



Mayor: Mario Garza
Mayor Pro-Tem: Jesus “Jesse” Ramirez
Commissioners: Ernesto “Neto” Guajardo
Raudel Maldonado
Pete Garcia

The City of San Juan does not discriminate on the basis of disability in the admission of, access to, treatment of, or employment in its programs, activities, or public meetings. Any individual with a disability in need of an accommodation is encouraged to contact the Office of the City Secretary at 956-223-2200 at least 24 hours prior to the scheduled meeting to make proper arrangements.

SAN JUAN CITY COMMISSION

Location: San Juan Memorial Library
Multipurpose Meeting Room
1010 S. Standard
San Juan, Texas 78589
Tuesday, January 9, 2018

REGULAR MEETING AGENDA
6:00 PM

I. CALL TO ORDER

II. INVOCATION

III. PLEDGE OF ALLEGIANCE

IV. PUBLIC COMMENTS

V. PRESENTATIONS

A. Presentation on Departmental Reports: Department of Sanitation, Library Department, Department of Planning and Zoning, Department of Parks and Recreation.

1. Sanitation Monthly Report.

2. San Juan Memorial Library Monthly Report.

3. Planning and Zoning Monthly Report.

4. Parks and Recreation Monthly Report.

B. Presentation on Water and Energy Efficiency Grant from the US Bureau of Reclamation to Replace the Raw Water Line from the Sergeant Leonel Trevino Reservoir to Water Plant No. 1.

C. Introduction of Keep San Juan Beautiful Board.

D. Employee Christmas Party Budget Report.

VI. PUBLIC HEARING/ORDINANCES

A. Conduct a Public Hearing and Consider an Ordinance in First Reading for a Conditional Use Permit to Allow a Parking Lot in a Residential Area Legally Described as Lot 100, San Juan East Mobile Home Phase 2 Subdivision Located at 1213 Foster Street as Requested by Manuel Cortes.

VII. APPOINTMENTS

A. Consider Nomination for the City of San Juan to the 2018 Rio Grande Walk of Fame, as requested by the City of Hidalgo.

VIII. DISCUSSION AND POSSIBLE ACTION ON ALL THE FOLLOWING MATTERS:

A. Discussion and Possible Action Authorizing Staff to Solicit Statements of Qualifications for a Cost of Service, Water and Sewer Rate and Debt Capacity Study.

B. Consider Authorizing the City Manager to Declare Various Items as Salvage and Surplus Property. (Rene J. Jaime, Purchasing / Risk Manager)

C. Consider Approval of the Economic Development Corporation 2017-2018 Budget.

IX. CONTRACTUALS/RESOLUTIONS

A. Consider Authorizing the City Manager to Enter Into a Two-Year Interlocal Agreement Lease Extension Amendment with Hidalgo County Head Start Program for Property, located at 200 North Cougar, for Operation of a Head Start Classroom and Parent Meeting Center.

X. CONSENT AGENDA

A. Monthly Collection Report - November 2017

B. Meeting Minutes

1. September 26, 2017

2. September 28, 2017

3. December 05, 2017

XI. EXECUTIVE SESSION

A. The San Juan City Commission will Convene in Executive Session, in Accordance with the Texas Open Meeting Act, Vernon's Texas Statutes and Codes Annotated, Government Code Chapter 551 et seq:

1. Pursuant to Section §551.087 DELIBERATION REGARDING ECONOMIC DEVELOPMENT NEGOTIATIONS, Discuss or Deliberate Current, Future and or Pending Projects Regarding Commercial or Finance Information which the EDC is Conducting Economic Development Negotiations.

2. Pursuant to Section §551.074 PERSONNEL MATTERS; Discuss the Appointment, Employment, Evaluation, Reassignment, Duties, Discipline, or Dismissal of a Public Officer or Employee (Director of Sanitation and Chief of Police).

XII. RECONVENE

A. The City Commission will Reconvene in Open Session to take necessary action, if any, in accordance with Chapter 551, Open Meeting, Subchapter E, Procedures Relating to Closed Meeting §551, Requirements to Vote or Take Final Action in Open Meeting.

XIII. ADJOURNMENT

CERTIFICATION

I certify that the above notice of the Regular Called Meeting of the City of San Juan is true and correct; and that I posted such notice on the bulletin board. A place convenient and readily

accessible to the public on the in accordance with the Texas Open Meetings Act (Tex. Gov't. Code §551-041 - §551.050).

DIANA CAVAZOS
CITY SECRETARY
CITY OF SAN JUAN, TEXAS

CERTIFICATION OF REMOVAL

I certify that the agenda of items to be considered by the City Commission was removed by the City Secretary's Office from the San Juan City Hall bulletin area on the the _____ of _____, 2017.

OFFICE OF THE CITY SECRETARY

City of San Juan Street Maintenance Program

DAILY REPORT

DATE/FECHA 12-28-17

NAME/NOMBRE Raul / Oscar

DEPT./DEPARTAMENTO Sanitation

BRUSH LOADS 8

JUNK LOADS 111 = 3 1/2 loads

Starting time 10:45 AM

STREET NAME:

4405 Rosie truck in way white Dodge

Rosie St

Jacob

Jenika circle.

Kiwi 1600 Blk brush in road

Pick up as per Carmen.

City of San Juan Street Maintenance Program

DAILY REPORT

DATE/FECHA 12-26-17

NAME/NOMBRE Raul / Oscar Unit 404

DEPT./DEPARTAMENTO Sanitation - Brush

~~BRUSH LOADS~~ 111 = Raul / Oscar

~~JUNK LOADS~~ 1111 = Juan A.

STREET NAME:

P.S. Arm still has no control
Moves by itself from right to left

Jenica Circle

Thelma Dr. pick up Brush/debris whole St.

Citriana 3 pick ups of debris as per
Carmen G.

City of San Juan Street Maintenance Program

DAILY REPORT

DATE/FECHA 12-28-17

NAME/NOMBRE Lazaro-n-Juan A

DEPT./DEPARTAMENTO Streets-n-Alleys

BRUSH LOADS _____

JUNK LOADS ||||| - 6

STREET NAME:

S-Chula Vista Alley

N-Chula Vista Alley

Puerto Vallarta Alley

Cedro Alley

Amistad Alley

City of San Juan Street Maintenance Program

DAILY REPORT

DATE/FECHA 12-27-17

NAME/NOMBRE Lazaro-n. Juan A

DEPT./DEPARTAMENTO Streets-n. Alleys

BRUSH LOADS _____

JUNK LOADS ||||||=6

STREET NAME:

PullinSt-n. Alley

SalazarSt

E-Santa FeSt

S-Chula Vista

PinoSt-n-SandiegoSt

City of San Juan Street Maintenance Program DAILY REPORT

DATE/FECHA

December 28, 2017 (Thurs)

NAME/NOMBRE

JOSE ALANIZ = OSCAR GARCIA

DEPT./DEPARTAMENTO

SANITATION = 409

BRUSH LOADS

JUNK LOADS

STREET NAME:

Zarate St = west of Cesar Chavez = Junk

Morning St = west of Cesar Chavez = Junk

Rosie St = south of Minnesota = Junk

Jessenia St = Br = Minnesota and Jacob = Junk

Recycle Center = Press down Condor =

Jacob St = = Junk

Minnesota = Br = Raul Longoria and Jennet City = Junk

Sioux Rd = Br = Puerto Vallarta and Raul Longoria = Junk

→ Back →

City of San Juan Street Maintenance Program DAILY REPORT

DATE/FECHA

December 27 2017 = wed

NAME/NOMBRE

JOSE ALANIZ = Oscar Garcia

DEPT./DEPARTAMENTO

SANITATION = 409

BRUSH LOADS

JUNK LOADS

STREET NAME:

495 = BX = CESAR Chavez = end = Paul Lombardi = Junk

Emptied = Trash Containers = onto Roll off =

Dos Arbolitos St = Behind Police Dept = Junk

CEDRO St = Fresno St = East Garfield = Junk

Iowa and 8th

Encino =

Olmos = Junk

Ebano =

Recycle Center = Press down =

City of San Juan Street Maintenance Program

DAILY REPORT

DATE/FECHA December 26 2014 (Tuesday)

NAME/NOMBRE JOSE ALANIZ Q=3

DEPT./DEPARTAMENTO SANITATION = 409

BRUSH LOADS _____

JUNK LOADS _____

STREET NAME: _____

Citricus st = orange = st = Lime st = Junk

Plague Garra = Ak = heater =

Loading Juan Arredondo truck =

shop = hydraulic oil =

Limeon st = Mimosa st = Grapefruit = Junk

Recycle Center = Press down cardboard =

495 = Br: Cesar Chavez & Paul Longoria = Junk

NOTE: 822 Tenexine = No7 Plw = Construction = vehicle = picture
Blocking = taken

City of San Juan Street Maintenance Program

DAILY REPORT

DATE/FECHA

DECEMBER 20, 2017 (wed)

NAME/NOMBRE

JOSE ALANIZ

DEPT./DEPARTAMENTO

SANITATION = 409

BRUSH LOADS

JUNK LOADS

STREET NAME:

East Leticia St = East of Paul Lombardi = Junk

NEBRASKA = Bx = 1st and Expy = Brush

Breakfast at Library =

Little 20th St = "not finished" = Junk

Reopened to = 204 west 10th St =

Sergio and Matias = cutting tree =

211 W. 9th

= Tree Trunk

210 W. 9th ALFREDO ST = 100 = 200 = 300 = Junk

City of San Juan Street Maintenance Program

DAILY REPORT

DATE/FECHA

December 19 2017 (Tuesday)

NAME/NOMBRE

JOSE ALANIZ

DEPT./DEPARTAMENTO

SANITATION 2409

BRUSH LOADS

JUNK LOADS

STREET NAME:

CALLE TULIPAN = JARDIN ST = ANACUA ST = Junk

Linda ST = Palmas ST = Amistado

Retama ST = BX = Eldora Rd and San Angel = Junk

Fresno = BX = Sioux Rd and Eagle = Junk

Olmo = BX = Eagle and East Centennial = Junk

Recycle = Press down conductors

skip hydraulic oil

City of San Juan Street Maintenance Program DAILY REPORT

DATE/FECHA

December 18 2017 (Monday)

NAME/NOMBRE

JOSE ALANIZ

DEPT./DEPARTAMENTO

SANITATION = 409

BRUSH LOADS

JUNK LOADS

STREET NAME:

Mint pr = west of Cesar Chavez = Junk
Cesar Chavez = Rt = Carroll St on Bus 83 = Junk
Carroll St = Rt = Stewart and Cesar Chavez = Junk

Took 3 = PCV Pipes to Juan Carlos

"From Water Plant to W/B Expy"

Hooper Trail Park

= Junk

(Suppose to be 9-1-1 w/w)

City of San Juan Street Maintenance Program DAILY REPORT

DATE/FECHA

December 13, 2017 (Wed)

NAME/NOMBRE

JOSE ALANIZ - Raulito Castillo

DEPT./DEPARTAMENTO

SANITATION - 405

BRUSH LOADS

JUNK LOADS

STREET NAME:

Took PVC Pipes - from water plant to E/b - for Raulito Castillo =

CECER Chavez = BX - Sundance and Moore Rd = Junk

Shawnee bend = Sundance = Junk

Shawnee Circle = = Junk

Meyson St = = Junk

Via Canteras = = Junk

Westview = = Junk

Foster St = = Junk

Pless down Recycle Cardboard =

300 Block E. 107th = Junk

Pictures taken

City of San Juan Street Maintenance Program

DAILY REPORT

DATE/FECHA December 11, 2017 (Monday)

NAME/NOMBRE JOSE ALANIZ - Carlos Lopez

DEPT./DEPARTAMENTO SANITATION = 909

BRUSH LOADS _____

JUNK LOADS _____

STREET NAME:

8th = 100 - 200 = Block East 8th = Junk

Locust St = BT = 6th and 10th St = Junk

9th St = 100 - 200 = Block East 9th St = Junk

Casa Blanca Apts = East Bus 83 = Junk

Recycle Center = Press down cardboard = Junk

San Juan Gardens = (Bus 83) = not Kimick = Junk

Casa Blanca apt = Junk

269 363
0820

City of San Juan Street Maintenance Program DAILY REPORT

DATE/FECHA December 8, 2017 (Tuesday)

NAME/NOMBRE JOSE ALANIZ

DEPT./DEPARTAMENTO SANITATION = 409

BRUSH LOADS _____

JUNK LOADS _____

STREET NAME:

(Stewart Place = Rod St = Rio Grande St =)

Martha St = James St = Rio Blanco St = Junk

(Stewart Place II = Rio Guadalupe St = Eleventh St =)
= 12 1/2 St = Rio Grande St =

FOSTER St =

Westview St = (not finish) = Junk

Shop = Air Filter =

Library = Meeting "insurance" reschedule to 1:30 PM

→ As per SOP: Reported to (Q-1 = "S/W") =

~~300-400~~ 300-400-500 = Block West 10 1/2 St = Junk

City of San Juan Street Maintenance Program

DAILY REPORT

DATE/FECHA

DECEMBER 4, 2017 (Monday)

NAME/NOMBRE

JOSE ALANIZ

DEPT./DEPARTAMENTO

SANITATION = 409

BRUSH LOADS

JUNK LOADS

STREET NAME:

CESAR CHAVEZ = Rt = Hall Acres and Moore Rd = Junk

SUNSET ST = 1100 & 1200 Block = Junk

13th ST = 1100 and 1200 Block = Junk

SUN VALLEY ST = 1100 & 1200 Block = Junk

Recycle Center = Press down cardboard =

Scm. Houston = Rt = Stewart and Cesar Chavez = Junk x 2 =

FOSTER = south of scm Houston = Junk

Blanca Dr = Junk

City of San Juan Street Maintenance Program

DAILY REPORT

DATE/FECHA December 2nd 2017 (Saturday)

NAME/NOMBRE JOSE ALANIZ

DEPT./DEPARTAMENTO SANITATION = 409

BRUSH LOADS _____

JUNK LOADS _____

STREET NAME: _____

HALL ACRES = BT = NEBRASKA and Cesca Chavez = Junk
MOORE Rd = BT = NEBRASKA and Cesca Chavez = Junk

9-3 Chula Vista Subdivision = Ba Canan = Guayavitas = Junk
= Cozumel =

Piedras NEGRAS ST =

Ridge Road = East of STEWART Rd = Junk

VIP East II = Pheasant = 13 1/2 = Goale =

CESCA Chavez = BT = 13 1/2 ST and San Houston = Junk

City of San Juan Street Maintenance Program

DAILY REPORT

page 1

DATE/FECHA December 1st 2017 (Friday)

NAME/NOMBRE JOSE ALANIZ

DEPT./DEPARTAMENTO SANITATION = 409

BRUSH LOADS _____

JUNK LOADS _____

STREET NAME: _____

<u>DATE Palm =</u>	<u>= Junk</u>
<u>600 Block East 3rd St =</u>	<u>= Junk</u>
<u>600 Block East 4th St</u>	<u>= Junk</u>
<u>Royal Palm = / Coconut Palm</u>	<u>= Junk</u>
<u>Washington's Palm =</u>	<u>= Junk</u>
<u>Palmetto St</u>	<u>= Junk</u>
<u>137th and Ohio = "Oscor"</u>	<u>= Junk</u>
<u>Recycle Center = Press down cardboard</u>	<u>= Junk</u>
<u>Adela St = Z Rene Dr =</u>	<u>= Junk</u>
<u>Anthony Dr = Los Cielos Dr =</u>	<u>= Junk</u>
<u>600 & 700 = Block East 13^{1/2} St =</u>	<u>= Junk</u>
<u>600 & 700 Block East 15th St</u>	<u>= Junk</u>

City of San Juan Street Maintenance Program

DAILY REPORT

Page 2

DATE/FECHA

December 18th 2017 (Friday)

NAME/NOMBRE

JOSE ALANIZ

DEPT./DEPARTAMENTO

SANITATION 2409

BRUSH LOADS

JUNK LOADS

STREET NAME:

Garden Ridge = north of Stewart

Ridge Heights = Foster = ~~15th St~~

800 = 900 = Block East 13 1/2 St =

800 = 900 Block East 14 St =

Houston way = 800 = 900 E. 15 =

Done

City of San Juan Street Maintenance Program

DAILY REPORT

DATE/FECHA 12-28-97

NAME/NOMBRE Jorge - Matias

DEPT./DEPARTAMENTO Sanitation (Streets)

BRUSH LOADS _____

JUNK LOADS _____

STREET NAME:

- East Eldora - Scrapping pendiente
Barredora para aplicar weed Killer

- 2025 N Baul longoria (Soleil Beauty Room)
Se entrego contenedor side loader 3 Yds.

- 2025 N Baul Longoria (Abdies Pineda Medina)
Se entrego contenedor (Side Loader 3 Yds)

Se recogio bolsas de basura en:

- 1216 Houston Way

- 909 Foster

- 1309 Monica Ln.

City of San Juan Street Maintenance Program

DAILY REPORT

DATE/FECHA 12-27-2017

NAME/NOMBRE Jorge-Mortias

DEPT./DEPARTAMENTO Sanitation (Alleys)

BRUSH LOADS _____

JUNK LOADS _____

STREET NAME: _____

West Nebraska & South 1st St. se termino de
rellenar con caliche el callejon

West Nebraska & South 2nd St. se relleno con
caliche la mitad del callejon.

City of San Juan Street Maintenance Program

DAILY REPORT

DATE/FECHA 12-26-17

NAME/NOMBRE Jorge-Matias

DEPT./DEPARTAMENTO Sanitation (Alleys)

BRUSH LOADS _____

JUNK LOADS _____

STREET NAME:

West Nebraska & North 2TH St. se
velleno con caliche el callejon (Quedo
pendiente 1/4 de callejon).

Se colocaron 6 Contenedores de
3 Yd. en el shop para que las
personas tiraran la basura.

City of San Juan Street Maintenance Program

DAILY REPORT

DATE/FECHA

12-21-17

NAME/NOMBRE

Jorge - Sergio - Motras

DEPT./DEPARTAMENTO

Sanitation

BRUSH LOADS

JUNK LOADS

STREET NAME:

West Miguel Hidalgo - Right of ways Done & Scrapping
East Sam Houston & West Cesar Chavez (Poro - pending
Weed/Heating)
North Kansas & North 3rd St. (Clean Alley pending
Pickup tree)

City of San Juan Street Maintenance Program

DAILY REPORT

686-
9064
1407
Kansas

DATE/FECHA 12-20-17

NAME/NOMBRE Sergio - Matras

DEPT./DEPARTAMENTO Sanitation

BRUSH LOADS _____

JUNK LOADS _____

STREET NAME: _____

North East Kansas & North 3rd street (Tree trimmed
206 W 10th St. Tree removed (street) (Alley)

City of San Juan Street Maintenance Program

DAILY REPORT

DATE/FECHA

12-19-17

NAME/NOMBRE

Jorge - Matras

DEPT./DEPARTAMENTO

Sanitation (Alleys)

BRUSH LOADS

JUNK LOADS

STREET NAME:

North Sgt. Leonel Trevino & East Raul Longoria

North Gonzalez & East Raul Longoria

East Amy Dr. & North Gomez Dr

City of San Juan Street Maintenance Program

DAILY REPORT

DATE/FECHA 12-18-17

NAME/NOMBRE Jorge - Oscar - Matras

DEPT./DEPARTAMENTO Sanitation (Alleys)

BRUSH LOADS _____

JUNK LOADS _____

STREET NAME: _____

East 2nd Rd & Zapata

East 3rd Rd & Zapata

East Stewart & Sam Houston

East Foster & Sam Houston

~~Wash~~ Wash truck 704

City of San Juan Street Maintenance Program

DAILY REPORT

DATE/FECHA

12/20/17

NAME/NOMBRE

Diego Moreno / Jose Chavez

DEPT./DEPARTAMENTO

Sanitation

BRUSH LOADS

JUNK LOADS

STREET NAME:

W. 1st St.

Chaparral / Cougar

Alameda St.

Ebony St.

Santa Fe

W. Army Dr. / Not Firrh

City of San Juan Street Maintenance Program

DAILY REPORT

DATE/FECHA

12/21/17

NAME/NOMBRE

Diego Moreno / Chavez

DEPT./DEPARTAMENTO

Sanitation

BRUSH LOADS

JUNK LOADS

STREET NAME:

W. 6th

W. Bay 83

W. Rail Road St.

City of San Juan Street Maintenance Program

DAILY REPORT

DATE/FECHA 12/20/17

NAME/NOMBRE Diego Moano / Chavez

DEPT./DEPARTAMENTO Sanitation

BRUSH LOADS _____

JUNK LOADS _____

STREET NAME:

Sam Houston

Miguel Hidalgo

El Estrella

W. Bus 83 South Side

S. Nebraska

S. King

W. G. St

City of San Juan Street Maintenance Program

DAILY REPORT

DATE/FECHA

12/19/17

NAME/NOMBRE

Diego Moreno / Chavez

DEPT./DEPARTAMENTO

Sanitation

BRUSH LOADS

JUNK LOADS

STREET NAME:

W. Moore

S. Stander / Valencia

W. Ridge

S. Nebraska

Valencia Village

San Antonio / ~~San Antonio~~

Taylor / Mayfair

City of San Juan Street Maintenance Program

DAILY REPORT

DATE/FECHA

12/18/17

NAME/NOMBRE

Diego Moreno / Chavez

DEPT./DEPARTAMENTO

Sanitation

BRUSH LOADS

JUNK LOADS

STREET NAME:

Faith Dr.

Hunee Dr.

W. Moore

S. San Antonio

City of San Juan Street Maintenance Program

DAILY REPORT

DATE/FECHA

12/15/17

NAME/NOMBRE

Diego Moreno/Chavez

DEPT./DEPARTAMENTO

Sanitation

BRUSH LOADS

JUNK LOADS

STREET NAME:

N Raul Longoria

S Raul Longoria

~~Hunee Dr~~ Domic Place

Samantha Dr

Hunee Dr.

City of San Juan Street Maintenance Program

DAILY REPORT

DATE/FECHA 12/14/17

NAME/NOMBRE Diego Moreno / Chavez

DEPT./DEPARTAMENTO _____

BRUSH LOADS _____

JUNK LOADS _____

STREET NAME: _____

~~E~~ Sioux Rd

Leticia

E. Eldora

S Liberty Loop

City Shop

City of San Juan Street Maintenance Program

DAILY REPORT

DATE/FECHA

12/13/17

NAME/NOMBRE

Diego Morano / Chavez

DEPT./DEPARTAMENTO

Sanitation

BRUSH LOADS

JUNK LOADS

112 El Sausal
110 Los Laurels
1200
roll-up
plap

STREET NAME:

E 1st

Retama

Citriana St.

Silvia Cir.

E Sioux Rd.

City of San Juan Street Maintenance Program

DAILY REPORT

DATE/FECHA

12/12/17

NAME/NOMBRE

Diego Moreno

DEPT./DEPARTAMENTO

Sanitation

BRUSH LOADS

JUNK LOADS

STREET NAME:

Sgt. Trujillo

City of San Juan Street Maintenance Program

DAILY REPORT

DATE/FECHA

12/11/17

NAME/NOMBRE

Diego Moreno / Chavez

DEPT./DEPARTAMENTO

Sanitation

BRUSH LOADS

JUNK LOADS

STREET NAME:

Carroll

E. Fourthst / Coconut Palm Ave

Washington Palm Ave

Royal Palm St.

~~1st St.~~ 1st St.

Sgt. Trujillo Not Finish

City of San Juan Street Maintenance Program

DAILY REPORT

DATE/FECHA 12/7/17

NAME/NOMBRE Chavez / Moreno

DEPT./DEPARTAMENTO Sanitation

BRUSH LOADS _____

JUNK LOADS _____

STREET NAME: _____

E Bus 83 Finish
Recycling Center

City of San Juan Street Maintenance Program
DAILY REPORT

DATE / FECHA

12/6/17

NAME/ NOMBRE

CHAVEZ

/ Moreno

DEPT. / DEPARTAMENTO

Sanitation

BRUSH LOADS

JUNK LOADS

STREET NAME:

E. Bus 83

Library

City of San Juan Street Maintenance Program
DAILY REPORT

DATE / FECHA 11/5/17

NAME/ NOMBRE CHAVEZ / Marino

DEPT. / DEPARTAMENTO San Juan

BRUSH LOADS _____

JUNK LOADS _____

STREET NAME:

S. Kansas / E. 6th / S. Iowa
San Juan Municipal Park
E Bus 83 Not Finish

City of San Juan Street Maintenance Program

DAILY REPORT

DATE / FECHA

12/8/17

NAME/ NOMBRE

CHAVEZ

~~Alonso~~ Moreno

DEPT. / DEPARTAMENTO

San Juan

BRUSH LOADS

JUNK LOADS

STREET NAME:

E. Ridge Rd.

E. Sam Houston

Cesar Chavez

City of San Juan Street Maintenance Program
DAILY REPORT

DATE / FECHA 12-1-

NAME/ NOMBRE CHAVEZ / Moreno

DEPT. / DEPARTAMENTO Sanitation

BRUSH LOADS _____

JUNK LOADS _____

STREET NAME:

Standar Rail Road
Est. Tuvino Park

PATCHING

[illegible]

1

JN	CKFW	ASPHALT REPAIR
----	------	----------------

ASPHALT REPAIR

PATCHING

DATE	TIME	NAME	ADDRESS	ASSIGNED
12-12-17	8:39	SG RR	Corner of Raul Longoria + Eldora	SG RR
12-14-17		SG RR	Short Rd	SG RR
12-14-17		SG RR	Lilly + Fern	SG RR
12-14-17		SG RR	P.D.	SG RR
12-14-17		SG RR	Amy St.	SG RR

PATCHING

[illegible]

PATCHING

DATE	TIME	NAME	ADDRESS	ASSIGNED
12/1-04-17	8:45	SM DL DL	E. SAM Houston KAYAS CORNER	SM CREW
12/1-04-17	10:33	SM-JG	W. MOORE CENTREX RD.	SM CREW

ASPHALT REPAIR



Mayor: Mario Garza
Mayor Pro-Tem: Jesus “Jesse” Ramirez
Commissioners: Ernesto “Neto” Guajardo
Raudel Maldonado
Pete Garcia

MEMORANDUM

TO: Mr. Benjamin Arjona, City Manager
FROM: Armandina Sesín, Library Director
DATE: January 2, 2018
SUBJECT: December Monthly Report

Enclosed is the December monthly report including statistics and programs:

For the month of December we had 2,709 visitors. Out of those visitors, 1,276 were here for computer use only. We had 69 new patrons added to our circulation system. We requested and received seventeen (17) Interlibrary Loans (ILL). The library checked out a total of 1,539 items both adult and children's. We had 77 in-house circulation items. We helped the public with an estimated 363 reference/informational questions. We had 11 children's programs with an attendance of 39 people. The monthly amount deposited was \$1,573.25 both fines and fees.

Please see attached statistical report.

During the month of December:

- Attended the Directors' meetings
- Attended the City Commission meeting
- Went to City Hall to make the weekly money deposits for the library
- Attended a webinar for Adult Programming
- Hosted the monthly HCLS meeting here at the Library
- Attended the Library Board Meeting
- Went, with all of the directors to do some caroling for the San Juan Nursing home residents
- Managed the day to day operations of the San Juan Memorial Library

Meetings to be held in January, 2018

Multipurpose Room

Planning & Zoning Meetings, January 4th & 18th

TMC Headstart, January 11th

Directors' meeting, January 15th

Civil Service meeting, January 17th

Enero Rojo Lunar, January 19th

City Commission meeting, January 23rd

Training Room:

GED in Spanish, Mondays thru Thursdays, from January, 8th to 31st

Computer classes, Tuesdays and Thursdays, from January 9th to 30th

T.A.S.O. Board meeting, January 9th

US Small Business Administration, January 23rd, 24th, and 25th

**San Juan Memorial Library
December 2017 Statistics**

Statistics	
Total Visitors	2,709
Computer Users	1,276
Total Checkouts	1,539
In-House Use	77
Inter-Library Loans	17
New Patrons	69
Reference\ Informational Questions	363
Children's Programs	11
Attendance	39

Multipurpose Room Reservations	Attendance
1st San Juan Mayor - Executive Room	3
4th Directors Meeting	15
4th Directors Meeting	20
5th Open Enrollment	110
5th City Commission	27
6th Open Enrollment	200
6th Library Board	8
11th Planning & Zoning	7
12th City Commission	45
13th Keep San Juan Beautiful	5
14th HCLS Meeting	28
18th Special Called Meeting	12
20th Commissioners' Breakfast	70
21st Planning & Zoning	30
29th Directors Meeting	14
29th Special Called Meeting	9
29th Directors Meeting	15
Total	618

Training Room Reservations	Attendance
1st Small Business Association	1
4th Spanish GED Class	3
18th Spanish GED Class	4
19th Spanish GED Class	2
20th Spanish GED Class	3
21st Spanish GED Class	5
Total	18

Checkouts	
DVDs	665
Books Juvenile	711
Books Adult	163
Total	1,539

WiFi Usage	
LibGuest	457
LibStaff	27
LibAdmin	0
Total	484

Study Room Attendance	
Study Rooms	74

Facebook Page	
Likes	1
Visitors	17

SJML Homepage	
Visitors	49,894

Deposits	
Fines	\$ 384.76
Copies	\$ 1,188.49
Total	\$ 1,573.25

Youth & Children's Programs/Attendance

Date	Program	Attendance
Tuesday, December 5, 2017	Coloring	6
Wednesday, December 6, 2017	Toddler Time	3
Wednesday, December 6, 2017	Coloring	5
Thursday, December 7, 2017	Homework	4
Monday, December 18, 2017	Coloring	3
Monday, December 18, 2017	Homework	4
Wednesday, December 27, 2017	Homework	2
Friday, December 29, 2017	Homework	4
Friday, December 29, 2017	Coloring	4
Saturday, December 30, 2017	Homework	2
Saturday, December 30, 2017	Coloring	2
Total	11	39



Mayor: Mario Garza
Mayor Pro-Tem: Jesus "Jesse" Ramirez
Commissioners: Ernesto "Neto" Guajardo
Raudel Maldonado
Pete Garcia
"The Friendly City"

MEMORANDUM

TO: Benjamin Arjona, City Manager
FROM: Xavier Cervantes, Director of Planning XC
DATE: January 4, 2018
SUBJECT: December 2017 Report

The City of San Juan Planning Department is busy processing subdivision plats, rezoning applications, applications for special/conditional use permits, applications for variances and undertaking other duties as listed below.

- 52 building permits were issued with a \$1,516,478.00 in total valuation.
- 66 garage sale permits were issued (\$660.00 in revenues).
- Provided customer service and support to 739 people and handled approximately 1,873 calls.
- The building inspectors made approximately 459 inspections.
- 13 permits were issued for new houses.
- Provided customer service and handled approximately 362 calls regarding animal control.

SUBDIVISIONS IN PROCESS

- Minnesota Vegas Ranches Phase 1
- San Juan Eldora
- Garden Ridge Phase 2
- Texas National Bank
- Black Hills Estates
- Hinojosa Acres
- Saint Michel
- County Park Phase 1
- Ekamp Village
- RR San Juan Retail

NEW BUSINESSES OPENING IN THE CITY DURING THIS MONTH

- Mr. Cool – 3906 N. Raul Longoria Rd.

SUBSTANTIAL BUILDING PERMITS ISSUED OR PROCESSED IN THE PAST MONTH

- None

CONDITIONAL AND SPECIAL USE PERMITS IN PROCESS

- Parking lot for a church at 1213 Foster Street.

REZONING APPLICATIONS IN PROCESS

- None

VARIANCE APPLICATIONS IN PROCESS

- None

ORDINANCES IN PROCESS

- Sprinkler system in coordination with Utilities Department.
- Alarm systems in coordination with Police and Fire Departments.
- Update of Garbage Rates for commercial accounts

UTILITY EASEMENTS

The Department worked with the Project Engineer and the Utilities Director to obtain the necessary easements to undertake the First Time Sewer Connections Project scheduled to commence in the Summer or Fall of 2017. Forty (40) easements were obtained from property owners at no cost to the City.

DAVIS-BACON REGULATIONS

The Planning Department conducts employee wage interviews and reviews payroll reports to make sure the project contractors and subcontractors are in compliance with the Davis-Bacon Federal Act. At this time the only project that is impacted by this Act because federal funds are involved is the Water Plant # 2 Expansion Project and the First Time Sewer Connections Project.

STORMWATER REGULATIONS

The Department is the Stormwater Manager for the City of San Juan. The City of San Juan is a member of the Rio Grande Valley Stormwater Taskforce that is now coordinated by UTRGV. The department ensures the City is in compliance with all TCEQ and EPA laws regarding stormwater discharge. Regional meetings are attended regularly to keep track of this task.

METROPOLITAN PLANNING ORGANIZATION

The Department represents the City of San Juan in the Metropolitan Planning Organization (MPO) Technical Advisory Committee for County-wide transportation planning. Meetings are attended monthly.

OPERATION CRACKDOWN

The Department is very involved in this program in conjunction with the San Juan Police Department and the Public Works Department to tear down unsafe structures that augment crime in the City neighborhoods. Thirty-five (35) structures have been identified as unsafe and sixteen (16) have been torn down since the start of the operation in February 2015. The demolitions are handled by the Public

Works Department. Staff is working with our new tax attorneys to get more unsafe structures under tax foreclosure to allow city personnel to demolish them.

HIDALGO COUNTY URBAN COUNTY PROGRAM

The Fiscal Year 30 (2017) project includes paving improvements in the Clark Terrace Phase 1 & 2 Subdivisions. The documents were submitted on time to start the advertisements and the environmental review. If everything goes according to schedule the construction will commence in the Spring of 2018 and will be completed by the Summer of 2018.

The Fiscal Year 31 (2018) project will involve the repaving of streets in the High School East Subdivision along PSJA Bears Trail Street. If everything goes according to schedule the project is expected to be completed by the Spring or Summer of 2019.

PAVING IMPROVEMENTS PROJECT PHASE 1

The Department is the manager for this project. Perez Consulting Engineers is the firm that was selected by the City Commission to conduct the engineering. The awarding of the bids went before the City Commission during their May 23 meeting and the project was awarded to 2GS, LLC dba Earthworks Enterprise out of Penitas, Texas in the amount of \$1,425,557.75. The project commenced on Monday June 26, 2017 and is 90 percent complete. The project is expected to be completed in December, 2017 or in January, 2018 ahead of schedule.

PAVING IMPROVEMENTS PROJECT PHASE 2

\$1.84 million is available for additional street improvements. The engineering contract with Cruz-Hogan Consultants was approved by the City Commission on August 22, 2017. The funds available include the costs associated with engineering, surveying, geotechnical and construction fees. The project is scheduled to go out for bids in January or February, 2018 and should be completed by the Summer, 2018. The project includes drainage improvements at certain locations.

DEMOLITION OF OLD SAN JUAN HOSPITAL PROJECT

The project involves the removal of asbestos and lead and then the demolition of the building and the hauling of the materials. The City Commission approved going out for bids for this during their November 20, 2017 special meeting. Cruz-Hogan Consultants is assisting the City of San Juan with the bid and contract documents. The project went out for bids on December 6, 2017 and the bid opening took place on December 20, 2017. During a Special City Commission meeting that took place on December 29, 2017 the project was awarded to R. L. Abatement, Inc. for \$86,700.00. The demolition should be completed by March, 2018.

DECEMBER 2017 MONTHLY REPORT

Activity	Total	Valuation	Fees
Commercial	0	\$ -	\$ -
Apartments	0	\$ -	\$ -
New Residence	13	\$ 1,027,938.00	\$ 5,862.25
Additions	2	\$ 308,600.00	\$ 1,731.44
Repair/Renew/Remodel/Re-Inspect	15	\$ 53,400.00	\$ 981.00
House Moving	0	\$ -	\$ -
Mobile Homes	2	\$ 83,400.00	\$ 220.00
Carpports/D-ways/Sidewalk/Concrete	8	\$ 10,895.00	\$ 337.97
Fences	7	\$ 13,229.00	\$ 230.79
Storage Rooms/Porches/Signs	3	\$ 11,816.00	\$ 163.60
Misc.	2	\$ 7,200.00	\$ 83.97
Total Permits	52	\$ 1,516,478.00	\$ 9,611.02
Plumbing	38	\$ -	\$ 3,715.00
Electrical	26	\$ -	\$ 2,606.00
Mechanical	18	\$ -	\$ 1,235.00
Electrical Licenses	0	\$ -	\$ -
Occupational Licenses	6	\$ -	\$ 240.00
Demolitions	1	\$ -	\$ -
Garage Sales	66	\$ -	\$ 660.00
Total Permit:	155		\$ 8,456.00
Grand Total:	207	\$ 1,516,478.00	\$ 18,067.02

Code Enforcement

December 2017 Report

I. Cano & R. Ureste, Code Enforcement

Inspections Department

December 2017 Report

A. Jaramillo, B. Mata & J. Estrada Building Inspectors

Illegal Dumping	7	Setbacks	4
Work Orders	35	Foundation	17
Commercial, Abandoned & Junked Vehicles	12	CSI /Backflow	1
Garage Sale Signs & W/out Permits	3	Nail Pattern	15
Rubbish	2	Framing/Poly-Seal/Windstorm	27
Banners & Temp. Signs	2	Rough Electrical	49
Fowl Odor	1	Rough Plumbing	28
Building w/o Permit	5	Rough Mechanical	15
Certified Letters	25	Vents & Pipes	17
Complaints Filed in Court	2	Sewer	15
Towed, Abandoned & Junked Vehicles	1	Gas	2
Street Vendor	0	Driveway/Sidewalk	14
Conducting Business in Residence	1	Insulation	12
		Infiltration	9
Total Code Enforcement Activities	96	Final	30
		Occupational Inspection	8
		Mobile Home Inspection	1
		House Inspection	0
Zoila Martinez, Monica Gomez & Janie Soto		Plan Review	48
		Permit Sign Off	46
		Other	101
Total In-Person	739		
Total Call-in's	1873		
Animal Control Calls	362	Total Activities	459



Mayor: Mario Garza
Mayor Pro-Tem: Jesus “Jesse” Ramirez
Commissioners: Ernesto “Neto” Guajardo
Raudel Maldonado
Pete Garcia

MEMORANDUM

TO: Benjamin Arjona, City Manager

FROM: Patrick Willingham, Director of Parks and Recreation

DATE: 01/02/2018

SUBJECT: Parks and Recreation Monthly Report.

Parks Division, staff continues to maintain city parks and landscape areas as needed. This past month staff assisted the department with the set up and breakdown of the Noche De Paz event which took place at San Juan Municipal Park on December 9, 2017. Park's staff assisted the Police Department with their Blue Santa toy giveaway event on December 23, 2017. This month the Department of Parks and Recreation welcomed Mr. Jose Luis Rivera Gonzalez to the parks division.

Events Division, Event Coordinator Ruben Rodriguez and staff prepared and finalized the Noche De Paz Festival, Christmas visit to the San Juan Head Start program and the annual visit to the San Juan Nursing Home where city department directors and staff participated in singing of some popular Christmas carols and gave away some small gifts to those that make the nursing home their permanent home. This past month was a very successful month for the events division. Noche De Paz headlined the month on December 9th and was a very well attended event. The community enjoyed a full day of music, food, carnival rides and a BBQ Cook Off. Staff was also able to provide over 200 gifts to some of our kids who participate in the local Head Start program and to our elderly who make their home at the San Juan Nursing Home.

Recreation Division, this month staff began preparations for the winter sports which consist of girls basketball, boys soccer and winter baseball. The winter baseball season began game play on December 11, 2017 with seven 6u teams, five 8u teams, and four teams in the 10u division, approximately 160 kids participating overall. Boys soccer and girls basketball will begin play on January 8, 2018. An estimated 500 participants will be competing this winter in these respective sports.

Maintenance Division staff continues to provide professional maintenance and custodial services throughout the city. This past month we had the pleasure of adding Mr. Gabriel

709 S. Nebraska Ave. • San Juan, Texas 78589-2649
Phone: (956)223-2200 • Fax: (956) 787-5978

Martinez, Building Maintenance Supervisor to our team. Mr. Martinez will assist the department and the city with overseeing the custodial division as well as servicing minor plumbing and electrical issues in all city buildings. In addition, staff assisted with all of city events that took place throughout the month ensuring that power and proper sanitation of the buildings was addressed and prepared for public use.

The San Juan Parks and Recreation Department would like to thank all of the participants, coaches, parents, sponsors and City Commission who supported our kids and programs throughout the year. 2017 was a really good year for the San Juan Parks and Recreation Department and we look forward to many greater things in 2018.

AGENDA ITEM AND RECOMMENDATION SUMMARY
CITY COMMISSION REGULAR MEETING
JANUARY 9, 2018

Presentation on Water and Energy Efficiency Grant from the US Bureau of Reclamation to Replace the Raw Water Line from the Sergeant Leonel Trevino Reservoir to Water Plant No. 1.

STAFF COMMENTS AND RECOMMENDATIONS:

Presentation on Water and Energy Efficiency Grant from the US Bureau of Reclamation to Replace the Raw Water Line from the Sergeant Leonel Trevino Reservoir to Water Plant No. 1.

RECOMMENDATION:

No Action Required.

PREPARED BY:

David Salinas,
Director of Utilities

APPROVED BY:

Benjamin Arjona, City
Manager

RECLAMATION

Managing Water in the West

Funding Opportunity Announcement No. BOR-DO-17-F012

WaterSMART Grants: Water and Energy Efficiency Grants for Fiscal Year 2017



U.S. Department of the Interior
Bureau of Reclamation
Policy and Administration
Denver, Colorado

November 2016

Mission Statements

The U.S. Department of the Interior protects America's natural resources and heritage, honors our cultures and tribal communities, and supplies the energy to power our future.

The mission of the Bureau of Reclamation is to manage, develop, and protect water and related resources in an environmentally and economically sound manner in the interest of the American public.

Cover photo: The Milk River Project – Drop chutes on St. Mary diversion system.
Photo courtesy of the Bureau of Reclamation.

Synopsis

Federal Agency Name:	Department of the Interior, Bureau of Reclamation, Policy and Administration
Funding Opportunity Title:	WaterSMART: Water and Energy Efficiency Grants for fiscal year (FY) 2017
Announcement Type:	Funding Opportunity Announcement (FOA)
Funding Opportunity Number:	BOR-DO-17-F012
Catalog of Federal Domestic Assistance (CFDA) Number:	15.507
Dates: (See FOA Sec. D.4)	Application due date: Wednesday January 18, 2017, 4:00 p.m. Mountain Standard Time
Eligible Applicants: (See FOA Sec. C.1)	States, Indian tribes, irrigation districts, water districts, or other organizations with water or power delivery authority located in the Western United States or United States Territories as identified in the Reclamation Act of June 17, 1902, as amended
Recipient Cost Share: (See FOA Sec. C.2)	50 percent or more of project costs
Federal Funding Amount: (See FOA Sec. B.1)	Funding Group I: Up to \$300,000 per agreement Funding Group II: Up to \$1,000,000 per agreement
Estimated Number of Agreements to be Awarded: (See FOA Sec. B.2)	Funding Group I: It is expected that more awards will be made for projects in Funding Group I than Funding Group II. Funding Group II: It is expected that only a small number of awards will be made for projects in Funding Group II.
Estimated Amount of Funding Available for Award: (See FOA Sec. B.1)	The President's FY 2017 budget includes a request for \$23.4 million for WaterSMART Grants, including approximately \$16 million for this FOA. Reclamation will determine the amount of funding available for award for this WaterSMART Grants FOA once final FY 2017 appropriations have been made. Please note that approximately \$1.8 million of FY 2017 WaterSMART Grants funding, if available, will be allocated for additional phases of projects selected through previous FOAs. Any awards are subject to a determination by Reclamation that FY 2017 appropriations are available.

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Application Checklist

The following table contains a summary of the information that you are required to submit with your application.

✓	What to submit	Required content	Form or format	When to submit
	Mandatory Federal Forms: Application for Federal Financial Assistance Budget form Assurances	See Sec. D.2.2.1	SF-424, SF-424A, SF-424B, SF-424C, and SF-424D forms may be obtained at http://apply07.grants.gov/apply/FormLinks?family=15	*
	Title page	See Sec. D.2.2.2	Page 19	*
	Table of contents	See Sec. D.2.2.3	Page 19	*
	Technical proposal:			*
	Executive summary	See Sec. D.2.2.4	Page 19	*
	Background data	See Sec. D.2.2.4	Page 19	*
	Project description	See Sec. D.2.2.4	Page 20	*
	Evaluation criteria	See Sec. E.1	Pages 49 to 63	*
	Performance measures	See Sec. D.2.2.5	Pages 20 to 34	*
	Environmental and cultural resources compliance	See Sec. D.2.2.6	Page 34	*
	Letters of support	See Sec. D.2.2.7	Page 35	*
	Required permits or approvals	See Sec. D.2.2.8	Page 35	*
	Official Resolutions	See Sec. D.2.2.9	Page 36	**
	Project Budget:	See Sec. D.2.2.10	Pages 36 to 43	*
	Funding plan and letters of commitment	See Sec. D.2.2.10	Page 37	*
	Budget proposal	See Sec. D.2.2.10	Page 38	*
	Budget narrative	See Sec. D.2.2.10	Page 40	*
	Unique Entity Identifier and System for Award Management	See Sec. D.3	Page 43	***

* Submit materials with your application prior to Wednesday January 18, 2017, 4:00 p.m.

** Document should be submitted with your application; however, please refer to the applicable section of the FOA for extended submission date.

*** Should be completed by application deadline; however, please refer to the applicable section of the FOA for extended completion date.

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Acronyms and Abbreviations

AMR	automatic meter reading
ARC	Application Review Committee
ASAP	Automated Standard Application for Payments
CE	Categorical Exclusion
CEC	Categorical Exclusion Checklist
CFDA	Catalog of Federal Domestic Assistance
CFR	Code of Federal Regulations
CPA	certified public accountant
CWA	Clean Water Act
CWMP	Cooperative Watershed Management Program
DUNS	Data Universal Number System
EA	Environmental Assessment
EIS	Environmental Impact Statement
ESA	Endangered Species Act
ET	evapotranspiration
FAPIIS	Federal Awardee Performance and Integrity Information System
FAQ	Frequently Asked Question
FEMA	Federal Emergency Management Agency
FERC	Federal Energy Regulatory Commission
FOA	Funding Opportunity Announcement
FONSI	Finding of No Significant Impact
FY	fiscal year
GIS	Geographical Information System
Interior	U.S. Department of the Interior
LOPP	Lease of Power Privilege
MST	Mountain Standard Time
NEPA	National Environmental Policy Act
NHPA	National Historic Preservation Act
NOAA	National Oceanic and Atmospheric Administration
NRCS	Natural Resources Conservation Service
OM&R	operations, maintenance, and replacement
P.L.	Public Law
PVC	polyvinyl chloride
Reclamation	Bureau of Reclamation
ROD	Record of Decision
SAM	System for Awards Management
SCADA	Supervisory Control and Data Acquisition
SOR	System Optimization Review
U.S.	United States
USACE	U.S. Army Corps of Engineers
USC	United States Code
USFWS	U.S. Fish and Wildlife Service
WaterSMART	Sustain and Manage America's Resources for Tomorrow

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Section A: Funding Opportunity Description

A.1. Program Information

The Nation faces an increasing set of water resource challenges. Aging infrastructure, rapid population growth, depletion of groundwater resources, impaired water quality associated with particular land uses and land covers, water needed for human and environmental uses, and climate variability and change all play a role in determining the amount of fresh water available at any given place and time. Water shortages and water-use conflicts have become more commonplace in many areas of the United States (U.S), even in normal water years. As competition for water resources grows—for crop irrigation, growing cities and communities, energy production, and the environment—the need for information and tools to aid water resource managers also grows. Water issues and challenges are increasing across the Nation, but particularly in the West, due to prolonged drought.

These water issues are exacerbating the challenges facing traditional water management approaches which by themselves no longer meet today's needs. The U.S. Department of the Interior's (Interior) WaterSMART (Sustain and Manage America's Resources for Tomorrow) Program establishes a framework to provide Federal leadership and assistance for using water efficiently, integrating water and energy policies to support the sustainable use of all natural resources, and coordinating the water conservation activities of various Interior bureaus and offices. Through the program, Interior is working to achieve a sustainable water strategy to meet the Nation's water needs.

Through WaterSMART Grants, the Bureau of Reclamation (Reclamation) provides financial assistance to water managers for projects that seek to conserve and use water more efficiently, increase the use of renewable energy and improve energy efficiency, benefit threatened and endangered species, investigate and develop water marketing strategies, prevent any water-related crisis, or otherwise contribute to water supply sustainability in the Western United States.

Over the last five years, available WaterSMART Grants funding has been focused on one category: Water and Energy Efficiency Grants. Reclamation is making three separate WaterSMART Grants funding opportunities available for 2017, including two new funding categories: Small-Scale Water Efficiency Projects and Water Marketing Grants. These new Funding Opportunity Announcements (FOA) are intended to complement the projects carried out each year as Water and Energy Efficiency Grants.

- **Water and Energy Efficiency Grants** focus on projects that result in quantifiable and sustained water savings, including canal lining and piping projects, irrigation flow measurement, canal automation, installation of residential and commercial water meters, and other similar projects. This grant category also supports projects that increase renewable energy use and improve energy efficiency, as well as projects that address endangered species issues and otherwise support broader water sustainability benefits.

Funding Opportunity Announcement No. BOR-DO-17-F012

- **Small-Scale Water Efficiency Projects** support small-scale water management projects (up to \$75,000 in Federal funding for each project) that have been identified through previous planning efforts. Reclamation has developed a streamlined selection and review process to reflect the small-scale nature of these projects.
- **Water Marketing Grants** provide meaningful support for entities exploring actions that can be taken to develop or facilitate water marketing. Under this funding opportunity, which is expected to be available in February 2017, applicants will be invited to conduct planning activities to develop a water marketing strategy to establish or expand water markets or water marketing transactions.

This FOA provides funding for Water and Energy Efficiency Grant projects that result in quantifiable and sustained water savings, increase renewable energy use and improve energy efficiency, and support broader water sustainability benefits.

A list of Frequently Asked Questions (FAQ) about WaterSMART and this FOA can be found online at www.usbr.gov/WaterSMART/weeg/faq.html. The list of FAQs will be updated periodically during the application period. For further information on WaterSMART Grants, please see www.usbr.gov/watersmart/grants.html. For further information on the WaterSMART Program, please see www.usbr.gov/WaterSMART.

A.2. Objective of this Funding Opportunity Announcement

The objective of this FOA is to invite states, Indian tribes, irrigation districts, water districts, and other organizations with water or power delivery authority to leverage their money and resources by cost sharing with Reclamation on projects that seek to conserve and use water more efficiently, increase the use of renewable energy and improve energy efficiency, benefit endangered and threatened species, otherwise support water sustainability benefits, or carry out other activities to address climate-related impacts on water or prevent any water-related crisis or conflict.

Water conservation and efficiency are crucial to most Western States' plans to ensure that water is available to meet demands into the future. WaterSMART Grants are an important part of Interior's implementation of the President's June 2013 Climate Action Plan and the November 1, 2013, Executive Order, *Preparing the United States for the Impacts of Climate Change*. Through near-term improvements, projects carried out as WaterSMART Grants can increase water management flexibility, making our water supply more resilient and thereby helping to prepare for the impacts of climate change.

Through this FOA, Reclamation also makes funding available for water management improvements that complement other ongoing efforts to address water supply sustainability. For example, through the WaterSMART Basin Study Program,

Reclamation is working with state and local partners, as well as other stakeholders, to comprehensively evaluate the ability to meet future water demands within a river basin. The Basin Studies allow Reclamation and its partners to evaluate potential impacts of climate change to water resources within a particular river basin, and to identify adaptation strategies (i.e., strategies to mitigate the impacts of water shortages resulting from climate change, drought, increased demands, or other causes) to address those impacts. This FOA provides an opportunity for partners who have completed a Basin Study to apply for cost-shared funding to implement Basin Study adaptation strategies that meet the eligibility and other requirements of this FOA.

This FOA complements Reclamation's Drought Response Program by providing funding for water conservation and efficiency projects, many of which result in significant water savings that can help stretch water supplies impacted by drought. Under the Drought Response Program, Reclamation provides funding for other types of projects that increase flexibility and improve water management to build resilience to drought. See www.usbr.gov/drought for more information on Drought Response Program funding opportunities.

In addition, funding is available through this FOA for water delivery system improvements that will enable farmers to make additional on-farm improvements in the future, including improvements that may be eligible for Natural Resources Conservation Service (NRCS) funding.

A.3. Statutory Authority

This FOA is issued under the authority of Section 9504(a) of the Secure Water Act, Subtitle F of Title IX of the Omnibus Public Land Management Act of 2009, Public Law 111-11 (42 United States Code 10364).

A.4. Other Related Funding Opportunities

A separate WaterSMART Grants FOA for **Small-Scale Water Efficiency Projects**, No. BOR-DO-17-F011, will be posted on Grants.gov (www.grants.gov) concurrently with this FOA. The Small-Scale Water Efficiency Projects FOA provides cost-shared financial assistance for small-scale water management projects (up to \$75,000 in Federal funding for each project) that have been identified through previous planning efforts.

Through WaterSMART Grants, Reclamation also provides **Water Marketing** grants which provide meaningful support for entities exploring actions that can be taken to develop or facilitate water marketing.

In addition, Reclamation provides funding for on-the-ground water management projects through several other programs. Through the **Drought Response Program**, Reclamation provides funding to help build resilience to drought. Through **Drought Contingency Planning** (FOA No. BOR-DO-17-F009), Reclamation supports the development of drought contingency plans with participation from a diverse set of stakeholders and consideration of climate change. Reclamation also supports building long-term resilience to drought by funding **Drought Resiliency Projects** (FOA No. BOR-DO-17-F010)

supported by an existing drought contingency plan.

Through the **Cooperative Watershed Management Program (CWMP)**, Reclamation provides funding to watershed groups to encourage diverse stakeholders to form local solutions to address their watershed management needs. Through **Phase I** of the CWMP, Reclamation provides funding for the establishment or further development of watershed groups and through **Phase II** for the implementation of watershed management projects.

FOAs with numbers are currently available. For information on the timing for other FOAs, please visit the WaterSMART Program website: www.usbr.gov/watersmart/index.html.

A.5. Natural Resource Investment Center

The Department of the Interior has established a Natural Resource Investment Center to work collaboratively with private sector investors, foundations, non-profit organizations and non-federal government entities to build partnerships to address the challenges currently being faced in water infrastructure and water management more broadly. The Investment Center is available as a resource to you. Please visit doi.gov/invest for additional information on the Investment Center and to find out more about potential sources of non-Federal funding for projects being proposed in response to this or other WaterSMART FOAs.

Section B. Award Information

B.1. Total Project Funding

The President's FY 2017 budget includes a request for \$23.4 million for WaterSMART Grants, including approximately \$16 million to be made available through this funding opportunity. Reclamation will determine the final amount of funding available for award for this WaterSMART Grants FOA once final FY 2017 appropriations have been made. Please note that approximately \$1.8 million of FY 2017 WaterSMART Grants funding, if available, will be allocated for additional phases of projects selected through previous FOAs. Any awards are subject to a determination by Reclamation that FY 2017 appropriations are available and that awards can be made consistent with all program requirements. Applications submitted under this FOA may also be considered if other funding becomes available in FY 2017 or subsequently. Updated funding information is available at www.usbr.gov/WaterSMART/weeg.

B.2. Project Funding Limitations

Multiple applications for funding may be submitted for consideration (for example, an applicant may submit a proposal for funding under Funding Group I and a separate proposal under Funding Group II). ***However, no more than \$1,000,000 will be awarded to any one applicant under this FOA.***

The Federal share (Reclamation's share in addition to any other sources of Federal funding) of any one proposed project shall not exceed 50 percent of the total project costs. Generally, the non-Federal share of project costs must be expended at the same or greater rate as the federal share of project costs.

Applicants are invited to submit proposals under the following two funding groups.

B.2.1 Funding Group I

Up to \$300,000 in Federal funds provided through this FOA will be available for smaller, on-the-ground projects.

- In general, projects funded under Funding Group I should be completed within 2 years of award (see Section C.3.3. Length of Projects for additional information).
- It is expected that funds will be awarded no later than September 30, 2017, contingent on appropriations.
- It is expected that more awards will be made for projects in Funding Group I than Funding Group II (described below).

B.2.2 Funding Group II

Up to \$1,000,000 in Federal funds provided through this FOA will be available for larger, ***phased*** on-the-ground projects that may take up to 3 years to complete.

- Projects selected under Funding Group II will be funded on an annual basis, for a period of up to 3 years. No more than \$500,000 in Federal funds will be provided within a given fiscal year (FY) (October 1 through September 30) to complete each phase of a project selected in FY 2017, with a maximum of \$1,000,000 available for the entire project.
- Each phase of the project is expected to be substantially completed within one year of award. Recipients must demonstrate sufficient progress to receive subsequent funding for remaining phases of the project.
- Federal funding under this FOA for the first year of phased projects will be awarded no later than September 30, 2017. Funding for the remaining project years will be made available contingent on subsequent congressional appropriations. (Note: recipients will not be asked to reapply to receive FY 2018 and FY 2019 funding).
- It is expected that only a small number of awards will be made for projects in Funding Group II.

Figure 1 (below) illustrates the funding process for a project that is requesting funding under Funding Group II. In this example, District X is requesting funding for a three-year project that includes environmental compliance for the entire project, canal lining, piping, installing a Supervisory Control and Data Acquisitions (SCADA) system, and installing a small-scale hydro-electric plant. In its application under this FOA, District X describes the entire project, (which is expected to be completed over 3 years) and requests a total of \$1,000,000 to complete the project. In its application, District X explains that in the first year (Year One) \$200,000 in Federal funding will be used to perform environmental compliance on all three phases of the proposed project and to line a one-mile stretch of canal; that in the second year (Year Two) \$300,000 in Federal funding will be used to convert 6 miles of open ditch lateral to buried polyvinyl chloride (PVC) pipe and to install the SCADA system; and that in the third year (Year Three), \$500,000 in Federal funding will be used to install a small-scale hydroelectric plant.

If District X is successful at securing a WaterSMART Grant award under this FOA, the District would receive \$200,000 in FY 2017 funding to complete Year One of the project. Contingent on the availability of appropriations and satisfactory progress in the first year, District X would then receive \$300,000 in FY 2018 funding—without reapplying—to complete Year Two of the project, and \$500,000 in FY 2019 funding to complete Year Three of the project. The result is a three-year overall project, with a total Federal cost share of \$1,000,000.

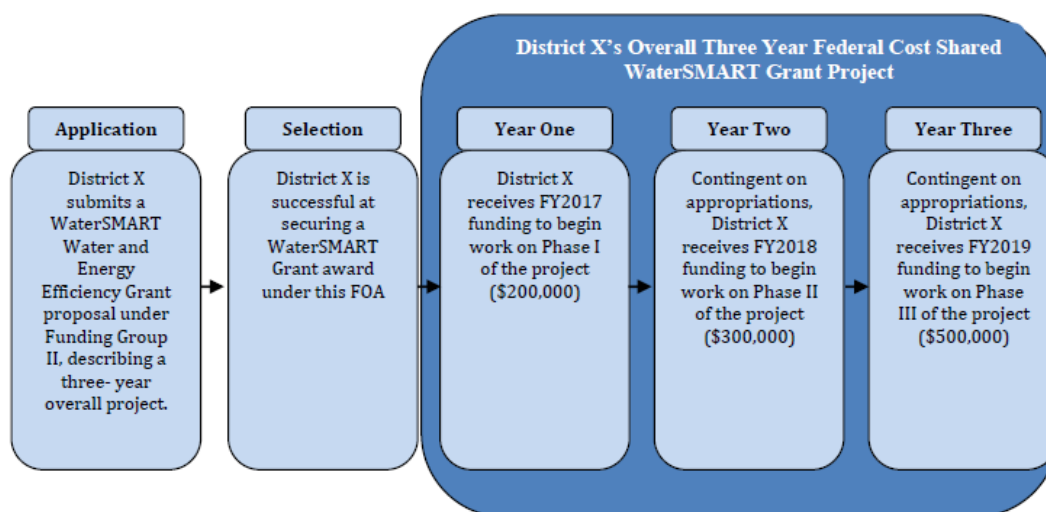


Figure 1. Sample application process for Funding Group II.

B.3. Assistance Instrument

Awards will be made through a grant or cooperative agreement as applicable to the selected project. If a cooperative agreement is awarded, the recipient should expect Reclamation to have substantial involvement in the project.

Substantial involvement by Reclamation may include:

- Collaboration and participation with the recipient in the management of the project and close oversight of the recipient's activities to ensure that the program objectives are being achieved.
- Oversight may include review, input, and approval at key interim stages of the project.

At the request of the recipient, Reclamation can provide technical assistance after award of an agreement. If you would like to receive Reclamation technical assistance, you must account for these costs in your budget. To discuss available assistance and these costs, contact the Program Coordinator identified in *Section G. Agency Contacts*.

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Section C: Eligibility Information

C.1. Eligible Applicants

Under P.L. 111-11, Section 9502, an eligible applicant is a state, Indian tribe, irrigation district, water district, or other organization with water or power delivery authority.

Applicants must also be located in the Western United States or Territories as identified in the Reclamation Act of June 17, 1902, as amended and supplemented; specifically: Arizona, California, Colorado, Idaho, Kansas, Montana, Nebraska, Nevada, New Mexico, North Dakota, Oklahoma, Oregon, South Dakota, Texas, Utah, Washington, Wyoming, American Samoa, Guam, the Northern Mariana Islands, and the Virgin Islands.

Those not eligible include, but are not limited to, the following entities:

- Federal governmental entities
- Institutions of higher education
- Individuals

C.2. Cost Sharing Requirements

Applicants must be capable of cost sharing 50 percent or more of the total project costs. Cost sharing may be made through cash or in-kind contributions from the applicant or third-party partners. Cost share funding from sources outside the applicant's organization (e.g., loans or state grants) should be secured and available to the applicant prior to award. Funding commitment letters must be submitted with the application (see *Section D.4.1. Application Delivery Instructions*) and contain the information stated in *Section D.2.2.9. Project Budget, subsection "Funding Plan and Letters of Commitment."*

C.2.1. Cost-Share Regulations

All cost-share contributions must meet the applicable administrative and cost principles criteria established in 2 Code of Federal Regulations (CFR) Part 200, available at www.ecfr.gov.

C.2.2. In-Kind Contributions

In-kind contributions constitute the value of noncash contributions that benefit a federally assisted project. These contributions may be in the form of real property, equipment, supplies, and other expendable property, as well as the value of goods and services directly benefiting and specifically identifiable to the project or program. The cost or value of in-kind contributions that have been or will be relied on to satisfy a cost-sharing or matching requirement for another Federal financial assistance agreement, a Federal procurement

contract, or any other award of Federal funds may not be relied on to satisfy the cost-share requirement for an award under this FOA; except where the Federal statute authorizing a program specifically provides that Federal funds made available for such program can be applied to matching or cost sharing requirements of other Federal programs, such as awards to tribal organizations under P.L. 93-638, as amended. Applicants should refer to 2 CFR §200.434 for regulations regarding the valuation of in-kind donations and contributions, available at www.ecfr.gov.

C.3. Eligible Projects

C.3.1 Eligible Projects

Projects should seek to conserve and use water more efficiently, increase the use of renewable energy and improve energy efficiency, or protect endangered and threatened species, otherwise support water sustainability benefits, or carry out other activities to address climate-related impacts on water or prevent any water-related crisis or conflict.

Tasks A-C, below, describe projects eligible for funding under this FOA.

Applications may include any one, or a combination, of the types of projects described in Tasks A-C. In general, if you are seeking funding for multiple projects (for example, a Task A project and a Task C project) and the projects are interrelated or closely related, they should be combined in one application.

Applicants may submit multiple project proposals; however, no more than \$1,000,000 will be awarded to any one applicant under this FOA.

Other projects that are similar to those listed below may be submitted for consideration and will be allowed to the extent consistent with program authorization and goals.

Note: During Third-Level Evaluation (see Section E.2.4. Managerial Review) Reclamation will review the results of the Second-Level Evaluation (see Section E.2.2 Application Review Committee) and may prioritize projects to ensure that multiple Task Areas are represented among the projects selected for funding.

C.3.1.1. Task A – Water Conservation

Projects that result in quantifiable and sustained water savings or improved water management (please note that an agreement will not be awarded for an improvement to conserve irrigation water unless the applicant agrees to the terms of Section 9504(a)(3)(B) of Public Law 111-11. See *Section F.2.3. Requirements for Agricultural Operations under Public Law 111-11, Section 9504(a)(3)(D)* of this FOA for further information). Projects include, but are not limited to:

- **Canal Lining/Piping:** Projects that line or pipe canals, resulting in conserved water. Projects include, but are not limited to:
 - Installing new proven lining materials or technology

- o Converting open canals to pipeline
 - o Constructing conveyance improvements, turnouts, or pipelines
- **Municipal Metering:** Projects that install meters, resulting in measureable water savings. Projects include, but are not limited to:
 - o Installing water service meters
 - o Installing distribution systems meters associated with production and/or leakage quantification
- **Irrigation Flow Measurement:** Projects that improve measurement accuracy and result in reduced spills and over-deliveries to irrigators. Projects include, but are not limited to:
 - o Installing weirs, flumes, ramps, etc. in open channels
 - o Installing meters in pressurized pipes
- **Supervisory Control and Data Acquisition and Automation:** Projects that install SCADA and/or automation components that provide water savings when irrigation delivery system operational efficiency is improved to reduce spills, over-deliveries, and seepage. Projects include, but are not limited to:
 - o Installing SCADA components that allow for remote monitoring of irrigation delivery system conditions (flow rates, water elevations, controls devices openings, etc.)
 - o Installing automation components that allow for remote operation of delivery system control features (gates, valves, turnouts, etc.)
- **Landscape Irrigation Measures:** Projects that provide water savings by reducing outdoor water usage. These measures include turf removal, Smart irrigation controllers (weather or soil-moisture based) and high- efficiency nozzles (sprinkler heads). These measures are typically promoted by water entities through rebates or direct-install programs. Projects include, but are not limited to:
 - o Removing turf
 - o Installing Smart irrigation controllers
 - o Installing high-efficiency nozzles (e.g., sprinkler heads)
- **High-Efficiency Indoor Appliances and Fixtures:** Projects that promote installation of high-efficiency indoor appliance and fixtures to provide water savings for municipal water entities where there is significant potential for replacing existing non-efficient indoor appliances and fixtures. This is typically promoted by water entities through rebates or direct-install programs. Projects include, but are not limited to:
 - o Installing high-efficiency clothes washers, dishwashers, faucets, etc.

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- **Groundwater Recharge:** Projects that provide savings when surface water storage evaporation is reduced and/or surface runoff is intercepted for recharge. Projects include, but are not limited to:

- o Installing recharge ponds
- o Installing surface runoff interception systems
- o Removing impervious surfaces

Note: Some groundwater recharge projects are intended to increase overall water management flexibility without necessarily conserving water. Applicants proposing such projects should consider applying for funding under the WaterSMART Drought Resiliency Projects FOA, which places less emphasis on quantifiable water savings and greater emphasis on increasing water management flexibility. See the WaterSMART Drought Response Program webpage, www.usbr.gov/drought, for more information.

- **Small Water Recycling and Water Reuse Improvements:** Small projects that reclaim and reuse wastewaters or naturally impaired groundwater and surface water.

Note: Congressionally authorized Title XVI projects are not eligible. The Title XVI program is described in Section C.3.2. Ineligible Projects, subsection Title XVI Water Recycling and Reuse.

Water reuse and recycling projects that are eligible under this FOA include, but are not limited to:

- o Implementing small improvements to an existing water recycling facility
- o Projects that develop and supplement urban and irrigation water supplies through water reuse

Note: Some small water recycling and reuse improvements are intended to increase overall water management flexibility without resulting in significant water savings. Applicants proposing such projects should consider applying for funding under the WaterSMART Drought Resiliency Projects FOA, which places less emphasis on quantifiable water savings and greater emphasis on increasing water management flexibility. See the WaterSMART Drought Response Program webpage, www.usbr.gov/drought, for more information.

C.3.1.2 Task B – Energy-Water Nexus

Projects that increase the use of renewable energy sources in managing and delivering water and/or projects that upgrade existing water management facilities resulting in quantifiable and sustained energy savings. Projects include, but are not limited to, those discussed in the following subsections.

Implementing Renewable Energy Projects Related to Water Management and Delivery

Renewable energy projects related to water management and delivery include, but are not limited to:

- Installing small-scale hydroelectric, solar-electric, wind energy, geothermal power systems, or other facilities that enable use of these or other renewable energy sources (e.g., replacing fossil fuel powered pumps with renewable energy based pumps, installing low-head hydrokinetic power generation units in a water system)
- Producing and using biomass or renewable fuels (including woody and herbaceous crops and residues, solid waste, sewage, and liquid fuels from agricultural products) (e.g., using technology that would transform algae into a renewable oil source)

Proposals including a renewable energy component typically require additional permitting not needed for other water management improvements (e.g., canal lining). In evaluating these proposals, Reclamation may consider the applicant's progress in obtaining a Federal Energy Regulatory Commission (FERC) license or a Reclamation Lease of Power Privilege (LOPP), depending on which is applicable. Applicants for a project including a renewable energy component are asked to include documentation of steps taken to date for obtaining a FERC license or a LOPP.

Note that improvements to Federal facilities that are implemented through any project awarded funding through this FOA must comply with additional requirements. The Federal government will continue to hold title to the Federal facility and any improvement that is integral to the existing operations of that facility. Please see *Section F.2.4. Title to Improvements Under Public Law 111-11, Section 9504(a)(3)(D)*.

Applicants proposing renewable energy development may wish to contact the program coordinator listed in *Section G, Agency Contacts*, prior to the application deadline to discuss the requirements listed above.

Increasing Energy Efficiency in Water Management

Projects that increase energy efficiency in water management include, but are not limited to:

- Retrofitting or modernizing water management facilities or equipment to increase energy efficiency (e.g., installing Variable Frequency Drives, Advanced Meter Reading technology, or “smart grid” technology on pump and water systems)
- Quantifiably reducing energy consumption through water conservation projects that reduce pumping or diversions

C.3.1.3. Task C – Benefits to Endangered Species

Project components that benefit federally listed species (threatened or endangered) or

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designated critical habitat affected by a Reclamation facility or action as well as projects that benefit federally recognized candidate species. Activities include, but are not limited to:

- Improving habitat, including restoring habitat, making additional water available, and managing vegetation
- Installing fish bypasses and fish screens as well as improving hatcheries

Note: For projects that primarily focus on restoration activities, consider the WaterSMART Cooperative Watershed Management Program (CWMP) Phase II FOA, which is expected to be available in December 2016. See the WaterSMART CWMP webpage, www.usbr.gov/watersmart/cwmp/index.html, for updates and other information.

C.3.2. Ineligible Projects

Any project not specifically described in *Section 3.1. Eligible Projects* is not eligible under this FOA. The following subsections further explain ineligible projects.

C.3.2.1. Operations, Maintenance, and Replacement

Projects that are considered normal operations, maintenance and replacement (OM&R) are not eligible. OM&R is described as system improvements that replace or repair existing infrastructure or function without providing increased efficiency or effectiveness of water distribution over the expected life of the improvement. Examples of ineligible OM&R projects include:

- Replacing malfunctioning components of an existing facility with the same components
- Improving an existing facility to operate as originally designed
- Performing an activity on a recurring basis, even if that period is extended (e.g., 10-year interval)
- Sealing expansion joints of concrete lining because the original sealer or the water stops have failed
- Replacing broken meters with new meters of the same type
- Replacing leaky pipes with new pipes of the same type

Applicants that have questions regarding OM&R are encouraged to contact the program coordinator listed in *Section G. Agency Contacts*, prior to the application deadline for further information.

C.3.2.2. Title XVI Water Recycling and Reuse

Title XVI is Reclamation's Water Recycling and Reuse Program focused on identifying and investigating opportunities to reclaim and reuse wastewaters and naturally impaired

ground and surface water. In general, this FOA is not intended for large water recycling and reuse projects. *Note, however, that small improvements that relate to an existing water recycling facility (that is **not** an authorized Title XVI project) may be considered eligible for funding.*

Any projects or project elements that are part of a congressionally authorized Title XVI project of P.L.102-575, as amended (43 USC 390h et seq.), are not eligible for funding under this FOA. A list of congressionally authorized Title XVI projects can be found at www.usbr.gov/watersmart/title/authorized.html.

In addition, if a project sponsor is likely to seek funding for the activity through the Title XVI Program in the future (e.g., seeking congressional authorization for the project or preparing a Title XVI feasibility study that describes the activity as part of a proposed Title XVI project) that activity should be pursued under the Title XVI Program instead of this FOA.

If your project is in the same area as a congressionally authorized project, or if you are unclear whether your project is part of a congressionally authorized Title XVI project, please contact Amanda Erath, Title XVI Program Coordinator, aerath@usbr.gov, 303-445-2766. For additional information on the Title XVI program, please visit: www.usbr.gov/WaterSMART/title.

C.3.2.3. Water Purchases

A project that proposes using Federal funding primarily for the purchase of water is not eligible under this FOA.

C.3.2.4. Building Construction

A project that proposes to construct a building is not eligible for Federal funding under this FOA (e.g., a building to house administrative staff or to promote public awareness of water conservation).

C.3.2.5. Pilot Projects

A project that proposes to conduct a pilot study to evaluate technical capability, economic feasibility, or viability for full-scale implementation, or to test an unproven material or technology is not eligible for Federal funding under this FOA.

C.3.3 Length of Projects

In general, proposed projects should be completed within the timeframes identified below. Applications for projects requiring more time will be considered for funding only under limited circumstances. For example, some renewable energy project installations may require additional time to secure necessary permits.

C.3.3.1 Funding Group I

Funding Group I projects should be completed within 2 years of award.

C.3.3.2 Funding Group II

Funding Group II projects should not exceed 3 years in total duration (e.g., a maximum of three year-long phases). Each year, Funding Group II projects are expected to complete the work planned as part of that year's phase.

Section D: Application and Submission Information

D.1. Address to Request Application Package

This document contains all information, forms, and electronic addresses required to obtain the information required for submission of an application.

If you are unable to access this information electronically, you can request paper copies of any of the documents referenced in this FOA by contacting:

By mail: Bureau of Reclamation
Financial Assistance Operations Section
Attn: Ms. Rupal Shah
Mail Code: 84-27852
P.O. Box 25007
Denver, CO 80225

By e-mail: rshah@usbr.gov

By telephone: 303-445-2442

D.2. Content and Form of Application Submission

All applications must conform to the requirements set forth below.

D.2.1. Application Format and Length

The total application package shall be no more than **75** consecutively numbered pages. If an application exceeds 75 pages, only the first 75 pages will be evaluated. The font shall be at least 12 points in size and easily readable. Page size shall be 8½ by 11 inches, including charts, maps, and drawings. Oversized pages will not be accepted. The technical proposal and evaluation criteria section shall be limited to a maximum of **50** pages. The SF-424 forms, letters of project support, and official resolution will not be considered in the total page count.

Applications will be prescreened for compliance to the page number limitations.

D.2.2. Application Content

The application must include the following elements to be considered complete:

- Mandatory Federal Forms
 - o SF-424 Application for Federal Assistance
 - o SF-424C Budget Information – Construction Programs

- o SF-424D Assurances – Construction Programs

SF-424, SF-424C, and SF-424D forms may be obtained at www.grants.gov/web/grants/forms/sf-424-mandatory-family.html.

- Title page
- Table of contents
- Technical proposal and evaluation criteria (limited to **50** pages)
 - o Executive summary
 - o Background data
 - o Project description
 - o Evaluation criteria
 - o Performance measures
- Environmental and cultural resources compliance
- Letters of project support (will not count toward the page limitation)
- Required permits or approvals
- Official resolution (will not count toward the page limitation)
- Project budget
 - o Funding plan and letters of commitment
 - o Budget proposal
 - o Budget narrative

D.2.2.1. Mandatory Federal Forms

The application must include the following standard Federal forms.

SF-424 Application for Federal Assistance

A fully completed SF-424 Application for Federal Assistance, signed by a person legally authorized to commit the applicant to performance of the project must be submitted with the application. Failure to submit a properly signed SF-424 may result in the elimination of the application from further consideration.

SF-424 Budget Information

A fully completed SF-424C Budget Information Construction Programs must be submitted with the application.

SF-424 Assurances

An SF-424D Assurances Construction Programs, signed by a person legally authorized to commit the applicant to performance of the project must be

included. Failure to submit a properly signed SF-424D may result in the elimination of the application from further consideration.

D.2.2.2. Title Page

Provide a brief, informative, and descriptive title for the proposed work that indicates the nature of the project. Include the name and address of the applicant, and the name and address, e-mail address, and telephone of the project manager.

D.2.2.3. Table of Contents

List all major sections of the proposal in the table of contents.

D.2.2.4. Technical Proposal and Evaluation Criteria

The technical proposal and evaluation criteria (**50** pages maximum) includes:

- (1) Executive summary
- (2) Background Data
- (3) Project description
- (4) Evaluation criteria

Executive Summary

The executive summary should include:

- The date, applicant name, city, county, and state
- A one paragraph project summary that specifies the work proposed, including how project funds will be used to accomplish specific project activities and briefly identifies how the proposed project contributes to accomplishing the goals of this FOA (see *Section C.3.1. Eligible Projects*)
- State the length of time and estimated completion date for the proposed project
- Whether or not the project is located on a Federal facility

Background Data

Provide a map of the area showing the geographic location (include the state, county, and direction from nearest town) of the proposed project.

As applicable, describe the source of water supply, the water rights involved, current water uses (e.g., agricultural, municipal, domestic, or industrial), the number of water users served, and the current and projected water demand. Also, identify potential shortfalls in water supply. If water is primarily used for irrigation, describe major crops and total acres served.

In addition, describe the applicant's water delivery system as appropriate. For agricultural systems, please include the miles of canals, miles of laterals, and existing irrigation improvements (e.g., type, miles, and acres). For municipal systems, please include the number of connections and/or number of water users served and any other relevant information describing the system.

If the application includes renewable energy or energy efficiency elements, describe existing energy sources and current energy uses.

Identify any past working relationships with Reclamation. This should include the date(s), description of prior relationships with Reclamation, and a description of the project(s).

Project Description

The project description should describe the work in detail, including project milestones and specific activities that will be accomplished as a result of this project. This description shall have sufficient detail to permit a comprehensive evaluation of the proposal.

Evaluation Criteria

(See Section E.1. Evaluation Criteria for additional details, including a detailed description of each criterion and subcriterion and points associated with each.)

The evaluation criteria portion of your application should thoroughly address each criterion and subcriterion in the order presented to assist in the complete and accurate evaluation of your proposal.

It is suggested that applicants copy and paste the evaluation criteria and subcriteria in Section E.1. Evaluation Criteria into their applications to ensure that all necessary information is adequately addressed.

D.2.2.5 Performance Measures

All WaterSMART Grant applicants are required to propose a method (or "performance measure") of quantifying the actual benefits of their project once it is completed. Actual benefits are defined as water actually conserved or better managed, as a direct result of the project. A provision will be included in all assistance agreements with WaterSMART Grant recipients describing the performance measure and requiring the recipient to quantify the actual project benefits in their final report to Reclamation upon completion of the project.

Quantifying project benefits is an important means to determine the relative effectiveness of various water management efforts, as well as the overall effectiveness of WaterSMART Grants.

The following information is intended to provide applicants with examples of some acceptable performance measures that may be used to estimate pre-project benefits and to verify post-project benefits upon completion.

However, the following is not intended to be an exclusive list of acceptable performance measures. Applicants are encouraged to propose alternatives to the measures listed below if another measure is more effective for the particular project.

Reclamation understands that, in some cases, baseline information may not be available, and that methods other than those suggested below may need to be employed. If an alternative performance measure is suggested, the applicant must provide information supporting the effectiveness of the proposed measure as applied to the proposed project.

Performance Measure No. A: Projects with Quantifiable Water Savings

The performance measures included below are examples that may be helpful in estimating pre-project benefits and to verify post-project water savings for projects that are expected to result in quantifiable and sustained water savings or improved water management.

Performance Measure No. A.1: Canal Lining/Piping

Canal lining or piping projects are implemented to decrease canal seepage and evaporation. **The following information may be helpful in estimating the pre-project benefits and to verify the post-project benefits of canal lining and piping:**

Pre-project estimations of baseline data:

To calculate potential water savings, physical measurements of seepage losses are necessary. Two testing procedures which can be used are listed below:

- **Ponding tests:** Conduct ponding tests along canal reaches proposed for lining or piping. At least two tests, one early and one late season, are suggested since seepage rates vary significantly during the irrigation season. Multiple years of data are also suggested.
- **Inflow/outflow testing:** Measure water flowing in and out of the canal reach. At least two tests, one early and one late season, are suggested since seepage rates vary significantly during the irrigation season. Multiple years of data are also suggested.

If ponding or inflow/outflow tests cannot be performed, document the estimated historical seepage and evaporation rates for the canal reach based on soils/geology conditions, flow rates, weather information, and historical knowledge. A discussion should be included on why ponding or inflow/outflow tests cannot be performed.

Post-project methods for quantifying the benefits of canal lining or piping projects:

- Using tests listed above, compare pre-project and post-project test results to calculate water savings. For canal lining projects, evaporation should be calculated based on weather data and then subtracted from the total loss measured by testing.
- If ponding or inflow/outflow tests cannot be performed, benefits can be calculated by comparing the estimated historical seepage and evaporation rates for the canal reach to the post project seepage and evaporation (documentation of proposed method of measuring or estimating post-project seepage and evaporation should be provided).
- Results can be verified using a ratio of historical diversion-delivery rates if adequate data exists. This type of verification should also include a comparison of historical canal efficiencies and current canal efficiencies. For example, if an irrigation district needs to divert 6 acre-feet of water to deliver 2 acre-feet of water to a field through an unlined or unpiped canal, this would be a 33-percent efficiency:

$$([100\%-(2 \text{ acre-feet}/6 \text{ acre-feet} \times 100)]=33\% \text{ efficiency}).$$

If after lining or piping the canal, the irrigation district only needs to divert 4 acre-feet of water to deliver the 2 acre-feet; efficiency would improve by 17 percent:

$$([100\%-(2 \text{ acre-feet}/4 \text{ acre-feet} \times 100)]=50\% \text{ efficiency}).$$

- Record reduction in water purchases by shareholders and compare to historical water purchases. Using this method would require consideration and explanation of other potential reasons for decreased water purchases.

Performance Measure No. A.2: Measuring Devices

Good water management requires accurate and timely water measurement at appropriate locations throughout a conveyance system. This includes irrigation delivery systems and municipal distribution systems.

Measuring Devices: No. A.2.a. Municipal Metering

For projects that install or replace existing municipal meters, the applicant should consider the following:

- Whether the project includes new meters where none existed previously or replaces existing meters.
- Whether the project includes individual water user meters, main line meters, or both.

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- If the project replaces existing meters with new meters, whether new technologies (automatic meter reading (AMR) or advanced metering infrastructure (AMI) meters) will be employed.
- If main line meters are included, whether system leak detection may be improved.

Include a description of both pre and post-project rate structuring.

The following information about municipal meter installation and replacement may be helpful in estimating the pre-project benefits and to verify post-project benefits:

- Municipal water delivery meters are typically installed for each water user as well as at locations to measure production and/or supply and storage. Accurate measurement allows for demands assessment, customer billing, diagnostic testing, locating and quantifying leakage, and other management needs.
- Significant water savings can be achieved when meters are installed where none existed previously. In the case of individual water user metering, most customers use significantly less water when billed at a usage rate; and especially so when a tiered rate is applied (i.e., higher rates for higher use). Installing new meters within the distribution system can also result in savings through improved leak detection/correction. Replacing existing meters can also result in water savings when new technologies are employed. For example, AMR and AMI devices provide real time measurement to the operator and, in some cases, to the customer as well. This allows for improved management by the operator, more conscientious use by the customer, and improved leakage detection by both.
- Quantifying savings associated with meter installation and/or replacement requires analysis of pre- and post-installation measurements from existing meters at strategic locations within the system. If the installing meters will result in conserved water, please provide support for this determination (including, but not limited to, studies and previous projects). A logical scheme should be developed that compares before and after installation flow quantities and that accounts for leakage and other considerations. The site-specific water savings verification plan should be as detailed as possible and clearly state all assumptions and the relative level of accuracy expected. In addition, please provide details underlying any assumptions being made in support of water savings estimates (e.g., residential users will reduce use once a more advanced billing structure is imposed).

Measuring Devices: No.A.2.b. Irrigation Metering

Measuring devices that may be installed may include, but are not limited to, the following:

- Flow meters (current or acoustic)
- Weirs
- Flumes
- Meter gates
- Submerged orifices

Potential benefits from improved irrigation delivery system measurement include:

- Quantification of system losses between measurement locations
- Quantification of wasteway (spill) flows
- Accurate billing of customers for the actual amount of water delivered
- Facilitation of accurate and equitable distribution of water within a district

Allow for implementation of future system improvements such as seepage reduction, remote flow monitoring, and canal operation automation projects

The following performance measures may be helpful in estimating the pre-project benefits and to verify the post-project benefits of improved irrigation delivery system measurement:

Pre-project estimations of baseline data:

- Pre-project flows are difficult to estimate without a measuring device in place. However, the applicant may be able to use data from measurement devices located elsewhere in the delivery system (if available). Otherwise, the applicant may have to rely on other historical data and/or estimates based on soils/geology, flow data, and weather data.

Post-project methods for quantifying the benefits of projects to install measuring devices:

- Compare post-project water measurement (deliveries or consumption) data to pre-project water uses
- Compare pre-project and post-project consumptive use by crop via remote-sensing information—taking into account cropping patterns, irrigation methods, crop rotations, climatic variables, etc.

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- Survey users to determine utility of the devices for decision making

Document the benefits of any rate structure changes made possible by the installation of measuring devices (e.g., if districts that convert from nonmetered to metered are able to convert from billing water users at a flat rate to billing for actual water use using a volumetric or tiered water pricing structure)

Performance Measure No. A.3: SCADA and Geographic Information Systems (GIS)

Proposals may involve the installing or expanding a SCADA or combined SCADA/GIS system that monitors flows in an individual district or in a basin that includes several districts. SCADA systems provide water managers with real-time data on the flow and volume of water at key points along a water delivery system. Access to such data allows water managers to make accurate and timely deliveries of water, reducing over-deliveries and spillage at the end of the canal. SCADA/GIS systems can provide water users with real time delivery data to promote improved on-farm efficiencies.

For projects that install or expand a SCADA and/or GIS system, the applicant should consider the following:

- How SCADA or SCADA/GIS implementation will differ from pre-project operations in terms of how improved data availability will be incorporated into daily operational decisions.
- How the SCADA or SCADA/GIS systems will be maintained once implemented. Discuss balance of in-house expertise anticipated vs. reliance on third party service provider(s).
- The projected opportunities for improved operational efficiencies that could be realized through implementation of a SCADA or SCADA/GIS system (e.g., improved delivery equity, improved response to unanticipated events, reduced administrative spillage, and enhanced productivity of human resources).
- The response process for SCADA or SCADA/GIS failures/outages.

The following performance measures may be helpful in estimating the pre-project benefits and to verify post-project benefits of installing a SCADA or SCADA/GIS system:

Pre-project estimations of baseline data:

- Collect data on diversions and deliveries to water users, making estimates if necessary
- Document employee pre-project time spent on ditch/canal monitoring and water control

Post-project methods for quantifying benefits of SCADA or SCADA/GIS system projects:

- Calculate amount of increased carryover storage in associated reservoirs. This is a long-term measure which will be more meaningful over a period of years.
- Track and record the diversions to water users and compare to pre-project diversions. This would show results of improved management if yearly fluctuations in weather are accounted for.
- Report delivery improvements (e.g., changes in supply, duration, or frequency that are available to end users because of SCADA/GIS).
- Document other benefits such as less mileage by operators on dusty roads (which saves time and influences air quality) and less damage to canal banks.

Performance Measure No. A.4: Automation

Proposals may include system automaton projects aimed at *preventing* spillage from canals, or drainage capture/reuse projects focused on *intercepting* spills and redirecting them to drains, canals, or reregulation reservoirs for reuse.

For projects that automate a system, the applicant should consider the following:

- The rationale of long-term automation plans (e.g., system-wide project vs. incremental implementation)
- Whether automation at given sites will result in heightened operational issues in other parts of the system (e.g., passing of supply/demand mismatches downstream)
- How automation technologies will be maintained (e.g., discuss balance of in-house expertise anticipated vs. reliance on third party service provider[s])
- The anticipated net benefits of implementing an automation project

The following performance measures may be helpful in estimating the pre-project benefits and to verify post-project benefits of automating a system:

Pre-project estimations of baseline data:

- Establish baseline data by measuring existing spillage or document historical spillage. A rated measuring device should be positioned to measure spillage losses. To account for temporal variations, a minimum of a one-year history of pre-project measurements is desirable for future

comparison to post-project water usage. Spillage volumes can vary substantially between wet and dry years; therefore, some multi-year estimates of spillage may be necessary.

- Track pre-project water diversions using district or state diversion records.

Post-project methods for quantifying benefits of spillage reduction projects:

- Using rated devices, measure post-project flows. Gather enough data to account for seasonal and temporal variations. Using baseline and post-project data, calculate savings using the following calculation:

$$\text{Savings} = (\text{Spillage without project}) - (\text{Spillage with project}).$$

- Track post-project changes in the amount of water diverted and compare to pre-project diversion data.
- Compare estimated historical spills from district/project boundaries to post-project spills.
- Document how the additional water resulting from the reduction in spillage was used (e.g., water retained in the river to support riparian habitat, transferred for another use, or used to meet normal water demands in times of drought).
- Report specific volume changes to spills, diversions, or deliveries due to system automation.

For more information regarding canal seepage monitoring and verification, visit www.agwatercouncil.org/images/stories/monitoring_and_verification_canal_seepage.pdf.

Performance Measure No. A.5: Groundwater Recharge (Conjunctive Use)

Some districts are implementing groundwater banking to control water quantity and quality issues.

For projects that implement groundwater recharge, the applicant should consider the following:

- Rules regulating groundwater deposits and withdrawals including production limits
- The aquifer being recharged and source of recharge water
- The availability and timing of surface water for recharge to the groundwater

- Recoverability of recharged water (e.g., how much can be recovered, where it can be recovered, who can recover it, who benefits from the recharged waters)
- The energy usage involved in the recharge and recovery of recharged water
- Pricing incentives for users to use conjunctive use of water supplies
- The cost to treat the recovered water and the cost to operate/maintain the facility

The following performance measures may be helpful in estimating the pre-project benefits and to verify the post-project benefits of groundwater recharge:

Pre-project estimations of baseline data:

- Establish a baseline with historical data from existing wells, including pumping volumes (i.e., amount, duration, and timing) and depth to groundwater elevations
- Document streamflows and spring discharges

Post-project methods for quantifying the benefits of groundwater banking projects:

- Compare pre-project and post-project recharge and/or pumping volumes
- Compare pre-project and post-project evaporation of surface water used for recharge
- Compare pre-project and post-project changes (i.e., amount, duration, and timing) in affected streamflows or in spring discharge related to groundwater banking
- Compare pre-project and post-project depth to groundwater elevations
- Determine changes in net groundwater use through a water table-specific yield method coupled with a detailed sub-basin hydrologic balance

Performance Measure No. A.6: Irrigation Drainage Reuse Projects

Drain water reuse can be a district level or regional conservation effort that consists of recovering residual irrigation water from drains and returning it to the water supply system for delivery to users.

Several types of projects can focus on drainage and reuse, including:

- Pump stations with constant flow rates

- Variable speed pump stations without SCADA controls
- Variable pump stations with SCADA controls
- Storage reservoirs with pump stations and constant flow rate
- Storage reservoirs with variable speed pump stations and SCADA controls

The following performance measures may be helpful in estimating the pre-project benefits and to verify the post-project benefits of drainage reuse projects:

Pre-project estimations of baseline data:

- A rated measuring device should be positioned to measure drain water losses
- To account for temporal variations, a minimum of a one-year history of pre-project measurements is desirable for future comparison to post-project water usage
- Drainage volumes can vary substantially between wet and dry years; therefore, some multi-year measurements of drain water losses may be necessary

Post-project methods for quantifying benefits of drainage reuse projects:

- Using rated devices, measure post-project flows.
- Gather enough data to account for seasonal and temporal variations.
- Using baseline data and post-project data, calculate savings using the following calculation:

$$\text{Savings} = ([\text{Drainage without project}] - [\text{Drainage with project}]) + ([\text{Spillage without project}] - [\text{Spillage with project}])$$

- Take readings from measuring devices positioned to measure drain water loss. A system analysis can be done with the following calculation:

$$\text{Drainage with project} = (1 - \% \text{Reuse}) * \text{Drainage without project}$$

- Measure and record post-project water deliveries to fields, tailwater volumes entering reservoirs and tailwater volumes recycled to fields. Compare these data to historical data.
- Survey farmers and estimate any benefits to farmers, such as improved flexibility in water management, reduction in shortages of supply to tailenders, etc. If it is not possible to quantify these benefits in acre-feet, a narrative explanation is acceptable.

Performance Measure No. A.7: Landscape Irrigation Measures

Municipal water providers can promote savings in outdoor water use by encouraging turf removal and installation of Smart irrigation controllers and high-efficiency irrigation nozzles (sprinkler heads). This is typically accomplished through rebate or direct installation programs.

Landscape Irrigation Measures: No. A.7.a. Turf Removal

For turf removal projects, the applicant should consider the total estimated quantity of turf to be removed and the estimated historical annual average quantity of water applied per unit area of turf. The product of these provides the estimated water savings.

Pre-project estimations of baseline data:

The historical average amount of water applied for turf irrigation should be estimated based on actual water consumption data or weather-based theoretical irrigation requirement estimates. Potential methods include the following:

Dedicated meter data. Municipal water delivery entities often have users where dedicated irrigation meters exist (e.g., parks, home owners associations, and golf courses). If so, metered water use can be divided by the irrigated area to calculate the average annual irrigation rate per unit area of turf. The greater the number of years of data used, the better the averages should be with regard to varying weather conditions. Also, when using this information, consider that parks and golf courses irrigation is typically more efficient relative to residential irrigation, so the actual turf removal savings for all types of users would be expected to be higher than for the average for these.

Winter/summer use data. In the absence of dedicated irrigation meter data and where irrigation ceases during winter months, summer versus winter use data can be compared to estimate irrigation use. This can be analyzed for a sample of users and combined with an estimate of the total area irrigated. An average turf irrigation rate can be calculated.

Theoretical irrigation requirement. In areas where winter irrigation occurs and dedicated irrigation meter data are not available, weather data can be used to estimate theoretical irrigation demand. These calculations consider reference evapotranspiration (ET) values from local weather stations, a crop coefficient for the type of grass, and an assumed average irrigation efficiency rate.

Assumed domestic use rate. An alternative method for calculating theoretical irrigation demand subtracts the assumed domestic (indoor) water use rates from total use. Domestic water use can be estimated based on household size and an assumed per person indoor usage rate. The age of the community and existence of high-efficiency appliances and fixtures should be considered in the per-person domestic use rate.

Post-project methods for quantifying benefits of drainage reuse projects:

- Site audits should be performed to measure the amount of turf removed at each location.
- Preliminary estimated water savings for each site should be calculated as the product of the annual average turf irrigation application rate estimate established pre-project and the area of turf removed.
- Before and after water consumption data for each site should be evaluated using at least one year of post project data. Weather conditions for the pre- and post-project data evaluation periods should be considered and adjustments should be made if conditions were significantly different for the pre- and post-periods. The theoretical net irrigation requirement that can be calculated from local weather station data is the best measure to use for this. The annual or irrigation season net irrigation requirement is calculated as the difference in the total ET for the period and the total effective precipitation for the period.
- The project total savings should be calculated by summing the individual site savings.

Landscape Irrigation Measures: No. A.7.b. Smart Irrigation Controllers

A Smart irrigation controller automatically adjusts the amount of water applied to landscaped areas based on weather or soil moisture conditions. Weather based controllers receive weather information from either onsite sensors or from remote weather stations via radio, pager or Internet signals. Soil moisture based controllers receive soil moisture information from one or more onsite sensors.

With Smart controllers, watering is limited to replacing only the moisture that the landscape lost due to ET since the last irrigation.

The following performance measures may be helpful in estimating the pre-project benefits and to verify the post-project benefits of installing Smart controllers:

Pre-project estimations of baseline data:

The historical average annual amount of water applied for landscape irrigation for each project site should be estimated based on actual water consumption data or weather-based theoretical irrigation requirement estimates. Suggested methods include the following:

- Site audits should be conducted at each location within the project to measure landscape area and estimate the irrigation system's efficiency. Site audit-based recommendations for system efficiency improvement are strongly recommended.

- Unless a dedicated irrigation meter exists, the historical average annual landscape irrigation rate per unit area should be estimated using one of methods discussed under turf removal (e.g., dedicated meter data, winter/summer use data, theoretical irrigation requirement, or assumed domestic use rate).
- The total annual average water irrigation amount for each site should be calculated as the product of the landscape area and annual average application rate, and these should be summed for the project total.
- A preliminary water savings estimate can be calculated by applying an average water use reduction factor for the Smart controller being installed (as reported by the manufacturer and/or from published water savings study findings).

Post-project suggested methods for quantifying benefits of ET controllers:

Total project water savings can be estimated as the difference in annual pre- and post-project total metered water use or the difference in estimated annual outdoor water use. For the latter, irrigation use should be calculated at each site based on pre- and post-project meter data using the methods described under turf removal. Regardless of whether total metered usage or estimated outdoor use is used, weather conditions during the data periods should be considered (as also discussed under turf removal).

- Compare annual meter reading totals or estimated outdoor use prior to ET controller installation and post installation for each site and sum all for project total.
- If results are required earlier, the calculations can also be performed on a monthly time-step.

Landscape Irrigation Measures: No. A.7.c. High-Efficiency Nozzles

High-efficiency landscape irrigation nozzles (sprinkler heads) apply water more uniformly and at a lower rate relative to conventional pop-up type nozzles. This reduces runoff and improves the overall efficiency of the irrigation system to yield water savings.

Pre-project estimations of baseline data

Total irrigation water use for the project should be estimated using the same methods described above for turf removal and Smart controllers. Then a preliminary water savings estimates can be calculated using manufacturer data on reduced application rates relative to typical pop-up type nozzles.

Post-project suggested methods for quantifying benefits of ET controllers:

Site audits should be conducted to verify correct installation and water savings can be verified using the same methods as described above for Smart controllers (i.e., pre-project minus post-project total use or irrigation use from meter data). Site audits should include evaluation of irrigation system operations to verify adjustments have been made to compensate for the new nozzles.

Performance Measure No. B: Projects with Quantifiable Energy Savings

The performance measures included below are examples that may be helpful in estimating pre-project benefits and post-project energy savings for projects that are expected to increase the use of renewable energy sources in the management and delivery of water and/or are upgrading existing water management facilities resulting in quantifiable and sustained energy savings.

Energy efficiency projects are intended to increase the use of renewable energy and increase overall energy efficiency in managing and delivering water.

Applicants should address the following subsections as part of the performance measures they submit with their applications.

Performance Measure No. B.1: Implementing Renewable Energy Improvements Related to Water Management and Delivery

- Explain the methodology used for quantifying the energy generated from the renewable energy system
- Explain the methodology for calculating the quantity of energy savings resulting from the activity
- Explain anticipated cost savings for the project
- Include an estimate of energy conserved

Performance Measure No. B.2: Increasing Energy Efficiency in Water Management

- Explain the methodology for calculating the quantity of energy savings resulting from the water management improvements or water conservation improvements
- Explain anticipated cost savings

Performance Measure No. C: Projects that Benefit Endangered Species and/or Critical Habitat

For projects that benefit federally listed species (threatened or endangered), federally recognized candidate species, or designated critical habitat that are affected by a Reclamation facility, the applicant should consider the following:

- The methodology used for determining the recovery rate of the threatened and/or candidate species
- How their projects will address designated critical habitats, including acres covered, species present, and how the water savings or transfers are expected to benefit the habitat(s)
- Unavoidable negative impacts to endangered, threatened, or candidate species and/or the critical habitat(s)

D.2.2.6. Environmental and Cultural Resources Compliance

So that Reclamation can assess the probable environmental and cultural resources impacts and costs associated with each application, all applicants must respond to the following list of questions focusing on the National Environmental Policy Act (NEPA), Endangered Species Act (ESA), and National Historic Preservation Act (NHPA) requirements. ***Note: Applicants proposing a Funding Group II project must address the environmental and cultural resources compliance questions for their entire project, not just the first 1-year phase.***

Please answer the following questions to the best of your knowledge. If any question is not applicable to the project, please explain why. The application should include the answers to:

- Will the proposed project impact the surrounding environment (e.g., soil [dust], air, water [quality and quantity], animal habitat)? Please briefly describe all earth-disturbing work and any work that will affect the air, water, or animal habitat in the project area. Please also explain the impacts of such work on the surrounding environment and any steps that could be taken to minimize the impacts.
- Are you aware of any species listed or proposed to be listed as a Federal threatened or endangered species, or designated critical habitat in the project area? If so, would they be affected by any activities associated with the proposed project?
- Are there wetlands or other surface waters inside the project boundaries that potentially fall under Clean Water Act (CWA) jurisdiction as “Waters of the United States?” If so, please describe and estimate any impacts the proposed project may have.
- When was the water delivery system constructed?
- Will the proposed project result in any modification of or effects to, individual features of an irrigation system (e.g., headgates, canals, or flumes)? If so, state when those features were constructed and describe the nature and timing of any extensive alterations or modifications to those features completed previously.

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- Are any buildings, structures, or features in the irrigation district listed or eligible for listing on the National Register of Historic Places? A cultural resources specialist at your local Reclamation office or the State Historic Preservation Office can assist in answering this question.
- Are there any known archeological sites in the proposed project area?
- Will the proposed project have a disproportionately high and adverse effect on low income or minority populations?
- Will the proposed project limit access to and ceremonial use of Indian sacred sites or result in other impacts on tribal lands?
- Will the proposed project contribute to the introduction, continued existence, or spread of noxious weeds or non-native invasive species known to occur in the area?

Note, if mitigation is required to lessen environmental impacts, the applicant may, at Reclamation's discretion, be required to report on progress and completion of these commitments. Reclamation will coordinate with the applicant to establish reporting requirements and intervals accordingly.

Under no circumstances may an applicant begin any ground-disturbing activities (including grading, clearing, and other preliminary activities) on a project before environmental compliance is complete and Reclamation explicitly authorizes work to proceed. This pertains to all components of the proposed project, including those that are part of the applicant's non-Federal cost-share. Reclamation will provide a successful applicant with information once environmental compliance is complete. An applicant that proceeds before environmental compliance is complete may risk forfeiting Reclamation funding under this FOA.

If you have any questions regarding NEPA, ESA, CWA and/or NHPA requirements, please contact your local Reclamation office, www.usbr.gov/main/offices.html.

D.2.2.7. Letters of Support

Please include letters from interested stakeholders supporting the proposed project. To ensure your proposal is accurately reviewed, please attach all letters of support/ partnership letters as an appendix. *(Note: this will not count against the application page limit.)* **Letters of support received after the application deadline for this FOA will not be considered in the evaluation of the proposal.**

D.2.2.8. Required Permits or Approvals

Applicants must state in the application whether any permits or approvals are required and explain the plan for obtaining such permits or approvals.

Applicants proposing renewable energy components to Federal facilities should note that some power projects may require FERC permitting or a Reclamation Lease of Power Privilege. To complete a renewable energy project within the time frame required of this FOA, it is recommended that an applicant has commenced the necessary permitting process prior to applying. To discuss questions related to projects that propose renewable energy development, please contact the Program Coordinator listed in *Section G, Agency Contacts*.

Note that improvements to Federal facilities that are implemented through any project awarded funding through this FOA must comply with additional requirements. The Federal government will continue to hold title to the Federal facility and any improvement that is integral to the existing operations of that facility. Please see P.L. 111-11, Section 9504(a)(3)(B). Reclamation may also require additional reviews and approvals prior to award to ensure that any necessary easements, land use authorizations, or special permits can be approved consistent with the requirements of 43 CFR §429, and that the development will not impact or impair project operations or efficiency.

D.2.2.9. Official Resolution

Include an official resolution adopted by the applicant's board of directors or governing body, or, for state government entities, a signed statement from an official authorized to commit the applicant to the financial and legal obligations associated with receipt of a financial assistance award under this FOA, verifying:

- The identity of the official with legal authority to enter into an agreement
- The board of directors, governing body, or appropriate official who has reviewed and supports the application submitted
- The capability of the applicant to provide the amount of funding and/or in-kind contributions specified in the funding plan
- That the applicant will work with Reclamation to meet established deadlines for entering into a grant or cooperative agreement

An official resolution meeting the requirements set forth above is mandatory.

If the applicant is unable to submit the official resolution by the application deadline because of the timing of board meetings or other justifiable reasons, the official resolution may be submitted up to 30 days after the application deadline.

D.2.2.10. Project Budget

The project budget includes:

- (1) Funding plan and letters of commitment
- (2) Budget proposal
- (3) Budget narrative

Funding Plan and Letters of Commitment

Describe how the non-Federal share of project costs will be obtained. Reclamation will use this information in making a determination of financial capability.

Project funding provided by a source other than the applicant shall be supported with letters of commitment from these additional sources. This is a **mandatory requirement**. Letters of commitment shall identify the following elements:

- The amount of funding commitment
- The date the funds will be available to the applicant
- Any time constraints on the availability of funds
- Any other contingencies associated with the funding commitment

Commitment letters from third party funding sources should be submitted with your project application. If commitment letters are not available at the time of the application submission, please provide a timeline for submission of all commitment letters. Cost-share funding from sources outside the applicant's organization (e.g., loans or state grants), should be secured and available to the applicant prior to award.

Reclamation will not make funds available for an award under this FOA until the recipient has secured non-Federal cost share. Reclamation will execute a financial assistance agreement once non-Federal funding has been secured or Reclamation determines that there is sufficient evidence and likelihood that non-Federal funds will be available to the applicant subsequent to executing the agreement.

Note: applicants proposing a Funding Group II project are not required to have non-Federal cost share funding secured for the entire project at the time of award. Funding Group II applicants must demonstrate sufficient evidence that non-Federal cost-share for the first year of the project will be available by the start of that phase and must describe a plan and schedule for securing non-Federal funding for subsequent years of the project.

The funding plan must include all project costs, as follows:

- How you will make your contribution to the cost-share requirement, such as monetary and/or in-kind contributions and source funds contributed by the applicant (e.g., reserve account, tax revenue, and/or assessments).
- Describe any costs incurred before the anticipated Project start date that you seek to include as project costs. For each cost, identify:
 - The project expenditure and amount

- Whether the expenditure is or will be in the form of in-kind services or donations
- The date of cost incurrence
- How the expenditure benefits the Project
- Provide the identity and amount of funding to be provided by funding partners, as well as the required letters of commitment.
- Describe any funding requested or received from other Federal partners.
Note: other sources of Federal funding may not be counted towards the required cost share unless otherwise allowed by statute.
- Describe any pending funding requests that have not yet been approved, and explain how the project will be affected if such funding is denied.

Please include the following chart (Table 1) to summarize all funding sources. Denote in-kind contributions with an asterisk (*).

Table 1.—Summary of Non-Federal and Federal Funding Sources

FUNDING SOURCES	AMOUNT
Non Federal Entities	
1.	
2.	
3.	
Non-Federal Subtotal	
Other Federal Entities	
1.	
2.	
3.	
Other Federal Subtotal	
REQUESTED RECLAMATION FUNDING	

Budget Proposal

The budget proposal should include detailed information on the categories listed below and must clearly identify all project costs. Unit costs shall be provided for all budget items including the cost of work to be provided by contractors. The budget proposal should also include any in-kind contributions of goods and services provided to complete the Project. It is strongly advised that applicants

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use the budget proposal format shown below on Table 2 or a similar format that provides this information. If selected for award, successful applicants must submit detailed supporting documentation for all budgeted costs.

Note: Budget proposals must not include post-construction monitoring costs. Applicants are required to identify a performance measure to quantify water savings; however, the costs for post-construction monitoring are classified as normal OM&R costs and are not eligible for reimbursement.

Table 2.—Sample Budget Proposal Format

BUDGET ITEM DESCRIPTION	COMPUTATION		Quantity Type	TOTAL COST
	\$/Unit	Quantity		
Salaries and Wages				
Employee 1				\$
Employee 2				\$
Employee 3				\$
Fringe Benefits				
Full-Time Employees				\$
Part-Time Employees				\$
Travel				
Trip 1				\$
Trip 2				\$
Trip 3				\$
Equipment				
Item A				\$
Item C				\$
Supplies and Materials				
Item A				\$
Item B				\$
Contractual/Construction				
Contractor A				\$
Contractor B				\$
Other				
Other				\$
TOTAL DIRECT COSTS				\$
Indirect Costs				
Type of rate	percentage	\$ base		\$
TOTAL ESTIMATED PROJECT COSTS				\$

Budget Narrative

Submission of a budget narrative is mandatory. An award will not be made to any applicant who fails to fully disclose this information. The budget narrative provides a discussion of, or explanation for, items included in the budget proposal. Include the value of in-kind contributions or donations of goods and services and sources of funds provided to complete the project. The types of information to describe in the narrative include, but are not limited to, those listed in the following subsections. Costs, including the valuation of in-kind contributions and donations, must comply with the applicable cost principles contained in 2 CFR Part §200, available at the Electronic Code of Federal Regulations (www.ecfr.gov).

Salaries and Wages

Indicate program manager and other key personnel by name and title. Other personnel may be indicated by title alone. For all positions, indicate salaries and wages, estimated hours or percent of time, and rate of compensation. The labor rates should identify the direct labor rate separate from the fringe rate or fringe cost for each category. All labor estimates, including any proposed subcontractors, shall be allocated to specific tasks as outlined in the recipient's technical project description. Labor rates and proposed hours shall be displayed for each task.

Include estimated hours for compliance with reporting requirements, including final project and evaluation. Please see *Section F.3. Reporting Requirements and Distribution* for information on types and frequency of reports required.

Clearly identify any proposed salary increases and the effective date.

Generally, salaries of administrative and/or clerical personnel will be included as a portion of the stated indirect costs. If these salaries can be adequately documented as direct costs, they should be included in this section; however, a justification should be included in the budget narrative.

Fringe Benefits

Indicate rates/amounts, what costs are included in this category, and the basis of the rate computations. Indicate whether these rates are used for application purposes only or whether they are fixed or provisional rates for billing purposes. Federally approved rate agreements are acceptable for compliance with this item.

Travel

Include purpose of trip, destination, number of persons traveling, length of stay, and all travel costs including airfare (basis for rate used), per diem, lodging, and miscellaneous travel expenses. For local travel, include mileage and rate of compensation.

Equipment

Itemize costs of all equipment having a value of over \$5,000 and include information as to the need for this equipment, as well as how the equipment was priced if being purchased for the agreement. If equipment is being rented, specify the number of hours and the hourly rate. Local rental rates are only accepted for equipment actually being rented or leased for the project. If equipment currently owned by the applicant is proposed for use under the proposed project, and the cost to use that equipment is being included in the budget as in-kind cost share, provide the rates and hours for each piece of equipment owned and budgeted. These should be ownership rates developed by the recipient for each piece of equipment. If these rates are not available, the U.S. Army Corp of Engineer's (USACE) recommended equipment rates for the region are acceptable. Blue book, Federal Emergency Management Agency (FEMA), and other data bases cannot be used.

Materials and Supplies

Itemize supplies by major category, unit price, quantity, and purpose, such as whether the items are needed for office use, research, or construction. Identify how these costs were estimated (i.e., quotes, past experience, engineering estimates, or other methodology).

Contractual

Identify all work that will be accomplished by subrecipients, consultants, or contractors, including a breakdown of all tasks to be completed, and a detailed budget estimate of time, rates, supplies, and materials that will be required for each task. If a subrecipient, consultant, or contractor is proposed and approved at the time of award, no other approvals will be required. Any changes or additions will require a request for approval. Identify how the budgeted costs for subrecipients, consultants, or contractors were determined to be fair and reasonable.

Environmental and Regulatory Compliance Costs

Applicants must include a line item in their budget to cover environmental compliance costs. "Environmental compliance costs" refer to costs incurred by Reclamation and the recipient in complying with environmental regulations applicable to an award under this FOA, including costs associated with any required documentation of environmental compliance, analyses, permits, or approvals. Applicable Federal environmental laws could include NEPA, ESA, NHPA, CWA, and other regulations depending on the project. Such costs may include, but are not limited to:

- The cost incurred by Reclamation to determine the level of environmental compliance required for the project
- The cost incurred by Reclamation, the recipient, or a consultant to prepare any necessary environmental compliance documents or reports

- The cost incurred by Reclamation to review any environmental compliance documents prepared by a consultant
- The cost incurred by the recipient in acquiring any required approvals or permits, or in implementing any required mitigation measures

The amount of the line item should be based on the actual expected environmental compliance costs for the project, including Reclamation's cost to review environmental compliance documentation. However, the minimum amount budgeted for environmental compliance should be equal to at least one to two percent of the total project costs. If the amount budgeted is less than one to two percent of the total project costs, you must include a compelling explanation of why less than one to two percent was budgeted.

How environmental compliance activities will be performed (e.g., by Reclamation, the applicant, or a consultant) and how the environmental compliance funds will be spent, will be determined pursuant to subsequent agreement between Reclamation and the applicant. The amount of funding required for Reclamation to conduct any environmental compliance activities, including Reclamation's cost to review environmental compliance documentation, will be withheld from the Federal award amount and placed in an environmental compliance account to cover such costs. If any portion of the funds budgeted for environmental compliance is not required for compliance activities, such funds may be reallocated to the project, if appropriate.

For assistance related to budgeting for environmental compliance costs, contact your local Reclamation office, listed at www.usbr.gov/main/offices.html.

Other Expenses

Any other expenses not included in the above categories shall be listed in this category, along with a description of the item and why it is necessary. No profit or fee will be allowed.

Indirect Costs

Indirect costs that will be incurred in performance of Project activities, which will not otherwise be recovered, may be included as part of the budget proposal. Show the proposed rate, cost base, and proposed amount for allowable indirect costs based on the applicable cost principles for the recipient's organization. Applicants must not incorporate indirect rates within other direct cost line items.

If the applicant has separate rates for recovery of labor overhead and general and administrative costs, each rate shall be shown. The applicant should propose rates for evaluation purposes, which will be used as fixed or ceiling rates in any resulting award. Include a copy of any federally approved indirect cost rate agreement. If a federally approved indirect rate agreement is not available, provide supporting documentation for the rate. This can include a recent

recommendation by a qualified certified public accountant (CPA) along with support for the rate calculation. Please note that the applicant will need to obtain a federally negotiated indirect cost rate agreement within one year of award.

If the applicant has never received a Federal negotiated indirect cost rate, the budget may include a *de minimis* rate of up to 10 percent of modified total direct costs. For further information on modified total direct costs, refer to 2 CFR §200.68 available at www.ecfr.gov.

If the applicant does not have a federally approved indirect cost rate agreement and is proposing a rate greater than the *de minimis* 10 percent rate, include the computational basis for the indirect expense pool and corresponding allocation base for each rate. Information on “Preparing and Submitting Indirect Cost Proposals” is available from Interior, the National Business Center, and Indirect Cost Services at www.doi.gov/ibc/services/finance/indirect-cost-services

Total Costs

Indicate total amount of project costs, including the Federal and non-Federal cost share amounts.

D.3. Unique Entity Identifier and System for Award Management

All applicants (unless the applicant has an exception approved by Reclamation under 2 CFR §25.110[d]) are required to:

- (i) Be registered in the System for Award Management (SAM) before submitting its application;
- (ii) Provide a valid unique entity identifier in its application; and
- (iii) Continue to maintain an active SAM registration with current information at all times during which it has an active Federal award or an application or plan under consideration by a Federal awarding agency.

Meeting the requirements set forth above is mandatory. If the applicant is unable to comply with these requirements by the application deadline, the unique entity identifier must be obtained and SAM registration must be initiated within 30 days after the application deadline in order to be considered for selection and award. Applications that do not comply with these requirements may be removed from consideration.

Reclamation will not make a Federal award to an applicant until the applicant has complied with all applicable unique entity identifier and SAM requirements and, if an applicant has not fully complied with the requirements by the time the Reclamation is ready to make an award, Reclamation may determine that the applicant is not qualified to receive a Federal award and use that determination as a basis for making a Federal award to another applicant.

D.4. Submission Date and Time

Application submission date deadline:

January 18, 2017, 4:00 p.m. Mountain Standard Time (MST)

Proposals received after the application deadline will not be considered unless it can be determined that the delay was caused by Federal government mishandling.

Please note that any application submitted for funding under this FOA may be subjected to a Freedom of Information Act request (5 USC §552, as amended by P.L. No. 110-175), and as a result, may be made publicly available. Following awards of funding, Reclamation may post all successful applications on the Reclamation website, watersmartapp.usbr.gov/WaterSmart/, after conducting any redactions determined necessary by Reclamation, in consultation with the recipient.

D.4.1. Application Delivery Instructions

Applications may be submitted electronically through Grants.gov (www.grants.gov) or hard copies may be submitted to either one of the following addresses. Under no circumstances will applications received through any other method (such as email or fax) be considered eligible for award.

By mail: Bureau of Reclamation Acquisition Operations Branch
Attn: Ms. Rupal Shah
Mail Code: 84-27852
P.O. Box 25007
Denver, Colorado 80225

By express delivery: Bureau of Reclamation mail services
Attn: Ms. Rupal Shah
Denver Federal Center
Bldg. 67, Rm. 152
6th Avenue and Kipling Street
Denver, Colorado 80225

By courier services: Bureau of Reclamation
Attn: Ms. Rupal Shah
Denver Federal Center
Bldg. 56, Rm. 1000
6th Avenue and Kipling Street
Denver, Colorado 80225

D.4.2. Instructions for Submission of Application

Each applicant shall submit an application in accordance with the instructions contained in this section.

D.4.2.1. Applications Submitted by Mail, Express Delivery or Courier Services

Please follow these instructions to submit your application by mail, express delivery, or courier services.

- Applicants shall submit one copy of all application documents for hardcopy submissions. Only use a binder clip for documents submitted. Do not staple or otherwise bind application documents.
- Hard copy applications may be submitted by mail, express delivery, or courier services to the addresses identified in this FOA.
- Materials arriving separately will not be included in the application package and may result in the application being rejected or not funded. This does not apply to letters of support, funding commitment letters, or official resolutions. However, letters of support received after the application deadline for this FOA will not be considered in the evaluation of the proposal.
- Faxed and emailed copies of application documents will not be accepted.
- Do not include a cover letter or company literature/brochure with the application. All pertinent information must be included in the application package.

D.4.2.2. Applications Submitted Electronically

If the applicant chooses to submit an electronic application, it must be submitted through Grants.gov (www.grants.gov). Reclamation encourages applicants to submit their applications for funding electronically at www.grants.gov/applicants/apply-for-grants.html. Applicant resource documents and a full set of instructions for registering with Grants.gov (www.grants.gov), and completing and submitting applications online are available at: www.grants.gov/applicants/apply-for-grants.html.

- Please note that submission of an application electronically requires prior registration through Grants.gov, which may take 7 to 21 days. Please see registration instructions at www.grants.gov/applicants/apply-for-grants.html. **In addition, please note that the Grants.gov system only accepts applications submitted by individuals that are registered and active in SAM as both a user and an Authorized Organizational Representative.**

- Applicants have experienced significant delays when attempting to submit applications through Grants.gov. If you plan to submit your application through Grants.gov you are encouraged to submit your application several days prior to the application deadline. If you are a properly registered Grants.gov applicant and encounter problems with the Grants.gov application submission process, you must contact the Grants.gov Help Desk to obtain a case number. This case number will provide evidence of your attempt to submit an application prior to the submission deadline.

Regardless of the delivery method used, you must ensure that your proposal arrives by the date and time deadline stated in this FOA. Applications received after this date and time due to weather or express delivery/courier performance will not be considered for award. Late applications will not be considered unless it is determined that the delay was caused by Federal Government mishandling or by a problem with the Grants.gov application system.

D.4.2.3. Acknowledgement of Application Receipt.

If an application is submitted by mail, express delivery, or courier, Reclamation will notify you in writing that your application was received and whether it was received prior to the deadline identified in the FOA.

If an application is submitted through Grants.gov, you will receive an email acknowledging receipt of the application from Grants.gov. In addition, Reclamation will notify you in writing that your application was retrieved from Grants.gov.

D.5. Intergovernmental Review

This FOA is not subject to Executive Order 12372, “Intergovernmental Review of Federal Programs.”

D.6. Funding Restrictions: Pre-award Costs

Project pre-award costs that have been incurred prior to the date of award but after July 1, 2016 may be submitted for consideration as an allowable portion of the recipient’s cost share. **In no case will pre-award costs incurred prior to July 1, 2016, be considered for cost-share purposes.**

For example, such costs might include design or construction plans and environmental compliance costs directly supporting the proposed project. Reclamation will review the proposed pre-award costs to determine if they are allowable in accordance with the authorizing legislation and applicable cost principles. To be considered allowable, any pre-award costs proposed for consideration under the new awards must comply with all applicable requirements under this FOA.

D.7. Automated Standard Application for Payments Registration

All applicants must also be registered with and willing to process all payments through the Department of Treasury Automated Standard Application for Payments (ASAP) system. All recipients with active financial assistance agreements with Reclamation must be enrolled in ASAP under the appropriate Agency Location Code(s) and the Data Universal Number System (DUNS) Number prior to the award of funds. If a recipient has multiple DUNS numbers they must separately enroll within ASAP for each unique DUNS Number and/or Agency. All of the information on the enrollment process for recipients, including the enrollment initiation form and the enrollment mailbox can be found at www.usbr.gov/mso/aamd/asap.html.

Note that if your entity is currently enrolled in the ASAP system with an agency other than Reclamation, you must enroll specifically with Reclamation in order to process payments.

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Section E. Application Review Information

E.1. Evaluation Criteria

The evaluation criteria portion of your application should thoroughly address each of the following criteria and subcriteria in the order presented to assist in the complete and accurate evaluation of your proposal. If a particular criterion does not apply to your project, please indicate which criteria are inapplicable as part of your application. (Note: it is suggested that applicants copy and paste the below criteria and subcriteria into their applications to ensure that all necessary information is adequately addressed). **Applications will be evaluated against the evaluation criteria (listed below), which comprise 100 points of the total evaluation weight.** Please note that projects may be prioritized to ensure balance among the program Task Areas and to ensure that the projects address the goals of the WaterSMART program.

*Please note, if the work described in your application is a phase of a larger project, please **only** discuss the benefits that will result directly from the work discussed in your application and that is reflected in the budget and exclude discussion of benefits expected from the overall project.*

E.1.1. Evaluation Criterion A: Quantifiable Water Savings (25 points)

*Up to **25 points** may be awarded for a proposal that will conserve water and improve efficiency. Points will be allocated based on the quantifiable water savings expected as a result of the project. Points will be allocated to give greater consideration to projects that are expected to result in significant water savings.*

Describe the amount of water saved. For projects that conserve water, please state the estimated amount of water expected to be conserved (in acre-feet per year) as a direct result of this project. Please provide sufficient detail supporting how the estimate was determined, including all supporting calculations. Please be sure to consider the questions associated with your project type (listed below) when determining the estimated water savings, along with the necessary support needed for a full review of your proposal (please note, the following is **not** an exclusive list of eligible project types. If your proposed project does not align with any of the projects listed below, please be sure to provide support for the estimated project benefits, including all supporting calculations and assumptions made). *In addition, please note that the use of visual observations alone to calculate water savings, without additional documentation/data, are not sufficient to receive credit under this section.*

In addition, all applicants should be sure to address the following:

- Where is the water that will be conserved currently going (e.g., back to the stream, spilled at the end of the ditch, seeping into the ground)?

Please include a specific quantifiable water savings estimate; do not include a range of potential water savings.

Please address the following questions according to the type of project you propose for funding.

- (1) **Canal Lining/Piping:** Canal lining/piping projects can provide water savings when irrigation delivery systems experience significant losses due to canal seepage. Applicants proposing lining/piping projects should address the following:
 - (a) How has the estimated average annual water savings that will result from the project been determined? Please provide all relevant calculations, assumptions, and supporting data.
 - (b) How have average annual canal seepage losses been determined? Have ponding and/or inflow/outflow tests been conducted to determine seepage rates under varying conditions? If so, please provide detailed descriptions of testing methods and all results. If not, please provide an explanation of the method(s) used to calculate seepage losses. All estimates should be supported with multiple sets of data/measurements from representative sections of canals.
 - (c) What are the expected post-project seepage/leakage losses and how were these estimates determined (e.g., can data specific to the type of material being used in the project be provided)?
 - (d) What are the anticipated annual transit loss reductions in terms of acre-feet per mile for the overall project and for each section of canal included in the project?
 - (e) How will actual canal loss seepage reductions be verified?
 - (f) Include a detailed description of the materials being used.
- (2) **Municipal Metering:** Municipal metering projects can provide water savings when individual user meters are installed where none exist to allow for unit or tiered pricing, when existing individual user meters are replaced with advanced metering infrastructure (AMI) meters, and when new meters are installed within a distribution system to assist with leakage reduction. To receive credit for water savings for a municipal metering project, an applicant must provide a detailed description of the method used to estimate savings, including references to documented savings from similar

previously implemented projects. Applicants proposing municipal metering projects should address the following:

- (a) How has the estimated average annual water savings that will result from the project been determined? Please provide all relevant calculations, assumptions, and supporting data.
 - (b) How have current distribution system losses and/or the potential for reductions in water use by individual users been determined?
 - (c) For installing individual water user meters, refer to studies in the region or in the applicant's service area that are relevant to water use patterns and the potential for reducing such use. In the absence of such studies, please explain in detail how expected water use reductions have been estimated and the basis for the estimations.
 - (d) If installing distribution main meters will result in conserved water, please provide support for this determination (including, but not limited to leakage studies, previous leakage reduction projects, etc.). Please provide details underlying any assumptions being made in support of water savings estimates (e.g., how leakage will be reduced once identified with improved meter data).
 - (e) What types (manufacturer and model) of devices will be installed and what quantity of each?
 - (f) How will actual water savings be verified upon completion of the project?
- (3) **Irrigation Flow Measurement:** Irrigation flow measurement improvements can provide water savings when improved measurement accuracy results in reduced spills and over-deliveries to irrigators. Applicants proposing municipal metering projects should address the following:
- (a) How have average annual water savings estimates been determined? Please provide all relevant calculations, assumptions, and supporting data.
 - (b) Have current operational losses been determined? If water savings are based on a reduction of spills, please provide support for the amount of water currently being lost to spills.
 - (c) Are flows currently measured at proposed sites and if so what is the accuracy of existing devices? How has the existing measurement accuracy been established?
 - (d) Provide detailed descriptions of all proposed flow measurement devices, including accuracy and the basis for the accuracy.

- (e) Will annual farm delivery volumes be reduced by more efficient and timely deliveries? If so, how has this reduction been estimated?
- (f) How will actual water savings be verified upon completion of the project?

(4) Supervisory Control and Data Acquisition and Automation:

SCADA and automation components can provide water savings when irrigation delivery system operational efficiency is improved to reduce spills, over-deliveries, and seepage. Applicants proposing SCADA and automation projects should address the following:

- (a) How have average annual water savings estimates been determined? Please provide all relevant calculations, assumptions, and supporting data.
- (b) Have current operational losses been determined? If water savings are based on a reduction of spills, please provide support for the amount of water currently being lost to spills.
- (c) Will annual farm delivery volumes be reduced by more efficient and timely deliveries? If so, how has this reduction been estimated?
- (d) Will canal seepage be reduced through improved system management? If so, what is the estimated amount and how was it calculated?
- (e) How will actual water savings be verified upon completion of the project?

(5) Landscape Irrigation Measures: Landscape irrigation measures can provide water savings by reducing outdoor water usage. These measures include turf removal, Smart irrigation controllers (e.g., weather or soil-moisture based) and high-efficiency nozzles (e.g., sprinkler heads).

(6) Turf Removal: Applicants proposing turf removal projects should address the following:

- (a) How have average annual water savings estimates been determined? Please provide all relevant calculations, assumptions, and supporting data.
- (b) What is the total surface area of turf to be removed and what is the estimated average annual turf consumptive use rate per unit area?
- (c) Was historical water consumption data evaluated to estimate average annual turf consumptive use per unit area? If so, did the evaluation include a weather adjustment component?
- (d) Will site audits be performed before applicants are accepted into the program?

- (e) How will actual water savings be verified upon completion of the project?
- (7) **Smart Irrigation Controllers and High-Efficiency Nozzles:** Applicants proposing smart irrigation controller or high-efficiency nozzle projects should address the following:
 - (a) How have average annual water savings estimates been determined? Please provide all relevant calculations, assumptions, and supporting data.
 - (b) Was historical water consumption data evaluated to estimate the percent reduction in water demand per unit area of irrigated landscape? If so, did the evaluation include a weather adjustment component?
 - (c) What types (manufacturer and model) of devices will be installed and what quantity of each?
 - (d) Will the devices be installed through a rebate or direct-install program?
 - (e) Will site audits be performed before and after installation?
 - (f) How will actual water savings be verified upon completion of the project?
- (8) **High-Efficiency Indoor Appliances and Fixtures:** Installing high-efficiency indoor appliance and fixtures can provide water savings for municipal water entities where there is significant potential for replacing existing non-efficient indoor appliances and fixtures. Applicants proposing high-efficiency indoor appliance and fixtures projects should address the following:
 - (a) How have average annual water savings estimates been determined? Please provide all relevant calculations, assumptions, and supporting data.
 - (b) What types (clothes washers, shower heads, etc.) of appliances and fixtures will be installed and what quantity of each?
 - (c) Have studies been conducted to verify the existence of non-efficient appliances and fixtures? Provide published water savings rates for each of these devices and reference the source for each of the device savings rates.
 - (d) Will the devices be installed through rebate or direct-install programs?
 - (e) How will actual water savings be verified upon completion of the project?

(9) **Groundwater Recharge:** Groundwater recharge can provide savings when surface water storage evaporation is reduced and/or surface runoff is intercepted for recharge. Applicants proposing groundwater recharge projects should address the following:

- (a) How have average annual water savings estimates been determined? Please provide all relevant calculations, assumptions, and supporting data.
- (b) Describe the source of the water to be used for recharge and what percentage of the recharged water is going to be available for use and how it will be used. Describe how this supply of water will offset other supplies.
- (c) If water savings are based on reduced surface water storage evaporation, provide calculations for reduced evaporation losses.
- (d) If water savings are based on recharge from existing surface runoff, provide calculations quantifying the estimated increased deep percolation amount.
- (e) How will actual water savings be verified upon completion of the project?

Note: Some groundwater recharge projects are intended to increase overall water management flexibility without necessarily conserving water. Applicants proposing such projects should consider applying for funding under the WaterSMART Drought Resiliency Projects FOA, which places less emphasis on quantifiable water savings and greater emphasis on increasing water management flexibility. See the WaterSMART Drought Response Program webpage, www.usbr.gov/drought, for more information.

(10) **Small Water Recycling and Water Reuse Improvements:** Small projects that reclaim and reuse wastewaters or naturally impaired groundwater and surfacewater to offset existing uses. Applicants proposing small water recycling and reuse improvements should address the following:

- (a) How have current uses been determined? Please provide all relevant calculations, assumptions, and supporting data.
- (b) Explain in detail how the proposed project will result directly in offsetting current uses, including how the water be delivered to customers.

Note: Some small water recycling and reuse improvements are intended to increase overall water management flexibility without resulting in significant water savings. Applicants proposing such projects should consider applying for funding under the WaterSMART Drought Resiliency Projects FOA, which

places less emphasis on quantifiable water savings and greater emphasis on increasing water management flexibility. See the WaterSMART Drought Response Program webpage, www.usbr.gov/drought, for more information.

(11) Other Project Types Not Listed Above: Projects to provide water savings for irrigation and municipal water systems other than those listed above will be considered and evaluated based on the amount of estimated water savings and the adequacy of the description of how the savings are estimated. Applicants proposing these types of projects should address the following items:

- (a) How have average annual water savings estimates been determined? This should include a detailed description of the rationale and methodologies used to develop the estimates. Please provide all relevant calculations, assumptions, and supporting data. Reference relevant studies or past project documentation that support the water saving estimates.
- (b) If new technologies or devices are proposed, how will the savings occur? Please provide detailed descriptions that will enable the reviewer to understand function and how savings occur.
- (c) How will actual water savings be verified upon completion of the project? Please explain the calculations and the analyses for this verification.

E.1.2. Evaluation Criterion B: Water Sustainability Benefits Expected to Result from the Project (25 points)

Up to 25 points may be awarded under this criterion based on the water sustainability benefits that are expected to occur as a result of the project.

Maximum consideration under this criterion will be given to projects that will commit conserved water to instream flows for the benefit of federally listed threatened or endangered species, designated critical habitat, or other fish and wildlife benefits. Consideration will also be given to projects expected to result in water sustainability benefits in other ways, such as making water available to alleviate water supply shortages or to address other specific water management concerns in the region.

Please describe in detail where the conserved water will go and how the conserved water is expected to increase water sustainability. Consider the following:

- Will the project commit conserved water to instream flows? If so, please address the following:

- Provide a detailed description of the mechanism that will be used (e.g., collaboration with a state agency or nonprofit organization, or other mechanisms allowable under state law) and the roles of any partners in the process. Please attach any relevant supporting documents.
- Indicate the quantity of conserved water that will be committed to instream flows. Describe where conserved water will be committed to increase instream flows (indicate specific stream reaches if applicable).
- Describe the benefits that are expected to result from increased instream flows. Will the increased instream flows result in benefits to fish and wildlife? If so, please describe the species and expected benefit of the project.
- Please describe the status of the species (e.g., federally threatened or endangered, a federally recognized candidate species, a state listed species, or a species of particular ecological, recreational, or economic importance), the relationship of the species to the water supply, and whether the species is adversely affected by a Reclamation project.
- Will the increased instream flows result in benefits to habitat or other ecological benefits? If so, describe these benefits. Will the flows specifically benefit federally designated critical habitat?
- Will the increased instream flows result in other benefits not discussed above, including recreational, social, or economic benefits? If so, please explain.
- Some projects may address water supply sustainability in ways other than committing water for instream flows. If the questions listed above are not applicable to your project, please address the following to explain how the water savings from the project are expected to result in a public benefit:
 - Is there a specific water supply sustainability concern in the region? What factors are contributing to the concern? Please include a description of the impacted geographic area and stakeholders, the partners that are collaborating to resolve the concern, and any other applicable information.
 - How will the proposed project help to address that concern? Will water conserved through the project result in reduced diversions or be made available to help alleviate water supply shortages due to drought, climate variation, or over-allocation?

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- Will the project make additional water available to Indian tribes, and/or rural or economically disadvantaged communities)? If so, please explain.
- Will water conserved through the project help to address water supply sustainability in a way not listed above?

Note: Maximum consideration under this criterion is also available to projects that result in habitat improvements that benefit federally listed threatened or endangered species, designated critical habitat, or other fish and wildlife (i.e., Task C activities).

For Task C activities with benefits unrelated to water savings (e.g., habitat improvements, or installation of fish bypasses or fish screens), describe the activities and associated benefits in detail. Please address the following: Will the project benefit federally-recognized candidate species? Will the project directly accelerate the recovery of, threatened or endangered species or address designated critical habitat? Is the project expected to have other fish and wildlife benefits?

Note: For projects that primarily focus on restoration activities consider the WaterSMART Cooperative Watershed Management Program (CWMP) Phase II FOA, which is expected to be available in December 2016. See the WaterSMART CWMP webpage, www.usbr.gov/watersmart/cwmp/index.html, for updates and other information.

E.1.3. Evaluation Criterion C: Energy-Water Nexus (18 points)

*Up to **18 points** may be awarded based on the extent to which the project increases the use of renewable energy or otherwise results in increased energy efficiency. Note: an applicant may receive points under both subcriterion No.C.1 and C.2 if the project consists of an energy efficiency component separate from the renewable energy component of the project. However, an applicant may receive no more than 18 points total under both subcriteria No. C.1 and C.2.*

For projects that include construction or installation of renewable energy components, please respond to Subcriterion No. C.1: Implementing Renewable Energy Projects Related to Water Management and Delivery. If the project does not implement a renewable energy project but will increase energy efficiency, please respond to Subcriterion No. C.2. Increasing Energy Efficiency in Water Management. If the project has separate components that will result in both implementing a renewable energy project and increasing energy efficiency, an applicant may respond to both. However, an applicant may receive no more than 18 points total under both Subcriteria No. C.1 and C.2.

E.1.3.1. Subcriterion No. C.1: Implementing Renewable Energy Projects Related to Water Management and Delivery

Up to 18 points may be awarded for projects that include construction or installation of renewable energy components (e.g., hydroelectric units, solar-electric facilities, wind energy systems, or facilities that otherwise enable the use of renewable energy). Projects such as small-scale solar resulting in minimal energy savings or production will be considered under Subcriterion No. C.2 below.

Describe the amount of energy capacity. For projects that implement renewable energy systems, state the estimated amount of capacity (in kilowatts) of the system. Please provide sufficient detail supporting the stated estimate, including all calculations in support of the estimate.

Describe the amount of energy generated. For projects that implement renewable energy systems, state the estimated amount of energy that the system will generate (in kilowatt hours per year). Please provide sufficient detail supporting the stated estimate, including all calculations in support of the estimate.

Describe any other benefits of the renewable energy project. Please describe and provide sufficient detail on any additional benefits expected to result from the renewable energy project, including:

- Expected environmental benefits of the renewable energy system
- Any expected reduction in the use of energy currently supplied through a Reclamation project
- Anticipated beneficiaries, other than the applicant, of the renewable energy system
- Expected water needs of the renewable energy system

AND/OR

E.1.3.2. Subcriterion No. C.2: Increasing Energy Efficiency in Water Management

Up to 4 points may be awarded for projects that address energy demands by retrofitting equipment to increase energy efficiency and/or through water conservation improvements that result in reduced pumping or diversions.

Describe any energy efficiencies that are expected to result from implementation of the water conservation or water management project (e.g., reduced pumping).

- Please provide sufficient detail supporting the calculation of any energy savings expected to result from water conservation improvements. If

quantifiable energy savings are expected to result from water conservation improvements, please provide sufficient details and supporting calculations. If quantifying energy savings, please state the estimated amount in kilowatt hours per year.

- Please describe the current pumping requirements and the types of pumps (e.g., size) currently being used. How would the proposed project impact the current pumping requirements?
- Please indicate whether your energy savings estimate originates from the point of diversion, or whether the estimate is based upon an alternate site of origin.
- Does the calculation include the energy required to treat the water?
- Will the project result in reduced vehicle miles driven, in turn reducing carbon emissions? Please provide supporting details and calculations. Describe any renewable energy components that will result in minimal energy savings/production (e.g., installing small-scale solar as part of a SCADA system).

E.1.4. Evaluation Criterion D: Addressing Adaptation Strategies in a WaterSMART Basin Study (8 points)

Up to 8 points may be awarded for projects that address an adaptation strategy identified in a completed WaterSMART Basin Study.

Proposals that provide a detailed description of how a project is addressing an adaptation strategy specifically identified in a completed Basin Study (e.g., a strategy to mitigate the impacts of water shortages resulting from climate change, drought, increased demands, or other causes) may receive maximum points under this criterion. Applicants should provide as much detail as possible about the relationship of the proposed project to the adaptation strategy identified in the Basin Study, including, but not limited to, the following:

- Identify the specific WaterSMART Basin Study where this adaptation strategy was developed. Describe in detail the adaptation strategy that will be implemented through this WaterSMART Grant project and how the proposed WaterSMART Grant project would help implement the adaptation strategy.
- Describe how the adaptation strategy and proposed WaterSMART Grant project will address the imbalance between water supply and demand identified by the Basin Study.
- Identify the applicant's level of involvement in the Basin Study (e.g., cost-share partner, participating stakeholder, etc.).

- Describe whether the project will result in further collaboration among Basin Study partners.

Through the WaterSMART Basin Study Program, Reclamation is working with state and local partners, as well as other stakeholders, to comprehensively evaluate the ability to meet future water demands within a river basin. The Basin Studies allow Reclamation and its partners to evaluate potential impacts of climate change to water resources within a particular river basin, and to identify adaptation strategies to address those impacts. For more information on Basin Studies, including a list of completed basin studies and reports, please visit: www.usbr.gov/WaterSMART/bsp.

E.1.5. Evaluation Criterion E: Expediting Future On-Farm Irrigation Improvements (8 points)

*Up to **8 points** may be awarded for projects that describe in detail how they will directly expedite future **on-farm irrigation improvements**, including future on-farm improvements that may be eligible for NRCS funding.*

Note: Scoring under this sub-criterion is based on an overall assessment of the extent to which the WaterSMART Grant project will facilitate future on-farm improvements. Applicants should describe any proposal made to NRCS, or any plans to seek funding from NRCS in the future, and how an NRCS-funded activity would complement the WaterSMART Grant project. Applicants may receive maximum points under this sub-criterion by addressing the types of information described in the bullet points below. Applicants **are not required to have assurances of NRCS funding by the application deadline to be awarded the maximum number of points under this sub-criterion**. Reclamation may contact applicants during the review process to gather additional information about pending applications for NRCS funding if necessary.

If the proposed projects will help expedite future on-farm improvements please address the following:

- Include a detailed listing of the fields and acreage that may be improved in the future.
- Describe in detail the on-farm improvements that can be made as a result of this project. Include discussion of any planned or ongoing efforts by farmers/ranchers that receive water from the applicant.
- Provide a detailed explanation of how the proposed WaterSMART Grant project would help to expedite such on-farm efficiency improvements.
- Fully describe the on-farm water conservation or water use efficiency benefits that would result from the enabled on-farm component of this project. Estimate the potential on-farm water savings that could result in

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acre-feet per year. Include support or backup documentation for any calculations or assumptions.

- Projects that include significant on-farm irrigation improvements should demonstrate the eligibility, commitment, and number or percentage of farmers/ranchers who plan to participate in any available NRCS funding programs. Applicants should provide letters of intent from farmers/ranchers in the affected project areas.
- Describe the extent to which this project complements an existing NRCS-funded project or a project that either has been submitted or will be submitted to NRCS for funding.

Note: On-farm water conservation improvements that complement the water delivery improvement projects selected through this FOA may be considered for NRCS funding and technical assistance in FY 2017 to the extent that such assistance is available. For more information, including application deadlines and a description of available funding, please contact your local NRCS office. See www.nrcs.usda.gov for further contact information in your area.

E.1.6. Evaluation Criterion F: Implementation and Results (8 points)

Up to 8 points may be awarded for these subcriteria.

E.1.6.1. Subcriterion No. F.1: Project Planning

Points may be awarded for proposals with planning efforts that provide support for the proposed project.

Does the project have a Water Conservation Plan and/or System Optimization Review (SOR) in place. Please self-certify, or provide copies of these plans where appropriate to verify that such a plan is in place.

Provide the following information regarding project planning:

- (1) Identify any district-wide, or system-wide, planning that provides support for the proposed project. This could include a Water Conservation Plan, SOR, or other planning efforts done to determine the priority of this project in relation to other potential projects.
- (2) Describe how the project conforms to and meets the goals of any applicable planning efforts, and identify any aspect of the project that implements a feature of an existing water plan(s).

E.1.6.2. Subcriterion No. F.2: Support and Collaboration

Points may be awarded based upon the extent to which the project garners widespread support and promotes collaboration.

Describe the extent to which the project garners support and promotes collaboration.

Does the project promote and encourage collaboration among parties? Consider the following:

- Is there widespread support for the project?
- What is the significance of the collaboration/support?
- Will the project help to prevent a water-related crisis or conflict?
- Is there frequently tension or litigation over water in the basin?
- Is the possibility of future water conservation improvements by other water users enhanced by completion of this project?

E.1.6.3. Subcriterion No. F.3: Performance Measures

Points may be awarded based on the description and development of performance measures to quantify actual project benefits upon completion of the project.

Provide a brief summary describing the performance measure that will be used to quantify actual benefits upon completion of the project (e.g., water saved or better managed, energy generated or saved). For more information calculating performance measure, see Section D.2.2.5 *Performance Measures*.

Note: All Water and Energy Efficiency Grant applicants are required to propose a “performance measure” (a method of quantifying the actual benefits of their project once it is completed). A provision will be included in all assistance agreements with Water and Energy Efficiency Grant recipients describing the performance measure, and requiring the recipient to quantify the actual project benefits in their final report to Reclamation upon completion of the project. If information regarding project benefits is not available immediately upon completion of the project, the financial assistance agreement may be modified to remain open until such information is available and until a Final Report is submitted. Quantifying project benefits is an important means to determine the relative effectiveness of various water management efforts, as well as the overall effectiveness of Water and Energy Efficiency Grants.

E.1.7. Evaluation Criterion G: Additional Non-Federal Funding (4 points)

Up to 4 points may be awarded to proposals that provide non-Federal funding in excess of 50 percent of the project costs. State the percentage of non-Federal funding provided using the following calculation:

$$\frac{\text{Non-Federal Funding}}{\text{Total Project Cost}}$$

E.1.8. Evaluation Criterion H: Connection to Reclamation Project Activities (4 points)

Up to 4 points may be awarded if the proposed project is in a basin with connections to Reclamation project activities. No points will be awarded for proposals without connection to a Reclamation project or Reclamation activity.

- (1) How is the proposed project connected to Reclamation project activities?
- (2) Does the applicant receive Reclamation project water?
- (3) Is the project on Reclamation project lands or involving Reclamation facilities?
- (4) Is the project in the same basin as a Reclamation project or activity?
- (5) Will the proposed work contribute water to a basin where a Reclamation project is located?
- (6) Will the project help Reclamation meet trust responsibilities to Tribes?

E.2. Review and Selection Process

The Federal government reserves the right to reject any and all applications that do not meet the requirements or objectives of this FOA or which are outside the scope of the WaterSMART Program. Awards will be made for projects most advantageous to the Federal government. Award selection may be made to maintain balance among the eligible projects listed in this FOA. The evaluation process will be comprised of the steps described in the following subsections.

E.2.1. Initial Screening

All application packages will be screened to ensure that:

- The applicant meets the eligibility requirements stated in this FOA.

- The applicant meets the unique entity identifier and SAM registration requirements stated in this FOA (this may be completed up to 30 days after the application deadline).
- The application meets the content requirements of the FOA package, including submission of technical and budget proposals, a funding plan, letter(s) of commitment, and related forms.
- The application contains a properly executed SF-424 Application for Federal Assistance, form SF-424C Budget Information—Construction Programs, and form SF-424D Assurances—Construction Programs.
- The application includes an official resolution, adopted by the applicant's board of directors, governing body, or appropriate authorized official (this may be submitted up to 30 days after the application deadline).
- The application and funding plan meets or exceeds the minimum non-Federal cost share requirements identified in this FOA.
- The project can be completed by September 30, 2019 (Funding Group I), or by September 30, 2020 (for a 3-year Funding Group II project).

Reclamation reserves the right to remove an application from funding consideration if it does not pass all Initial Screening criteria listed above. An applicant that has submitted an application that is determined to be ineligible for funding will be notified along with other applicants, or sooner, if possible.

E.2.2. Application Review Committee Review

Evaluation criteria will comprise the total evaluation weight as stated in the *Section E. Application Review Information*. Applications will be scored against the evaluation criteria by an Application Review Committee (ARC), made up of experts in relevant disciplines selected from across Reclamation. The ARC will also review the application to ensure that the proposed project meets the description of eligible projects, meets the feasibility study requirement and meets the objective of this FOA.

During ARC review, Reclamation may contact applicants to request clarifications to the information provided, if necessary.

E.2.3. Red-Flag Review

Following the results of the ARC review, Reclamation offices will review the top-ranking applications and identify any reasons why a proposed project would not be feasible or otherwise advisable, including environmental or cultural resources compliance issues, permitting issues, legal issues, or financial position. Positive or negative past performance by the applicant and any partners in previous working relationships with Reclamation may be considered, including whether the

applicant is making significant progress toward the completion of outstanding financial assistance agreements and whether the applicant is in compliance with all reporting requirements associated with previously funded projects.

In addition, during this review, Reclamation will address any specific concerns or questions raised by members of the ARC, conduct a preliminary budget review, evaluate the applicant's ability to meet cost share as required, determine whether the applicant has budgeted appropriately for environmental compliance, and ascertain whether any significant environmental issues (i.e., issues that would make the project infeasible) are apparent.

E.2.4. Managerial Review

Reclamation management will prioritize projects to ensure the total amount of all awards does not exceed available funding levels. Management will also ensure that all projects meet the scope, priorities, requirements, and objectives of this FOA. Management may also prioritize projects to ensure that multiple project types are represented.

E.2.5. Pre-Award Clearances and Approvals

The following pre-award clearances and approvals must be obtained before an award of funding is made. If the results of these pre-award reviews and clearances are satisfactory, the award of funding will be made once the agreement is finalized (approximately one to three months from the date of initial selection). If the results of pre-award reviews and clearances are unsatisfactory, consideration of funding for the project may be withdrawn.

E.2.5.1 Environmental Compliance Review

Reclamation will forward all proposals selected for award consideration to the appropriate Reclamation Regional or Area Office for completion of environmental compliance. To the extent possible, environmental compliance will be completed before a financial assistance agreement is signed by the parties. However, in most cases, the award will be made contingent on completion of environmental compliance. The financial assistance agreement will describe how compliance will be carried out and how the costs will be paid. Ground disturbing activities may not occur until this second level of environmental analysis is completed.

E.2.5.2 Budget Analysis and Business Evaluation

A Reclamation Grants Officer will also conduct a detailed budget analysis and complete a business evaluation and responsibility determination. During this evaluation, the Grants Officer will consider several factors that are important, but not quantified, such as:

- Allowability, allocability, and reasonableness of proposed costs

- Financial strength and stability of the applicant
- Past performance, including satisfactory compliance with all terms and conditions of previous awards, such as environmental compliance issues, reporting requirements, proper procurement of supplies and services, and audit compliance
- Adequacy of personnel practices; procurement procedures; and accounting policies and procedures, as established by applicable Office of Management and Budget circulars

E.4. Federal Award Performance Integrity Information System

Prior to making an award with a Federal total estimated amount greater than \$150,000, Reclamation is required to review and consider any information about the applicant that is in the designated integrity and performance system accessible through System of Award Management (SAM) (currently Federal Award Performance Integrity Information System [FAPIS]) (see 41 United States Code [U.S.C.] §2313). An applicant, at its option, may review information in the designated integrity and performance systems accessible through SAM and comment on any information about itself that a Federal awarding agency previously entered and is currently in the designated integrity and performance system accessible through SAM. Reclamation will consider any comments by the applicant, in addition to the other information in FAPIS, in making a judgment about the applicant's integrity, business ethics, and record of performance under Federal awards when completing the review of risk posed by applicants as described in 2 CFR §200.205 Federal awarding agency review of risk posed by applicants.

E.5. Anticipated Announcement and Federal Award Date

Reclamation expects to contact potential award recipients and unsuccessful applicants in May 2017 or slightly later if necessary. Within one to four months after that date, financial assistance agreements will be awarded to applicants that successfully pass all pre-award reviews and clearances.

Section F. Federal Award Administration Information

F.1. Federal Award Notices

Successful applicants will receive by electronic mail, a notice of selection signed by a Reclamation Grants Officer. This notice is not an authorization to begin performance.

F.2. Administrative and National Policy Requirements

F.2.1 Environmental and Cultural Resources Compliance

All projects being considered for award funding will require compliance with the National Environmental Policy Act (NEPA) before any ground-disturbing activity may begin. Compliance with all applicable state, Federal and local environmental, cultural, and paleontological resource protection laws and regulations is also required. These may include, but are not limited to, the Clean Water Act (CWA), the Endangered Species Act (ESA), the National Historic Preservation Act (NHPA), consultation with potentially affected tribes, and consultation with the State Historic Preservation Office.

Reclamation will be the lead Federal agency for NEPA compliance and will be responsible for evaluating technical information and ensuring that natural resources, cultural, and socioeconomic concerns are appropriately addressed. As the lead agency, Reclamation is solely responsible for determining the appropriate level of NEPA compliance. Further, Reclamation is responsible to ensure that findings under NEPA, and consultations, as appropriate, will support Reclamation's decision on whether to fund a project. Environmental and cultural resources compliance costs are considered project costs. If a proposal is initially recommended for funding, a detailed analysis will be performed to determine the actual environmental impacts of the project, to agree on any mitigation measures needed, and to document environmental compliance. The recipient will then work with Reclamation to provide the information necessary for Reclamation to complete the environmental compliance work.

Under no circumstances may an applicant begin any ground-disturbing activities (e.g., grading, clearing, and other preliminary activities) on a project before environmental and cultural resources compliance is complete and Reclamation explicitly authorizes work to proceed. This pertains to all components of the proposed project, including those that are part of the applicant's non-Federal cost-share. Reclamation will provide a successful applicant with information once such compliance is complete. An applicant that

proceeds before environmental and cultural resources compliance is complete may risk forfeiting Reclamation funding under this FOA.

F.2.2. Approvals and Permits

Recipients shall adhere to Federal, state, territorial, tribal, and local laws, regulations, and codes, as applicable, and shall obtain all required approvals and permits. Recipients shall also coordinate and obtain approvals from site owners and operators.

F.2.3. Requirements for Agricultural Operations under P.L. 111-11, Section 9504(a)(3)(B)

In accordance with Section 9504(a)(3)(B) of P.L.111-11, grants and cooperative agreements under this authority will not be awarded for an improvement to conserve irrigation water unless the applicant agrees to both of the following conditions:

- Not to use any associated water savings to increase the total irrigated acreage of the applicant
- Not to otherwise increase the consumptive use of water in the operation of the applicant, as determined pursuant to the law of the State in which the operation of the applicant is located

F.2.4. Title to Improvements P.L. 111-11, Section 9504(a)(3)(D)

If the activities funded through an agreement awarded under this FOA result in a modification to a portion of a federally owned facility that is integral to the existing operations of that facility, the Federal government shall continue to hold title to the facility and the improvements thereto. Title to improvements, P.L.111-11, Section 9504(a)(3)(D) that are not integral to existing water delivery operations shall reside with the project sponsor.

F.2.5. Operation and Maintenance Costs under P.L. 111-11, Section 9504(a)(3)(E)(iv)

The non-Federal share of the costs for operation and maintenance of any infrastructure improvement funded through an agreement awarded under this FOA shall be 100 percent.

F.2.6. Liability under Public Law 111-11, Section 9504(a)(3)(F)

F.2.6.1. In General

Except as provided under Chapter 171 of Title 28, United States Code (USC) (commonly known as the Federal Tort Claims Act), the United States shall not be liable for monetary damages of any kind for any injury arising out of an act,

omission, or occurrence that arises in relation to any facility created or improved through an agreement awarded under this FOA, the title of which is not held by the United States.

F.2.6.2. Tort Claims Act

Nothing in this section increases the liability of the United States beyond that provided in Federal Tort Claims Act.

F.2.7. Award Document

If the applicant is awarded a financial assistance agreement as a result of this FOA, the proposed project and other relevant information (e.g., expected water savings) from the application will be referenced in the agreement. The agreement document must be signed by a Reclamation Grants Officer before it becomes effective.

F.2.8. Water Savings Validation

Reclamation will conduct water savings validation efforts on a number of successful Water and Energy Efficiency Grants, including before and after tests, to assess the overall accuracy of water savings estimates. Through these efforts, Reclamation will collect data that can be used to determine ways to improve the information requested in the FOA related to water savings estimates, leading to more precise estimates in the future. Tasks related to validation will take place after a financial assistance agreement has been entered into and the results will in no way impact a recipient's funding.

F.3. Reporting Requirements and Distribution

Recipients of awards made under this FOA will be required to submit the following reports during the term of the agreement. The specific terms and conditions pertaining to the reporting requirements will be included in the financial assistance agreement.

F.3.1. Financial Reports

Recipients will be required to submit a fully completed form SF-425 Federal Financial Report on at least a semi-annual basis and with the final performance report. The SF-425 must be signed by a person legally authorized to obligate the recipient.

F.3.2. Interim Program Performance Reports

Recipients will be required to submit interim performance reports on at least a semi-annual basis. At a minimum, each interim performance report must include the following information:

- A comparison of actual accomplishments to the milestones established by the financial assistance agreement for the period
- The reasons why established milestones were not met, if applicable
- The status of milestones from the previous reporting period that were not met, if applicable
- Whether the project is on schedule and within the original cost estimate
- Any additional pertinent information or issues related to the status of the project

F.3.3. Final Program Performance Reports

Recipients will be required to submit a final performance report encompassing the entire period of performance. The final performance report must include, but is not limited to, the following information:

- Whether the project objectives and goals were met
- Discussion of the benefits achieved by the project, including information and/or calculations supporting the benefits
- How the project improves long-term resiliency to drought
- How the project demonstrates collaboration, if applicable
- Photographs documenting the project are also appreciated

Note: Reclamation may print photos with appropriate credit to the applicant. Also, final reports are public documents and may be made available on Reclamation's website, watersmartapp.usbr.gov/WaterSmart.

F.4. Releasing Applications

Following awards of funding, Reclamation may post all successful applications on the Reclamation website after conducting any redactions determined necessary by Reclamation, in consultation with the recipient.

Section G. Agency Contacts

There will be no pre-application conference. Organizations or individuals interested in submitting applications in response to this FOA may direct questions to the Reclamation personnel identified below.

G.1. Reclamation Financial Assistance Management Contact

Questions regarding application and submission information and award administration may be submitted to Rupal Shah, Grants Management Specialist, as follows:

By mail: Bureau of Reclamation
Financial Assistance Services
Attn: Ms. Rupal Shah
Mail Code: 84-27852
P.O. Box 25007
Denver, Colorado 80225

By email: rshah@usbr.gov

By phone: 303-445-2442

G.2. Reclamation Program Coordinator Contact

Questions regarding applicant and project eligibility and application review may be submitted to Josh German, WaterSMART Grants Program Coordinator, or Robin Graber, Program Analyst, as follows:

By mail: Bureau of Reclamation
Water Resources and Planning
Attn: Mr. Josh German
Mail Code: 84-51000
P.O. Box 25007
Denver, Colorado 80225

By e-mail: jgerman@usbr.gov

By phone: 303-445-2839

AND/OR

Funding Opportunity Announcement No. BOR-DO-17-F012

By mail: Bureau of Reclamation
Water Resources and Planning
Attn: Ms. Robin Graber
Mail Code: 84-51000
P.O. Box 25007
Denver, Colorado 80225

By e-mail: rgraber@usbr.gov

By phone: 303-445-2764

Section H: Other Information

The following is a brief overview of NEPA, NHPA, and ESA. While these statutes are not the only environmental laws that may apply to drought resiliency projects, they are the Federal laws that most frequently do apply. Compliance with all applicable environmental laws will be initiated by Reclamation concurrently, immediately following the initial recommendation to award a Water and Energy Efficiency Grants Project. The descriptions below are intended to provide you with information about the environmental compliance issues that may apply to your projects and to help you budget appropriately for the associated compliance costs.

H.1. National Environmental Policy Act

NEPA requires Federal agencies such as Reclamation to evaluate, during the decision-making process, the potential environmental effects of a proposed action and any reasonable mitigation measures. Before Reclamation can make a decision to fund a Water and Energy Efficiency Grants Project, Reclamation must comply with NEPA. Compliance with NEPA can be accomplished in several ways, depending upon the degree and significance of environmental impacts associated with the proposal:

Some projects may fit within a recognized **Categorical Exclusion (CE)** to NEPA (i.e., one of the established categories of activities that generally do not have significant impacts on the environment). If a project fits within a CE, no further NEPA compliance measures are necessary. Use of a CE can involve simple identification of an applicable **Interior CE** or documentation of a **Reclamation CE** using a **Categorical Exclusion Checklist (CEC)**. If a CE is being considered, Reclamation will determine the applicability of the CE and whether extraordinary circumstances (i.e., reasons that the CE cannot be applied) exist. That process can take anywhere from 1 day to about 30 days, depending upon the specific situation.

If the project does not fit within a CE, compliance with NEPA might require preparation of an **Environmental Assessment/Finding of No Significant Impact (EA/FONSI)**. Generally, where no CE applies but there are not believed to be any significant impacts associated with the proposed action, an EA will be required. The EA is used to determine whether any potentially significant effects exist (which would trigger the further step of an **Environmental Impact Statement (EIS)**, below). If no potentially significant effects are identified, the EA process ends with the preparation of a FONSI. The EA/FONSI process is more detailed than the CE/CEC process and can take weeks or even months to complete. Consultation with other agencies and public notification are part of the EA process.

The most detailed form of NEPA compliance, where a proposed project has potentially significant environmental effects, is completion of an **EIS** and **Record**

of Decision (ROD). An EIS requires months or years to complete, and the process includes considerable public involvement, including mandatory public reviews of draft documents. It is not anticipated that projects proposed under this program will require completion of an EIS.

During the NEPA process, potential impacts of a project are evaluated in context and in terms of intensity (e.g., will the proposed action affect the only native prairie in the county? Will the proposed action reduce water supplied to a wetland by 1 percent? or 95 percent?) The best source of information concerning the potentially significant issues in a project area is the local Reclamation staff that has experience in evaluating effects in context and by intensity.

Reclamation has the sole discretion to determine what level of environmental NEPA compliance is required. If another Federal agency is involved, Reclamation will coordinate to determine the appropriate level of compliance. You are encouraged to contact your regional or area Reclamation office. See www.usbr.gov/main/offices.html with questions regarding NEPA compliance issues. You may also contact the WaterSMART Grants Program Coordinator (see *Section G: Agency Contacts*) for further information.

H.2. National Historic Preservation Act

To comply with Section 106 of the NHPA, Reclamation must consider whether a proposed project has the **potential to cause effects to historic properties**, before it can award a Water and Energy Efficiency Grants Project. Historic properties are cultural resources (historic or prehistoric districts, sites, buildings, structures, or objects) that qualify for inclusion in the National Register of Historic Places. In some cases, water delivery infrastructure that is over 50 years old can be considered a historic property that is subject to review.

If a proposal is selected for initial award, Water and Energy Efficiency Grants recipients will work with Reclamation to complete the Section 106 process. Compliance can be accomplished in several ways, depending on how complex the issues are, including:

- If Reclamation determines that the proposed project does not have the potential to cause effects to historic properties then Reclamation will document its findings and the Section 106 process will be concluded. This can take anywhere from a couple of days to one month.
- If Reclamation determines that the proposed project could have effects on historic properties, a multi-step process, involving consultation with the State Historic Preservation Officer and other entities, will follow. Depending on the nature of the project and impacts to cultural resources, consultation can be complex and time consuming. The process includes:
 - A determination as to whether additional information is necessary

- o Evaluation of the significance of identified cultural resources
 - o Assessment of the effect of the project on historic properties
 - o A determination as to whether the project would have an adverse effect and evaluation of alternatives or modifications to avoid, minimize, or mitigate the effects
 - o A Memorandum of Agreement is then used to record and implement any necessary measures. At a minimum, completion of the multi-step Section 106 process takes about two months.
- Among the types of historic properties that might be affected by Water and Energy Efficiency Grants Projects are **historic irrigation systems** and **archaeological sites**. An irrigation system or a component of an irrigation system (e.g., a canal or headgate) is more likely to qualify as historic if it is more than 50 years old, if it is the oldest (or an early) system/component in the surrounding area, and if the system/component has not been significantly altered or modernized. In general, projects that involve ground disturbance, or the alteration of existing older structures, are more likely to have the potential to affect cultural resources. However, the level of cultural resources compliance required, and the associated cost, depends on a case-by-case review of the circumstances presented by each proposal.

You should contact your State Historic Preservation Office and your local Reclamation office's cultural resources specialist to determine what, if any, cultural resources surveys have been conducted in the project area. See www.usbr.gov/cultural/crmstaff.html for a list of Reclamation cultural resource specialists. If an applicant has previously received Federal financial assistance it is possible that a cultural resources survey has already been completed.

H.3. Endangered Species Act

Pursuant to Section 7 of the ESA, each Federal agency is required to consult with the U.S. Fish and Wildlife Service (USFWS) or the National Oceanic and Atmospheric Administration (NOAA) Fisheries Service to ensure any action it authorizes, funds, or carries out is not likely **to jeopardize the continued existence of any endangered or threatened species or destroy or adversely modify any designated critical habitat**.

Before Reclamation can approve funding for the implementation of a Drought Resiliency Project Grant, it is required to comply with Section 7 of the ESA. The steps necessary for ESA compliance vary, depending on the presence of endangered or threatened species and the effects of the proposed project. A rough overview of the possible course of ESA compliance is:

- If Reclamation can determine that there are no endangered or threatened species or designated critical habitat in the project area, then the ESA review is complete and no further compliance measures are required. This process can take anywhere from one day to one month.
- If Reclamation determines that endangered or threatened species may be affected by the project, then a **Biological Assessment** must be prepared by Reclamation. The Biological Assessment is used to help determine whether a proposed action may affect a listed species or its designated critical habitat. The Biological Assessment may result in a determination that a proposed action **is not likely to adversely affect** any endangered or threatened species. If the USFWS/NOAA Fisheries Service concurs in writing, then no further consultation is required and the ESA compliance is complete. Depending on the scope and complexity of the proposed action, preparation of a Biological Assessment can range from days to weeks or even months. The USFWS/NOAA Fisheries Service generally respond to requests for concurrence within 30 days.
- If it is determined that the project **is likely to adversely affect listed species**, further consultation (**formal consultation**) with USFWS or NOAA Fisheries Service is required to comply with the ESA. The process includes the creation of a **Biological Opinion** by the USFWS/NOAA Fisheries Service, including a determination of whether the project would **jeopardize** listed species and, if so, whether any **reasonable and prudent** alternatives to the proposed project are necessary to avoid jeopardy. Nondiscretionary **reasonable and prudent measures** and **terms and conditions** to minimize the impact of incidental take may also be included. Under the timeframes established in the ESA regulations, the Biological Opinion is issued within 135 days from the date that formal consultation was initiated, unless an extension of time is agreed upon.

The time, cost, and extent of the work necessary to comply with the ESA depends upon whether endangered or threatened species are present in the project area and, if so, whether the project might have effects on those species significant enough to require formal consultation.

ESA compliance is often conducted parallel to the NEPA compliance process and, as in the case of a CEC, documented simultaneously. The best source of information concerning the compliance with the ESA in a particular project area is the local Reclamation environmental staff that can be helpful in determining the presence of listed species and possible effects that would require consultation with the USFWS or NOAA Fisheries Service. Contact your regional or area Reclamation office, www.usbr.gov/main/offices.html with questions regarding ESA compliance issues.

AGENDA ITEM AND RECOMMENDATION SUMMARY
CITY COMMISSION REGULAR MEETING
JANUARY 9, 2018

Employee Christmas Party Budget Report.

STAFF COMMENTS AND RECOMMENDATIONS:

The City of San Juan held an Employee Christmas Party at Regency Hall on Saturday, December 16, 2017. The venue included the catering services and decorations for 350 guests. The local H-E-B donated a cake as they do every year to the City of San Juan. There was 37 Service Awards presented to Employees at the Party.

RECOMMENDATION:

No Action Required at this Time.

PREPARED BY:

Diana Cavazos, City
Secretary

APPROVED BY:

Benjamin Arjona, City
Manager



Mayor:
Mayor Pro Tem:
Commissioners:

Mario Garza
Jesus "Jesse" Ramirez
Ernesto "Neto" Guajardo
Raudel "Raudy" Maldonado
Pete Garcia

MEMORANDUM

TO: Mr. Benjamin Arjona
FROM: Diana Cavazos, City Secretary
DATE: January 4, 2018
SUBJECT: Final Employee Christmas Party Budget Report

Enclosed is the final Employee Christmas Party budget report:

On December 16, 2017 there was an Employee Christmas Party held at Regency Hall in Pharr. The invoice included the venue, tables with covers, chairs with covers, catering for 350 guest and the centerpieces. For the dance portion, Buck N Crazy played from 8 pm to 12 am. Employee service awards were presented to 37 individuals ranging from 5 to 25 years. The cake was donated from the local H-E-B in San Juan.

VENDOR	DESCRIPTION	AMOUNT	AMOUNT
Christmas Party Budget		\$15,000.00	
Regency Hall	2017 Christmas Venue		\$9,000.00
Cowboys Concerts and Events	Musical Talent - Buck N Crazy		\$3,200.00
Winner's World	2016 & 2017 Employee Service Awards		\$935.00
TOTAL:		\$15,000.00	\$13,135.00
Christmas Donations		\$6350.00	
Walmart	Christmas Door Prizes		\$5,525.81
Academy	Christmas Door Prizes		\$399.98
TOTAL:		\$6350.00	\$5925.79



207 E.Ferguson
Pharr, Texas, 78577

Date: December 15th 2017

INVOICE

2017060912

BILL TO:

CITY OF SAN JUAN
709 S. NEBRASKA, SAN JUAN 78589

EVENT: CHRISTMAS PARTY 2017

DATE OF EVENT: DECEMBER 16TH 2017

VENUE: Regency hall

DESCRIPTION	QUANTITY	UNIT PRICE	
Rental of the venue 6 hours			\$9,000.00
Catering service for 350 guest	350		
Tables and chairs for 350 guest	350		
Center pieces for 35 tables	35		
		Subtotal	\$9,000.00
		Tax 8.25%	
		Total	\$9,000.00

(Nine thousand dollars 00/100)

Cowboy Concerts and Events
Rogelio Garcia (DBA)

956-402-8395

roygarcia3096@gmail.com

Invoice No.	2-option 1
Invoice Date:	November 6, 2017
Bill To:	City of San Juan
Address:	709 S. Nebraska San Juan, TX 78589
Phone:	(956) 223-2200
E-mail:	
Fax:	(956) 787-5978

Make check payable to Rogelio Garcia DBA **Cowboy Concerts and Events**

See back of receipt for your chance
to win \$1000

ID #: 7L34SL1SXSSB



(956) 782 - 0034
MANAGER CESAR BRIALES
1421 FRONTAGE RD
ALAMO TX 78516

ST# 05165 OP# 005813 TE# 14 TR# 01621
PRODUCT SERIAL # 401.0400.0242275
K425 BLK 061124735616 99.00 0
PRODUCT SERIAL # 0Q9T91GJA00387
CHROMEBOOK 088727620160 189.00 0
PW 12PC RED 008508105503 44.92 0
JL JUICER 075235681516 69.00 0
4PK 100Z SS 088365284955 19.84 0
4PK 100Z SS 088365284955 19.84 0
SATIN CARTE 007936301815 59.97 0
14PC SET 073365214919 69.97 0
ST 19 BOX 007617481067 14.87 0
ST 19 BOX 007617481067 14.87 0
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ROBOT VAC 088591148653 196.00 0
1500WT SPKR 068113116012 149.00 0
2.7C.F. 1 DR 083632100835 99.84 0
20V PROJ KIT 088591153582 69.00 0
STAND MIXER 019085853481 99.00 0
ST MECH SET 007617481272 49.00 0
PRODUCT SERIAL # 0BZE14MJA12947
SOUNDBAR 088727614317 119.00 0
PRODUCT SERIAL # 248107673816
XB1 HDWR 088984225711 199.00 0
PRODUCT SERIAL # R52JA1VCSWL
TAB E 9.6 088727611375 189.00 0
PRODUCT SERIAL # R52JA1YHPH
TAB E 9.6 088727611375 189.00 0
PRODUCT SERIAL # SFTRV2NYLH18V
BEATS 088846280491 109.00 0
PRODUCT SERIAL # SFTTVJWA0H18V
BEATS 088846280491 109.00 0
JBLFLIP4BLU 005003633610 99.00 0
JBLFLIP4GRY 005003633612 99.00 0
PRODUCT SERIAL # SFL6V10DJGQDX
BEATS HP 088846260278 129.00 0
PRODUCT SERIAL # SFL6TN3ZYGGQDX
BEATS HP 088846260278 129.00 0
PRODUCT SERIAL # ME5A1725166115
PHILIPS 40 060958524940 298.00 0
PRODUCT SERIAL # DS2A1727115122
PHILIPS 65 060958525059 848.00 0

SUBTOTAL 3,807.79

TOTAL 3,807.79

MCARD TEND 3,807.79

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ITEMS SOLD 29

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12/14/17 15:20:21

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to win \$1000

ID #: 7L34YM1SY2DK



(956) 782 - 0034
MANAGER CESAR BRIALES
1421 FRONTAGE RD
ALAMO TX 78516
ST# 05165 OP# 004954 TE# 70 TR# 09906
ROBOT VAC 088591148653 196.00 0
KEU K425 RD 061124735618 99.00 0
PRODUCT SERIAL # SFTRTC17GH18W
BEATS 088846280492 109.00 0
PRODUCT SERIAL # SFL6VQC4VGQDV
BEATS HP 088846260275 129.00 0
PRODUCT SERIAL # SFTTVJ01LH18V
BEATS 088846280491 109.00 0
PRODUCT SERIAL # R62JA12A99K
TAB E 9.6 088727611375 189.00 0
JBLFLIP4BLU 005003633610 99.00 0
JBLFLIP4GRY 005003633612 99.00 0
PRODUCT SERIAL # 5CD74426KF
HP 10-P018W 019078136642 299.00 0
SUBTOTAL 1,328.00
TOTAL 1,328.00
MCARD TEND 1,328.00
MasterCard **** * 0898 I 1
APPROVAL # 015676
REF # 734900681018
PAYMENT SERVICE - A

AID A0000000041010
TC 2DE5147650CAB096
TERMINAL # 283706616
*Signature Verified

12/15/17 15:23:12
CHANGE DUE 0.00
ITEMS SOLD 9

TC# 4031 8246 1808 9396 5663 74



Brenda Escamille

12/15/17 15:23:13
CUSTOMER COPY

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to win \$1000

ID #: 7L34WT1SXT03



(956) 782 - 0034
MANAGER CESAR BRIALES
1421 FRONTAGE RD
ALAMO TX 78516

ST# 05165	OP# 002221	TE# 14	TR# 01831
PLAID BOW	072722324971	7.95	0
RED SNFLK BW	072722344830	7.98	0
STRIPED BOW	072722344823	7.98	0
RED TINS BOW	078960143087	5.77	0
RED TINS BOW	078960143087	5.77	0
RED TINS BOW	078960143087	5.77	0
PK BX SNWMN	078630913110	9.97	0
PK GIFT BOX	002347730204	4.97	0
ROLL WRAP	076379533709	3.98	0
ROLL WRAP	076379533709	3.98	0
PILLOW GCH	075103254170	0.97	0
PILLOW GCH	075103254169	0.97	0
PILLOW GCH	075103254168	0.97	0
CARD CHRTMS	072047390194	0.97	0
CARD CHRTMS	006502013916	0.97	0
2OCT RED TS	075883483657	0.97	0
GC HOLDER	007867817814	1.47	0
GC HOLDER	007867817814	1.47	0
GC HOLDER	007867817815	1.47	0
GC HOLDER	007867817813	1.47	0
GC HOLDER	007867817815	1.47	0
GC HOLDER	007867817814	1.47	0
GC HOLDER	007867817812	1.47	0
GC HOLDER	007867817812	1.47	0
GC HOLDER	007867817812	1.47	0
GC HOLDER	007867817814	1.47	0
GC HOLDER	007867817812	1.47	0
GC HOLDER	007867817812	1.47	0
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GC HOLDER	007867817814	1.47	0
GC HOLDER	007867817812	1.47	0
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PHILIPS 40	060958524940	298.00	0
	SUBTOTAL	390.02	
	TOTAL	390.02	
	MCARD TEND	390.02	

MasterCard ***** 0898 I 1
APPROVAL # 01591G
REF # 1042000314

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TC 5C8E56F98AE1B7A4
TERMINAL # 283708131
*Signature Verified

12/15/17 12:12:26
CHANGE DUE 0.00

ITEMS SOLD 32

TC# 6758 5764 3677 2180 9429 7



12/15/17 12:12:27
CUSTOMER COPY

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ACADEMY PHARR, TX 956-283-3210

12/15/17 11:07
343744 SALE 2389 0034 203
Yeti Roadie 20 / 22933196
1 @ 1 for 199.99 MDS 199.99
99 NONTAXABLE TOTAL
Happy Hunting / 114116554
1 @ 1 for 75.00 MIS N 75.00
TOTAL USD\$ 274.99

Store Coupons 75.00
MID: 328020034992
TID: 08139431
RRN: 031117

<<ELEC SIGNATURE CAPTURED 2389 1 >>

MasterCard 199.99
XXXXXXXXXXXX0898
Chip Read
CITY OF SAN JUAN TX AUTH 01562G
Mode: Issuer
AID: A0000000041010

GIFT CARD 6148928784552496 ACTIVE
AUTH CODE 999879

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Enter by month-end. For complete details and official
rules, see www.academy.com/officialrules.
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12/15/17 11:09



ACADEMY PHARR, TX 956-283-3210

12/15/17 11:09

343744 SALE 2390 0034 203

Yeti: Roadie 20 22933196
1 @ 1 for 199.99 MDS 199.99
99 NONTAXABLE TOTAL
TOTAL USD\$ 199.99

GC - Happy Hunting / 114116554
1 @ 1 for 75.00 MIS N 75.00
TOTAL USD\$ 274.99

Store Coupons 75.00
MID: 328020034992
TID: 08139431
RRN: 031120

<<ELEC SIGNATURE CAPTURED 2390 1 >>
MasterCard 199.99
XXXXXXXXXXXX0898

Chip Read
CITY OF SAN JUAN TX AUTH 01559G
Mode: Issuer
AID: A0000000041010

GIFT CARD 6148928791603373 ACTIVE
AUTH CODE 295349

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12/15/17 11:10

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PURCHASE ORDER NO.		DEPARTMENT		DATE	
				12/15/17	
NAME City of San Juan					
ADDRESS					
CONTACT NAME / PH. # Brenda Escalante 223-2206					
SALES REPRESENTATIVE		CASH	CHARGE	CHECK #	DATE PAID
Hannah Nava					
QUAN.	DESCRIPTION			PRICE	AMOUNT
1	10	5"x7" 5 YR Cherry Brown			14.00 140.00
2		Plaques			
3	9	6"x8" 10 YR Cherry Brown			19.00 171.00
4		Plaques			
5	15	8"x10" 15 YR Cherry			32.00 480.00
6		Brown Plaques			
7	3	8 1/2" Contemporary Glass			38.00 114.00
8		Awards			
9					
10		Rush Order Fee			30.00
11					
12					
13					
14					
15					
16					
17					
18					
19		TAX			EXEMPT
20		TOTAL			\$ 935.00
RECEIVED BY <i>[Signature]</i>					

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copy

[illegible]

CODE 19.00

[illegible]

LEGISLATIVE DEPOSIT

CODE 19.00

[illegible]

CITY OF SAN JUAN - 2017 SERVICE AWARDS

	Employee Name	Department	Hire Date	Year Hired	2017
5 YEARS OF SERVICE					
1	LOPEZ, ELIAS	10-46 - POLICE DEPARTMENT	02/06/2012	2012	5
2	REYES, REYNALDO	10-49 - CENTRAL GARAGE	02/06/2012	2012	5
3	GARCIA, DAVID	22-70 - SANITATION	10/29/2012	2012	5
4	RODRIGUEZ, ESPERANZA	22-70 - SANITATION	10/01/2012	2012	5
5	VARGAS, ENRIQUE IVAN	22-70 - SANITATION	11/26/2012	2012	5
6	ALANIZ, JOSE	22-70 - SANITATION	01/03/2011	2011	6
7	BAZAN, JULIO C.	56-61 - WATER DISTRIBUTION	08/26/2011	2011	6
8	GARCIA, PEDRO	22-70 - SANITATION	09/26/2011	2011	6
9	HERNANDEZ, MIGUEL ANGEL	22-70 - SANITATION	10/17/2011	2011	6
10	JAIME, RENE JAVIER	10-55 - PURCHASING/RISK MGMT	11/04/2011	2011	6
10 YEARS OF SERVICE					
1	SOTO, SAN JUANITA	10-45 - COMMUNITY DEVELOPMENT	10/30/2007	2007	10
2	CHAVERA, ADAM	10-46 - POLICE DEPARTMENT	11/04/2007	2007	10
3	PEREZ, MARTHA	10-44 - FINANCE	12/17/2007	2007	10
4	MARTINEZ, MICHAEL J.	10-46 - POLICE DEPARTMENT	01/16/2006	2006	11
5	MUNOZ, ERIC W.	22-70 - SANITATION	06/13/2006	2006	11
6	RAMOS, BELINDA	10-46 - POLICE DEPARTMENT	07/24/2006	2006	11
7	CASAS, ADRIANA	10-46 - POLICE DEPARTMENT	08/23/2006	2006	11
8	FLORES, RODOLFO	10-47 - FIRE DEPARTMENT	11/01/2006	2006	11
9	LOPEZ, RICARDO	10-47 - FIRE DEPARTMENT	11/20/2006	2006	11
15 & 20 YEARS OF SERVICE					
1	REYES, VALENTIN	22-70 - SANITATION	04/22/2002	2002	15
2	ESPARZA, FILIBERTO	10-50 - PARK ADM & MAINT	10/28/2002	2002	15
3	LOPEZ, OSCAR	10-47 - FIRE DEPARTMENT	12/02/2002	2002	15
4	AGUILAR, JOSE A.	56-63 - SEWER TREATMENT SYSTEM	03/29/2001	2001	16
5	ESTRADA, JAIME	10-45 - COMMUNITY DEVELOPMENT	06/25/2001	2001	16
6	FOSTER, ADAM	10-47 - FIRE DEPARTMENT	06/25/2001	2001	16
1	ARREDONDO, JUAN	10-48 - STREETS, ALLEYS, ETC.	06/25/1997	1997	20
2	PADILLA, JOSE	10-46 - POLICE DEPARTMENT	06/29/1997	1997	20
3	LUNA, RODOLFO	10-46 - POLICE DEPARTMENT	09/08/1997	1997	20
4	NAVARRO, EDLMA	10-46 - POLICE DEPARTMENT	09/19/1997	1997	20
5	RODRIGUEZ, VICENTE	56-62 - SEWER COLLECTION	09/22/1997	1997	20
6	DAVILA, ROBERT	22-70 - SANITATION	10/02/1997	1997	20
7	RODRIGUEZ , ALBINO R.	10-46 - POLICE DEPARTMENT	09/23/1996	1996	21
8	GONZALEZ, RAFAEL	10-46 - POLICE DEPARTMENT	12/23/1996	1996	21
9	MURILLO, RAMIRO	56-62 - SEWER COLLECTION	04/01/1996	1996	21
25 YEARS OF SERVICE					
1	GONZALEZ, CARMEN	22-70 - SANITATION	04/06/1992	1992	25
2	RAMIREZ, RAMIRO	56-61 - WATER DISTRIBUTION	12/22/1992	1992	25
3	CASAREZ, REYMUNDO	10-46 - POLICE DEPARTMENT	04/01/1991	1991	26

AGENDA ITEM AND RECOMMENDATION SUMMARY
CITY COMMISSION REGULAR MEETING
JANUARY 9, 2018

Conduct a Public Hearing and Consider an Ordinance in First Reading for a Conditional Use Permit to Allow a Parking Lot in a Residential Area Legally Described as Lot 100, San Juan East Mobile Home Phase 2 Subdivision Located at 1213 Foster Street as Requested by Manuel Cortes.

STAFF COMMENTS AND RECOMMENDATIONS:

Mr. Cortes representing Iglesia Abundancia de Cristo, Inc. is requesting a Conditional Use Permit to allow a parking lot in a residential area. In 2011, Mr. Cortes applied for a conditional use permit to allow a church and parking lot to be built in a residential area and the permit was granted by the City Commission. The church owns two lots that are located back to back. The church was built in one property and the parking lot in the other property. The church acquired the adjacent property next to the existing parking lot in order to double the size of the parking lot since they are having more people attending the church. Mr. Cortes is proposing to construct a parking lot with twenty-four (24) parking spaces in the proposed property.

Staff mailed a notice of the public hearing to forty-three (43) property owners within a two hundred (200)-foot radius and received one comment against the request.

RECOMMENDATION:

During the December 21 meeting, the Planning and Zoning Commission unanimously recommended approval of the conditional use permit subject to the list of conditions.

PREPARED BY:

Xavier Cervantes,
Director of Planning
and Zoning

APPROVED BY:

Benjamin Arjona, City
Manager

MEETING DATES:
PLANNING AND ZONING COMMISSION – 12/21/2017
CITY COMMISSION – 01/09/2018
DATE PREPARED – 01/02/2018

PAGE 1

STAFF REPORT
GENERAL INFORMATION

APPLICATION:	Conditional Use Permit to allow a parking lot in a residential area
APPLICANT:	Manuel Cortes representing Iglesia Abundancia en Cristo, Inc.
SURVEYOR/ENGINEER:	N/A
LEGAL:	Lot 100, San Juan East Mobile Home Phase 2 Subdivision
LOCATION:	1213 Foster Street
CURRENT USE OF PROPERTY:	Vacant
EXISTING LAND USE AND ZONING:	<u>North</u> – Residential; Manufactured Home District (R-MH) <u>South</u> – Parking Lot; Manufactured Home District (R-MH) <u>West</u> – Residential; Manufactured Home District (R-MH) <u>East</u> – Residential; Manufactured Home District (R-MH)
ACCESS AND CIRCULATION:	This property has access onto Foster Street.
PUBLIC SERVICES:	Water and sewer service is provided by the City of San Juan.
RECOMMENDATION:	Staff recommends approval of the conditional use permit subject to the conditions as listed in the packet.

EVALUATION AND CONDITIONS FOR APPROVAL

Mr. Cortes is requesting a Conditional Use Permit to allow a parking lot in a residential area. It is noted that in 2011, Mr. Cortes applied for a conditional use permit to allow a church and parking lot in a residential area and the permit was granted. He owned two lots that are located back to back; the church was built in one property and the parking lot in the other property. Now, he acquired the adjacent property in order to extend the parking lot since they are having more people attending to the church.

Mr. Cortes is proposing to construct a parking lot with approximately twenty-four (24) parking spaces in the proposed property.

Staff mailed a notice of the public hearing before the Planning and Zoning Commission to forty-three (43) property owners within a two hundred (200) feet radius and received one comment against the request.

Staff recommends approval subject to the following conditions:

1. Must install an 8 foot buffer fence along the North and West side of the property.
2. Must install sufficient lighting inside the parking lot.
3. The church must do prevent the unauthorized parking of its patrons on adjacent residential properties.
4. The church must maintain the parking lot clean at all times.
5. Parking lot approved by the City Engineer.
6. Landscaping must be installed along Foster Street.
7. Curb stops must be installed for each parking space.

ATTACHMENTS:

Location Map
Aerial Photo
Zoning Map
Site Plan
List of neighboring property owners receiving notice
Photos
Ordinance

FINAL RESOLUTION OF REQUEST & COMMENTS:

P&Z – 12/21/17 Commissioner Alaniz made a motion to approve the conditional use permit request subject to the list of requirements as recommended by Staff with the additional ones as discussed. Commissioner Zambrano seconded the motion. The motion passed with a (7-0) vote.

Mr. Cervantes explained that the church has been in the neighborhood for the past six or seven years. Mr. Manuel Cortes, representing Iglesia Abundancia en Cristo Inc., explained that he acquired the lot next to the church's property in order to expand the parking lot. He stated during the weekends they

receive more people and the parking lot is insufficient. He included that the property that the church acquired is adjacent to the existing parking lot and they are planning to extend it into the next property.

Chairwoman Castillo asked Mr. Cortes if they want to expand the church or just the parking lot. Mr. Cortes said that they just want to expand the parking lot.

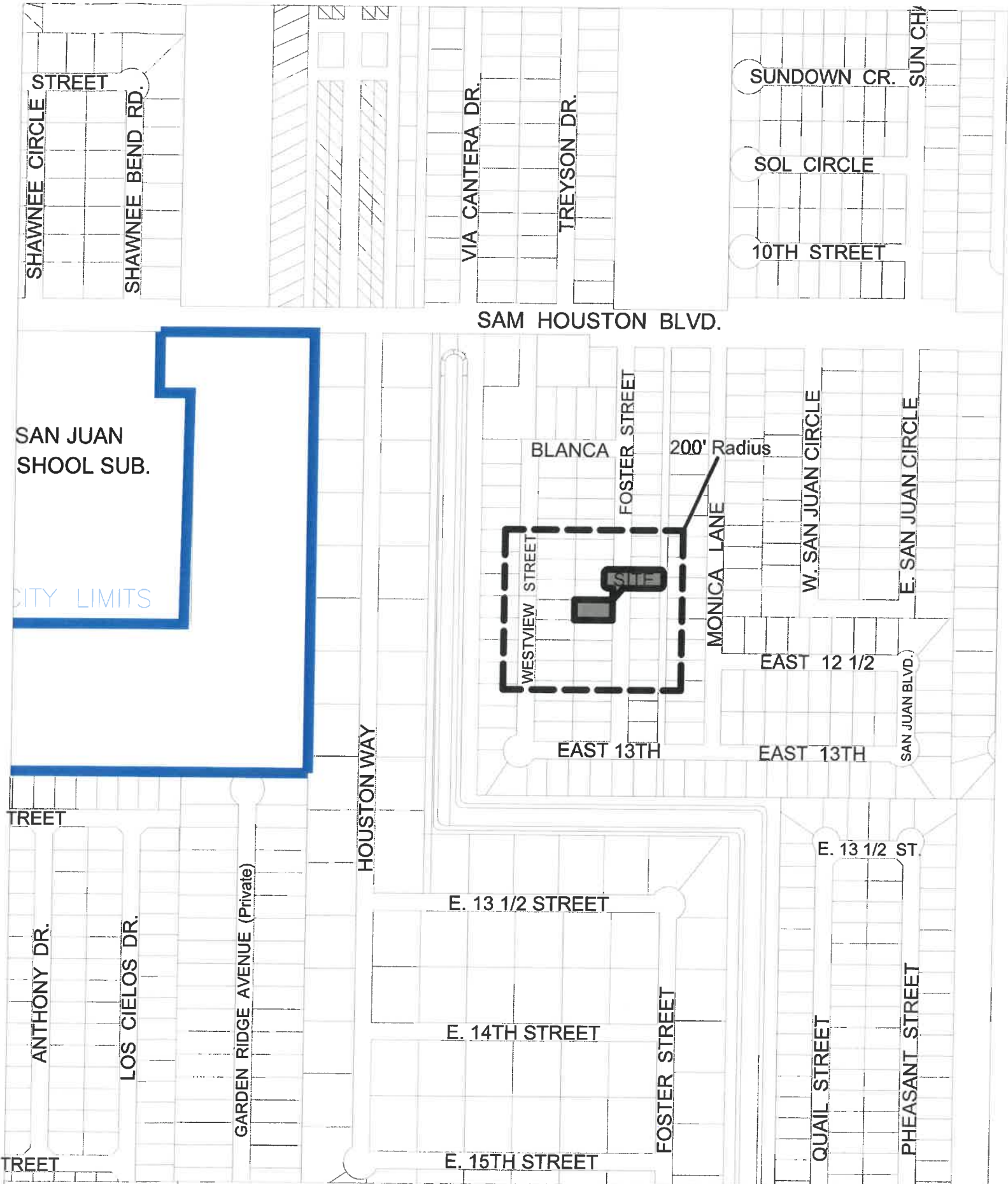
Commissioner Magallan asked Mr. Cortes if he has any plans to put green areas. Mr. Cortes responded that he is going to have some trees along the front of the parking lot like the existing parking lot.

Mr. Cervantes said there is no lighting in the existing parking lot and this is one of the conditions for the conditional use permit.

Commissioner Alaniz asked Mr. Cervantes if it is correct the way that they are planning to drain the water. Mr. Cervantes responded that he does not have the engineering plans for the proposed parking lot, but when he receives them he can route the plans to the city engineer for his review.

Commissioner Alaniz said that he would like to include the under the conditions that the parking lot must have sufficient lighting and landscaping.

Commissioner Zambrano requested a curb stops at each parking space to prevent accidents.



Conditional Use Permit to allow a parking lot in a residential area legally described as Lot 100, San Juan East Mobile Home Phase 2 Subdivision, located at 1213 Foster Street, as Requested by Manuel Cortes representing Iglesia Abundancia en Cristo Inc.

- Legend
- CITY LIMITS
 - Proposed area

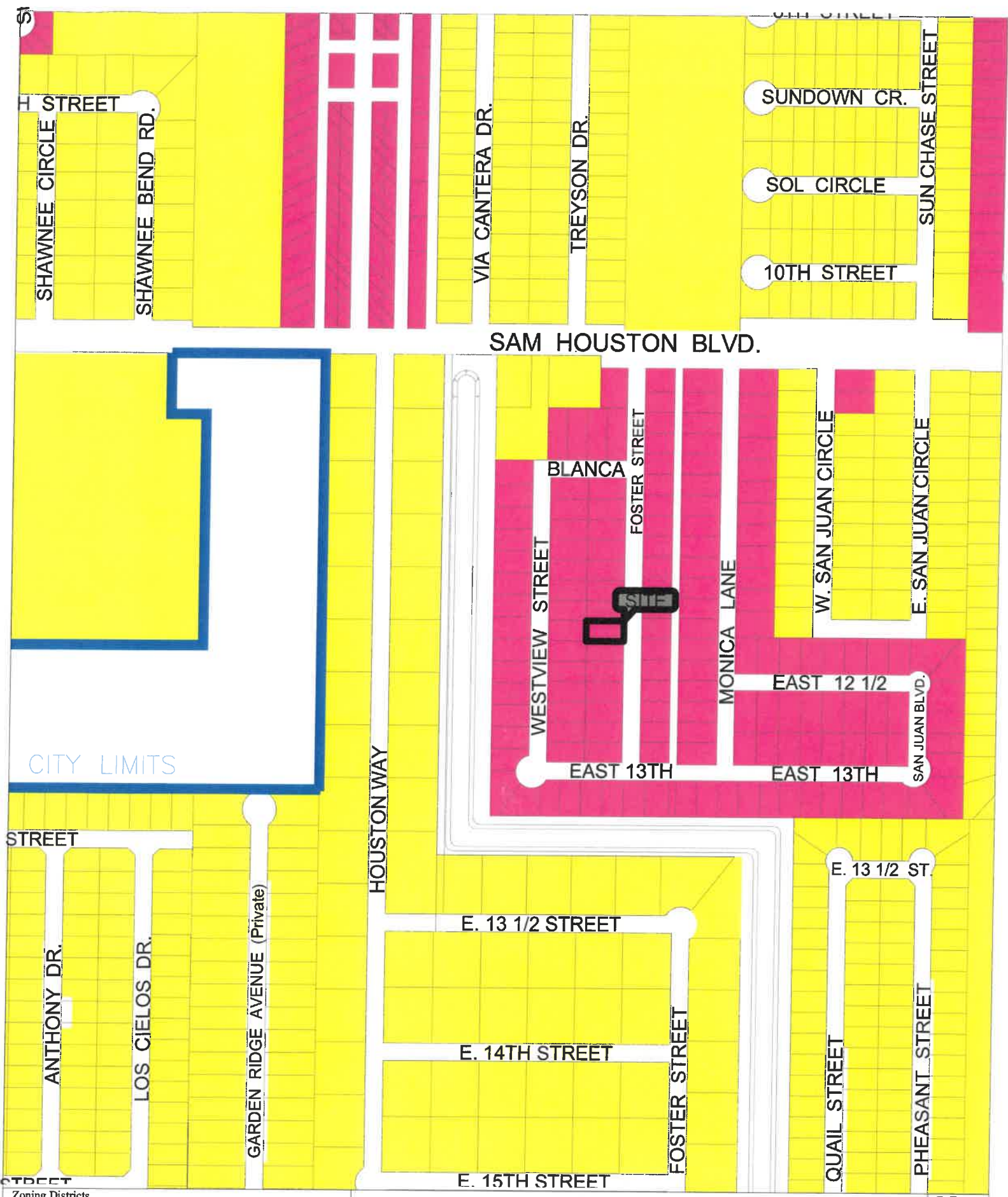


Legend

- CITY LIMITS
- Proposed area

Preliminary and Final Plat Approval of the County Park Phase 1 Subdivision being the West 20.0 acres out of Lot 1, Block 43, Alamo Land and Sugar Company's Subdivision, located approximately a quarter of a mile East of Raul Longoria Road, along the South side of Nolana Avenue, as Requested by Salinas Engineering and Associates.

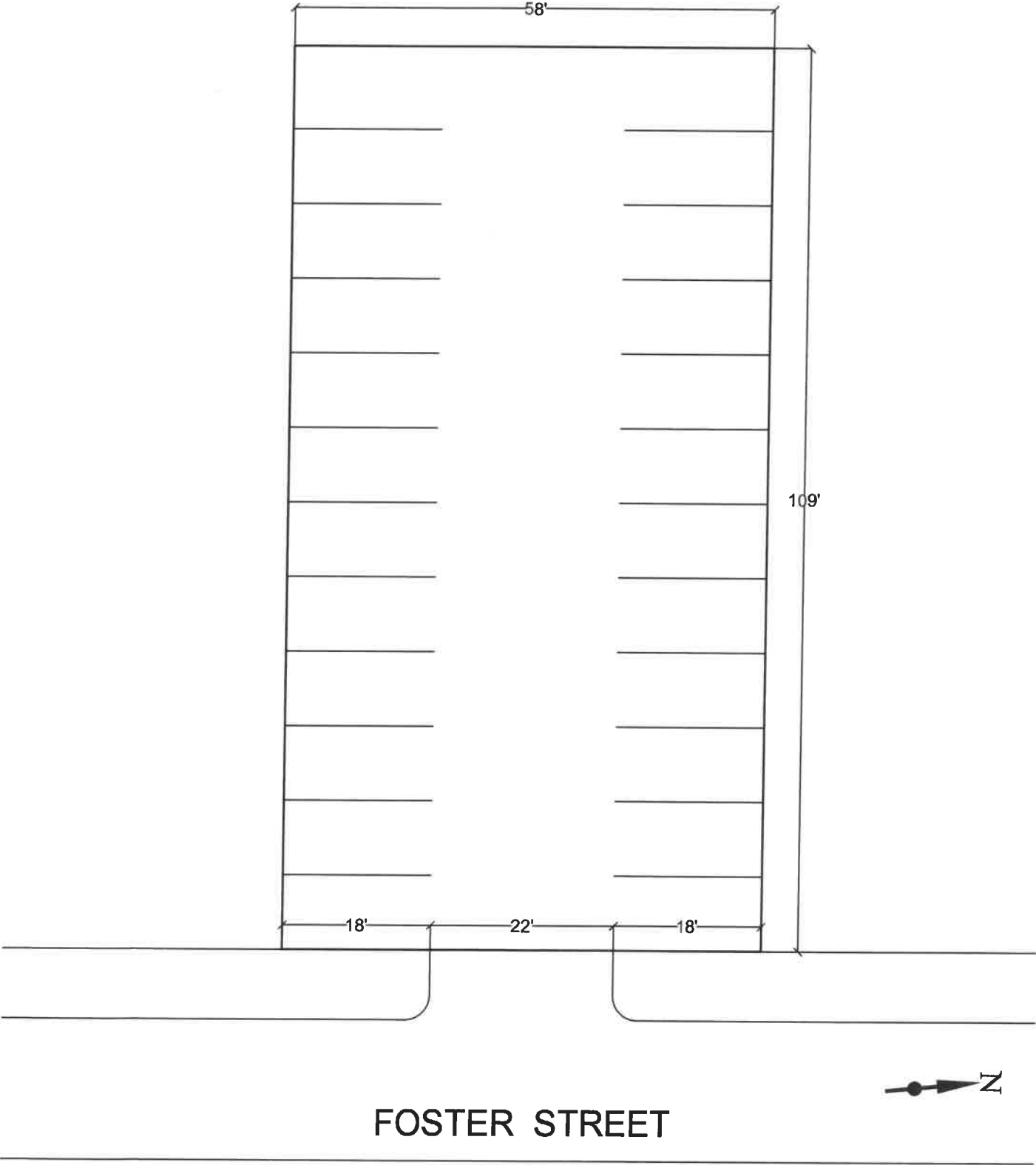




Conditional Use Permit to allow a parking lot in a residential area legally described as Lot100, San Juan East Mobile Home Phase 2 Subdivision, located at 1213 Foster Street, as Requested by Manuel Cortes representing Iglesia Abundancia en Cristo Inc.



Proposed Parking Lot
1213 Foster Street
Lot 100, San Juan East Mobile Home Phase 2 Subdivision



Conditional Use Permit to allow a parking lot in a residential area legally described as Lot 100, San Juan East Mobile Home Phase 2 Subdivision, located at 1213 Foster Street, as Requested by Manuel Cortes representing Iglesia Abundancia en Cristo Inc.

Iglesia Abundancia en Cristo Inc.
Trustee Manuel de Jesus Cortez
1212 West View St.
San Juan, TX 78589

Almanza, Daniel L. and Guadalupe
1206 Foster St.
San Juan, TX 78589

Rivera, Roberto & F Martha
1207 Westview St.
San Juan, TX 78589

Hernandez, Efren A. and Melinda
769 W Eldora Rd.
Donna, TX 78537-5021

Perales, Juan and Rosa Y.
1208 Foster St.
San Juan, TX 78589

Alaniz, Irma D. & Horacio Herrera
1209 Westview St.
San Juan, TX 78589

Gonzalez, Basilio
1209 Foster St.
San Juan, TX 78589

Gonzalez, Juan S. and Eva
P.O. Box 870
San Juan, TX 78589

Martinez, Carlos and Armandina R.
1211 Westview Rd.
San Juan, TX 78589

Garza, Ilse E. de Cortez
1207 Foster St.
San Juan, TX 78589

Amaro, Cutberto and Rosa Elia
1212 Foster St.
San Juan, TX 78589

Ochoa, Rodolfo Javier Jr.
1211 Westview Dr.
San Juan, TX 78589

Gonzalez, Atanasio
6605 S. Azul Ln.
Pharr, TX 78577

Contreras, Juan J. and Patricia
1214 Foster St.
San Juan, TX 78589

Martinez, Gustavo Jr.
1112 Foster St.
San Juan, TX 78589

Torre, Lucrecia
402 W 12th Street
San Juan, TX 78589

Vigil, Maria B. Martinez
1216 Foster Rd.
San Juan, TX 78589

Rodriguez, Rodrigo and Velia Z.
1217 Westview St.
San Juan, TX 78589

Vera, Ambrosio Jr.
309 N. Nicholson Ave.
Mission, TX 78572

Torre, Raul and Lucrecia
402 W 12th St.
San Juan, TX 78589

Estrada, Santos
1219 Westview St.
San Juan, TX 78589

Perez, America
1312 Carolina Avenue
Edinburg, TX 78541

Rosales, Zenon and Corel
1219 Monica Ln.
San Juan, TX 78589

Garcia, Natividad Guadalupe
602 W Blue Jay Ave.
Pharr, TX 78577

Gonzalez, Jose L. and Maria E.
1202 Foster St.
San Juan, TX 78589

Vela, Sylvia
P.O. Box 263
San Juan, TX 78589

Garcia, Leticia
1206 Westview Street
San Juan, TX 78589

Lizcano, Clara
1204 Foster St.
San Juan, TX 78589

Saenz, Margarita
7500 S Blanca Ln.
Pharr, TX 78577

Alonzo, Noelia
1208 Westview Street
San Juan, TX 78589

Conditional Use Permit to allow a parking lot in a residential area legally described as Lot 100, San Juan East Mobile Home Phase 2 Subdivision, located at 1213 Foster Street, as Requested by Manuel Cortes representing Iglesia Abundancia en Cristo Inc.

Guajardo, Adelaido J. and Nora M.
1210 Westview St.
San Juan, TX 78589

Vega, Maria Elena
1215 Monica Ln.
San Juan, TX 78589

Cortez, Manuel and Blasa M.
1212 Westview St.
San Juan, TX 78589

Miranda, Rodolfo Damian
1217 Monica Ln.
San Juan, TX 78589

Molina, Isac
Edilia A. Molina
1216 Westview St.
San Juan, TX 78589

Rosales, Zenon & Corel
1219 Monica Ln.
San Juan, TX 78589

Leal-Suarez, Maria T.
1218 Westview St.
San Juan, TX 78589

Perez, Marlen
1203 Monica Ln.
San Juan, TX 78589

Castillo, Antonio
1205 Monica Ln.
San Juan, TX 78589

Perez, Irma
1207 Monica Ln.
San Juan, TX 78589

Ojeda, Delia
1209 Monica Ln.
San Juan, TX 78589

Rodriguez, Claudia and Felipe de J.
701 E Ridge Rd.
Pharr, TX 78589

Gonzalez, Maria Guadalupe
1213 Monica Ln.
San Juan, TX 78589

Conditional Use Permit to allow a parking lot in a residential area legally described as Lot 100, San Juan East Mobile Home Phase 2 Subdivision, located at 1213 Foster Street, as Requested by Manuel Cortes representing Iglesia Abundancia en Cristo Inc.



Proposed Site

ORDINANCE NO.

AN ORDINANCE GRANTING A CONDITIONAL USE PERMIT TO ALLOW A PARKING LOT IN A RESIDENTIAL AREA LEGALLY DESCRIBED AS LOT 100, SAN JUAN EAST MOBILE HOME PHASE 2 SUBDIVISION LOCATED AT 1213 FOSTER STREET, AS PROVIDED IN ARTICLE IV, OF THE ZONING ORDINANCE, CITY OF SAN JUAN, HIDALGO COUNTY, TEXAS, PROVIDING FOR PUBLICATION AND AN EFFECTIVE DATE; PROVIDING FOR A CODE DISPOSITION.

WHEREAS, Manuel Cortes, representing Iglesia Abundancia en Cristo, Inc., has applied for a Conditional Use Permit under Article IV; of the Zoning Ordinance of the City of San Juan to allow a parking lot in a residential area.

WHEREAS, this type of activity is prohibited by said Zoning Ordinance unless a Conditional Use Permit is granted; and,

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF SAN JUAN, TEXAS, AS FOLLOWS:

SECTION I. That a Conditional Use Permit under Article IV of the Zoning Ordinance of the City of San Juan, Texas, be granted to Manuel Cortes, representing Iglesia Abundancia en Cristo, Inc., has applied for a Conditional Use Permit to allow a parking lot in a residential area subject to the following conditions:

1. Must install an 8 foot buffer fence along the North and West side of the property.
2. Must install sufficient lighting inside the parking lot.
3. The church must do prevent the unauthorized parking of its patrons on adjacent residential properties.
4. The church must maintain the parking lot clean at all times.
5. Parking lot approved by the City Engineer.
6. Landscaping must be installed along Foster Street.
7. Curb stops must be installed for each parking space.

SECTION II. PUBLICATION AND EFFECTIVE DATE CLAUSE. This Ordinance shall be published in the official newspaper of the City of San Juan, Texas, as provided by law, and shall be and remain in full force and effect from the after said date of publication.

PASSED and APPROVED on first reading on the 9th day of January, 2018.

PASSED and APPROVED on second and final reading on the ____ day of _____, 2018.

CITY OF SAN JUAN

MARIO GARZA
MAYOR

ATTEST:

DIANA CAVAZOS
CITY SECRETARY

APPROVED BY:
Palacios, Garza & Thompson, P.C.

CITY ATTORNEY

AGENDA ITEM AND RECOMMENDATION SUMMARY
CITY COMMISSION REGULAR MEETING
JANUARY 9, 2018

Consider Nomination for the City of San Juan to the 2018 Rio Grande Walk of Fame, as requested by the City of Hidalgo.

STAFF COMMENTS AND RECOMMENDATIONS:

The City of San Juan has participated in the Rio Grande Valley Walk of Fame since 2005. The City has participated every year since then and the time has come for the city to nominate a representative for 2017. The Rio Grande Walk of Fame at the State Farm Arena was created as part of the 2005 BorderFest Festivals. The City of Hidalgo, BorderFest Association, Hidalgo Chamber of Commerce and City of Hidalgo Texas Municipal Facilities Corporation created the Rio Grande Walk of Fame at the State Farm Arena. New Inductees in the Walk will be unveiled during the BorderFest 2018 "Celebrating Hawaii" people from all walks of life are inducted into the walk. The Walk celebrates the life, achievements and significant civic contributions of outstanding men and women to communities in the Rio Grande Valley of South Texas.

RECOMMENDATION:

Nominating an individual from the City of San Juan to the 2018 Rio Grande Walk of Fame, as requested by the City Hidalgo.

PREPARED BY:

Benjamin Arjona,
City Manager

APPROVED BY:

Benjamin Arjona, City
Manager



Martin Cepeda, Mayor
Noé Reyes, Mayor Pro-Tem

COUNCILMEMBERS
Gustavo "Gus" Sanchez
Rodolfo (Rudy) Franz
Sergio Coronado
Oziel Treviño

Julian J. Gonzalez, City Manager

November 17, 2017

Mr. Benjamin Arjona, City Manager
City of San Juan
709 South Nebraska
San Juan, Texas 78589

Dear Mr. Arjona,

The walk celebrates the life achievements and the significant civic contributions of individuals that have made a difference in the Rio Grande Valley. The Rio Grande Valley Walk of Fame and induction festivities will continue as part of Hidalgo's BorderFest 2018. The City of Hidalgo and Hidalgo's BorderFest committee is requesting that you submit a name from your community to be considered for 2018 induction ceremonies.

To avoid duplications attached please, find the names of those who have been inducted since 2005. The Rio Grande Valley Walk of Fame Commission will have final approval on all inductions.

We are asking that your selection and nomination forms be received no later than, *Friday, January 12, 2018*. The induction ceremony will take place during the Hidalgo BorderFest Festivities which; is March 02 - 04, 2018.

Enclosed please find the nomination form. If you have any questions, feel free to call me at (956) 843-2286. Best wishes for a happy holiday season and a new year of joy, peace and prosperity.

Best Regards,

Martin Cepeda
Mayor

CC: Mayor Mario Garza

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City Manager's Office

"This institution is an equal opportunity provider and employer"



Rio Grande Valley Walk of Fame State Farm Arena Hidalgo, Texas 2018

Introduction

As you know The Rio Grande Valley Walk of Fame at the State Farm Arena was created as part of the 2005 BorderFest "A Salute to the Rio Grande Valley." The City of Hidalgo and Hidalgo's BorderFest Committee created the Rio Grande Valley Walk of Fame at the State Farm Arena. New inductees in the walk will be unveiled during the 2018 Hidalgo's BorderFest. The Rio Grande Valley "Walk of Fame" celebrates the life the achievements, and the significant civic contributions of individuals that have made a difference in the Rio Grande Valley. People from all walks of life are inducted into the Walk. The walk celebrates the life, achievements and significant civic contributions of outstanding men and women to communities in the Rio Grande Valley and South Texas.

Selection Process

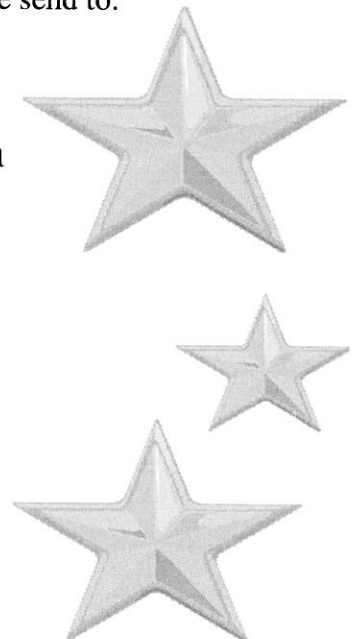
The Rio Grande Valley Walk of Fame Commission will make the final selection for inductions into the Walk. The commission includes key people from the Rio Grande Valley. Representatives from local libraries, arts organizations, media journalists and other citizens with an informed understanding of the Rio Grande Valley cultural heritage will serve on the commission. The previous groups of inductees include one person selected by every City Council in the Rio Grande Valley and one person selected by each Chamber in the Rio Grande Valley each year. In addition, the previous groups also include persons selected by the Hidalgo's BorderFest Committee and the City of Hidalgo. Additional persons will be inducted and recognized during BorderFest each year. Any individual previously nominated into the Walk of Fame cannot be considered for re-nomination. To avoid any duplications attached please find a copy of all the previous inductees. The Rio Grande Valley Walk of Fame is now a local landmark that bears the names of President George W. Bush, Senator Kay Bailey Hutchinson, Governor Rick Perry, Despierta America Host Fernando Arau, Singers Lupita D'Alessio, Laura Flores, Ninel Conde, and multi-Grammy Award winner Ramon Ayala, among many other distinguished persons.

Nomination Criteria

Submit the name, date and place of birth, and a short history or autobiography of the person you wish to nominate. Include the Rio Grande Valley connection, life achievements and a description of his or her contributions to the community.

Anyone may participate in the nomination process. Simply complete the Walk of Fame nomination form, which would include facts and contributions the person has made to the Rio Grande Valley. Please send to:

**Rio Grande Valley Walk of Fame Commission
704 East Ramon Ayala Drive
Hidalgo, Texas 78557
(956) 843-2286
(956) 843-2317 Fax
Email address: mcabrera@cityofhidalgo.net
Attention: Maggie Cabrera**



Rio Grande Valley Walk of Fame
Nomination Form
2018

Nominee _____ Address _____

City _____ State _____ Zip _____

Phone # (Day) _____ (Evening) _____ (Cell) _____

Business Association / Organization _____ Title _____

E-Mail Address _____

Date of Birth _____ Still Living Yes _____ No _____ Date of Death _____

Born in Rio Grande Valley Yes _____ No _____

Did this person spend most of his/her life in Rio Grande Valley or Texas? Yes _____ No _____

How many years? _____

What contribution has this nominee made to your Community, the Rio Grande Valley or Texas?

What impact has this nominee's work had on the Community, Rio Grande Valley or Texas?

List Nominee's Community or Volunteer Work.

List Nominee’s participation in Civic or Non-Profit Organizations.

List Nominee’s Family Information.

List Nominee’s Professional Organization Affiliations.

Describe how this nominee has gone above and beyond the call of duty in their work for the community.

Are there other indicators of the nominee's achievements not listed previously? (Honors, Memberships, Recognition, Awards, Publications, etc.)

Nominator Organization _____

Contact Person _____ Address _____

City _____ State _____ Zip _____

Phone # (Day) _____ (Evening) _____ (Cell) _____

Business Association / Organization _____ Title _____

E-Mail Address _____

_____ Nominator's Signature	_____ Title	_____ Nominator's Signature	_____ Title
_____ Nominator's Signature	_____ Title	_____ Nominator's Signature	_____ Title
_____ Nominator's Signature	_____ Title	_____ Nominator's Signature	_____ Title

Walk of Fame Inductees

City of Alamo

2017	Andrew "Andy" Espinoza+
2016	Carmen West Cortez
2015	Rick Cano
2014	Odie Carden
2013	Father Arturo F. Escobedo
2012	Irma Chavez
2011	Roel Landa Jr.
2010	Eleazar Escobedo
2009	Ricardo Chavez
2008	Diana Martinez
2007	Victor Perez
2006	Rudy Villarreal
2005	Francisco "907" Sandoval

Alamo Chamber of Commerce

2017	Father Jose Rene Angel
2016	Richard Wright
2015	John Kautsch
2014	Mark J. Eby
2013	Carrol Moering
2012	Gloria Espinosa
2011	Rolando Espinoza
2010	Bob Acosta
2009	Keith Hackland
2006	Arturo Espinosa
2005	Albert Garcia

City of Alton

2017	Roberto Elizondo Jr.
2016	Alejandro Perez
2015	Juan Olivarez
2014	Tommy Thompson+
2013	Emilio Cantu Jr.
2012	San Juanita Zamora +
2011	Carla Garza
2010	Manuel De La Garza +
2009	Transito Vargas
2008	Arturo R. Galvan Jr.
2007	Felipe Gomez

Alton Chamber of Commerce

2017	Ricardo Gonzalez
2016	Leandro Garcia
2015	Manuel "Memo" De La Garza
2014	Sylvia Vela
2013	Richard Arevalo
2012	Arturo Galvan Sr.
2011	Calixto Hernandez
2010	Ricardo Garza
2009	Humberto Salinas Sr. +
2008	Salvador Vela

City of Brownsville

2017	Luis Alberto Castillo
2013	Pete Gonzalez
2012	Dr. Rose M. Z. Gowen
2011	Edward C. Camarillo
2010	Ricardo Longoria Jr.
2009	Charles Atkinson
2007	Eddie Trevino Jr.
2006	Blanca S. Vela
2005	Senator Eddie Lucio

Brownsville Chamber of Commerce

2017	Olga Emilia Gonzalez
2014	S. Mark Roberts
2013	Carl S. Chilton Jr.
2012	John Wood
2011	Father Armand Mathew
2010	Rene Capistran
2009	Maribel M. Baca
2008	Fred W. Rusteberg
2007	Traci Wickett
2006	Reba Cardenas McNair
2005	William Hudson

Donna Tourist Information Center/Donna

Hooks Fletcher Museum

2017 Nobumasa Happy Kitayama +
2016 Donna Hooks Fletcher+
2015 Joe A. Segura
2014 Melinda Sandoval Saucedo
2013 Simon Saucedo
2012 Earl Scott
2011 Viola Jimenez De Reyna
2010 Roberto Lugo
2008 Ricardo V. Rios
2007 Estela Villegas
2006 Adan Hernandez
2005 Hilda R. Adame

City of Donna

2016 Norma G. Garcia
2013 Michael Flores
2012 Filogonio A. Sandoval
2011 Jose Guadalupe Garza +
2010 David S. Simmons
2009 Dr. Celestino Avila
2008 Miles W. Boyce +
2007 Oscar G. Adame
2006 Mr. Isabel Infante +
2005 Pedro L. Ayala +

Delta Area Chamber of Commerce

2005 Los Hermanos Layton

City of Edinburg

2017 Dr. Peter Dabrowski
2016 Judge Toribio "Terry" Palacios
2015 Ramiro Garza Jr.
2014 Dr. Robert Nelsen
2013 Richard H. Garcia
2012 Noe Garza +
2011 Alfonso Rene Ramirez +
2010 Ciro Trevino
2009 Shawn M. Snider
2005 Charlie Rankin

Edinburg Chamber of Commerce

2017 Mukund "Mike" Govind
2016 Letty Gonzalez
2015 Byron Jay Lewis
2014 Johnny Rodriguez
2013 Bob & Janet Vackar
2012 Cris M. Torres
2011 Doug Martin
2010 Lionel Aron Pena Sr.
2009 Cullen R. Looney
2008 Elva Jackson Garza
2007 Robert Gandy III
2006 Alfred Andrew Martin
2005 Lucille De La Garza

City of Elsa

2016 Eliazar "Eli" Rodriguez
2009 Dr. Rene Rodriguez
2008 Arturo C. Trevino

Edcouch, Elsa, La Villa Chamber of Commerce

2010 Frances S. Rocha
2009 Robert Capello Sr.
2008 Mary Pena Moreno
2007 Jose Borrego
2006 Dr. Ricardo R. Gonzalez

City of Granjeno

2017	Mr. & Mrs. Juan and Delia Mendoza
2016	Mr. & Mrs. Eulogio & Ara De Rueda III (Pacho & Ara)
2015	Guadalupe+ & Maria Rendon
2014	Esperanza Avila
2013	Alberto "Maga" Magallan Sr.
2012	Gloria Garza
2011	Manuel Olivarez Sr. +
2010	Maria Isabel Garza
2010	Santos Graciela Garza
2009	Vicente Garza Sr.
2008	Yvette Cabrera Prevot
2007	Manuel Olivarez Jr.
2006	Rafael Garza
2005	Lupita Segura

City of Harlingen

2017	Robert R. Farris
2009	Jim Solis
2007	David E. Allex
2006	Matt E. Gorges
2005	Col. H. William (Bill) Card

Harlingen Chamber of Commerce

2017	Edward Joseph Sokolosky
2016	Mr. & Mrs. Juan & Connie Salas
2010	Ruthie Ewers
2008	Alan Johnson
2007	R.K. (Randy) Whittington
2006	Salomon Maldonado
2005	Frank N. Boggus

City of Hidalgo

2017	Pedro Sanchez Jr.
2017	Noe Aguirre +
2016	Claudia Arredondo
2015	Mayor Martin Cepeda
2015	Javier A. Rodriguez
2014	Pedro Fonseca
2013	Ricardo Ortiz
2012	Siglinde Franz
2011	Elliott & Adelle Bottom
2010	Ester Franz Rodriguez +
2009	Concepcion Franz +
2008	Josefina Fonseca
2007	Mr & Mrs. Paul & + Anita Henderson
2006	Mr. & Mrs. Pedro Cisneros
2006	Olaf Frandsen
2005	Mayor Eduardo C. Vela
2005	Mayor Eduardo Vela +
2005	Mayor J.P. Baker +
2005	Mayor Enedina F. Garza
2005	Mayor Thomas Perez Jr. +
2005	Mayor John David Franz
2005	Joe Vera III

Hidalgo Chamber of Commerce

2015	Crisoforo S. and Maria Del Refugio Vela Sr. +
2015	Ruth Hinojosa
2014	Aurora Mijangos
2013	Joe & Gloria Vera Jr. +
2012	Martin+ & Tina Vazquez
2011	Calvin Bentsen
2010	Ramon Garcia
2009	Henry + & Elsie Kawahata
2008	Jud & Gloria Brady
2007	Mr. & Mrs. Abel & Alicia Longoria +
2006	Dr. Daniel King

City of La Feria

2008 Sunny K. Philip

Linn-San Manuel

2005 Rafael Guerra Sr.

City of La Joya

- 2017 Julianita Sabala
- 2016 Anna Lisa Ruiz
- 2015 Margarita Salinas +
- 2014 Elizandro De La Rosa
- 2013 Victorio Salinas Jr.
- 2013 Roberto Jackson Jr.
- 2012 Mike Alaniz
- 2012 Mary A. Salinas
- 2011 Lee Roy Alaniz
- 2011 Jose A. "Fito" Salinas
- 2010 Martha E. Trevino
- 2010 Gonzalo Gonzalez
- 2009 Rodolfo "Fito" Farias
- 2009 Socorro Garza
- 2008 Alicia Montes
- 2007 William "Billy" Leo
- 2007 Dr. Javier Andres Saenz
- 2006 Mari Gonzalez
- 2006 Angelica "Angie" Garza
- 2005 Filomena Leo

City of Los Fresnos

- 2017 Mary Townsend
- 2016 Ruby Jean Cheshire+
- 2015 Manuel Abrego
- 2014 Antonio R. Lopez Sr. +
- 2013 Luis Romero+
- 2012 James A. Keillor
- 2011 Eduardo "Eddie" Cantu +
- 2009 F. Feliberto Pereira
- 2008 Harry H. Whipple +
- 2007 Carmen Silva

Los Fresnos Chamber of Commerce

- 2013 Mark W. Milum
- 2012 Gene Daniels
- 2011 Mercedes Vicinaiz Cantu
- 2010 Don R. badeaux Sr.
- 2008 Antonio Rivas
- 2007 Erwin W. Scott Jr. "Scottie"+
- 2006 Dora Romero +

City of McAllen

2017 Dr. Carlos J. Cardenas M.D.
2017 Dr. Jose (Joey) Cazares Jr. DDS
2015 Phyllis Griggs
2014 Richard F. Cortez
2013 Veronica Gonzalez
2012 Elva M. Cerda
2011 Alida Salinas Hernandez+
2010 Representative Roberto Gutierrez Sr.
2009 Dr. Lauro Guerra
2008 Lucile Hendricks+
2007 Mr. Jan M. Klinck
2005 Othal Brand Sr.+
2007 Mr. Jan M. Klinck

McAllen Chamber of Commerce

2017 Senator Juan J. "Chuy" Hinojosa
2017 Annie Holand Miller
2016 Sister Norma Pimentel
2015 Gary Gurwitz
2014 Frank S. Plummer
2013 Ruben R. Cardenas
2012 Frank Birkhead
2011 Paul Moxley
2010 Dora Brown
2009 Kirk Clark
2008 Robert L. Lozano
2007 Rick D. Guerra
2006 Tony Aguirre
2005 Leo Montalvo

City of Mercedes

2011 Ricardo Garcia
2008 Joel Quintanilla
2005 Liborio Hinojosa

Mercedes Chamber of Commerce

2007 Congressman Ruben Hinojosa
2005 Frances R. Cooper

City of Mission

2017 Pete Jaramillo
2016 Amancio Chapa Jr.
2015 Wm. Carl Davis
2014 Richard Hernandez
2013 James Joseph Schroeder+
2012 Ricardo Martinez
2011 Ricardo A. Perez
2010 Tomas Tijerina
2009 Father Roy Snipes OMI
2008 Pat Townsend Jr.
2007 Jo Beth (J.B.) Townsend
2006 June K. Brann +
2005 Leonel "Leo" Pena +

Mission Chamber of Commerce

2017 Deborah Cordova
2016 Gen Long
2015 Beatriz Ramirez Esqueda
2014 Beatriz Tijerina
2013 Sandra Vecchio
2012 Sylvia Wolf
2011 Julio Cerda
2010 Yvonne Salinas
2009 Ruben Dario Plata
2008 Joseph (Joe) Roseland
2007 Norberto "Beto" Salinas
2006 Ben A. Cavazos
2005 Linda Z. Castaneda

City of Palmhurst

2017 Dr. Bruce Gray D.V.M.
2017 Campbell A. Patton
2016 Darrell Davis
2016 Gary Wilson Toothaker
2015 Jackie Field
2015 Roy "Bear" Barrera
2014 Lazaro "Larry" Gallardo Jr.
2014 Richard Trevino Jr.
2013 Mark Richards
2013 Ruben De Leon
2012 Robert A. Salinas
2012 Irma Garcia
2011 Jose E. Garza
2010 Alicia C. Sandoval +
2010 Maria G. Leal
2008 Will Klement
2007 Elton Key +
2006 Ramiro J. Rodriguez Jr.

City of Palmview

2017 Jose Rolando Pena
2016 Joel Garcia Jr.
2015 Ramiro Vela
2014 Eraclio Villarreal +
2013 Alfredo Rodriguez
2012 Noe Ruben Munoz
2011 Aida Rivas
2008 Graciela S. Flores
2007 Irene M. Garcia
2006 Gerardo "Jerry" Perez

Palmview Chamber of Commerce

2017 Homer Tijerina
2016 Linda Ruiz Sarabia
2015 Leo James Leo Jr.
2014 Joel Garcia
2013 Leonel Julian Lopez

City of Penitas

2017 Baldomero Loya+
2017 Arturo Garza Jr. +
2016 Blas M. Loya Sr. +
2014 Marcos L. Ochoa
2014 Cecilio Garza Jr.
2013 Servando Ramirez
2013 Armando Garza
2012 Jerry Bell
2012 Roberto Cardenas Jr.
2011 Jose Roel Cardenas
2011 Efren Garza
2010 Vidal G. Loya +
2005 Dr. Mauro L. Reyna Jr.

City of Pharr

2017 Roberto "Bobby" Carrillo
2016 Ambrosio Hernandez
2015 Oscar Elizondo Jr.
2014 Eduardo Cantu
2013 Fred Sandoval
2012 Adan Farias
2011 Leopoldo "Leo" Palacios
2010 Cris S. Vela
2009 Elva I. Michal
2005 A.C. "Beto" Jaime

Pharr Chamber of Commerce

2012 Gary Lewis Rodriguez
2011 Gene & Gracie Williams
2010 Quentin Newcomb Jr.
2007 Anna Mae Kelly
2006 Quentin Newcomb
2005 Dr. Tully Mayer

City of Port Isabel

2017 Juan Jose (JJ) Zamora Sr.
2016 Leo F. "Speck" Sanders
2012 Scott Friedman
2011 Benito Ochoa III
2010 Donald Raymond Guillot
2009 Juan Castillo
2005 Eliseo Vega +

City of Progresso Lakes

2007 John Trainor Evans
2006 Sam Sparks
2005 William C. Cain

Port Mansfield Chamber of Commerce

2009 Betty Glaze

City of Raymondville

2017 Uvaldo Zamora
2016 Brenda Guerrero
2015 Dr. George Cantu
2013 Eleazar Garcia Jr.
2012 Hector Ramirez
2011 Paul E. Whitworth
2010 Father Richard MacDonald, SCJ
2009 SSG Hector Leija +
2008 Albert Tijerina +
2007 Ezequiel A. (Zeke) Martinez
2006 Anna Gause Smith (Mrs. Gene)
2005 Katheryn Hanshaw

Raymondville Chamber of Commerce

2017 Yvonne S. "Bonnie" Brown
2016 Sheriff Larry Spence
2015 Armando Duarte Rios
2014 Cissie Watson
2013 Albert Marshall Pickard
2012 Mary Casillas
2011 Virginia Torres
2010 Elma Chavez
2009 Frank Torres
2008 Mary Gutierrez
2007 Viola Franks
2006 Winifred Raymond Wetegrove
2005 Glenn Harding

City of Roma

2005 Arnulfo Guerra +

City of Rio Grande City

2017 Eduardo "Eddie" Dougherty+
2016 Antonio Falcon MD
2015 Ruben Klein
2014 James Edwin Peterson+
2013 Roel A. Gonzalez
2012 Ruben D. Saenz
2011 Basilio D. Villarreal Jr.
2010 Representative Ryan Guillen
2009 Albert Barrera
2008 Mayor Basilio Villarreal Sr. +
2006 Ernestina C. Trevino
2006 Baldemar Garza
2005 Sam Vale

Rio Grande City Chamber of Commerce

2017 Noel P. Benavides
2017 Javier D. Margo
2016 Rodolfo Carlos "R.C." Salinas
2015 Rose Benavidez
2014 Kenny Anderson +
2013 Rosa E. Gonzalez
2012 Ruben O. Villarreal
2010 U. David Gonzalez
2009 Ruben Saenz
2007 Manuel Benavidez Jr.
2005 Judge Ricardo Hinojosa

Rio Grande Valley Partnership Chamber of Commerce

2017 M. Allen Shields III
2016 David Garza
2015 Julio Reyes
2014 John D. Bradford
2013 Sergio Contreras
2012 Obidio C. "Billy" Canales
2011 H. William "Bill" Card III
2009 Representative Armando Martinez

City of San Benito

2017 Esteban M. Rodriguez
2016 Lionel C. Betancourt
2015 Antonio Puentes Gonzales
2014 Martha Ann McClain
2013 Charlie & Bertha Wilson
2012 Victor Garza
2011 Manuel Lara
2010 Lupita Passement
2009 Joe Hodges Hernandez
2008 Mark Moody
2007 San Benito Montalvo +
2005 Cesar Gonzalez

San Benito Chamber of Commerce

2017 Judge Guadalupe Ayala +
2016 Paco Betancourt+
2015 Celeste Zepeda Sanchez
2014 Dulce Maria America Madrigal
2010 Hector Jalomo
2005 Freddy Fender +

City of Santa Rosa

2005 Pedro Garza

City of San Juan

2017 Luis Ramos Jr.
2016 Tomas Cruz
2015 Pedro Sanchez
2014 Octaviano "Tony" Gonzalez
2013 CWO-2 Jose Luis Montenegro Jr.+
2012 Rick Diaz
2011 Roberto F. Loreda
2010 Commission Hector "Tito" & Bertha Palacios
2009 Juan Pedro Contreras
2008 Roel Garza
2007 Raul Yzaguirre
2006 Arnoldo Cantu Sr.
2005 Jorge Arcuate

San Juan Chamber of Commerce

2010 Leon & Velma Sue De Leon
2007 Estela Salazar
2006 James C. Shawn
2005 Eleazar Romero

Town of South Padre Island

2017 Courtney Hayden
2016 Sam A. Listi
2015 Madeleine Sandefur
2014 Robert Guy Blatnik
2013 Shane Wilson
2012 Robert Nixon
2011 Leslie Ruth Blasing
2010 Paul Y. Cunningham Jr.
2009 Peggy Trahan
2008 Lucinda "Sandy Feet" Wierenga
2007 Minnie Solomonson +
2006 John L. Tompkins +
2005 Ila Loetscher +

South Padre Island Chamber of Commerce

2017 James H. Parker
2016 Joseph M. (Mickey) Furcron
2015 JoAnn Evans
2014 Gary E. Meschi
2013 Bill Donahue
2012 Lynne Tate
2011 David Friedman
2010 Dan Stanton
2009 Darrell Mangham
2008 Jake Falgout
2007 Robert N. Pinkerton Jr.
2006 Richard Franke
2005 Troy W. Giles

City of Sullivan City

2009 Rosendo "Cheno" Benavides +
2007 Guillermina "Ginger" Villarreal
2006 Reynaldo Ruiz
2005 Gumaro "Maro" Flores

City of Weslaco

2017 Howdy Smith
2016 Pablo G. Pena
2015 Blanca Munoz
2014 Soyla Gonzalez
2013 Charles & Christine Warren
2012 Eloy R. Alaniz
2011 Robert A. McAllen
2010 Eugene Richard Vaughn Jr.
2009 Dr. Robert Sepulveda
2008 Mayor Hector "Buddy" de la Rosa
2007 Dr. Benigno (Ben) Villalon
2006 Isaac D. Rodriguez
2005 Joe V. Sanchez

Weslaco Chamber of Commerce

2017 Randy Summers
2015 Glenn + & Margret Housley
2014 Bob Davis
2013 Ramon "Monse" Montalvo
2012 Margaret Looney McAllen
2011 Noble C. Allen
2010 Robert W. Vanderveer
2009 Patti Dittburner
2008 Ruben Cardenas
2007 Fred McCaleb
2006 Dr. Armando Cuellar +
2005 Gene A. Braught +

United States Ambassadors of International Goodwill

2016 Luis Coronel
2015 Raul Gonzalez
2014 Adamari Lopez
2014 Lupillo Rivera
2013 Dra. Ana Maria Polo
2012 Diana Reyes
2011 Lazaro G. Megret
2010 Maria Antonietta Collins
2009 Raul De Molina "El Gordo"
2008 Yolanda De La Cruz
2007 Raul Gonzalez
2006 Raul Brindis
2005 Joe Morales
2004 Fernando Arau
2003 Alberto Kreimerman
2002 Tony De La Rosa
2001 Intocable
2000 Ana Maria Canseco
1999 Freddy Martinez
1998 Roberto Pulido
1997 Carlos Guzman
1996 Hugo De La Cruz
1995 Rogelio Botello Rios
1994 Johnny Canales
1993 Nano Ramirez
1992 Othal Brand Jr.

Mexico Ambassadors of International Goodwill

2017	Sebastian Rulli
2016	Rafael Amaya
2015	Joel Cano
2014	Jorge Salinas
2013	Mariachi Vargas de Tecalitlan
2012	Gabriel Soto
2011	Beatriz Adriana
2010	El Comediante – Teo Gonzalez
2009	Gilberto Gless
2008	Sergio Sendel
2007	Sergio Goyri
2006	Ninel Conde
2006	Eric Del Castillo
2005	Bronco El Gigante De America
2004	Pablo Montero
2003	Laura Flores
2002	Alicia Villarreal y Limite
2001	Veronica Castro
2000	Lupita D'Alesio
1999	Maribel Guardia
1998	Laura Leon
1997	Martin Urieta
1996	Carlos Cuevas
1995	Jorge Vargas
1994	Lucila Mariscal "Dona Lencha"
1993	Angeles Ochoa
1992	Queta Jimenez "La Prieta Linda"
1991	Ramon Ayala y Los Bravos
1990	Rosenda Bernal
1989	Maria De Lourdes
1988	Arianna
1987	Prisma
1986	Aida Cuevas
1985	Francisco "Charro" Avitia

Border Texan of the Year

2014	Chief Judge Ricardo H. Hinojosa
2013	Sam L. Susser
2012	Senator Juan J. "Chuy" Hinojosa
2011	Lt. Gov. David Dewhurst
2010	Frank N. Boggus
2009	Mayor John David Franz
2008	Lt. Gen. (Ret.) Ricardo Sanchez
2007	Dr. Shirley Reed
2006	Michael Allen
2005	Senator John Cornyn
2004	Joe La Mantia Jr.
2003	Tony Garza
2002	Senator Phil Gramm
2001	Governor Rick Perry
2000	Senator Kay Bailey Hutchinson
1999	Charles C. Butt
1998	Governor George W. Bush
1997	Lt. Governor Bob Bullock +
1996	Wayne W. Showers
1995	Dr. Mario Ramirez
1994	Lloyd M. Bentsen +
1993	Dr. Miguel Nervarez
1992	Congressman Enrique "Kika" De La Garza
1991	Morris Atlas
1990	Glen E. Roney
1989	Celia Hare Martin +

Federal and State Leaders

2012	Francisco "Paco" Valentin Jr.
2007	Senator Juan "Chuy" Hinojosa
2006	Bill Summers +
2005	Bryan Daniels
2005	Pedro Garza
2005	Amadeo Saenz

Outstanding Community Supporters

2007	Charles Chuck Snyder
2006	Bob Roux
2006	Dr. Robert + & Mrs. Vi Norton
2005	Representative Ismael "Kino" Flores

Outstanding Entertainers

2014 George Strait
2012 Estudiantina Guadalupana Cesar Cervantes
2012 Charo
2011 Bill & Helen Dillard +
2011 Rene Sandoval
2011 Tina Compean
2010 Edwin M. Bigsby +
2010 Roland Garcia
2006 Joseph "German Joe" Sakulenzki
2006 Doria Avila +
2005 Myron Floren
2005 Jimmy Gonzalez y Grupo Mazz
2005 Wiley Hutchinson

At Large Inductee

2017 Edward Blaha
2016 Dr. Miguel De Los Santos
2015 Larry Wingert
2015 Martha Noell
2014 Roy and Victoria Lepovitz
2014 Luis Lauro Moreno Rodriguez
2014 Most Reverend Leo Francis Daniel
2014 R. David Guerra
2014 Eloy Vera
2013 Rev. Msgr. Juan Nicolau
2013 Consul Erasmo Martinez
2013 Senior Pastor Aaron De La Torre
2012 United Way Hero Jenise Diaz
2012 Judy Anderson
2012 Jim Deuser
2009 Dr. Bert D. Levine +

Mr. Internacional

2015 Juan Pablo Llano

Mrs. Internacional

2015 Elizabeth Robaina

BorderFest Association

2015 Raul Mijangos
2015 Kay Wolf

IFEA Volunteer of the Year

2015 Mary Bernarski

AGENDA ITEM AND RECOMMENDATION SUMMARY
CITY COMMISSION REGULAR MEETING
JANUARY 9, 2018

Discussion and Possible Action Authorizing Staff to Solicit Statements of Qualifications for a Cost of Service, Water and Sewer Rate and Debt Capacity Study.

STAFF COMMENTS AND RECOMMENDATIONS:

On September 2017, the City Commission Approved a Budget for a Water and Sewer Rate Study. Staff is Requesting Authorization to Solicit for Statements of Qualifications from Firms or Individuals to Conduct a Cost of Service, Water and Sewer Rate and Debt Capacity Study.

RECOMMENDATION:

Approve as Presented.

PREPARED BY:

David Salinas,
Director of Utilities

APPROVED BY:

Benjamin Arjona, City
Manager

**CITY OF SAN JUAN
REQUEST FOR QUALIFICATIONS**

RFQ No: XX-XXXX-XX

Utilities

Professional Services

**Water and Sanitary Sewer Cost of
Service, Rate and Debt Capacity Study**

**RFQ SUBMITTAL DEADLINE
February 1, 2018, 3:00 PM Local Time**

**City of San Juan
709 S. Nebraska
San Juan, Texas 78596**

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1. GENERAL

The City of San Juan Utilities Department is seeking a response to this Request for Qualifications (RFQ) for qualified consulting firms, with their team, to furnish water and sanitary sewer cost of service, rate and debt capacity study alternatives to include independently analyzing and assessing the City's current water and sanitary sewer rate structures, determine the cost of providing service, and provide recommendations for equitable, sustainable cost recovery by customer class, conservation incentives and a computer model to generate future rates.

It is the intention of the City in going forward with this RFQ and selection process, to retain the services of the best-qualified professionals.

Disqualification

The applicant may be disqualified for any of the following reasons:

- The applicant is involved in any litigation against the City of San Juan;
- The applicant is in arrears on any existing contract or has defaulted on a previous contract with the City;
- The applicant is debarred, suspended, or otherwise excluded from or ineligible for participation in State or Federal assistance programs.

Confidentiality

All responses submitted shall remain confidential. After selection of a firm, proposals will be made available for public inspection. The City shall not be responsible for the confidentiality of any trade secrets or other information contained or disclosed in the proposal unless clearly identified as such.

Selection

The City reserves the right to accept or reject any or all proposals, and to waive any informalities or irregularities in the RFQ process. The City is an equal opportunity employer.

The City will select the most highly qualified provider(s) of the requested services based on demonstrated competence and qualifications and then attempt to negotiate with provider(s) a contract(s) at a fair and reasonable price

2. DEADLINE AND DELIVERY LOCATION

Deadline

Sealed RFQ submittals must be received and time stamped **by February 1, 2018, 3:00 PM, Local Time.** The clock located in Purchasing will be the official time.

Responses received later than the specified and date will not be considered

It is the sole responsibility of the firm to ensure that the sealed RFQ submittal arrives at the above location by specified deadline regardless of method chosen by the firm.

Faxed or electronically transmitted RFQ submittals will not be accepted

Proposal Copies

Submit five (5) complete hard copies and one (1) copy in PDF format on CD or USB flash drive in a sealed envelope. If requested, the proposer shall submit additional copies within 5 business days. The costs incurred in preparing the RFQ or incurred in any other manner by the vendor in responding to this RFQ may not be charged to the City organization.

Sealed Envelope Addressing

- **Top Left Hand Corner:** Business Name and Address
- **Lower Left Hand Corner:** "RFQ NO. XX-XXXX-XX/Professional Services – Water and Sanitary Sewer Rate Study"

Delivery Instructions

Place sealed envelope in a delivery container addressed to

USPS Delivery Address: City of San Juan
Purchasing Department
709 S. Nebraska
San Juan Texas, 78589

Delivery Service (Fedex, UPS, etc.) Address: City of San Juan
Purchasing Department
709 S. Nebraska
San Juan Texas, 78589

Note: Ensure delivery container is marked, "Sealed RFQ Enclosed"

Points Of Contact

Rene Jaime, Purchasing/Risk Manager City of San Juan 709 S Nebraska San Juan Texas, 78589 Email: rjaime@cityofsanjuantexas.com Telephone: (956) 223-2204	David Salinas, CFM, Director of Utilities City of San Juan 709 S. Nebraska San Juan Texas, 78589 Email: dsalinas@cityofsanjuantexas.com Telephone: (956) 223-2300
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3. SCOPE OF SERVICES

It is the intent of this RFQ process to identify and engage the most qualified consulting firm to assist the City in achieving sustainable water and sanitary sewer rate structures that: adequately fund operations, debt service, and capital improvements; meet debt service ratio and bond covenant requirements; and ensure that each service is operating on a self-sustaining basis. Expected time to project completion is 90-180 days from the date of contract approval.

- A. The City has identified several key requirements that are important components of a cost of service and rate study. The successful proposer will be required to provide, at a minimum, the services below:
- Meet with appropriate City staff to familiarize themselves with current practices and procedures, as well as the goals and objectives of the City.
 - Review relevant materials, reports, studies, etc. developed by/or for the City related to rates including historical cost of service studies, ordinances and relevant contracts.
 - Discuss options to modify existing rate structures for more stable revenue recovery and ease of administration.
 - Provide a simplified and straightforward report to communicate and explain the rates to City's customers.

- e. Determine the revenue required to support water and wastewater operations, including current and planned capital for the next five years.
 - f. Reevaluate the various rate classes of residential, commercial and industrial customers, their demands for services, and the essential cost of providing service to each class.
 - g. Analyze the impact of peak demands on the cost of providing service.
 - h. Evaluate the best way to charge for these services and the financial impact that each option has on each class. These impacts should be expressed in terms of average monthly bill by year and calculated on historical consumption patterns.
 - i. Provide projected impact that the proposed rate structure will have on future consumption patterns, and the resulting impact on the cost of providing service.
 - j. Develop strategies for implementing significant rate changes in order to reduce the adverse impact on specific customer classes.
 - k. Provide draft and final reports summarizing findings, assumptions, methodology and recommendations.
 - l. Attend City Commission meeting(s) to present study recommendations, as required.
- B. Provide the City with cost of implementing Water Conservation Incentives concurrent with our existing Water Conservation Plan and develop a list of potential Water Conservation Incentives along with costs of implementation. Incentives to include but not limited to:
- a. Showerhead, Aerator and Toilet Flapper Retrofit
 - b. Residential Toilet Replacement Programs
 - c. Landscape Irrigation Conservation and Incentives
 - d. Residential Clothes Washer Incentives
 - e. Water Survey For Single Family and Multi Family Customers
 - f. Rainwater Harvesting
 - g. Greywater Reuse
 - h. Conservation Programs for Industrial, Commercial and Institutional Accounts
- C. Evaluate rates for residential and commercial water service taps, meter cost, meter installation cost, fire system taps, rates for sewer service taps, rates for maintenance of service lines, and maintaining back flow preventers and grease traps.
- D. Provide the City with the rate model for the Water and Water Reclamation Utilities in an agreed upon electronic format. Provide training for ad-hoc updates.
- E. Deliverables
- a. Commission Presentation(s) (as required)
 - Prepare and present power point presentation to City Commission.
 - Presentation shall provide brief summary of Items A, B and C.
 - Presentation shall provide implementation timeline and incentive estimates for at least 3 of the options identified in Item B.

- b. Water and Sanitary Sewer Cost of Service, Rate and Debt Capacity Study
- c. Water and Sanitary Sewer Utility Rate Model
- d. Final Report

All material and models submitted in response to this RFQ becomes the property of the City. Blanket substitution of the proposer's standard contract terms or conditions for the City's proposed Professional Services Contract, terms and conditions will not be permitted.

4. REQUEST FOR QUALIFICATIONS FORMAT

A. Response Instructions

Concise and well-organized RFQ's are recommended. The RFQ shall include at a minimum:

- a. Qualifications and relevant experience of your firm.
- b. References including name, phone number, email address and physical address.
- c. Length of time in business.
- d. If your firm has done business with the City, list the project(s).
- e. Résumé of the proposed key personnel that would be assigned to this project.
- f. Specific services your firm will provide and your firm's strategy to provide the services in a timely manner.
- g. Work plan and timeline for accomplishing rate study requirements.

B. Insurance Coverages

Provide information on the types and amounts of insurance carried by the Consulting Firm, including General Liability, Auto Coverage, Worker's Compensation, and Professional Liability Coverage.

In addition to the above information, a Respondent may submit information it desires to demonstrate its understanding of the proposed project; anticipated approach to the project or anything it considers pertinent to this RFQ.

All material and models submitted in response to this RFQ becomes the property of the City. Blanket substitution of the proposer's standard contract terms or conditions for the City's proposed Professional Services Contract, terms and conditions will not be permitted.

5. SELECTION PROCESS

All applications will be screened by a selection committee and those applicants selected for a short list may be invited to attend an interview, at the applicants own expense. The City shall not incur any costs for applicant preparation and/or submittal of RFQ.

Selection Committee Members

- David Salinas, Director of Utilities
- RenJaime, Purchasing/Risk Manager
- Leroy Gonzalez, Director of Finance
- Ben Arjona, City Manager

The City will evaluate all responses based on the qualifications, background, training, experience, and staff qualifications. The City reserves the right to negotiate the final fee schedule, prior to recommending any Consultant for a contract.

The City's process is as follows:

- A. The selection committee shall screen and rate all of the responses that are submitted. Selection ratings will be based on 100-point scale Ratings shall be based on the following criteria:
 - 1. Experience 40 Points
 - 2. Project team & experience 30 Points
 - 3. Previous Projects & references 30 Points
- B. The selection committee will select the most qualified Firms(s) and may invite them for an interview with members of the selection committee or City Commission.
- C. Should an interview be requested, respondents should be prepared for upto 15 minutes of presentation and 15 minutes of questions and answers.
- D. City staff will select the most qualified firm and begin contract negotiations.
- E. When services and fees are agreed upon, the selected Firms shall be offered a consulting contract subject to City Commission approval.
- F. Should negotiations be unsuccessful, the City shall enter into negotiations with the next, highest ranked Firm. The process shall continue until an agreement is reached with a qualified Firm.
- G. This RFQ does not commit the City to pay for any direct and/or indirect costs incurred in the preparation and presentation of a response. All finalist(s) shall pay their own costs incurred in preparing for, traveling to and attending the interviews.

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6. DISCLOSURE OF CERTAIN RELATIONSHIPS

NOTICE TO VENDORS

Effective January 1, 2006, Chapter 176 of the Texas Local Government Code requires that any vendor or person considering doing business with a local governmental entity make certain disclosures concerning any affiliation or business relationship that might cause a conflict of interest with the local governmental entity. The provisions of Chapter 176 and the Form CIQ questionnaire that you must complete, if applicable, to comply with this new law, are available and explained in more detail at the Texas Ethics Commission website at <http://www.ethics.state.tx.us/whasnew/conflictforms.htm>.

A current list of City of San Juan officers is available in the office of the City of San Juan City Secretary, City Hall or on the City's website at <http://www.cityofsanjuantexas.com>. If you are considering doing business with the City of San Juan or the City of San Juan Development Corporation and have an affiliation or business relationship that requires you to submit a completed Form CIQ, it must be filed with the records administrator (City Secretary) of the City of San Juan not later than the 7th business day after the date you become aware of facts that require the form to be filed. See Section 176.006, Texas Local Government Code. It is a Class C misdemeanor to violate this provision.

By Submitting a response to a City of San Juan Request for Proposals, Request for Bids, or Request for Qualifications or by conducting business with the City, you are representing that you are in compliance with the requirements of Chapter 176 of the Texas Local Government Code.

Rene Jaime
Purchasing/Risk
Manager

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CONFLICT OF INTEREST QUESTIONNAIRE

FORM CIQ

For vendor or other person doing business with local governmental entity

This questionnaire reflects changes made to the law by H.B. 1491, 80th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code by a person who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the person meets requirements under Section 176.006(a).

By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the person becomes aware of facts that require the statement to be filed. See Section 176.006, Local Government Code.

A person commits an offense if the person knowingly violates Section 176.006, Local Government Code. An offense under this section is a Class C misdemeanor.

OFFICE USE ONLY

Date Received

1 Name of person who has a business relationship with local governmental entity.

2 ☐ Check this box if you are filing an update to a previously filed questionnaire.

(The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date the originally filed questionnaire becomes incomplete or inaccurate.)

3 Name of local government officer with whom filer has employment or business relationship.

Name of Officer

This section (item 3 including subparts A, B, C & D) must be completed for each officer with whom the filer has an employment or other business relationship as defined by Section 176.001(1-a), Local Government Code. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer named in this section receiving or likely to receive taxable income, other than investment income, from the filer of the questionnaire?

☐ Yes

☐ No

B. Is the filer of the questionnaire receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer named in this section AND the taxable income is not received from the local governmental entity?

☐ Yes

☐ No

C. Is the filer of this questionnaire employed by a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership of 10 percent or more?

☐ Yes

☐ No

D. Describe each employment or business relationship with the local government officer named in this section.

4

Signature of person doing business with the governmental entity

Date

MUST BE SUBMITTED WITH PROPOSAL

Adopted 06/29/2007

LOCAL GOVERNMENT OFFICERS OF THE CITY OF SAN JUAN
As defined by Chapter 176 of the Texas Local Government Code
(Revised 8/6/13)

For purposes of completion of the required Conflict of Interest Questionnaire for the City of San Juan (required by all Vendors who submit bids/proposals), Local Government Officers are:

City of San Juan City Commission:

Mayor:	Mario Garza
Mayor Pro-Tempore:	Jesus "Jesse" Ramirez
Commission Members:	Raudel "Raudy" Maldonado
	Pete Garcia
	Ernesto "Neto" Guajardo

City Manager: Benjamin Arjona

City of San Juan Development Corporation officers are:

Arturo Guajardo, President
Alferdo "Fred" Rodriguez, Secretary
Israel Garza, Treasure
Pedro Contreras, Board Member
Aaron Garza, Board Member
Jesus "Jesse" Ramirez, Mayor Pro-Tem

Interim Executive Director: Benjamin Arjona, City Manager

7. LETTER OF INTEREST

RFQ: XX-XXXX-XX/ Professional Services-Water and Sanitary Sewer Rate Study

The undersigned firm submits the following information (this **RFQ submittal**) in response to that Request for Qualifications (as amended by any Addenda), issued by the City of San Juan, Texas ("City") **to perform professional services in the preparation of an evaluation for water and sanitary sewer cost of service, rate and debt service study.** Enclosed, and by this reference incorporated herein and made a part of this RFQ, are the following:

- Completed RFQ Letter Of Interest form
- Completed Conflict Of Interest form (if applicable)

Firm is responsible for calling the City to determine if any addendums have been issued.

Firm also understands that the City is not bound to select any firm for the final pre-qualified list and may reject any responses submitted.

Firm further understands that all costs and expenses incurred by it in preparing this RFQ and participating in this process will be borne solely by the firm, and that the required materials to be submitted will become the property of the City and will not be returned.

Firm agrees that the City will not be responsible for any errors, omissions, inaccuracies, or incomplete statements in this RFQ. Firm accepts all terms of the RFQ submittal process by signing this letter of interest and making the RFQ submittal.

This RFQ shall be governed by and construed in all respects according to the laws of the State of Texas.

Firm's Name: _____

Authorized Signature _____

Date _____

Telephone: _____

Fax: _____

E-Mail: _____

MUST BE SUBMITTED WITH PROPOSAL

AGENDA ITEM AND RECOMMENDATION SUMMARY
CITY COMMISSION REGULAR MEETING
JANUARY 9, 2018

Consider Authorizing the City Manager to Declare Various Items as Salvage and Surplus Property. (Rene J. Jaime, Purchasing / Risk Manager)

STAFF COMMENTS AND RECOMMENDATIONS:

As per Texas Local Government Code 252, “Salvage Property” means personal property, other than items routinely discarded as waste because of use, time, accident, or any other cause is so worn, damaged or obsolete that it has no value for the purpose for which it was originally intended. “Surplus Property” means property that is not salvage property or items routinely discarded as waste, if not currently needed or required by the City, and possesses some usefulness for the purposes for which it was intended.

The surplus and salvage property consists of eighteen (18) vehicles, three (3) brown wood file cabinets, three (3) flat screen televisions, one (1) standing file holder, five (5) four drawer file cabinets, two (2) two drawer file cabinets, one (1) standing metal cabinet, two (2) white plastic folding tables, six (6) desk chairs, one (1) futon bed/couch, one (1) plastic safe, one (1) glass/wood cabinet, twelve (12) brown desks, one (1) light brown desk, seven (7) dry erase boards, one (1) white refrigerator, one (1) microwave, one (1) toaster oven, one (1) brown desk, four (4) 6 door lockers, four (4) PowerEdge 1850 Servers, three (3) Dell Laptops and one (1) Acer laptop.

Also, this surplus property consists of 12 bunker gear pants, 14 bunker gear coats, 10 pairs of gloves and 2 pairs of structural boots from the Fire Department. The surplus items will not be for sale due to liability reasons. Donation of these items will be considered to those agencies from Mexico who show interest.

Staff is recommending the disposal, recycling or selling of the above items. Staff will dispose of listed items in the best interest of the City of San Juan.

RECOMMENDATION:

Authorize the City Manager to Declare Various Items as Salvage and Surplus Property.

PREPARED BY:

Rene J. Jaime,
Purchasing/Risk
Manager

APPROVED BY:

Benjamin Arjona, City
Manager

SURPLUS POLICE PROPERTY

QUANTITY	DESCRIPTION OF ITEMS	MAKE	MODEL	SERIAL #	CITY TAG	CONDITION
3	BROWN WOOD FILE CABINETS	NONE	NONE	NONE	NONE	FAIR
1	FLAT SCREEN TV	VIZIO	E420V0	LAQK1FAL1500278	NONE	GOOD
1	FLAT SCREEN TV	VIZIO	E420V0	LAUK1FAL2403561	NONE	GOOD
1	FLAT SCREEN TV	SAMSUNG	UN32EH4003FXZA	Z5QQ3CNC700751F	NONE	GOOD
1	STANDING FILE HOLDERS	NONE	NONE	NONE	NONE	GOOD
1	FOUR DRAWER FILE CABINETS	HON	NONE	NONE	0125	GOOD
1	FOUR DRAWER FILE CABINETS	PROLINE INDUST	NONE	NONE	1142	GOOD
3	FOUR DRAWER FILE CABINETS	STAPLES	NONE	NONE	NONE	GOOD
2	TWO DRAWER FILE CABINETS	NONE	NONE	NONE	NONE	GOOD
1	STANDING METAL CABINET	NONE	NONE	DEA A00000123	NONE	FAIR
2	WHITE PLASTIC FOLDING TABLES	NONE	NONE	NONE	NONE	GOOD
6	DESK CHAIRS	NONE	NONE	NONE	NONE	GOOD
1	FUTON BED/COUCH	NONE	NONE	NONE	NONE	GOOD
1	PLASTIC SAFE	SENTRY	NONE	A25247710	NONE	POOR
1	GLASS/WOOD CABINET	NONE	NONE	DEA 6109	NONE	GOOD
12	BROWN DESKS	NONE	NONE	NONE	NONE	GOOD
1	LIGHT BROWN DESK	NONE	NONE	NONE	NONE	GOOD
7	DRY ERASE BOARDS	NONE	NONE	NONE	NONE	GOOD
1	WHITE REFRIGERATOR	FRIDIGAIRE	FRT18QRCW	NONE	NONE	GOOD
1	MICROWAVE	SHARP	CAROSOUL	266111	NONE	GOOD
1	TOASTER OVEN	RIVAL	TO-753	NONE	NONE	GOOD
1	BROWN DESK	NONE	NONE	NONE	1062	GOOD
1	6 DOOR LOCKER	NONE	NONE	NONE	2358	GOOD
3	6 DOOR LOCKER	NONE	NONE	NONE	NONE	GOOD

REQUEST TO DECLARE AS SALVAGE

INVENTORY NO.	YEAR	MAKE	MODEL	VIN
1126	1997	FORD	F-150	1FTDF1726VNA79052
1124	2002	HONDA	ODYSSEY VAN	2HKPL18672H543106
1131	2002	CHEV	TAHOE	1GNEK13Z42R131549
1142	2013	VW	BEETLE	3VWJP7AT2DM636999
1143	2007	NISSAN	VERSA	3N1BC11E07L400155
1144	1996	CHEV	S10 PU	1GCCS19X8T8219551
1146	2003	FORD	MUSTANG	1FAFP40413F450960
1150	2012	FORD	ESCAPE	1FMCU0EGXCKB97707
1166	2007	FORD	FUSION	3FAHP08177R112208
1167	2010	FORD	FOCUS	1FAHP3FN1AW193279
1132	2005	DODGE	CARAVAN	2D4GP44L35R249060
1039	2007	GMC	SIERRA PU	2GTEC13J271523462
1157	2002	FORD	EXPLORER	1FMZU62E02ZA36305
1086	2003	FORD	F-150 PU	1FTRW07303KD62652
1130	2013	SUZUKI	KISASHI	JS2RE91S3D6100454
1023	1996	DODGE	RAM 2500 PU	1B7KC23Z2TJ110472
1141	2000	MERC	SABLE	1MEFM53U5YG624128
1169	2005	FORD	500 4DR	1FAFP231X5G185443

Agenda Item 1/9/18

IT Department Fixed Asset Disposal

Asset Tag #	Item Description	Current Location
2686	HP Laserjet 1320N	IT Department
2267	Epson scanner J111A	IT Department
2557	Lanthen Clock 2221	IT Department
3620	Acer 10' Laptop	IT Department
2668	Dell laptop PP15L	IT Department
2551	Dell laptop PP15L	IT Department
3689	Acer Laptop KAWF0	IT Department
1882	Dell laptop PPO1L	IT Department
2489	Windows Server STD 2003	IT Department
2490	Windows Server STD 2003	IT Department
2491	Windows Server STD 2003	IT Department
2487	Windows Server STD 2003	IT Department
2297	Dell Monitor E172FPT	IT Department
2412	Dell Keyboard SK-8110	IT Department
508	GE Video Player VG4268	IT Department
2498	HP Printer 4200 SDG0B-0306	IT Department

Agenda Item 1/9/18





PROPERTY OF
CITY OF SAN JUAN
1062











NOT FOR BUILT-IN INSTALLATION

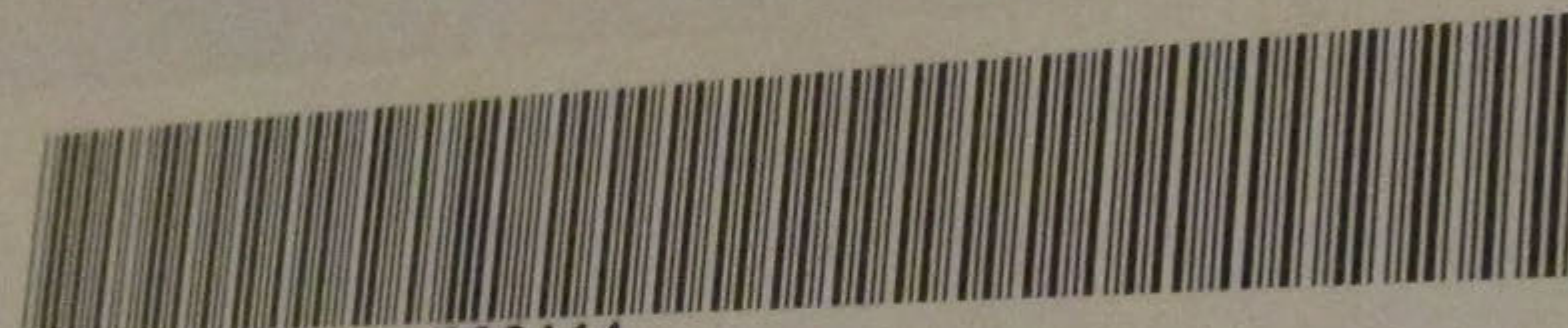
CAUTION: THIS DEVICE IS TO BE SERVICED ONLY BY PROPERLY QUALIFIED SERVICE PERSONNEL. CONSULT THE SERVICE MANUAL FOR PROPER SERVICE PROCEDURES TO ASSURE CONTINUED COMPLIANCE WITH THE FEDERAL PERFORMANCE STANDARD FOR WORKING Ovens AND FOR PRECAUTIONS TO BE TAKEN TO AVOID POSSIBLE EXPOSURE TO EXCESSIVE MICROWAVE ENERGY.

WARNING: THIS APPLIANCE IS EQUIPPED WITH A GROUNDED THREE PRONG PLUG FOR YOUR PROTECTION AGAINST POSSIBLE SHOCK HAZARDS AND SHOULD BE CONNECTED TO A PROPERLY GROUNDED OUTLET. DISCONNECT POWER PLUG BEFORE SERVICING. REMOVAL OF THE ENCLOSURE WITH PRODUCT ENERGIZED COULD EXPOSE SERVICEMEN TO DANGEROUS HIGH VOLTAGE POTENTIAL.

WARNING: RISK OF ELECTRIC SHOCK. NON-REMOVABLE FASTENERS ARE PROVIDED BECAUSE OF INTERNAL HIGH VOLTAGES. DO NOT REMOVE FASTENERS.

DANGER - CERTAIN INTERNAL PARTS ARE INTENTIONALLY NOT GROUNDED AND MAY PRESENT A RISK OF ELECTRICAL SHOCK DURING SERVICING. SERVICE PERSONNEL - DO NOT CONTACT THE FOLLOWING PARTS WHILE THE APPLIANCE IS ENERGIZED: TIMER, FAN MOTOR AND LV TRANSFORMER.

TCUAA320



R-209KK-W
MODEL

266111
SERIAL NO.:

SHARP HOUSEHOLD MICROWAVE OVEN

MICROWAVE OVEN			
MODEL NO. R-209KK-W	120 VAC	A	MANUFACTURED MAY-2008
	60 Hz	10.0	
SERIAL NO. 266111	FCC ID: RBJ-R2XXK MADE IN CHINA TKL		INSTALLATION KIT ---
QUESTIONS? 1-800-BE-SHARP MARKETED BY: SHARP ELECTRONICS CORP. MAHWAH, N.J. 07430		SHARP CORPORATION	
THIS PRODUCT COMPLIES WITH DHHS RULES 21 CFR SUBCHAPTER J.		UL LISTED 49DT	



28000301815WM

Walmart 

Wal-Mart Stores Inc.
Bentonville, AR 72716

Rival Toaster Oven

Model/Modelo: TO-753

120VAC 60Hz 1000 WATTS

Rival Customer Service 866-321-9509

Made in China Fabricated in China Hecho En China



Intertek

3088899

Conforms to UL 510, 1024

Certified in USA 510

C22.2 NO. 64

CAUTION: DO NOT IMMERSE IN ANY LIQUID
HOUSEHOLD USE ONLY

ATTENTION: NE PAS IMMERGER
POUR L'USAGE DOMESTIQUE SEULEMENT

PRECAUCIÓN: NO LA SUMERJA EN AGUA
SÓLO PARA USO DOMÉSTICO

P/N: 28100122814



SHOOTERS

ROCK OUT
WITH YOUR
GLOCK OUT



I Support the
SAN JUAN POLICE DEPT.
283-TIPS



PROFESSIONALISM
COURAGE
INTEGRITY

I Support the
SAN JUAN POLICE DEPT.
283-TIPS

























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AGENDA ITEM AND RECOMMENDATION SUMMARY
CITY COMMISSION REGULAR MEETING
JANUARY 9, 2018

Consider Approval of the Economic Development Corporation 2017-2018 Budget.

STAFF COMMENTS AND RECOMMENDATIONS:

On November 14, 2017, the Economic Development Corporation 2017-2018 Budget was presented to the City Commission; however, the Commission requested additional detailed information.

RECOMMENDATION:

Consider Approval of the Economic Development Corporation 2017-2018 Budget as presented by staff.

PREPARED BY:

Benjamin Arjona,
City Manager

APPROVED BY:

Benjamin Arjona, City
Manager



City of San Juan, TX

Budget Worksheet

Account Summary

For Fiscal: 2017-2018 Period Ending: 09/30/2018

		Defined Budgets							
		2015-2016	2015-2016	2016-2017	2016-2017	2017-2018	2017-2018	2017-2018	2017-2018
		Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	DEP REQUEST	FINAL
Fund: 24 - SAN JUAN E. D. C.									
Revenue									
Revenue Type: 3200 - SALES TAX REVENUE									
<u>24-3200.1101</u>	SALES TAX - 4B	800,000.00	888,907.98	860,000.00	844,964.25	878,460.00	230,462.75		878,460.00
<u>24-3200.1104</u>	RFND GEN SALES & USE TAX	0.00	-14,859.36	-10,000.00	-13,621.11	0.00	-3,714.84		-10,000.00
	Revenue Type: 3200 - SALES TAX REVENUE Total:	800,000.00	874,048.62	850,000.00	831,343.14	878,460.00	226,747.91	0.00	878,460.00
Revenue Type: 3700 - OTHER REVENUE									
<u>24-3700.1100</u>	INTEREST EARNED	7,500.00	3.01	0.00	9.74	0.00	1.24		4.00
<u>24-3700.1165</u>	SALE OF REAL PROPERTY	182,137.09	0.00	0.00	211,255.37	0.00	0.00		
<u>24-3700.1300</u>	MISCELLANEOUS REVENUE	0.00	16,587.72	0.00	2,044.26	0.00	6.00		
	Revenue Type: 3700 - OTHER REVENUE Total:	189,637.09	16,590.73	0.00	213,309.37	0.00	7.24	0.00	4.00
Revenue Type: 3900 - OTHER FINANCING SOURCES									
<u>24-3900.3010</u>	EDA GRANT 05091	0.00	0.00	505,000.00	0.00	0.00	0.00		505,000.00
<u>24-3900.3030</u>	NADBANK GRANT	0.00	0.00	250,000.00	0.00	0.00	0.00		250,000.00
	Revenue Type: 3900 - OTHER FINANCING SOURCES Total:	0.00	0.00	755,000.00	0.00	0.00	0.00	0.00	755,000.00
	Revenue Total:	989,637.09	890,639.35	1,605,000.00	1,044,652.51	878,460.00	226,755.15	0.00	1,605,004.00

Budget Worksheet

For Fiscal: 2017-2018 Period Ending: 09/30/2018

Expense	Defined Budgets									
	2015-2016					2017-2018				
	Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	DEP REQUEST	FINAL	PROPOSED	
Department: 571 - SAN JUAN ECONOMIC DEV										
Category: 10 - SALARIES & WAGES/BENEFIT										
<u>24-571.1030</u>	SALARIES OF EMPLOYEES	167,000.00	94,795.68	108,214.00	68,618.43	115,000.00	23,588.42	115,000.00	115,000.00	
<u>24-571.1040</u>	OVERTIME	1,500.00	1,233.62	2,000.00	0.00	2,000.00	0.00	2,000.00	2,000.00	
<u>24-571.2060</u>	SOCIAL SECURITY TAX	10,920.00	7,713.41	8,646.00	5,402.32	8,500.00	1,835.11	8,500.00	8,500.00	
<u>24-571.2070</u>	HEALTH INSURANCE	14,820.00	2,928.23	14,141.00	7,488.13	14,000.00	4,001.70	14,000.00	14,000.00	
<u>24-571.2080</u>	EMPLOYEE RETIREMENT	6,000.00	1,299.29	3,133.00	1,935.13	3,560.00	669.01	3,560.00	3,560.00	
<u>24-571.2090</u>	AUTO ALLOWANCE	8,000.00	6,391.07	4,800.00	2,371.44	3,000.00	506.66	3,000.00	4,800.00	
<u>24-571.2100</u>	UNEMPLOYMENT COMPENSAT	700.00	493.37	513.00	321.29	450.00	0.92	450.00	450.00	
<u>24-571.2110</u>	WORKER'S COMPENSATION IN	650.00	436.93	509.00	0.00	550.00	0.00	550.00	550.00	
Category: 10 - SALARIES & WAGES/BENEFIT Total:		209,590.00	115,291.60	141,976.00	86,136.74	147,060.00	30,601.82	147,060.00	148,860.00	
Category: 20 - PURCHASED PROF/TECH SRVS										
<u>24-571.3400</u>	ACCOUNTING & AUDITING SER	17,000.00	17,000.00	23,000.00	12,322.36	19,500.00	0.00	19,500.00	28,000.00	
<u>24-571.3430</u>	LEGAL SERVICES	60,000.00	27,270.00	60,000.00	45,045.01	40,000.00	8,982.50	40,000.00	60,000.00	
<u>24-571.3499</u>	OTHER PROFESS. & PARA-PROF	35,000.00	98,564.63	82,800.00	83,465.70	36,000.00	7,407.50	36,000.00	82,800.00	
Category: 20 - PURCHASED PROF/TECH SRVS Total:		112,000.00	142,834.63	165,800.00	140,833.07	95,500.00	16,390.00	95,500.00	170,800.00	
Category: 30 - PUR PORP SRVS & OTH SRVS										
<u>24-571.4570</u>	ELECTRICITY	3,500.00	2,843.46	3,500.00	8,486.07	5,000.00	710.92	5,000.00	5,000.00	
<u>24-571.4590</u>	WATER	0.00	0.00	0.00	385.80	0.00	0.00			
<u>24-571.4650</u>	RENTAL OF LAND AND BUILDIN	21,984.00	20,565.00	21,984.00	28,788.00	0.00	5,040.00		35,000.00	
<u>24-571.4660</u>	RENTAL OF MACHINERY & EQU	6,000.00	7,567.36	6,000.00	3,600.79	39,500.00	714.09	39,500.00	6,000.00	
<u>24-571.5470</u>	TELEPHONE	6,675.00	7,800.80	6,675.00	5,555.15	6,500.00	750.74	6,500.00	6,500.00	
<u>24-571.5480</u>	INTERNET	1,600.00	1,907.57	1,600.00	3,540.23	2,500.00	724.48	2,500.00	2,500.00	
<u>24-571.5490</u>	POSTAGE	0.00	0.00	500.00	219.00	1,200.00	98.00	1,200.00	1,200.00	
<u>24-571.5500</u>	TRAVEL AND TRAINING	10,000.00	2,305.27	8,765.14	16,527.36	18,000.00	6,397.46	18,000.00	9,000.00	
<u>24-571.5510</u>	ADVERTISING	12,000.00	14,532.18	5,000.00	4,377.54	5,000.00	2,249.02	5,000.00	2,500.00	
Category: 30 - PUR PORP SRVS & OTH SRVS Total:		61,759.00	57,521.64	54,024.14	71,479.94	77,700.00	16,684.71	77,700.00	67,700.00	
Category: 40 - SUPPLIES										
<u>24-571.6120</u>	OFFICE EQUIPMENT	0.00	0.00	0.00	9,485.63	2,800.00	6,033.54	2,800.00		
<u>24-571.6140</u>	OFFICE SUPPLIES	1,500.00	1,361.97	1,500.00	4,885.65	2,500.00	1,101.11	2,500.00	2,564.14	
<u>24-571.6150</u>	MAPS, PLANS PLATS	0.00	0.00	500.00	19.81	2,500.00	0.00	2,500.00	2,500.00	
<u>24-571.6250</u>	FOOD, ICE, AND BOTTLED WAT	0.00	0.00	1,000.00	1,304.95	0.00	442.48		2,400.00	

Budget Worksheet

For Fiscal: 2017-2018 Period Ending: 09/30/2018

		Defined Budgets							
		2015-2016	2015-2016	2016-2017	2016-2017	2017-2018	2017-2018	2017-2018	2017-2018
		Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	DEP REQUEST	FINAL
24-571.6270	CLOTHING & UNIFORMS	0.00	0.00	1,500.00	1,212.00	1,800.00	0.00	1,800.00	1,800.00
Category: 40 - SUPPLIES Total:		1,500.00	1,361.97	4,500.00	16,908.04	9,600.00	7,577.13	0.00	9,600.00
Category: 50 - CAPITAL OUTLAY									
24-571.0526	FURNITURE	0.00	0.00	10,000.00	11,878.54	0.00	0.00		
24-571.7951	MOTOR VEHICLES	0.00	0.00	0.00	0.00	0.00	0.00		15,000.00
24-571.7953	MACH AND EQUIP.-OFFICE EQU	0.00	0.00	0.00	613.22	0.00	0.00		
24-571.7954	MACH. AND EQUIP.-COMPUTE	0.00	0.00	0.00	134.70	0.00	0.00		
24-571.7956	MACH AND EQUIP. - SOFTWARE	0.00	0.00	0.00	192.20	0.00	112.17		
Category: 50 - CAPITAL OUTLAY Total:		0.00	0.00	10,000.00	12,818.66	0.00	112.17	0.00	15,000.00
Category: 60 - DEBT SERVICE									
24-571.8790	BOND PRINCIPAL	80,000.00	80,000.00	85,000.00	105,000.00	0.00	0.00		85,000.00
24-571.8800	LOAN PRINCIPAL-TX LEVERAGE	131,602.10	129,482.73	134,819.28	136,915.44	0.00	33,658.03		134,819.28
24-571.8810	BOND INTEREST	89,910.00	89,910.00	85,997.50	41,713.61	0.00	0.00		85,997.50
24-571.8811	LOAN INTEREST-TX LEVERAGE F	45,353.60	47,831.59	44,263.08	44,721.24	0.00	12,445.94		44,263.08
Category: 60 - DEBT SERVICE Total:		346,865.70	347,224.32	350,079.86	328,350.29	0.00	46,103.97	0.00	350,079.86
Category: 90 - MISCELLANEOUS									
24-571.9700	DUES AND MEMBERSHIPS	4,000.00	820.00	7,000.00	3,961.65	0.00	8,380.00		6,000.00
24-571.9770	NEWSPAPER, PERIODICALS, M	0.00	0.00	0.00	0.00	0.00	0.00		2,300.00
24-571.9806	LEXUS PROJECT	0.00	13,940.00	118,400.00	25,000.00	0.00	201,404.65		
24-571.9898	NOCHE DE PAZ/FOURTH OF JUL	0.00	0.00	32,500.00	250.00	0.00	0.00		50,000.00
24-571.9899	OTHER- PROMOTIONAL EXPEN	71,785.04	80,410.60	0.00	13,983.04	12,000.00	0.00		12,000.00
24-571.9900	OTHER-SETTLEMENT PAYMENT	0.00	0.00	0.00	4,500.00	0.00	0.00		
Category: 90 - MISCELLANEOUS Total:		75,785.04	95,170.60	157,900.00	47,694.69	12,000.00	209,784.65	0.00	58,300.00
Department: 571 - SAN JUAN ECONOMIC DEV Total:		807,499.74	759,404.76	884,280.00	704,221.43	341,860.00	327,254.45	0.00	341,860.00
									820,004.00

Budget Worksheet

For Fiscal: 2017-2018 Period Ending: 09/30/2018

		Defined Budgets						
		2015-2016	2015-2016	2016-2017	2016-2017	2017-2018	2017-2018	2017-2018
		Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	DEP REQUEST
								FINAL
								PROPOSED
Department: 614 - 614								
Category: 50 - CAPITAL OUTLAY								
24-614,9600								
24-614,9603								
LIFT STATION(EDA)		0.00	0.00	0.00	37,633.34	0.00	0.00	
EDA PROJECT		0.00	0.00	755,000.00	0.00	0.00	0.00	755,000.00
Category: 50 - CAPITAL OUTLAY Total:		0.00	0.00	755,000.00	37,633.34	0.00	0.00	755,000.00
Department: 614 - 614 Total:		0.00	0.00	755,000.00	37,633.34	0.00	0.00	755,000.00

Budget Worksheet

For Fiscal: 2017-2018 Period Ending: 09/30/2018

										Defined Budgets			
2015-2016	2015-2016	2016-2017	2016-2017	2017-2018	2017-2018	2017-2018	2017-2018	2017-2018	2017-2018	2017-2018	2017-2018	2017-2018	2017-2018
Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	DEP REQUEST	FINAL	PROPOSED					

Department: 800 - LONG TERM DEBT
Category: 30 - PUR PORP SRVS & OTH SRVS

24-800.0300

MISCELLANEOUS EXPENSE															
Category: 30 - PUR PORP SRVS & OTH SRVS Total:	0.00	0.00	0.00	0.00	0.00	93.40	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Department: 800 - LONG TERM DEBT Total:	0.00	0.00	0.00	0.00	0.00	93.40	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Expense Total:	887,833.74	778,399.76	1,639,280.00	741,948.17	341,860.00	327,254.45	0.00	341,860.00	1,605,004.00						
Fund: 24 - SAN JUAN E. D. C. Surplus (Deficit):	101,803.35	112,239.59	-34,280.00	302,704.34	536,600.00	-100,499.30	0.00	536,600.00	0.00						
Report Surplus (Deficit):	101,803.35	112,239.59	-34,280.00	302,704.34	536,600.00	-100,499.30	0.00	536,600.00	0.00						

Defined Budgets

Report Surplus (Deficit):	101,803.35	112,239.59	-34,280.00	302,704.34	536,600.00	-100,499.30	0.00	536,600.00	0.00
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AGENDA ITEM AND RECOMMENDATION SUMMARY
CITY COMMISSION REGULAR MEETING
JANUARY 9, 2018

Consider Authorizing the City Manager to Enter Into a Two-Year Interlocal Agreement Lease Extension Amendment with Hidalgo County Head Start Program for Property, located at 200 North Cougar, for Operation of a Head Start Classroom and Parent Meeting Center.

STAFF COMMENTS AND RECOMMENDATIONS:

The Hidalgo County Head Start Program has expressed a desire to continue leasing the City building located at 200 North Cougar. The Head Start Program has leased the facility in question over the last 20 years for the purpose of operating a head start center.

The lease extension amendment terms are identical to the previous years with the extension expiring on December 31, 2019. The rent payable for the lease is \$12.00 per year. The County Head Start Program is responsible for maintenance and utility expenses for the facility.

RECOMMENDATION:

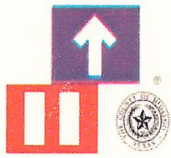
Authorize the City Manager to Enter into a Two-Year Interlocal Agreement Lease Extension Amendment with Hidalgo County Head Start Program for Property, located at 200 North Cougar, for Operation of a Head Start Classroom and Parent Meeting Center.

PREPARED BY:

Benjamin Arjona,
City Manager

APPROVED BY:

Benjamin Arjona, City
Manager



Hidalgo County Head Start Program

1901 West State Hwy 107, McAllen, Texas 78504-0117

Two Year Interlocal Agreement Extension

Dear Sir/Madam:

The purpose of this letter is to exercise Hidalgo County's option to extend a center Interlocal Agreement for two (2) additional years as stated in the existing contract dated January 1st, 2012 between Hidalgo County and the **City of San Juan (San Juan I Head Start Center)** for the property located at 200 North Cougar, San Juan, TX., 78589 (The "Original Interlocal Agreement").

If the **City of San Juan** agrees to this two (2) year extension of the Original Interlocal Agreement under the same existing terms and conditions, please have the authorized individual sign this Interlocal Agreement Extension. It should be noted that the basis of this two (2) year extension is listed under ARTICLE 1.03, Renewal or Termination, of the Original Interlocal Agreement.

The Head Start Program wishes to express its appreciation to the **City of San Juan** for its cooperation and support in this matter.

The beginning and ending date of extension shall be January 1st, 2018 through December 31st, 2019. The Original Interlocal Agreement is extended for a period of two (2) years with all conditions including the lease amount remaining the same.

Property/Building: **City of San Juan**
200 North Cougar
San Juan, TX 78589

Authorized Official:

By: _____

Title: _____

Date: _____

Two Year Interlocal Agreement Extension (Cont.)

Head Start Program

By: Teresa Flores
Teresa Flores, Executive Director

By: Ramon Garcia
Ramon Garcia, County Judge

APPROVED BY
COMMISSIONERS' COURT
ON: 11/28/17 jrc

ATTEST:

By: Arturo Guajardo, Jr.
Arturo Guajardo, Jr., County Clerk



Approved As to Form:

Oxford & Gonzalez

By: Ricardo González

Approved As to Form:

Atlas, Hall & Rodriguez, L.L.P.

By: Stephen L. Crain
Stephen L. Crain

Date approved by Policy Council: 11-15-2017

Date approved by Commissioner's Court: 11-28-2017



Mayor: Mario Garza
Mayor Pro-Tem: Jesus "Jesse" Ramirez
Commissioners: Ernesto "Neto" Guajardo
Raudel Maldonado
Pete Garcia

To: Benjamin Arjona, City Manager
From: Leroy Gonzales, Director of Finance
Date: December 29, 2017
Subject: Monthly Collection Report – November 2017

Attached you will find the above referenced monthly tax collection report as submitted by Pablo "Paul" Villarreal Jr., County of Hidalgo, Tax Collector for the City of San Juan, Texas.

According to the property tax code, Section 10 **Reports and Remittances of Other Taxes**, "Each month the collector of taxes for a taxing unit shall prepare and submit to the governing body of the unit a written report made under oath accounting for all taxes collected for the unit during the preceding month".

The following summary is included into this memorandum for information purposes:

Tax Year	SUMMARY OF TAX LEVY COLLECTIONS				
	2017	2016	2015	2014	2013
Tax Levy	7,112,363.88	6,638,277.98	6,363,985.51	6,062,874.30	6,026,969.81
Adjustment to date	7,030.81	(19,259.27)	2,492.92	22,138.85	(16,498.87)
Adjusted Tax Levy	7,119,394.69	6,619,018.71	6,366,478.43	6,085,013.15	6,010,470.94
Collections to date	482,899.51	6,232,308.52	6,006,559.85	5,720,270.90	5,620,809.41
Percentage Collected	6.79%	94.16%	94.35%	94.01%	93.52%

A property Tax Adjustments Report (by account) for the same month and prior months is available from the Finance Department.

If you have any questions, please do not hesitate in calling me at 956-223-2232.

C: Mayor, Mario Garza
Mayor Pro-Tem, Jesus "Jesse" Ramirez
Commissioners: Raudel Maldonado
Pete Garcia
Ernesto "Neto" Guajardo

709 S. Nebraska Ave. • San Juan, Texas 78589-2649
Phone: (956)223-2200 • Fax: (956) 787-5978

MOB

**PABLO "PAUL" VILLARREAL JR., ASSESSOR & COLLECTOR
CITY OF SAN JUAN TAXES COLLECTED FOR:
NOVEMBER 2017**

COMPARATIVE RATE OF COLLECTIONS

CITY OF SAN JUAN CSJ (37)	ORIGINAL TAX LEVY	COLLECTED TO DATE	DROPPED YRS AFTER PURGE	MODIF. TO DATE	TAXES OUTSTANDING	PERCENT 2017/2018	COLLECTED 2016/2017
2017 TAX ROLL	7,112,363.88	482,899.51	-	7,030.81	6,636,495.18	6.78%	7.30%
2016 & PRIOR YRS	1,449,100.77	63,071.97	-	2,565.40	1,388,594.20	4.34%	4.10%
ROLLBACK	21,957.42	-	-	-	21,957.42	0.00%	0.00%
TOTALS	8,583,422.07	545,971.48	-	9,596.21	8,047,046.80		

BREAKDOWN OF TAX COLLECTIONS AND FEES FOR THE MONTH OF NOVEMBER 2017

	CITY OF SAN JUAN	MONTHLY MODIFICATIONS
CURRENT YEAR-BASE TAX	443,142.91	(3,311.38) CURRENT
CURRENT YEAR-P&I		
PRIOR YEARS-BASE TAX	36,595.00	(364.29) PRIOR
PRIOR YEARS-P&I	12,595.85	
ROLLBACK		ROLLBACK
ROLLBACK P&I		
ATTORNEY FEES	6,143.31	PURGED
TOTAL COLLECTIONS	498,477.07	(3,675.67)
LESS TRANSFERRED	352,857.40	
LESS IN TRANSIT	142,208.03	
LESS DUE TO HCAD COMM. FEE	35.64	
LESS DUE TO CO TREASURER	3,376.00	
BALANCE	-	

*****AFFIDAVIT*****

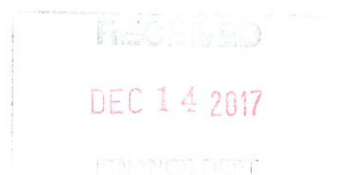
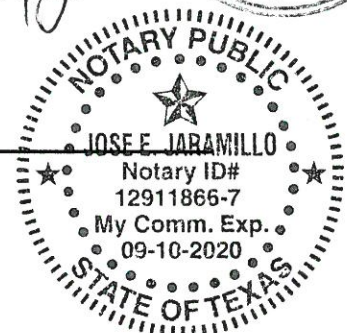
I, PABLO "PAUL" VILLARREAL JR., ASSESSOR-COLLECTOR OF TAXES FOR THE CITY OF SAN JUAN, DO SOLEMNLY SWEAR THAT THE ABOVE STATEMENT OF TAXES COLLECTED BY ME FOR THE MONTH OF NOVEMBER 2017 IS CORRECT.

Pablo (Paul) Villarreal Jr.
ASSESSOR/COLLECTOR OF TAXES FOR CITY OF SAN JUAN, TEXAS



SWORN AND SUBSCRIBED BEFORE ME THIS 8th DAY OF DECEMBER 2017 A.D.

Jose E. Jaramillo
NOTARY PUBLIC, HIDALGO COUNTY, TEXAS



**CITY OF SAN JUAN, TEXAS
AS OF NOVEMBER 2017**

Levy 2017 (17-18 YR)

7,112,363.88	OCT 2017	NOV 2017	DEC 2017	JAN 2018	FEB 2018	MAR 2018	APR 2018	MAY 2018	JUN 2018	JUL 2018	AUG 2018	SEPT 2018
Adjustments	10,342.19	7,030.81	-	-	-	-	-	-	-	-	-	-
Adjstld Levy	7,122,706.07	7,119,394.69	7,112,363.88	7,112,363.88	7,112,363.88	7,112,363.88	7,112,363.88	7,112,363.88	7,112,363.88	7,112,363.88	7,112,363.88	7,112,363.88
Collections	39,756.60	482,899.51	-	-	-	-	-	-	-	-	-	-
Percentage	0.56	6.78	-	-	-	-	-	-	-	-	-	-

Levy 2016 (16-17 YR)

6,638,277.98	OCT 2016	NOV 2016	DEC 2016	JAN 2017	FEB 2017	MAR 2017	APR 2017	MAY 2017	JUN 2017	JUL 2017	AUG 2017	SEPT 2017
Adjustments	(2,244.53)	(3,422.70)	(7,758.17)	(10,913.72)	(10,913.72)	(15,052.40)	(16,154.85)	(15,889.62)	(16,537.42)	(16,537.42)	(16,537.42)	(19,259.27)
Adjstld Levy	6,636,033.45	6,634,855.28	6,630,519.81	6,627,364.26	6,627,364.26	6,623,225.58	6,622,123.13	6,622,388.36	6,621,740.56	6,621,740.56	6,621,740.56	6,619,018.71
Collections	38,038.02	484,217.14	2,932,614.30	5,130,709.37	5,593,914.24	5,874,412.22	5,981,376.95	6,063,246.26	6,135,073.86	6,173,392.85	6,211,806.10	6,232,308.52
Percentage	0.57	7.30	44.23	77.42	84.41	88.69	90.32	91.56	92.65	93.23	93.81	94.16

Levy 2015 (15-16 YR)

6,363,985.51	OCT 2015	NOV 2015	DEC 2015	JAN 2016	FEB 2016	MAR 2016	APR 2016	MAY 2016	JUN 2016	JUL 2016	AUG 2016	SEPT 2016
Adjustments	16,923.38	16,343.86	15,174.33	12,248.13	3,359.23	2,743.56	3,689.88	3,689.88	3,643.08	3,453.65	3,453.65	2,492.92
Adjstld Levy	6,380,908.89	6,380,329.37	6,379,159.84	6,376,233.64	6,367,344.74	6,366,729.07	6,367,675.39	6,367,675.39	6,367,628.59	6,367,439.16	6,367,439.16	6,366,478.43
Collections	30,228.48	473,930.57	2,957,041.48	4,868,335.42	5,383,897.22	5,636,678.33	5,759,686.01	5,836,094.81	5,909,114.77	5,945,053.31	5,978,898.45	6,006,559.85
Percentage	0.47	7.43	46.35	76.35	84.55	88.53	90.45	91.65	92.80	93.37	93.90	94.35

Levy 2014 (14-15 YR)

6,062,874.30	OCT 2014	NOV 2014	DEC 2014	JAN 2015	FEB 2015	MAR 2015	APR 2015	MAY 2015	JUN 2015	JUL 2015	AUG 2015	SEPT 2015
Adjustments	60,733.51	60,140.93	56,698.99	53,665.41	34,516.60	24,796.93	23,579.34	27,488.04	24,224.31	23,656.24	22,138.85	22,138.85
Adjstld Levy	6,123,607.81	6,123,015.23	6,119,573.29	6,116,539.71	6,097,390.90	6,087,671.23	6,086,453.64	6,090,362.34	6,087,098.61	6,086,530.54	6,085,013.15	6,085,013.15
Collections	16,215.04	492,588.40	2,645,528.79	4,602,715.11	5,106,457.36	5,336,845.78	5,422,212.16	5,505,371.53	5,593,139.34	5,669,786.37	5,702,816.66	5,720,270.90
Percentage	0.26	8.04	43.23	75.25	83.75	87.67	89.09	90.39	91.89	93.15	93.72	94.01

Levy 2013 (13-14 YR)

6,026,969.81	OCT 2013	NOV 2013	DEC 13	JAN 14	FEB 14	MAR 14	APR 14	MAY 14	JUN 14	JUL 2014	AUG 2014	SEPT 14
Adjustments	(34.83)	4,339.90	2,590.79	(5,378.19)	(6,015.81)	(8,260.56)	(11,819.73)	(8,375.80)	(12,883.52)	(15,059.23)	(15,348.77)	(16,498.87)
Adjstld Levy	6,026,934.98	6,031,309.71	6,029,560.60	6,021,591.62	6,020,954.00	6,018,709.25	6,015,150.08	6,018,594.01	6,014,086.29	6,011,910.58	6,011,621.04	6,010,470.94
Collections	32,279.62	601,876.01	2,596,943.90	4,373,398.17	4,986,813.44	5,265,476.99	5,363,199.71	5,431,795.38	5,510,781.54	5,573,532.08	5,598,332.25	5,620,809.41
Percentage	0.54	9.98	43.07	72.63	82.82	87.49	89.16	90.25	91.63	92.71	93.13	93.52

Levy 2012 (12-13 YR)

	OCT 2012	NOV 12	DEC 12	JAN 13	FEB 13	MAR 13	APR 13	MAY 13	JUN 13	JUL 2013	AUG 2013	SEP 13
5,863,668.66			7,024.63	8,071.65	6,337.14	25,567.07	(6,855.00)	(7,107.30)	(13,669.36)	(13,669.36)	(14,510.29)	(15,355.04)
Adjustments	-	-	5,871,293.29	5,871,740.31	5,870,005.80	5,889,235.73	5,856,813.66	5,856,561.36	5,849,999.30	5,849,999.30	5,849,158.37	5,848,313.62
Adjst'd Levy	5,863,668.66	5,863,668.66										
Collections	2,857.95	394,574.30	2,403,399.43	4,142,161.70	4,771,528.55	5,056,363.27	5,208,931.41	5,298,704.35	5,376,134.09	5,421,008.00	5,450,025.91	5,464,167.23
Percentage	0.05	6.73	40.93	70.54	81.29	85.86	88.94	90.47	91.90	92.67	93.18	93.43

Levy 2011 (FY 11-12)

	OCT 11	NOV 11	DEC 11	JAN 12	FEB 12	MAR 12	APR 12	MAY 12	JUN 12	JUL 2012	AUG 2012	Sept 12
5,807,342.89			7,191.02	6,935.04	6,744.28	2,616.92	1,327.13	(8,800.15)	(8,800.15)	(8,800.15)	(8,800.15)	(16,234.68)
Adjustments	(434.68)	9,757.00	5,814,533.91	5,814,277.93	5,814,087.17	5,809,959.81	5,808,670.02	5,798,542.74	5,798,542.74	5,798,542.74	5,798,542.74	5,791,108.21
Adjst'd Levy	5,806,908.21	5,817,099.89										
Collections	25,371.26	392,871.83	2,396,193.95	4,155,865.79	4,708,746.12	4,965,341.54	5,065,102.65	5,150,088.82	5,222,129.74	5,277,964.33	5,311,263.11	5,330,189.09
Percentage	0.44	6.75	41.21	71.48	80.99	85.46	87.20	88.82	90.06	91.02	91.60	92.04

Levy 2010 (FY 10-11)

	OCT 10	NOV 10	DEC 10	JAN 11	FEB 11	MAR 11	APR 11	MAY 11	JUN 11	JUL 11	AUG 11	Sept 11
5,689,359.60			(365.30)	(4,388.62)	(4,901.42)	(5,178.87)	(6,706.52)	(2,962.02)	(4,257.62)	(11,079.33)	(11,173.60)	(11,810.88)
Adjustments	(369.63)	(2,132.72)	5,688,994.30	5,684,970.98	5,684,458.18	5,684,180.73	5,682,653.08	5,686,397.58	5,685,101.98	5,678,280.07	5,678,186.00	5,677,548.72
Adjst'd Levy	5,688,989.97	5,687,226.88										
Collections	11,208.32	303,322.85	2,229,933.43	3,961,301.50	4,493,973.39	4,795,345.18	4,910,935.95	5,002,794.49	5,110,911.55	5,160,040.97	5,182,936.93	5,202,931.77
Percentage	0.20	5.33	39.20	69.68	79.06	84.36	86.42	87.98	89.90	90.87	91.28	91.64

Levy 2009 (FY 09-10)

	OCT 09	NOV 09	DEC 09	JAN 10	FEB 10	MAR 10	APR 10	MAY 10	JUN 10	JUL 10	AUG 10	SEP 10
5,701,885.79			16,530.13	14,684.93	14,684.93	(14,062.27)	(15,130.69)	(14,892.39)	(21,523.95)	(22,109.34)	(23,755.08)	(24,108.71)
Adjustments	-	7,424.84	5,718,415.92	5,716,570.72	5,716,570.72	5,687,823.52	5,686,755.10	5,686,993.40	5,680,361.84	5,679,776.45	5,678,130.71	5,677,777.08
Adjst'd Levy	5,701,885.79	5,709,310.63										
Collections	20,202.08	312,328.39	2,062,388.58	3,825,229.28	4,409,951.58	4,628,745.47	4,740,932.15	4,854,551.44	4,950,637.34	5,007,393.58	5,051,197.80	5,080,118.00
Percentage	0.35	5.47	36.07	66.91	77.14	81.38	83.37	85.36	87.15	88.16	88.96	89.47

Levy 2008 (FY 08-09)

	OCT 08	NOV 08	DEC 08	JAN 09	FEB 09	MAR 09	APR 09	MAY 09	JUN 09	JUL 09	AUG 09	SEP 09
5,024,376.42			60,676.90	60,676.90	52,123.47	29,177.11	27,155.50	23,864.16	23,055.80	23,055.80	23,047.86	22,638.15
Adjustments	2,627.82	36,019.13	5,085,053.32	5,085,053.32	5,076,499.89	5,053,553.53	5,051,531.92	5,048,240.58	5,047,432.22	5,047,432.22	5,047,424.28	5,047,014.57
Adjst'd Levy	5,027,004.24	5,060,395.55										
Collections	58,594.96	304,883.37	1,731,394.12	3,322,372.84	3,910,956.49	4,110,332.08	4,204,850.46	4,313,453.83	4,404,354.93	4,469,283.70	4,497,381.41	4,525,948.61
Percentage	1.17	6.02	34.05	65.34	77.04	81.34	83.24	85.44	87.26	88.55	89.10	89.68

Levy 2007 (FY 07-08)

	OCT 07	NOV 07	DEC 07	JAN 08	FEB 08	MAR 08	APR 08	MAY 08	JUN 08	JUL 08	AUG 08	SEP 08
4,465,732.01			26,468.55	26,317.38	23,912.91	53,985.03	70,876.85	70,208.10	75,527.65	75,857.78	75,857.78	71,443.44
Adjustments	5,634.29	25,650.41	4,492,200.56	4,492,049.39	4,489,644.92	4,519,717.04	4,536,608.86	4,535,940.11	4,541,259.66	4,541,589.79	4,541,589.79	4,537,175.45
Adjst'd Levy	4,471,366.30	4,491,382.42										
Collections	-	174,014.26	1,414,513.24	2,700,830.81	3,404,823.73	3,610,562.37	3,725,312.50	3,818,853.23	3,936,124.72	3,996,774.34	4,047,092.33	4,084,101.82
Percentage	-	3.87	31.49	60.12	75.84	79.88	82.12	84.19	86.67	88.00	89.11	90.01

Levy 2006 (FY 06-07)												
3,969,895.75												
Adjustments	OCT 06	NOV 06	DEC 06	JAN 07	FEB 07	MAR 07	APR 07	MAY 07	JUN 07	JUL 07	AUG 07	SEP 07
Adjstd Levy	652.70	3,094.18	3,880.78	2,673.19	2,956.92	1,511.22	1,882.04	4476.77	4,476.77	4,196.49	3,820.62	3,820.62
	3,970,548.45	3,972,989.93	3,973,776.53	3,972,568.94	3,972,852.67	3,971,406.97	3,971,777.79	3,974,372.52	3,974,372.52	3,974,092.24	3,973,716.37	3,973,716.37
Collections	7,623.95	256,052.80	1,252,142.50	2,367,711.39	2,955,181.63	3,152,274.42	3,241,653.45	3,311,256.82	3,396,702.55	3,450,406.31	3,507,247.07	3,543,750.21
Percentage	0.19	6.44	31.51	59.60	74.38	79.37	81.62	83.32	85.47	86.82	88.26	89.18
Levy 2005 (FY 05-06)												
3,624,334.79												
Adjustments	OCT 05	NOV 05	DEC 05	JAN 06	FEB 06	MAR 06	APR 06	MAY 06	JUN 06	JUL 06	AUG 06	SEP 06
Adjstd Levy	11,601.05	27,324.77	27,418.24	26,296.99	25,427.27	25,748.58	25,804.16	25,728.96	25,963.46	25,963.46	25,282.63	24,069.10
	3,635,935.84	3,651,659.56	3,651,753.03	3,650,631.78	3,649,762.06	3,650,083.37	3,650,138.95	3,650,063.75	3,650,298.25	3,650,298.25	3,649,617.42	3,648,403.89
Collections	235,068.44	1,216,067.43	1,485,867.17	2,145,921.90	2,680,117.58	2,859,160.58	2,942,344.67	3,001,789.83	3,069,943.94	3,123,142.83	3,160,234.59	3,184,175.39
Percentage	6.47	33.30	40.69	58.78	73.43	78.33	80.61	82.24	84.10	85.56	86.59	87.28
PREPARED BY: Leroy Gonzales												
January 2, 2018												

MINUTES OF REGULAR MEETING OF THE CITY OF SAN JUAN COMMISSION

DATE: Tuesday, September 26, 2017

TIME: 6:00 p.m.

PLACE: San Juan Memorial Library
Multipurpose Meeting Room
1010 S. Standard
San Juan, Texas 78589

MEMBERS PRESENT: Mario Garza, Mayor
Jesus Ramirez, Mayor Pro-Tempore
Ernesto Guajardo, Commissioner
Pete Garcia, Commissioner
Raudel Maldonado, Commissioner
Criselda Palacios, City Attorney

MEMBERS ABSENT:

STAFF PRESENT: Benjamin Arjona, City Manager
Diana Cavazos, City Secretary
Juan Gonzalez, Chief of Police
Tirso Garza, Chief of Fire
Leroy Gonzales, Interim Finance Director
Adelaida Cordero, Director of Human Resources
Armandina Sesin, Library Director
Patrick Willingham, Director of Parks and Recreation
Xavier Cervantes, Director of Planning
Carmen Gonzalez, Director of Sanitation
Rene Jaime, Purchasing/Risk Management
David Salinas, Director of Utilities
Mary Enriquez, Court Administrator
Robert Rangel, Director of Information Technology
Oscar Cuellar, San Juan EDC Director

GUEST:

ORDER OF BUSINESS

I. CALL MEETING TO ORDER

Mayor Mario Garza called meeting to order at 6:00 p.m.

II. INVOCATION

Benjamin Arjona, City Manager led the Invocation.

III. PLEDGE OF ALLEGIANCE

Mayor Mario Garza led the Pledge of Allegiance.

IV. PUBLIC COMMENTS

**CITY OF SAN JUAN
CITY COMMISSION MEETING
TUESDAY, SEPTEMBER 26, 2017**

V. PRESENTATIONS

- a. Presentation on Departmental Reports: Municipal Court, Department of Utilities, Fire Department, Police Department, and Finance Department.

DISCUSSION: Benjamin Arjona, City Manager presented the item and stated Directors were available for any questions. Commissioner Pete Garcia asked if the insurance carrier changed, would the City employees have a new open enrollment. Mr. Arjona stated that there would be an announcement made if they do have a new open enrollment. Mayor Pro-Tempore Jesus Ramirez stated that the water loss for the month was too much. David Salinas, Director of Utilities stated that due to the rain the pipes break and there is nothing that can be done.

Commissioner Raudel Maldonado stated that there was an increase of revenue coming from Municipal Court and mentioned that the scofflaw was helping the City collect outstanding fines.

Commissioner Pete Garcia asked if there was an Ordinance for selling corns and ice cream on the street. He also mentioned that he has received many complaints about the vendors selling at late hours of the night. Xavier Cervantes, Director of Planning stated that there is no Ordinance in place regarding street vendors and he would meet with the Police Department to create one.

VI. PUBLIC HEARING/ORDINANCES

- a. Consider Second and Final Reading for an Ordinance Adopting the Tax Rate Levy for the City of San Juan, Texas, for Fiscal Year Beginning October 1, 2017 and Ending September 30, 2018.

DISCUSSION: Benjamin Arjona, City Manager presented the item and stated that there were no changes and rate will remain the same at .6993.

Mayor Mario Garza opened for public comments at 6:30 p.m. for or against and closed it at 6:30 pm.

Motion was made by Commissioner Pete Garcia to approve and seconded Commissioner Ernesto Guajardo. Motion passed. (5-0)

- b. Hold Second and Final Public Hearing and Consider Ordinance Adopting the Budget for the City of San Juan, Texas, for Fiscal Year Beginning October 1, 2017 to September 30, 2018.

DISCUSSION: Benjamin Arjona, City Manager presented the item and stated that the budget had previously been discussed at the budget workshop.

Mayor Mario Garza opened for public comment at 6:31p.m. for or against and asked the Commission if there were any questions. Commissioner Pete Garcia asked if the budget had been balanced and if employees were moved up to \$10 an hour and if the 3% increase was added. Mr. Arjona, City Manager confirmed that it had. Mayor Pro-Tempore Jesus Ramirez asked if they were taking into consideration that insurance rates were going to change. Mr. Arjona replied there would be enough funds to cover it.

**CITY OF SAN JUAN
CITY COMMISSION MEETING
TUESDAY, SEPTEMBER 26, 2017**

Motion was made by Mayor Pro-Tempore Jesus Ramirez to approve and seconded Commissioner Pete Garcia. Motion passed. (5-0)

- c. Conduct a Public Hearing and Consider an Ordinance in First Reading for an Amendment to Appendix A, Unified Development Code, Chapter 2, Article IV, Section 11 of the San Juan Code of Ordinances to Allow Car Wash Facilities in the Expressway Corridor District.

DISCUSSION: Benjamin Arjona, City Manager presented the item and Xavier Cervantes, Director of Planning stated that San Juan Economic Development Corporation requested the amendment of the ordinance. During the regular Planning and Zoning Commission meeting on September 7th unanimously recommended approval of the amendment of the ordinance.

Mayor Mario Garza opened for public comment at 6:33 p.m. for or against.

Rick Ramirez commented that it would not be fair to only amend the ordinance for a specific business and that it should be an opportunity for everyone.

Edward Rodriguez stated that money was spent on the study before the ordinance was created and if they were going to amend an ordinance every time a business wanted to come to the City.

Mario Reyna with Melden and Hunt representing Blue Wave Carwash mentioned that Blue Wave was requesting the amendment and that bringing the business to the City of San Juan would generate four to five jobs and would generate a tax revenue. Commissioner Pete Garcia asked if there were any other Blue Wave Carwashes along the Expressway in other cities and Mr. Reyna responded no. Mr. Cervantes stated that if approved, in the next meeting they will have an approval for a conditional use permit and it will allow the Mayor and Commissioners to say what is allowed and not allowed. He also stated that the Mayor and Commissioners will be able to add conditions and requirements to the permit. Commissioner Garcia asked why a certain Blue Wave Carwash did not have a Chickfilet and Oscar Cuellar, EDC Director responded that the size of the land was not available.

Miguel Bazurto commented that he is also investing in bringing a car wash to the City of San Juan and it would be located half a mile off the Expressway.

Mayor Mario Garza stated that likes the idea of the restaurant but was not sure how a Car Wash would look right off the Expressway. He recommended to table the item and have legal review before making the decision. Mayor Garza closed public comment at 7:05 p.m.

Commissioner Pete Garcia made a motion to deny the approval of the amendment.

Motion was made by Commissioner Pete Garcia to approve and seconded Commissioner Ernesto Guajardo. Opposed Mayor Pro- Tempore Jesus Ramirez and Commissioner Raudel Maldonado. (2-2)

Mayor Mario Garza made a motion to table the item and seconded by Commissioner Raudel Maldonado. Opposed by Commissioner Pete Garcia and Commissioner Ernesto Guajardo (2-2)

Mayor Pro-Tempore motioned to approve the amendment to the ordinance and seconded by Commissioner Raudel Maldaonado. Opposed by Commissioner Pete Garcia and Commissioner Ernesto Guajardo. (2-2)

Commissioner Pete Garcia Motioned to deny the request and bring it back in the next meeting. Seconded by Commissioner Ernesto Guajardo. Opposed Mayor Pro-Tempore Jesus Ramirez and Seconded by Ernesto Guajardo. (2-2)

Mayor Mario Garza motioned to table the item and seconded by Mayor Pro-Tempore Jesus Ramirez. Opposed by Commissioner Ernesto Guajardo (3-1) TABLED

VII. APPOINTMENTS

- a. Consider Appointment of Board Member(s) to the Keep San Juan Beautiful Board.

DISCUSSION: Benjamin Arjona, City Manager presented the item and stated that he had not received any applications. Mayor Pro-Tempore stated that he had been contacted and would like to appoint Rodora Tonel Elizondo to the Keep San Juan Beautiful board.

Motion was made by Mayor Pro-Tempore Jesus Ramirez to approve and seconded Commissioner Raudel Maldonado. Opposed by Mayor Mario Garza. Motion passed. (4-1)

VIII. CONTRACTUALS/RESOLUTIONS

- a. Consider Resolution Nomination the Candidate(s) for the Hidalgo County Appraisal District Board of Directors 2018-2019.

DISCUSSION: Benjamin Arjona, City Manager presented the item and stated that the commissions can nominate more than one or as many as they like. Commissioner Ernesto Guajardo nominated Commissioner Pete Garcia.

Motion was made by Commissioner Ernesto Guajardo to approve and seconded Commissioner Raudel Maldonado. Motion passed. (5-0)

- b. Consider Preliminary and Final Approval of the Saint Michael Subdivision Being a 5.36-acre Tract of Land out of Lot 27 and 32, Block 8, John Closner Subdivision, Located at 200 E. IH2/Expressway 83, as Requested by South Texas Infrastructure Group.

DISCUSSION: Benjamin Arjona, City Manager presented the item and Xavier Cervantes, Director of Planning stated that the developer is requesting a variance of having to construct a street 40 feet in width. During the September 21st meeting the Planning and Zoning Commission unanimously recommended approval.

Motion was made by Mayor Pro-Tempore Jesus Ramirez to approve and seconded Commissioner Raudel Maldonado. Motion passed. (5-0)

- c. Consider Amendment to Inter-Local Cooperation Agreement for Tax Assessment and Collection with the Office of Tax Assessor-Collector County of Hidalgo.

DISCUSSION: Benjamin Arjona, City Manager presented the item and Leroy Gonzalez, Interim Finance Director stated that the office of Tax Assessor-Collector requested a 4% increase for collections. The

**CITY OF SAN JUAN
CITY COMMISSION MEETING
TUESDAY, SEPTEMBER 26, 2017**

increase is about \$1,900 per year and the original contract was approved by the City Commission on April 11, 2006.

Motion was made by Mayor Pro-Tempore Jesus Ramirez to approve and seconded Commissioner Raudel Maldonado. Motion passed. (5-0)

- d. Consider Authorizing the City Manager to Enter Into a Lease Purchase Agreement with HallMark of Texas/REV, a State Contract Vendor Under the HGAC Buy Board Program, for a 2016 E-One Typhoon 78' Aerial, in amount of \$470,468.00.

DISCUSSION: Benjamin Arjona, City Manager presented the item and Tirso Garza, Chief of Fire commented that it would be a lease for 10 years and the first payment would be at the beginning for the next fiscal year.

Motion was made by Mayor Pro-Tempore Jesus Ramirez to approve and seconded Commissioner Pete Garcia. Motion passed. (5-0)

- e. Consider Authorizing the City Manager to Enter into an Interlocal Mutual Aid Cooperation Agreement Between the City of San Juan and Hidalgo County.

DISCUSSION: Benjamin Arjona, City Manager presented the item and stated that it is a mutual agreement that the City currently has like if the City would need to borrow equipment from the County.

Motion was made by Mayor Pro-tempore Jesus Ramirez to approve and seconded Commissioner Ernesto Guajardo. Motion passed. (5-0)

IX. CONSENT AGENDA

- a. Monthly Collection Report- August 31, 2017

DISCUSSION: Benjamin Arjona, City Manager presented the item and Mayor Mario Garza asked if anything needed to be amended. Mr. Arjona replied by saying no.

Motion was made by Commissioner Pete Garcia to approve and seconded by Commissioner Raudel Maldonado. Motion passed. (5-0)

X. ADJOURMENT 7:18 p.m.

DISCUSSION: Mayor Mario Garza asked for motion to adjourn.

Motion was made by Commissioner Pete Garcia to approve and seconded Commissioner Ernesto Guajardo. Motion passed. (5-0)

CITY OF SAN JUAN, TEXAS

**CITY OF SAN JUAN
CITY COMMISSION MEETING
TUESDAY, SEPTEMBER 26, 2017**

Mario Garza, Mayor

ATTEST:

Diana H. Cavazos, City Secretary

MINUTES OF SPECIAL CALLED MEETING OF THE CITY OF SAN JUAN COMMISSION

DATE: Thursday, September 28, 2017

TIME: 5:30 p.m.

PLACE: San Juan Memorial Library
Multipurpose Meeting Room
1010 S. Standard
San Juan, Texas 78589

MEMBERS PRESENT: Mario Garza, Mayor
Jesus Ramirez, Mayor Pro-Tempore
Ernesto Guajardo, Commissioner
Pete Garcia, Commissioner
Rick Palacios, City Attorney

MEMBERS ABSENT: Raudel Maldonado, Commissioner

STAFF PRESENT: Benjamin Arjona, City Manager
Denisse Quintanilla, Records Manager
Leroy Gonzales, Interim Finance Director
Adelaida Cordero, Director of Human Resources
Rene Jaime, Purchasing/Risk Management

GUEST: Heather with TML, Bart with Humana, Steve with Blue Cross Blue Shield, Corina Gonzalez with Bob Treviño Insurance.

ORDER OF BUSINESS

I. CALL MEETING TO ORDER

Mayor Mario Garza called meeting to order at 5:39 p.m.

II. INVOCATION

Mayor Pro-Tempore Jesus Ramirez led the Invocation.

III. PLEDGE OF ALLEGIANCE

Mayor Mario Garza led the Pledge of Allegiance.

DISCUSSION: Rick Palacios, City Attorney clarified that the meeting was posted in accordance to the open meetings act Texas Government Code 551.041 through 551.050 specifically date and time and asked for certification of notice. Denisse Quintanilla, Records Manager certified that the notice was posted on Monday, September 25th, 2017 at 5:00 p.m. Mr. Palacios asked for confirmation if notice had been posted for 72 hours prior to the meeting. Ms. Quintanilla confirmed. Mr. Palacios went on to say that typically the notice is filed on the City's website as a practice and that under the code there is a requirement with a municipality that it mandates that it be concurrently when the population is 48 thousand as per the code. He went on to ask what the population was for the City of San Juan. Benjamin Arjona, City Manager replied by saying the population was between 32 thousand and 34 thousand. Mr. Palacios added that had it been 48 thousand, the City would have been mandated to post on the website as well.

IV. DISCUSSION AND POSSIBLE ACTION ON ALL OF THE FOLLOWING MATTERS:

- a. Consider Authorizing the City Manager to Enter into a Contract Agreement for Fully Funded Health, Dental, Life, Accidental Death and Dismemberment Benefits.

DISCUSSION: Benjamin Arjona, City Manager presented the item and stated that on July 23rd, 2017 the City advertised on the newspaper to request for proposals. On July 26, 2017 it was advertised on the Journal newspaper and it was extended and advertised again on the Monitor newspaper on September 6th, 2017 and on the Advance News Journal September 7th, 2017. After the extension the City received seven responses. He went on to say that each vendor typically gives a five minute presentation and that it was up to the Mayor and Commissioners to decide the amount of time.

Heather with TML Multi state stated that the City of San Juan had been with TML since October 2016 and the reason for the 10% increase was because of the health care reform. She mentioned that they added Dermatology and Mental Health at no cost to the employer. She also stated that individuals at their office are available to assist Monday through Friday and a TML representative also comes to the area.

Bart with Humana stated that his office was based out of the Corpus Christi, Texas area. He mentioned that dental plans were important for the overall health and proposed the preventive plus plan that includes annual preventive care that covers 100%, and routine cleaning at 50% twice a year.

Steve with Blue Cross Blue Shield stated that the insurance has a member rewards program. He also mentioned that they offer a wellness program with 24/7 nurse line. He added that they have 65% coverage with a \$500 deductible plan.

Corina Gonzalez with Bob Treviño Insurance stated that they offer low cost supplemental insurance to assist employees with costs for copayments and deductibles. She also mentioned that they have cancer insurance, critical illness insurance and accidental insurance that covers the employee on and off the job. Furthermore, she mentioned that they also offer universal life insurance with no questions asked. They are local agents that have been locally established for 20 plus years.

Mayor Pro-Tempore Jesus Ramirez asked how many employees only had employee insurance. Mayor Mario Garza responded that 185 employees had insurance by themselves, 12 employee and spouse Insurance, 1 employee and children, and 3 employee and family.

Rene Jaime, Purchasing/Risk Manager stated that other insurances did not show up and that they did not offer medical insurance only supplemental. Mayor Mario Garza stated that they would be excluded since they were not present. Mr. Jaime stated that if the City was changing carriers, the City would need to notify current Carrier otherwise the City would have to stay another 30 days with TML. Mayor Pro-Tempore Ramirez commented that the City would have to pay the new increase charge for the same services.

Commissioner Pete Garcia made a motion to approve Blue Cross Blue Shield for health with agent Bod Treviño and dental and life insurance with Humana with agent Bob Treviño because they are local and can better service the employees.

**CITY OF SAN JUAN
CITY COMMISSION MEETING
THURSDAY, SEPTEMBER 28, 2017**

Motion was made by Commissioner Pete Garcia to approve and seconded by Mayor Mario Garza. Motion passed. (4-0)

Mayor Mario Garza motioned for accidental insurance with Humana and agent Bob Treviño.

Motion was made by Mayor Mario Garza to approve and seconded by Commissioner Ernesto Guajardo. Motion passed. (4-0)

V. ADJOURNMENT 7:17 p.m.

DISCUSSION: Mayor Mario Garza asked for motion to adjourn.

Motion was made by Mayor Mario Garza to approve and seconded Commissioner Ernesto Guajardo. Motion passed. (4-0)

CITY OF SAN JUAN, TEXAS

Mario Garza, Mayor

ATTEST:

Diana H. Cavazos, City Secretary

MINUTES OF SPECIAL CALLED MEETING OF THE CITY OF SAN JUAN COMMISSION

DATE: Tuesday, December 5, 2017

TIME: 6:00 p.m.

PLACE: San Juan Memorial Library
Multipurpose Meeting Room
1010 S. Standard
San Juan, Texas 78589

MEMBERS PRESENT: Mario Garza, Mayor
Jesus Ramirez, Mayor Pro-Tempore
Ernesto Guajardo, Commissioner
Pete Garcia, Commissioner

MEMBERS ABSENT: Raudel Maldonado, Commissioner

STAFF PRESENT: Benjamin Arjona, City Manager
Diana Cavazos, City Secretary
Juan Gonzalez, Chief of Police
Tirso Garza, Chief of Fire
Leroy Gonzales, Finance Director
Adelaida Cordero, Director of Human Resources
Armandina Segin, Library Director
Patrick Willingham, Director of Parks and Recreation
Xavier Cervantes, Director of Planning
Carmen Gonzalez, Director of Sanitation
Rene Jaime, Purchasing/Risk Management
David Salinas, Director of Utilities
Mary Enriquez, Court Administrator
Robert Rangel, Director of Information Technology

GUEST: Mark Ramirez with Cruz-Hogan

ORDER OF BUSINESS

I. CALL MEETING TO ORDER

Mayor Mario Garza called meeting to order at 6:00 p.m.

II. INVOCATION

Benjamin Arjona, City Manager led the Invocation.

III. PLEDGE OF ALLEGIANCE

Mayor Mario Garza led the Pledge of Allegiance.

IV. PRESENTATIONS

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- a. Presentation on Departmental Reports: Police Department, Fire Department, Department of Finance, Department of Utilities, and Municipal Court.

DISCUSSION: Benjamin Arjona, City Manager presented the item and stated Directors were available for any question. Mayor Pro-Tempore Jesus Ramirez asked Juan Gonzalez, Chief of Police when his department was moving to the new building. Chief Gonzalez responded that they are already moving and Monday morning the office would be open. Mayor Pro-Tempore Ramirez went on to ask if they had found any grants for extra patrolling for Thursday nights. Chief Gonzalez responded they haven't found any at the moment and are currently working things out for extra patrolling. Mayor Mario Garza asked if the Police Department was fully staffed for the new building. Chief Gonzalez stated that the new jailer was starting Monday and they still had three police officer positions open.

Mayor Pro-Tempore Jesus Ramirez asked Leroy Gonzalez, Finance Director if the financial reports for the EDC were being issued out. Mr. Gonzalez stated that he issued out the month of August and was pending September and October.

Benjamin Arjona, City Manager went on to say that there was a status report presentation on the water treatment plant. Mark Ramirez from Cruz-Hogan stated that the contractors were still working and they were scheduled to complete the project June 2018.

V. APPOINTMENTS

- a. Consider Appointment of Election Judges and Early Voting Clerks for the Upcoming Special Election to be Held on January 20, 2018.

DISCUSSION: Benjamin Arjona, City Manager presented the item and asked for no action to be taken since there was no available listing of available judges. Early voting was scheduled to start January 3rd 2018. Item tabled.

Motion was made by Mayor Pro-Tempore Jesus Ramirez to approve and seconded Commissioner Pete Garcia. Motion passed. (4-0)

VI. PUBLIC HEARING

- a. Conduct a Public Hearing and Consider Adoption of an Ordinance in First Reading for a Conditional Use Permit for a Car Wash Facility in the Expressway Corridor District (EC) in a Tract of Land Containing 0.911 of One Acre out of Lot 13, Block 5, John Closner Subdivision, Located Along the Northside of IH2 Approximately One-Half Mile East of Veteran's Boulevard as Requested by Melden and Hunt, Inc.

DISCUSSION: Benjamin Arjona, City Manager presented the item and Xavier Cervantes, Director of Planning stated that the hours of operations for the business for the summer would be from 7:00 a.m. to 8:00 p.m. and winter from 7:00 a.m. to 7:00 p.m. Notices were sent out to nearby property owners and did not receive comments in favor or against the business. The Planning and Zoning Commission recommended approval unanimously during the September 21st meeting.

Mayor Mario Garza opened public comment at 6:11 p.m.

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Ricardo Ramirez stated that he was against it due to the September 26th and October 8th meeting where Mayor Mario Garza had expressed concerns about amending the ordinance.

Mario Reyna with Melden and Hunt, Inc. stated that he has complied with all the requirements and that the bank will break ground the second quarter of 2018.

Mary Reyes commented that the City needed a business like this and it will be good for the city.

Mayor Mario Garza closed public comment at 6:18 p.m.

Motion was made by Mayor Pro-Tempore Jesus Ramirez to approve and seconded Commissioner Ernesto Guajardo. Opposed Commissioner Pete Garcia. Motion passed. (3-1)

VII. ORDINANCES

- a. Consider Adoption of an Ordinance in First Reading for the Voluntary Annexation of a 10.22 Acre Tract of Land out the Lott 100 Acres of Los Torritos Grant, located along the South Side of Sam Houston Avenue, Approximately a Quarter of a Mile East of Steward Road as Requested by Ronnie Cantu Constructions, LLC.

DISCUSSION: Benjamin Arjona, City Manager presented the item and Xavier Cervantes, Director of Planning stated that the subdivision will be completed by March or April of 2018. He also mentioned that the homes that get built will increase the City's tax revenue along with water, sewer and garbage revenue.

Motion was made by Mayor Pro-tempore Jesus Ramirez to approve and seconded Commissioner Ernesto Guajardo. Motion passed. (4-0)

VIII. CONTRACTUALS/RESOLUTIONS

- a. Consider Authorizing the City Manager to Request Statements of Qualifications from Consulting Firms for the Preparation of a Comprehensive Land Use Plan and an Update to the Parks Master plan.

DISCUSSION: Benjamin Arjona, City Manager presented the item and Xavier Cervantes, Director of Planning stated that funding was in the budget and the plan was a vision of the future. The update of the plan will allow the City to pursue grants for park improvements. He also stated that at the moment there is no current land use master plan and one needs to be in place in order to be in compliance.

Motion was made by Mayor Pro-Tempore Jesus Ramirez to approve and seconded by Commissioner Pete Garcia. Motion passed. (4-0)

- b. Consider Amendment of Resolution Issuing Order and Notice of City Special Election to Correct the Statement of Applications by Mail to be sent to City Secretary Instead of Hidalgo County.

DISCUSSION: Benjamin Arjona, City Manager presented the item and Mayor Mario Garza asked for a motion to approve.

Motion was made by Mayor Pro-Tempore Jesus Ramirez to approve and seconded by Commissioner Pete Garcia. Motion passed. (4-0)

IX. CONSENT AGENDA

- a. Consider an Ordinance in Second Reading for a Conditional Use Permit for the Sale of Alcoholic Beverages for Off-premise Consumption at the Proposed “Tremendoz Drive-Thru” Located at 2201 N. Cesar Chavez Road, Legally Described as Lot 1, C&B Subdivision, as Requested by Bladinich Rodriguez.
- b. Consider Adoption of an Ordinance in Third Reading Granting to AEP Texas, Inc. Its Successors and Assigns, a Non-exclusive Franchise to Construct, Maintain and Operate Lines and Appurtenances and Appliances for Conducting Electricity In, Over, Under and Through the Streets, Avenues, Alleys and Public Places of the City of San Juan, Texas.
- c. Consider Adopting Ordinance on Second Reading Amending the City of San Juan Code of Ordinance Chapter 4 Business Regulations by Adding Article 4.11 Grease Traps Establishing the Installation, use, Maintenance Requirements, Monitoring, and Enforcement of Grease Traps and Interceptors for Commercial Business Generating Fats, Oils, and/or Grease: Providing for Penalties; Providing for Injunctive Relief; Providing for Repealer Clause; Providing for a Savings Clause; Providing for Publication and an Effective Date.
- d. Monthly Collection Report- October 2017.

DISCUSSION: Benjamin Arjona, City Manager presented items and asked for approval. He also mentioned that they could discuss any item if there were questions.

Motion was made by Mayor Pro-Tempore Jesus Ramirez to approve and seconded Commissioner Ernesto Guajardo. Motion passed. (4-0)

X. DISCUSSION AND POSSIBLE ANDTION ON ALL THE FOLLOWING MATTERS:

- a. Discussion and Possible Action to Authorize Staff to Purchase Two Split Case Pumps from BuyBoard Vendor Odessa Pumps from Midland, Texas 79711-0429 (BuyBoard Contract Number 509-16) for the Total Amount of \$41,575.00 (Raw Water Pump \$18,280.00 and High Service Pump \$23,295.00).

DISCUSSION: Benjamin Arjona, City Manager presented the item and David Salinas, Director of Utilities stated that he was requesting permission to purchase the pumps from Odessa Pumps. He also mentioned that the funds were coming from the surplus money from the 2007 bond.

Motion was made by Commissioner Pete Garcia to approve and seconded by Mayor Pro-Tempore Jesus Ramirez. Motion passed. (4-0)

- b. Discussion and Possible Action, if any, on Setting City Commission Meeting Dates for December 2017.

DISCUSSION: Benjamin Arjona, City Manager presented the item and stated that in the past there has always been only one meeting for the month of December and that there was one meeting scheduled for December 26th and it is a holiday for the City. Mayor Mario Garcia made motion to have only one meeting for December 12th.

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Motion was made by Mayor Mario Garza to approve and seconded Commissioner Ernesto Guajardo. Motion passed. (4-0)

XI. EXECUTIVE SESSION 6:27 p.m.

- a. The San Juan City Commission Will Convene Into Closed Session Pursuant to the Provision of the Chapter 551, Subchapter D, Exceptions to Requirements that Meeting be Open, Texas Government Code 550.071 (Consultation with Attorney) and Texas Government Code 551.072 (Deliberation Regarding Real Property) as Follows:
 1. Discussion and Possible Action Regarding the Purchase, Exchange, Lease, Transfer, or Value of Real Property, Tract 003. (Pursuant to Texas Code, 551.072 Deliberation About Real Property and 551.071 Consultation with Attorney).

DISCUSSION: Benjamin Arjona, City Manager presented the item and Mayor Mario Garza asked for a motion.

Motion was made by Commissioner Pete Garcia to approve and seconded Mayor Pro-Tempore Jesus Ramirez. Motion passed. (4-0)

XII. RECONVENE

- a. The City Commission will reconvene in Open Session to Take Necessary Action, if any, in accordance with Chapter 551, Open Meetings, Subchapter E, Procedures Relating to Closed Meeting, 551.102, Requirement to Vote or take Final Action in Open Meeting.

DISCUSSION: Mayor Mario Garza asked for a motion to reconvene.

Motion was made by Commissioner Pete Garcia to approve and seconded Mayor Pro-Tempore Jesus Ramirez. Motion passed. (4-0)

DISCUSSION: Commissioner Pete Garcia motioned to approved item discussed in executive session.

Motion was made by Commissioner Pete Garcia to approve and seconded by Commissioner Ernesto Guajardo. Motion passed. (4-0)

XIII. ADJOURMENT 6:46 p.m.

Mayor Mario Garza motioned to adjourn meeting and seconded by Commissioner Ernesto Guajardo. Motion passed. (4-0)

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CITY OF SAN JUAN, TEXAS

Mario Garza, Mayor

ATTEST:

Diana H. Cavazos, City Secretary