024-05_ Prisylla Jasso re consulting services for advisement to Mayor for variety of public affairs May 1, 2024 - Aug 1, 2024			
Responsibilities upon Approval:			

City of Weslaco

"The City on the Grow"



Adrian Gonzalez, Mayor
Adrian Farias, Mayor Pro-Tem, District 4
Greg Kerr, Commissioner, At-Large
Israel Gonzalez, Jr., Commissioner, At-Large
Josh Pedraza, Commissioner, District 1
Letty Lopez, Commissioner, District 2
Jose "JP" Rodriguez, Commissioner, District 3

Martin Garza, City Manager

Date: May 31, 2024
To: Mayor Adrian Gonzalez and City Commission
From: Martin Garza, City Manager
Subject: Public Affairs Consultant

The information below on Prisylla Jasso, Public Affairs Consultant was included in the Friday Memo on May 05, 2024.

We approved a consulting contract with Prisylla Ann Jasso for Public Affairs. As you know Mayor Gonzalez has been serving as a full-time Mayor since he took office. Ms. Jasso will work closely with the Mayor on public affair views. She will be maintaining the public image of the city, while ensuring that the city's mission, values, initiatives are communicated. Ms. Jasso will assist the Mayor with overall government relations and finding common ground with government issues involving stakeholders. The contract is for \$3,000.00 a month for three months to see how she works out for Mayor Gonzalez. This contract will assist me in concentrating on management, personnel, and daily operations of the city. The contract was reviewed by Attorney Juan Gonzalez. Mr. Gonzalez also provided a legal opinion for this type of service considered under Professional Services.

CONSULTING AGREEMENT



This Agreement is made on May 1, 2024, between the City of Weslaco (the "City") and Prisylla Jasso (the "Consultant"). The Consultant has extensive experience regarding the services described below, and the Company seeks to benefit from the Consultant's expertise by retaining the Consultant. The Consultant wishes to perform consulting services for the Company.

Accordingly, the City and the Consultant agree as follows:

1. Services: The Consultant shall work closely with and advise the mayor in a variety of public affairs views. Through strategic communication efforts, the Consultant plays an instrumental role in maintaining the public image of the city, while ensuring that the mayoral office's mission, values, and initiatives are communicated in a manner that resonates with the position. The Consultant shall provide insight into the political environment relating to public and government affairs.

2. Compensation: As full consideration for the consulting services provided by the Consultant, the City shall pay the Consultant \$3,000 per month commencing May 1st, 2024. Such compensation shall be reviewed periodically based on performance.

3. Term and Termination: This Agreement shall be for a three-month term to expire July 31, 2024. The agreement may be re-negotiated based on performance at any time. This contract may be terminated without cause by giving the other party thirty (30) days written notice.

4. Confidentiality: In the course of performing Consulting Services, the parties recognize that Consultant may come in contact with or become familiar with information which the City or its employees, independent contractors or elected officials may consider confidential. Consultant agrees to keep all such information confidential and not to discuss or divulge it to anyone other than appropriate City personnel or their designee.

5. Independent Contractor: Nothing herein shall be construed to create an employer-employee relationship between the Company and Consultant. Consultant is an independent contractor and not an employee of the Company or any of its subsidiaries or affiliates. The consideration set forth in Section 2 shall be the sole consideration due Consultant for the services rendered hereunder. It is understood that the Company will not withhold any amounts for payment of taxes from the compensation of Consultant hereunder. Consultant will not represent to be or hold himself out as an employee.

6. Entire Agreement and Amendments: This Agreement constitutes the entire agreement of the parties with regard to the subject matter hereof, and replaces and supersedes all other agreements or understandings, whether written or oral. No amendment or extension of the Agreement shall be binding unless in writing and signed by both parties.

7. Binding Effect, Assignment: This Agreement shall be binding upon and shall inure to the benefit of Consultant and the City of Weslaco and to the City's successors and assigns. Nothing in this Agreement shall be construed to permit the assignment by Consultant or City of any of its rights or obligations hereunder, and such assignment is expressly prohibited without the prior written consent of the other party.

8. Governing Law, Severability: This Agreement shall be governed by the laws of the State of Texas. The invalidity or unenforceability of any provision of the Agreement shall not affect the validity or enforceability of any other provision. Venue shall lie exclusively in Hidalgo County Texas.

WHEREFORE, the parties have executed this Agreement as of the date first written above.

Date: 5/1/24

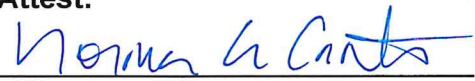
Consultant:


Prisylla Ann Jasso

City of Weslaco:


Adrian Gonzalez, **Mayor**

Attest:


Norma A. Cantu, **City Secretary**

Approved As to Form:


Juan E. Gonzalez, **City Attorney**



Standardized Agenda Request Form

Date of Meeting: June 4, 2024	Agenda Item No. (to be assigned by CSO): 2024-591	
From:		
Subject: Discussion and consideration regarding procurement and continuation of the contract for consultant with Jonas Gonzalez and status of deliverables related to the same. Possible action. (Requested by Commissioner Kerr and Lopez.)		
Background:		
Funding Source (budget code, if applicable):		
Amount:	Term of Impact:	Identified in Current Budget:
Additional Action Prompted:		
If item previously considered, provide date and action by Commission:		
If item requires Publication Notice, provide date and periodical of publication; indicate if comments received from letters mailed to property owners:		
Advisory Review, if any (name of board/committee, date of action, recommendation):		
ADELAIDA VEGA Martin Garza		Created
City Manager Comments: As recommended by the governing body.		
Staff Recommendation:		
Attachments, if any: South Texas Brightwater Solutions, LLC - Jonas A. Gonzalez, Consultant, 2024-04 - Jonas A. Gonzalez dba South Texas Brightwater Solutions, LLC re oversee operations for improvements of Public Works to include water_wastew		
Responsibilities upon Approval:		

City of Weslaco

"The City on the Grow"



Adrian Gonzalez, Mayor
Adrian Farias, Mayor Pro-Tem, District 4
Greg Kerr, Commissioner, At-Large
Israel Gonzalez, Jr., Commissioner, At-Large
Josh Pedraza, Commissioner, District 1
Letty Lopez, Commissioner, District 2
Jose "JP" Rodriguez, Commissioner, District 3

Martin Garza, City Manager

Date: May 31, 2024
To: Mayor Adrian Gonzalez and City Commission
From: Martin Garza, City Manager
Subject: South Texas Brightwater Solutions, LLC

The information below on Jonas A. Gonzalez, South Texas Brightwater Solutions, LLC was included in the Friday Memo on May 05, 2024.

A consulting agreement for \$2,050.00 a month was approved for South Texas Brightwater Solutions, LLC for 3 months. The work performed would be to oversee the operation, management, and improvements of water and wastewater infrastructure for the City of Weslaco. The consultant, Jonas A. Gonzalez, will provide recommendations on the operation, maintenance, construction, and improvements of infrastructure at our plants, water distribution, and sewer collection system. As you know, we have been dealing with different issues regarding parts, pumps, and other equipment that was not replaced to specs for different reasons. Mr. Gonzalez would be making sure that the work performed by staff or contractors on our facilities are being performed to standard and in compliance to any contracts. The consulting contract was reviewed and approved by Attorney Juan Gonzalez. A positive legal opinion was provided by Mr. Gonzalez for this professional service. The consultant will be assisting our Engineering Department.

STATE OF TEXAS

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CITY OF WESLACO

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CONSULTING AGREEMENT



This agreement is entered into between the City of Weslaco, Texas, a municipal corporation, hereinafter referred to as CITY, and South Texas Brightwater Solutions LLC, an independent consultant, hereinafter referred to as CONSULTANT, for the purpose of providing services which the City Council finds serves a public purpose and the public welfare of its citizens and infrastructure.

1. SCOPE OF SERVICES

CONSULTANT will provide the following consulting services relating to the Public Works Department:

1. Professional consulting services to oversee the operation, management, and improvement of water and wastewater infrastructure for the City of Weslaco.
2. Provide recommendations as needed to the mayor and his or her designee on the operation, maintenance, construction, or improvement of all infrastructure involving the Water Treatment Plant, Wastewater Treatment Plant(s), Water Distribution, and Sewer Collections system for the City of Weslaco.

CONSULTANT shall comply with applicable provisions of Texas statutes, the Municipal Charter, Ordinances, and policies.

2. TERM

The term for this agreement begins on May 1, 2024, and ends on July 31, 2024. This agreement may be extended for a similar term by mutual consent. This agreement may be terminated as per Section 9.

3. COMPENSATION

For the services described in Section 1: Scope of Services, CONSULTANT'S compensation shall be a TOTAL NOT TO EXCEED AMOUNT OF \$2,050.

CONSULTANT will bill in regular monthly invoices, payable as per the CITY'S Purchasing policy. CONSULTANT will send all invoices to: Mayor ADRIAN GONZALEZ, Weslaco City Hall; 255 South Kansas Avenue; Weslaco, Texas 78596.

CONSULTANT shall comply with applicable provisions in the CITY'S Purchasing policy.

The CITY may at its sole discretion reimburse any miscellaneous expenses related to the services.

No travel and training expenses to CITY are included in this agreement. This agreement is subject to appropriation of public funds.

4. AGENCY & INDEMNIFICATION

Neither CITY nor any employee thereof is an agent of CONSULTANT and neither CONSULTANT nor any of its agents thereof is an agent of the CITY.

This agreement does not and shall not be construed to entitle either party or any respective employees and/or agents, if applicable, to any benefit, privilege, or other amenities of employment by the other party.

5. ASSIGNMENT

Neither party may assign, in whole nor in part, any interest it may have in this agreement without the prior written consent of the other party.

6. THIRD PARTY BENEFICIARY EXCLUDED

No person not a party to this agreement may bring a cause of action pursuant to this agreement as a third-party beneficiary. This agreement may not be interpreted to waive sovereign immunity to the extent permitted by Texas law.

7. RECORDS FOR AUDIT AND PUBLIC INSPECTION

CONSULTANT'S records for this Project are subject to audit by the CITY.

CONSULTANT'S records for this Scope of Services are subject to disclosure under terms of the Texas Public Information Act.

8. ENTIRE AGREEMENT

This Agreement represents the entire understanding of and between the parties and superseded all prior representations. This agreement may not be varied orally but must be amended by written document of subsequent date duly executed by these parties. This agreement shall be governed by the laws of the State of Texas and venue for any action under this agreement shall be in the district courts of Hidalgo County, Texas.

9. TERMINATION

This Agreement may be terminated by either party by providing written notice to the other party at least thirty (30) days prior to the intended date of termination. Any notice or other writing required by this agreement, shall be deemed given when mailed by United States certified mail, return receipt (CMRR), addressed as follows:

CITY:

Mayor Adrian Gonzalez
City of Weslaco
255 South Kansas Avenue
Weslaco, Texas 78596

CONSULTANT:

South Texas Brightwater Solutions LLC
3612 S. H Street
McAllen, TX 78503

10. SAVINGS CLAUSE

In the event any one or more of the provisions contained in this agreement shall for any reason be held to be invalid, illegal, or unenforceable, such invalidity, illegality, or unenforceability shall not affect any other provision herein and this agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.

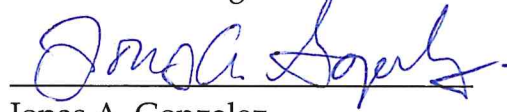
11. CONFIDENTIALITY

In the course of performing Consulting Services, the parties recognize that Consultant may come in contact with or become familiar with information which the City or its employees, independent contractor or elected officials may consider confidential. Consultant agrees to keep all such information confidential and not to discuss or divulge it to anyone other than appropriate City personnel or their designee.

APPROVED on this day the 1st day of May 2024, by The City of Weslaco.

CONSULTANT

South Texas Brightwater Solutions LLC



Jonas A. Gonzalez

CITY OF WESLACO



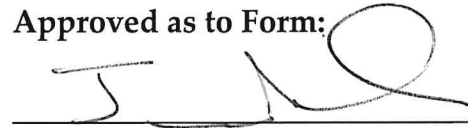
Adrian Gonzalez, **Mayor**

Attested by:



Norma A. Cantu, **City Secretary**

Approved as to Form:



Juan E. Gonzalez, **City Attorney**