



Mayor: Mario Garza
Mayor Pro-Tem: Pete Garcia
Commissioners: Jesus “Jesse” Ramirez
Ernesto “Neto” Guajardo
Leonardo “Lenny” Sanchez

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
Monday, October 22, 2018

SPECIAL CALLED MEETING AGENDA
6:00 PM

I. CALL TO ORDER

II. INVOCATION

III. PLEDGE OF ALLEGIANCE

IV. PRESENTATIONS

A. Linebarger, Gogan Blair & Sampson, LLP, Delinquent Tax Report.

B. Proclamation, Proclaiming October 31, 2018 as Girl Scout Day.

C. Presentation of Departmental Reports: Department of Planning and Zoning, Department of Parks and Recreation, San Juan Memorial Library, Department of Sanitation, Finance Department, Fire Department, Utilities Department, Police Department, and Municipal Court.

1. Department of Planning and Zoning Monthly Report.

2. Department of Parks and Recreation Monthly Report.

3. San Juan Memorial Library Monthly Report.

4. Department of Sanitation Monthly Report.

5. Department of Finance Monthly Report.

6. Fire Department Monthly Report.

7. Utilities Department Monthly Report.

8. Police Department Monthly Report.

9. Municipal Court Monthly Report.

V. APPOINTMENTS

- A. Consider Appointment of Board Members to the City of San Juan Beautiful Board.

VI. PUBLIC HEARING/ORDINANCES

- A. Hold a Public Hearing to Solicit Input from Interested Parties on the City of San Juan Needs Under the Urban County Program Fiscal Year 32 (2019).
- B. Conduct a Public Hearing for the Urban County Program Substantial Budget and Program Amendment for Funding Years 2014, 2015, 2016 and 2017.

VII. CONTRACTUALS/RESOLUTIONS

- A. Consideration and Approval of a Resolution Approving the City's Plan of Finance Pertaining to the Contemplated Issuance of Obligation to be Designated as "City of San Juan, Texas, Combination Tax and Limited Pledge Revenue Certificates of Obligation, Series 2018"; Authorizing the City Staff and the City's Financial Advisor and Bond Counsel to Proceed with this Plan of Finance; and Authorizing other Matters Related to the Foregoing.
- B. Consideration and Approval of a Resolution Relating to Establishing the City's Intention to Reimburse Itself for the Prior Lawful Expenditure of Funds Relating to Constructing Various City Improvements from the Proceeds of Tax-Exempt Obligations to be Issued by the City for Authorized Purposes; Authorizing other Matters Incident and Related Thereto; and Providing an Effective Date.

- C. Consideration and Approval of a Resolution by the City Commission of the City of San Juan, Texas, Authorizing and Approving Publication of Notice of Intention to Issue Certificates of Obligation; Complying with the Requirements Contained in Securities and Exchange Commission Rule 15c2-12; and Providing an Effective Date.
- D. Consider Selecting and Authorizing the City Manager to Enter into a Contract Agreement for Audit Services for Fiscal Year Ending September 30, 2018.

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

- A. Discussion and Possible Action to Select a Provider to Update the Risk Management Plans for the Department of Utilities and Authorize the City Manager to Execute any and all Related Documents.
- B. Consideration and Appropriate Action to Ratify a Collective Bargaining Labor Agreement Between the San Juan Professional Fire Fighters Association , IAFF Local #4697 and The City of San Juan, Texas to be Effective October 1, 2018.
- C. Discussion and Possible Action to Ratify Hidalgo County Elections Department Request for Early Voting/Election Day Polling Location of Fire Station #2 (2301 N. Raul Longoria, San Juan, Texas 78589) for Primary, Primary Runoff and General Elections.
- D. Discussion and Possible Action Regarding the Appointment of a Municipal Court Judge, Pursuant to Article IV Administrative Departments, Section 4.06 Municipal Court of the City Charter.

IX. CONSENT AGENDA

- A. Budget Expenditure Report - August 2018
- B. Investment Report - September 2018
- C. Monthly Collection Report - September 2018

X. ADJOURNMENT

CERTIFICATION

I certify that the above notice of the Special 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 _____, 2018.

OFFICE OF THE CITY SECRETARY



**City of San Juan
Delinquent Tax Collection
October 1, 2017—August 31, 2018**

Linebarger Goggan Blair & Sampson, LLP

1512 S. Lone Star Way, Edinburg, Texas 78539

Phone: 956-383-4500

Fax: 956-383-7820

LAW OFFICES
OF
LINEBARGER GOGGAN BLAIR & SAMPSON, LLP
ATTORNEYS AT LAW
1512 S Lone Star Way
EDINBURG, TEXAS 78539

Telephone: (956) 383-4500
Facsimile: (956) 383-7820

October 10, 2018

Mr. Mario Garza, Mayor
Mr. Pete Garcia, Mayor Pro-Tem
Mr. Jesus "Jesse" Ramirez, Commissioner
Mr. Ernesto "Neto" Guajardo, Commissioner
Mr. Leonardo "Lenny" Sanchez
City of San Juan
709 S. Nebraska
San Juan, Texas 78589

**RE: Delinquent Tax Collection Report for the period of October 1, 2017
through August 31, 2018**

Dear Mayor Garza and City Commission:

The Linebarger Goggan Blair & Sampson, LLP delinquent tax collection report highlights our delinquent ad valorem tax collection program on behalf of the City of San Juan. Our collection results, as noted herein, indicate our efforts continue to be successful for the City of San Juan.

Please know that we truly appreciate the opportunity to represent the City of San Juan on all delinquent ad valorem tax matters. As always, we will continue to provide the City of San Juan with quality representation, consistent results, and an ample experienced staff of attorneys, legal assistants and a certified tax assessor collector dedicated to servicing your account. We are available to address any questions you may have or to discuss any concerns that interest you at your convenience.

Sincerely,

A handwritten signature in dark ink, appearing to read "MGC", with a stylized flourish at the end.

Michael G. Cano
Partner

LINEBARGER GOGGAN BLAIR & SAMPSON APPROACH

- *Demand Mailings*
- *Litigation Statistics*
- *Taxpayer Contact*
- *Personal Visits*
- *Sheriff's Sales*

The delinquent tax collection program for the City of San Juan continues to emphasize two basic premises: work with individual taxpayers to collect taxes owed to City of San Juan and use the tool of litigation as a final option.

DEMAND MAILINGS

Our extensive mailing program is designed to advise people who have not paid their City of San Juan taxes of their delinquency. During the course of the fiscal year, we send delinquent notices, with varying degrees of intensity to the delinquent taxpayer. The intensity of the notice varies on factors such as; time of year, type of property and the particular needs of the jurisdiction.

- 6 Demand Mailings – 4,650 Statements

LITIGATION SUMMARY

Filing a lawsuit to collect delinquent taxes is used as a final resort; after diligent efforts to contact and work with taxpayers are fully exhausted. Once the decision to file suit has been made, a complete property title search is conducted, the taxable property is further identified and all interested parties including all lien holders, are identified and served with notice of the lawsuit.

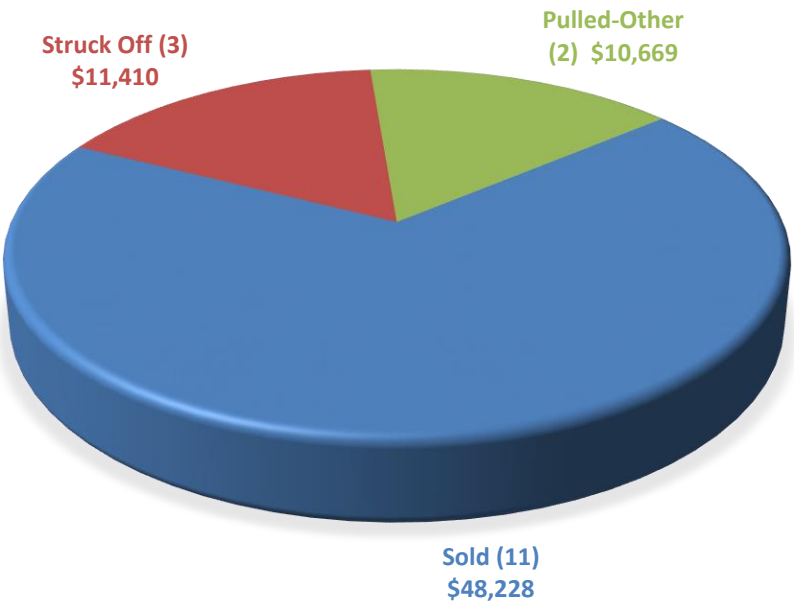
- *Taxpayer Contact*
- *Over 2,247 Taxpayer Contacts*
- *Conducted over 313 Property Inspections*
- *Over 173 Pay Off Requests*

Litigation Activity	Cases	Base, Penalty and Interest
• Lawsuits Filed	181	\$466,418
• Lawsuits Disposed	62	\$194,833
• Judgments Taken	22	\$54,749
• Tax Warrants	7	\$5,986
• Pending Litigation as of Oct. 2018	196	\$531,969

CONSTABLE FORECLOSURE PROGRAM

Tax Sale Activity

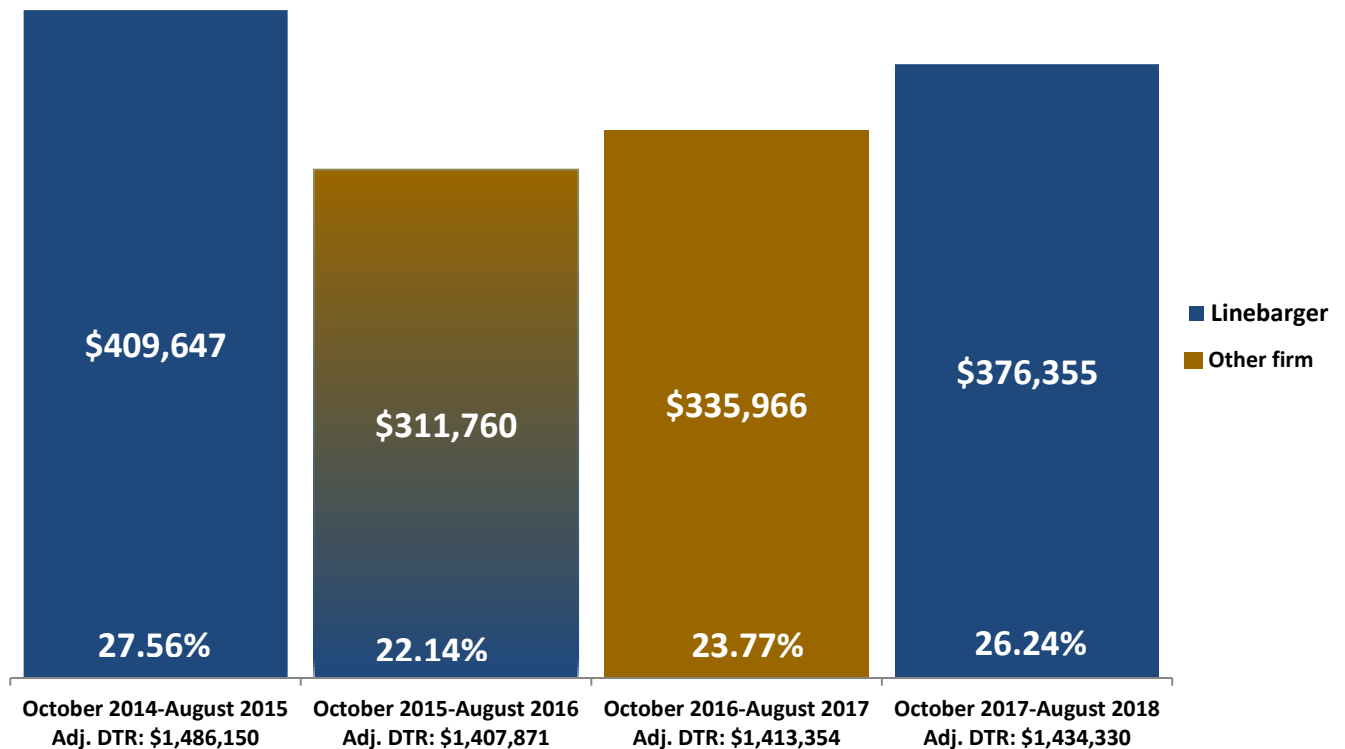
Our Office regularly monitors all judgments we take on behalf of City of San Juan. During this reporting period, three (3) tax sales and one (1) tax resale was conducted placing sixteen (16) properties for sale. The pie chart below identifies the results for the program for this reporting period. The dollar amounts below reflect the base tax amount.



Liens

- *LGBS collected \$14,399 in mowing liens as a courtesy for the City.*

COLLECTION HIGHLIGHTS



Source: Hidalgo Co. Tax Office

FUTURE OVERVIEW

Review of Pending Judgments and the Filing of Additional Lawsuits

During the next quarter we will continue to work pending lawsuits for full payment or payment agreements. We will also continue researching the delinquent tax roll for possible new lawsuits; both real and personal property accounts.

Continued Monitoring of Bankruptcy Accounts

As a continuation of our standard operating practice, we will actively monitor and verify accounts in bankruptcy for the payment of taxes, penalties, and interest owed to the City.

Mailing Program

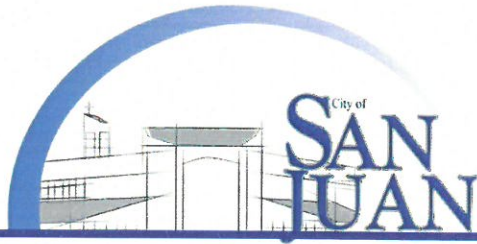
For this next quarter, we have scheduled mailings on behalf of the City of San Juan for the following months:

- October 2018 (Completed)
- November 2018

Scheduling of Property Sales

As properties are taken to judgment, they will be reviewed and checked for payment. Those judgments with no taxpayer response will be further reviewed and scheduled for possible tax sale

Execution of the work plan established for the City of San Juan will include the constant monitoring of collection figures in order to adjust resources and enforce the collection of delinquent taxes. Our collection efforts will also include prosecuting pending suits to conclusion, mailing monthly letters, and filing new suits in order to maximize the collection of taxes. We will continue to work closely with you and your administrative staff to provide assistance and advice on all property tax matters, including changes in the law brought about by amendments to the Texas Property Tax Code.



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Ernesto "Neto" Guajardo
Leonardo "Lenny" Sanchez
"The Friendly City"

MEMORANDUM

TO: Benjamin Arjona, City Manager
FROM: Roberto Escobar, Planning Director
DATE: October 9, 2018
SUBJECT: September 2018 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.

- 63 building permits were issued with a \$4,176,399.00 in total valuation.
- 71 garage sale permits were issued (\$710.00 in revenues).
- Provided customer service and support to 678 people and handled approximately 1,930 calls.
- The building inspectors made approximately 464 inspections.
- Four (4) permits were issued for new houses.
- Provided customer service and handled approximately 78 calls regarding animal control.

SUBDIVISIONS IN PROCESS

- Rio Grande Regional Hospital
- Minnesota Vegas Ranches Phase 1
- County Park Phase 1
- Perez-Garza
- Kings Apartments
- Las Misiones de San Juan
- Hinojosa Acres
- Ekamp Subdivision

NEW BUSINESSES OPENING IN THE CITY DURING THIS MONTH

- Lucy's Beauty Salon – 2201 N. Raul Longoria Road
- Four Seasons Events – 909 W. FM 495
- Tacos La Cocina de Mama – 1101 E. FM 495
- All About Bows & More – 2604 N. Raul Longoria Road
- Bella Vida Adult Day Care – 5201 N. Raul Longoria Road
- La Tienda de Yari – 2604 N. Raul Longoria Road

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SUBSTANTIAL BUILDING PERMITS ISSUED OR PROCESSED IN THE PAST MONTH

- Marengo Warehouse Expansion - 5613 S. Stewart Road

CONDITIONAL AND SPECIAL USE PERMITS IN PROCESS

- Alcohol Sales for Wacky Snacks – 4101 N. Veterans Boulevard

REZONING APPLICATIONS IN PROCESS

- None

VARIANCE APPLICATIONS IN PROCESS

- None

ORDINANCES IN PROCESS

- None

UTILITY EASEMENTS

The Department worked with the Project Engineer and the Utilities Director to obtain the necessary easement to undertake the First Time Sewer Connections Project. Sixty four (64) easements were obtained from property owners at no cost to the City. Three (3) easements were pursued from property owners along the expressway for the 12-inch Water Line Project from the Bank of America property to the future Retama Avenue. All three easements were already obtained.

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.

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.

HIDALGO COUNTY URBAN COUNTY PROGRAM

The Fiscal Year (2017) project includes paving improvements in the Clark Terrace Phase 1 & 2 Subdivisions. The documents were submitted on time by the department to start the advertisements and the environmental review. The Urban County Program has entered into a contract Perez Consulting Engineers for the engineering plans. If everything goes according to schedule the project will go out for bid in August 2018 and will be completed in the Fall 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 Summer of 2019.

PAVING IMPROVEMENTS PROJECT PHASE 2

\$1.84 million is available for additional street improvements throughout the city. The engineering contract with Cruz-Hogan Consultants was approved by the City Commission on August 22, 2017. The funds available include the cost associated with engineering, surveying, geotechnical studies and testing and construction costs. The project went out for bids on February 28, 2018 and the bid opening took place on March 28, 2018. Texas Cordia LLC. out of Edinburg is the construction firm that was selected for the project at a cost of \$1,960,201.00. The project is 15% complete and should be finished by the Fall of 2018. The project includes drainage improvements at the intersection of Ridge and Nebraska Street.

COMPREHENSIVE PLAN PROJECT

Meetings are being held monthly with the project committee and Ann Bagley the project consultant. Our next meeting will be held on Thursday, October 11.

SEPTEMBER 2018 MONTHLY REPORT

Activity	Total	Valuation	Fees
Commercial	0	\$ -	\$ -
Apartments	0	\$ -	\$ -
New Residence	4	\$ 443,950.00	\$ 1,632.23
Additions	6	\$ 3,585,300.00	\$ 12,330.02
Repair/Renew/Remodel/Re-Inspect	27	\$ 98,611.00	\$ 1,636.30
House Moving	0	\$ -	\$ -
Mobile Homes	3	\$ 6,000.00	\$ 200.00
Carports/D-ways/Sidewalk/Concrete	7	\$ 6,331.50	\$ 1,753.94
Fences	8	\$ 6,075.00	\$ 117.25
Storage Rooms/Porches/Signs	7	\$ 6,331.50	\$ 1,753.94
Misc.	1	\$ 23,800.00	\$ 134.00
Total Permits	63	\$ 4,176,399.00	\$ 19,557.68
Plumbing	22	\$ -	\$ 1,610.00
Electrical	29	\$ -	\$ 2,187.00
Mechanical	12	\$ -	\$ 940.00
Electrical Licenses	0	\$ -	\$ -
Occupational Licenses	18	\$ -	\$ 720.00
Demolitions	1	\$ -	\$ 100.00
Garage Sale	71	\$ -	\$ 710.00
Total Permit:	153		\$ 6,267.00
Grand Total:	216	\$ 4,176,399.00	\$ 25,824.68

Code Enforcement

September 2018 Report

I. Cano & R. Ureste, Code Enforcement

Inspections Department

September 2018 Report

A. Jaramillo & J. Estrada Building Inspectors

Illegal Dumping	7	Setbacks	4
Work Orders	25	Foundation	12
Commercial, Abandoned & Junked Vehicles	6	CSI /Backflow	1
Garage Sale Signs & W/out Permits	8	Nail Pattern	6
Rubbish	10	Framing/Poly-Seal/Windstorm	21
Banners & Temp. Signs	0	Rough Electrical	25
Fowl Odor	0	Rough Plumbing	8
Building w/o Permit	11	Rough Mechanical	10
Certified Letters	9	Vents & Pipes	18
Complaints Filed in Court	0	Sewer	9
Towed, Abandoned & Junked Vehicles	1	Gas	1
Street Vendor	0	Driveway/Sidewalk	11
Conducting Business in Residence	1	Insulation	18
		Infiltration	16
Total Code Enforcement Activities	78	Final	16
		Occupational Inspection	2
		Mobile Home Inspection	2
		House Inspection	3
Zoila Martinez & Janie Soto		Plan Review	65
		Permit Sign Off	58
		Other	113
Total In-Person	678		
Total Call-in's	1930		
Animal Control Calls	301	Total Activities	419



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Leonardo "Lenny" Sanchez

MEMORANDUM

TO: Benjamin Arjona, City Manager

FROM: Diana Cavazos, City Secretary

DATE: 10/15/2018

SUBJECT: Department of Parks and Recreation Monthly Report.

Parks Division, staff continues to maintain our city parks and landscape areas as needed. This past month staff worked on the following areas.

- Prepared the parks office and wetlands area where the city will house a new portable classroom for summer camps. This portable will also be used by PSJA ISD students during the year for educational classes.
 - Assisted public works crews with heavy weeded areas as needed.
 - This month our parks crew attended a couple of training sessions:
 1. Active shooter training
 2. Driving safety and safety while trenching
- Events Division**, Event Coordinator Ruben Rodriguez and staff having been working the following areas.

- Begin distributing sponsor packages to potential partners for this year's Noche De Paz.
- Coordinating with PSJA ISD on the Red Ribbon Parade set for October 27, 2018, as well as the homecoming parade set for November 1, 2018.
- Finalizing plan for this year's Halloween festival to take place Wednesday October 31, 2018 in front of City Hall.

Recreation Division, this past month staff has been coordinating and organizing upcoming fall events and leagues.

- **Fall Leagues**- Registration was ongoing for flag football, volleyball, and tackle football. Staff has been calling all parents for children who have participated in the past as well as sending emails.
- **City Commission Meeting**- On September 11, we presented Miguel Flores

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and Mia Sosa with the City of San Juan TAAF Local Athletes of the year award.

- **School Presentations-** Promoted flag football and volleyball at local elementary school on September 12 and 14.
- **Tackle Football Combine/Draft-** On September 26, at 6p.m., staff conducted a small football combine. This included participants going through several drills for the coaches, and then concluded with a draft for teams in the 4th and 5th grade division.

Maintenance Division, staff continues to provide professional maintenance and custodial service throughout the city. The following areas were addressed this past month.

- AC unit at the recycling center and compressor unit.
- Worked on the restroom here at the Parks and Recreation office.
- Replaced light fixtures at both Parks & Rec. and the Utilities Department.
- Charging all AC units and cleaning them well to be prepared for the upcoming change in weather. .

On September 17-20, 2018 we attended the TAAF State conference in Lake Jackson, TX. The City of San Juan, TX. was awarded the TAAF Bronze Award for its increase in participation, organization and training of our department. This award has brought the city great recognition throughout the state for not only our City but our young athletes as well.

UPCOMING EVENTS:

October 27, 2018 Red Ribbon Parade

October 31, 2018 Halloween Festival

November 1, 2018 Homecoming Parade



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MEMORANDUM

TO: Benjamin Arjona, City Manager

FROM: Diana Cavazos, City Secretary

DATE: 10/15/2018

SUBJECT: San Juan Memorial Library Monthly Report.

Enclosed is the September monthly report including statistics and programs:

For the month of September we had 1,846 visitors. Out of those visitors, 764 were here for computer use only. We had 87 new patrons added to our circulation system. We requested and received twenty nine (29) Interlibrary Loans (ILL). The library checked out a total of 1,743 items both adult and children's. We had 98 in-house circulation items. We helped the public with an estimated 618 reference/informational questions. We had 24 children's programs with an attendance of 84 people. The monthly amount deposited was \$1,293.63 both fines and fees.

During the month of September

- Attended the Directors' meetings.
- Attended the City Commission meetings.
- Went to City Hall to make the weekly money deposits for the library.
- Attended a meeting of the American-Mexican Association USA (AMA – USA) Initiative at the Mexican Consulate in McAllen.
- Attended the HCLS meeting at the Elsa Public Library.
- Attended the Budget special meeting.
- Managed the day to day operations of the San Juan Memorial Library

Meetings to be held in October, 2018

Multipurpose Room

Directors' Meeting, October 1st , 15th , & 24th

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Spanish GED Classes, October 1st thru 31st
Library Advisory Meeting, October 3rd
Library's Monthly Staff Meeting, October 5th
Mental Awareness Workshop, October 5th
Planning & Zoning, October 4th, 11th & 18th
City Commission Meetings, October 9th & 23rd
Keep San Juan Beautiful, October 10th
United Health Care, October 15th , 22nd & 29th
EDC Meeting, October, 23rd
Library's Halloween Party, October 31st

**San Juan Memorial Library
September 2018 Statistics**

Statistics	
Total Visitors	1,846
Computer Users	764
Total Checkouts	1,743
In-House Use	98
Inter-Library Loans	29
New Patrons	87
Reference\ Informational Questions	618
Children's Programs	24
Attendance	84

Multipurpose Room Reservations	Attendance
4th Spanish GED Class	5
6th Active Shooter Training	52
6th Spanish GED Class	4
7th Staff Meeting	6
10th Spanish GED Class	5
11th City Manager - Executive Room	10
11th Spanish GED Class	6
11th EDC Board Meeting	10
11th City Commission	44
12th Directors Meeting	14
12th Spanish GED Class	5
13th Spanish GED Class	5
14th Interviews	5
15th Meet the Author	9
17th Spanish GED Class	7
18th Civil Service Exam	51
18th Spanish GED Class	7
18th Special Called Meeting	14
19th Spanish GED Class	7
20th Spanish GED Class	7
20th Planning & Zoning	15
21st Active Shooter Training	54
24th Spanish GED Class	4
24th Bebo's Angels Parent Support Meeting	9
25th Driving Safety Presentation	53
25th EDC Board Meeting	9
25th City Commission	37
26th Trenching & Excavation Presentation	24
26th Confined Spaces	20
27th Work Zone Safety	9
	6
Total	513

Checkouts	
DVDs	478
Books Juvenile	1,064
Books Adult	201
Total	1,743

WiFi Usage	
LibGuest	377
LibStaff	38
LibAdmin	0
Total	415

Study Room Attendance	
Study Rooms	53

Facebook Page	
Likes	5
Visitors	10

SJML Homepage	
Visitors	92,044

Deposits	
Fines	\$ 374.63
Copies	\$ 919.00
Total	\$ 1,293.63

Youth & Children's Programs/Attendance

Date	Program	Attendance
Wednesday, September 5, 2018	Toddler Time	5
Wednesday, September 5, 2018	Homework	4
Thursday, September 6, 2018	Homework	3
Thursday, September 6, 2018	Coloring	3
Friday, September 7, 2018	Coloring	3
Saturday, September 8, 2018	Coloring	2
Saturday, September 8, 2018	Game Night	2
Tuesday, September 11, 2018	Story Time/Craft	4
Tuesday, September 11, 2018	Coloring	3
Wednesday, September 12, 2018	Toddler Time	7
Wednesday, September 12, 2018	Coloring	2
Thursday, September 13, 2018	Homework	3
Saturday, September 15, 2018	Homework	2
Saturday, September 15, 2018	Coloring	3
Tuesday, September 18, 2018	Homework	3
Tuesday, September 18, 2018	Movie	3
Wednesday, September 19, 2018	Coloring	6
Thursday, September 20, 2018	Coloring	3
Saturday, September 22, 2018	Story Time/Craft	5
Wednesday, September 26, 2018	Coloring	4
Thursday, September 27, 2018	Coloring	2
Saturday, September 29, 2018	Coloring	2
Saturday, September 29, 2018	Story Time/Craft	6
Saturday, September 29, 2018	Movie	4
Total	24	84



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MEMORANDUM

TO: Benjamin Arjona, City Manager
FROM: Diana Cavazos, City Secretary
DATE: 10/15/2018
SUBJECT: Department of Sanitation Monthly Report.

SANITATION DEPARTMENT

- Solid Waste Collection ran on schedule all month.
- Brush pickup ran month behind schedule in September (Weather)
- Drop off Site – 267 residents
- Service Orders – 52
- Residential – 481.23 Tons
- Commercial – 1015.63 Tons
- Roll-Off – 190.78 Tons (Commercial Rental)
- Brush – 438.35

CENTRAL GARAGE

- Work Orders – 37
- Open – 8
- Closed – 23
- Past Due – 6
- Waiting on parts

-

STREETS DEPARTMENT

- Sweeper – 0
- ROW – 18 (Mowing)

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- Potholes – 23
- Trimming Trees – 2
- Storm Inlets -24

Vector Control – Owassa to Eldora

Eric Munoz, Street/Alley & Recycling Supervisor

Revenue and Tonnage:

Cardboard: 11.01 tons/\$944.82

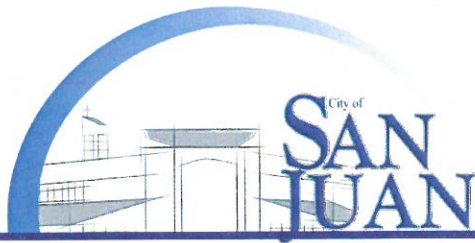
Mix Paper: 1.02 tons/\$51.00

Curbside Rec. 1.67 tons/\$0.00

Total Tons/Revenue: 3.70 tons/\$995.82

Savings of: \$274.00

Walk-Ins: 418



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MEMORANDUM

To: Benjamin Arjona, City Manager
From: Leroy Gonzales, Director of Finance
Date: October 15, 2018
Subject: Monthly Departmental Report

Finance Department

Department Description

Finance Department has the responsibility to safeguard City's financial assets and manage its resources in according with state law, City Charter, and ordinances enacted by the City Commission.

- Process accounts payable and payroll for the City of San Juan Economic Development Corporation.
- Provide monthly financial reports to Department and City Commission
- Generate financial reporting according to GAAP
- Maintain an adequate level of liquidity and meet financial responsibility of City's investments policy prioritizing objective of safety, liquidity and yield

Additional Information

- 6 STAFF MEMBERS
- Maintained 26 funds, assisted 24 departments, and posted 3,458 journal entries, issued 5,281 disbursement checks, and processed 5,995 payroll checks and direct deposits, during the months of October 2017 –September 2018.
- Annual Audit 2016-2017 100% complete
- Re-numbered the City Units 65% complete
- Budget Process Completed
- Proposed Tax Rate FYE 2018-2019 2sd Public Hearing
- Manage a 21.0 million budget
 - General Fund Budget of 11.1 million
 - Utility & Sanitation Fund 6.9 million
 - Debt Service Fund 1.6 million
 - Other Funds 1.5 million

Utility Billing Department

Department Description

The Utility Billing Department is responsible for billing and collection of water usage, sanitary sewer, residential garbage collection and responding to customers complaints.

- The City collects about 6,483 water and 9,492 sewer accounts.
- North Alamo Water Supply Corporation service 3,244 sewer accounts
- Per Audited Financial Report, in FY ending 9/30/2017, Utility Fund collected 5.5 million and Sanitation Fund 2.9 million with a combined 8.2 million.
- Implemented Email Billing (41 have signed up)
- Service Orders
 - Connects 41
 - Meter information 160
 - Disconnect 56
 - Dead Meters Change 4
 - Past Due Notice 1,576
 - Cut Off Register 30
 - Cut List 157
- Payments are made by
 - 73 % paid in person
 - 1 % juniors
 - 16 % online
 - 6 % bank drafts
 - 4 % other locations
- Staff of 6 Employees



Mayor: Mario Garza
Mayor Pro-Tem: Pete Garcia
Commissioners: Jesus "Jesse" Ramirez
Ernesto "Neto" Guajardo
Leonardo "Lenny" Sanchez

MEMORANDUM

To: Benjamin Arjona, City Manager
From: Tirso Garza, Fire Chief 
Date: October 15, 2018
Subject: Fire Department Monthly Report- September 2018

The San Juan Fire Department had the following activity during the month of September 2018:

Emergency Calls

A total of 95 Calls for the month of September 2018. (Please see attached report.)

- A Shift = 38
- B Shift = 29
- C Shift = 28

Med-Care Response

Med-Care EMS responded along with the Fire Department for a total of 41 calls along with six (6) delayed responses for the month of September 2018. The Med-Care report from the EMS Company was submitted on October 3, 2018.

County Calls

The San Juan Fire Department had a total of one (1) County Calls for the month of September 2018 which are the following:

- September 6, 2018 – Incident # 18-0827: 4800 Inca for a Smoke Scare, Order of Smoke.

Volunteer Department

The San Juan Volunteer Fire Department met for their monthly business meeting on September 24, 2018, at Fire Station #2. The San Juan Volunteer Fire Department responded, stood-by and held a monthly meeting for the month of September 2018. The total amount was 5 volunteers responding to a total of 7 calls, 7 volunteers were on standby for a total of 46 calls and 16 volunteers attended the monthly meetings for a total of 41.

Fire Inspections

A total of twenty (20) inspections were conducted in the Month of September 2018, please see attached for detailed information about each conducted inspection.

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

Plan Reviews

The following plans were reviewed for the month of September 2018:

- Rio Bank – 501 W FM 495
- Garco Industries – Nolana and Raul Longoria
- Hidalgo County Pct 2 – 4011 S Veterans Blvd.

Fuel Utilization

Please note that the total amount of gallons mentioned in this report belong only to the logs that were submitted by the Fire Chief, Deputy Fire Marshal/Chief, Lieutenant or Officer in Charge for the month of September 2018 to the Administration Office.

- A total of 250 Gallons of Diesel
- A total of 143.50 Gallons of Unleaded

CC: Mario Garza, Mayor
Pete Garcia, Mayor Pro Tempore
Jesus "Jesse" Ramirez, Commissioner
Ernesto "Neto" Guajardo, Commissioner
Leonardo "Lenny" Sanchez, Commissioner



Joseph Martinez
Acting Lieutenant

September 2018 Call Volume Monthly Breakdown

"The Friendly City"

Fire House Code	Incident Type	Total
322	Motor Vehicle Accidents w/Injuries	8
323	Auto-Pedestrian	0
324	Motor Vehicle Accidents w/o Injuries	4
311	Medical Call	31
142/143	Grass/Brush Fires	0
131	Vehicle Fires	2
700/750	False Alarms	26
154	Trash Fires	1
550/551	Assist other Agency/Dept.:	0
651	Smoke Scare	0
111	Structure Fires	1
1101	Equipment Fire	0
412	Gas Leak	3
0418100	Attempted burning, Illegal action	0
600	Good Intent Call	12
611	Cancelled in Route	0
622	Wrong Location/No Incident Found	0
541	Bee attack/ Animal Problem	1
331	Child Locked in a Vehicle	2
440/1601	Electrical Equipment Problem (Pole)	2
1131	Cooking Fire	2
100	Fire, Other	0
511	Lock Out	0
Grand Total:		95

Call Volume for each shift

-A Shift=38

-B Shift= 29

-C Shift=28

Respectfully Submitted by,


Joseph Martinez

10-2-18
Date



Tirso Garza, Fire Chief
2301 N. Raul Longoria
San Juan, TX 78589
Office: 956-223-2470
Fax: 956-783-3441

Med-Care Response Times

September 2018

Date	Incident #	Location	Dispatched Time	Arrival	Delay Time	Incident Type
9-1-18	18- 807	Stewart / Bus 83	1534	1544	10	Medical Call
9-1-18	18- 808	900 N Raul Longoria	1715	1719	4	MVA
9-1-18	18-811	900 E Bus 83	2231	2238	7	MVA
9-2-18	18-812	100 E Express	2346	2356	10	MVA
9-3-18	18-813	202 E Gomez	0135	0145	10	Medical Call
9-5-18	18-819	200 E Express	0855	0903	8	MVA
9-5-18	18-820	800 E Express	0950	0959	9	MVA
9-5-18	18-821	2016 King	1012	1021	9	Medical Call
9-5-18	18-822	1612 N Raul Longoria	2338	2340	2	Medical Call
9-5-18	18-826	624 S Nebraska	1658	1703	5	Medical Call
9-7-18	18-828	204 Easy	0816	0822	6	Medical Call
9-7-18	18-832	907 W 2 nd ST	1947	1957	10	Bee Attack
9-12-18	18-837	905 W FM 495	0945	0948	3	Medical Call
9-12-18	18-838	813 E Ridge Road	2308	2312	4	Medical Call
9-13-18	18-839	301 E Frontage	1125	1130	5	Medical Call
9-14-18	18-845	410 W 13 th ST	0948	0952	4	Medical Call
9-14-18	18-846	300 N Nebraska	1149	1152	3	Medical Call

9-16-18	18-851	207 Camino Real	1218	1224	6	Medical Call
9-16-18	18-852	911 W FM 495	0158	0206	8	Medical Call
9-16-18	18-853	100 W Express	0229	0244	15	MVA
9-17-18	18-854	1203 E 13 th	0351	0407	16	Medical Call
9-19-18	18-860	300 E Express	0741	0758	17	MVA
9-19-18	18-861	400 N Iowa	1412	1418	6	Medical Call
9-20-18	18-862	300 W 3 rd st	0316	0325	9	Medical Call
9-20-18	18-863	805 W Ridge	1309	1318	9	Medical Call
9-21-18	18-865	900 N Raul Longoria	0832	0835	3	MVA
9-21-18	18-868	610 E 495	1259	1306	7	Medical Call
9-21-18	18-867	Cesar Chavez / Frontage	1250	Cancelled	0	Cancelled
9-23-18	18-873	1710 Calle Palma	1213	1220	7	Medical Call
9-23-18	18-874	1418 Rio Blanco	0257	0301	4	Medical Call
9-23-18	18-876	300 N Nebraska	1852	1854	2	Medical Call
9-24-18	18-880	1325 Mayfair	1629	1638	9	Medical Call
9-24-18	18-881	300 E FM 495	1653	1710	17	MVA
9-25-18	18-882	709 S Nebraska	0930	0933	3	Medical Call
9-26-18	18-888	709 S Nebraska	2026	2041	15	Medical Call
9-27-18	18-889	300 N Nebraska	0113	0116	3	Medical Call
9-27-18	18-891	2400 N Raul Longoria	1618	1619	1	MVA
9-29-18	18-894	409 Jacobo	0307	0319	12	Medical Call
9-29-18	18-895	211 W Los Ebanos	0642	0654	11	Medical Call
9-30-18	18-898	400 N Nebraska	0324	0339	15	Medical Call
9-30-18	19-901	606 Jaime	2114	2120	6	Medical Call



CITY OF SAN JUAN

**SEPTEMBER-2018
9-1-1 AMBULANCE REPORT**

**Submitted To:
Chief Tirso Garza**

October 3, 2018

MEDCARE EMS, INC.

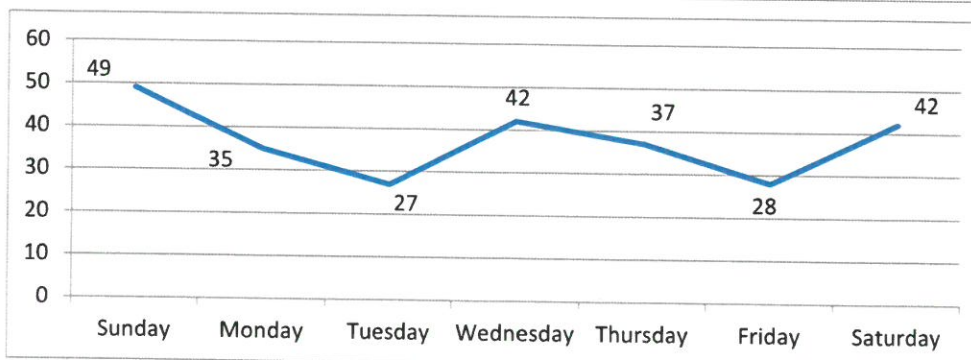
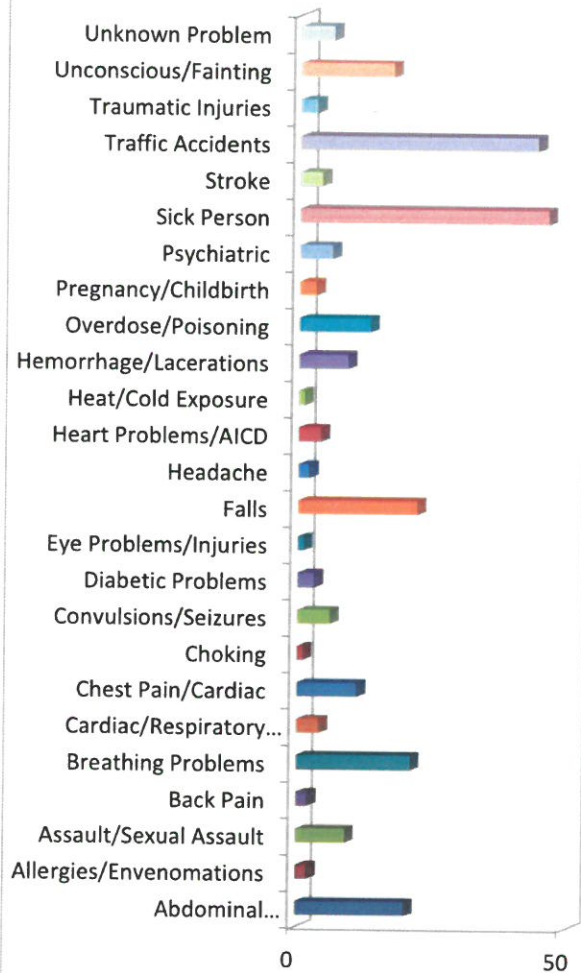
San Juan 9-1-1 Call Types September 2018

	San Juan
Abdominal Pain/Problems	20
Allergies/Envenomations	2
Assault/Sexual Assault	9
Back Pain	2
Breathing Problems	21
Cardiac/Respiratory Arrest	4
Chest Pain/Cardiac	11
Choking	1
Convulsions/Seizures	6
Diabetic Problems	3
Eye Problems/Injuries	1
Falls	22
Headache	2
Heart Problems/AICD	4
Heat/Cold Exposure	1
Hemorrhage/Lacerations	9
Overdose/Poisoning	13
Pregnancy/Childbirth	3
Psychiatric	6
Sick Person	46
Stroke	4
Traffic Accidents	44
Traumatic Injuries	3
Unconscious/Fainting	17
Unknown Problem	6
Total	260

Calls by Day of the Week	Total
Sunday	49
Monday	35
Tuesday	27
Wednesday	42
Thursday	37
Friday	28
Saturday	42
Total	260

Compliance Response

95.8%



trip_date	run_number	puaddr	pucity	mpds	disptime	atstime	tratime	atdtime
9/1/2018	35,110	CESAR CHAVEZ & SIOUX RD	SAN JUAN	23-B-1	1:50:44 AM	1:58:13 AM	12:00:00 AM	0:00:00
9/1/2018	35,122	314 W 9TH ST	SAN JUAN	17-B-1	5:19:56 AM	5:30:08 AM	5:45:04 AM	5:58:35
9/1/2018	35,130	2400 JESSICA	SAN JUAN	21-C-2-M	7:55:48 AM	8:05:38 AM	8:15:22 AM	8:32:21
9/1/2018	35,158	107 CALLE DEL JARDIN	SAN JUAN	01-C-4	12:02:57 PM	12:07:27 PM	12:13:34 PM	12:24:49
9/1/2018	35,173	911 ELDORA	SAN JUAN	31-D-2	1:42:27 PM	1:48:07 PM	2:03:05 PM	14:24:49
9/1/2018	35,177	EXPRESSWAY 83 & VETERANS	SAN JUAN	30-B-1	2:00:38 PM	2:06:48 PM	2:14:54 PM	14:25:17
9/1/2018	35,187	1327 ANDREWS ST	SAN JUAN	12-C-4	3:19:18 PM	3:24:15 PM	3:38:41 PM	15:50:26
9/1/2018	35,188	STUART RD & BUS 83	SAN JUAN	02-B-1	3:34:43 PM	3:43:19 PM	3:48:09 PM	16:04:52
9/1/2018	35,202	900 N RAUL LONGORIA RD	SAN JUAN	29-B-5-U	5:14:40 PM	5:18:29 PM	5:33:28 PM	17:46:47
9/1/2018	35,215	1802 ROBERT DR	SAN JUAN	31-D-3	6:17:57 PM	6:26:25 PM	6:37:37 PM	18:51:31
9/1/2018	35,233	803 TREYSON DR	SAN JUAN	05-D-1	8:30:29 PM	8:37:14 PM	8:56:50 PM	21:32:00
9/1/2018	35,241	900 E BUSINESS 83	SAN JUAN	29-D-2-P	10:35:02 PM	10:40:45 PM	10:56:48 PM	23:06:18
9/2/2018	35,246	1107 MORNING SET	SAN JUAN	04-B-3-A	12:10:21 AM	12:14:52 AM	12:00:00 AM	0:00:00
9/2/2018	35,249	1109 SAN RAMON ST	SAN JUAN	23-C-1-I	12:31:04 AM	12:37:52 AM	12:00:00 AM	0:00:00
9/2/2018	35,270	1927 LOMA VERDE	SAN JUAN	18-C-2-U	8:33:09 AM	8:38:50 AM	8:51:28 AM	9:06:27
9/2/2018	35,275	1700 N RAUL LONGORIA RD	SAN JUAN	06-C-1	10:33:34 AM	10:36:56 AM	10:43:51 AM	10:54:52
9/2/2018	35,289	300 N NEBRASKA AVE	SAN JUAN	26-A-9	12:36:10 PM	12:46:44 PM	1:07:33 PM	13:22:06
9/2/2018	35,292	407 E 4TH ST	SAN JUAN	01-A-1	12:44:11 PM	1:01:59 PM	1:11:07 PM	13:26:44
9/2/2018	35,362	202 DOVE ST	SAN JUAN	19-C-7	8:15:34 PM	8:23:23 PM	8:36:18 PM	20:51:14
9/2/2018	35,364	901 W CHAPPARAL	SAN JUAN	31-D-3	8:39:51 PM	8:45:05 PM	8:57:44 PM	21:10:31
9/2/2018	35,382	920 BORDER BREEZE	SAN JUAN	06-C-1	11:18:20 PM	11:18:26 PM	11:24:48 PM	23:30:32
9/2/2018	35,390	RAUL LONGORIA & EXPRESSWAY 83	SAN JUAN	29-D-2-L	11:51:38 PM	11:59:34 PM	12:00:00 AM	0:00:00
9/3/2018	35,392	407 E 4TH ST	SAN JUAN	01-A-1	12:44:48 AM	12:52:41 AM	1:05:54 AM	1:19:58
9/3/2018	35,396	202 E GOMEZ DR	SAN JUAN	31-D-1	1:37:08 AM	1:44:24 AM	1:59:46 AM	2:09:31
9/3/2018	35,416	400 VIRGEN DE SAN JUAN	SAN JUAN	26-C-2	7:15:49 AM	7:18:51 AM	7:27:33 AM	7:44:05
9/3/2018	35,431	1928 LOMA VERDE	SAN JUAN	21-B-1-M	10:09:27 AM	10:13:41 AM	10:33:10 AM	10:45:49
9/3/2018	35,433	1212 MORNING SET	SAN JUAN	26-C-2	10:26:28 AM	10:31:58 AM	10:48:23 AM	11:04:19
9/3/2018	35,435	713 E 13 1/2 ST	SAN JUAN	28-C-02-X	10:44:26 AM	10:56:10 AM	11:20:36 AM	11:35:00
9/3/2018	35,463	300 N NEBRASKA AVE	SAN JUAN	26-A-10	3:22:06 PM	3:27:30 PM	3:44:01 PM	15:57:07
9/3/2018	35,469	711 W 7TH ST	SAN JUAN	17-B-1	3:43:56 PM	3:57:32 PM	4:27:38 PM	16:44:00
9/3/2018	35,490	711 W 7TH ST	SAN JUAN	17-B-1	5:25:15 PM	5:25:21 PM	5:25:21 PM	17:25:21
9/3/2018	35,497	300 N NEBRASKA AVE	SAN JUAN	26-A-8	6:21:06 PM	6:24:57 PM	7:04:57 PM	19:14:28
9/3/2018	35,500	128 AMY DR	SAN JUAN	17-B-1-G	6:36:58 PM	6:42:01 PM	12:00:00 AM	0:00:00
9/3/2018	35,517	500 W 495	SAN JUAN	29-B-5-U	8:45:57 PM	8:53:40 PM	9:26:35 PM	21:40:42
9/3/2018	35,522	500 W 495	SAN JUAN	29-B-5-U	8:45:57 PM	8:53:40 PM	12:00:00 AM	0:00:00
9/4/2018	35,535	1918 LOMA AZUL	SAN JUAN	01-A-1	12:50:17 AM	12:58:19 AM	1:06:34 AM	1:20:22
9/4/2018	35,501	801 W 1ST ST	SAN JUAN	31-D-2	1:07:03 PM	1:12:45 PM	1:26:21 PM	13:35:55
9/4/2018	35,511	114 MARIA LN	SAN JUAN	23-O-1-A	2:05:24 PM	2:14:29 PM	2:25:23 PM	14:39:13
9/4/2018	35,515	114 MARIA LN	SAN JUAN	23-O-1-A	2:05:24 PM	2:14:29 PM	2:25:27 PM	14:39:16
9/4/2018	35,633	W 1ST ST & N ANTELOPE ST	SAN JUAN	23-C-1-I	4:10:04 PM	4:13:50 PM	4:22:28 PM	16:35:06
9/4/2018	35,648	209 S RIDGE LN	SAN JUAN	06-D-1	5:07:17 PM	5:12:00 PM	5:16:13 PM	17:27:43
9/4/2018	35,659	300 N NEBRASKA AVE	SAN JUAN	26-A-9	6:28:22 PM	6:32:54 PM	6:53:00 PM	19:09:54
9/4/2018	35,693	1102 W SAN JUAN CIR	SAN JUAN	26-A-2	11:09:19 PM	11:17:11 PM	11:38:23 PM	23:53:20
9/4/2018	35,696	300 N NEBRASKA AVE	SAN JUAN	26-D-1	11:31:43 PM	11:35:57 PM	11:56:26 PM	0:07:22

trip_date	run_number	puaddr	pucity	mpds	disptime	atstime	tritime	atdtime
9/5/2018	35,723	1013 E 13TH ST	SAN JUAN	12-C-5-E	7:29:23 AM	7:35:53 AM	7:51:04 AM	8:12:11
9/5/2018	35,726	300 N NEBRASKA AVE	SAN JUAN	26-A-9	7:57:27 AM	8:05:48 AM	8:28:50 AM	8:45:41
9/5/2018	35,727	900 W EXPRESSWAY 83	SAN JUAN	29-B-05	7:59:05 AM	8:06:12 AM	8:25:59 AM	8:36:24
9/5/2018	35,729	100 W EXPRESSWAY 83	SAN JUAN	29-B-5-U	8:27:47 AM	8:34:01 AM	12:00:00 AM	0:00:00
9/5/2018	35,734	200 E EXPRESSWAY 83	SAN JUAN	29-B-5-U	8:55:30 AM	9:01:38 AM	9:26:33 AM	9:38:52
9/5/2018	35,736	200 E EXPRESSWAY 83	SAN JUAN	29-B-5-U	9:13:29 AM	9:22:56 AM	9:31:21 AM	9:39:13
9/5/2018	35,738	800 E EXPRESSWAY 83	SAN JUAN	29-B-05	9:51:23 AM	9:58:03 AM	10:08:52 AM	10:27:13
9/5/2018	35,740	800 E EXPRESSWAY 83	SAN JUAN	29-B-05	10:01:24 AM	10:08:30 AM	10:13:07 AM	10:31:57
9/5/2018	35,742	2016 KING RD	SAN JUAN	17-B-3	10:18:20 AM	10:24:08 AM	10:43:25 AM	11:01:50
9/5/2018	35,763	2109 N RAUL LONGORIA RD	SAN JUAN	01-C-6	1:13:47 PM	1:16:51 PM	1:28:35 PM	1:39:08
9/5/2018	35,804	800 E EXPRESSWAY 83	SAN JUAN	29-B-05	6:16:54 PM	6:17:02 PM	6:17:02 PM	18:17:02
9/5/2018	35,835	400 N IOWA AVE	SAN JUAN	17-B-1	10:08:53 PM	10:13:43 PM	10:40:43 PM	22:54:01
9/5/2018	35,845	1612 N RAUL LONGORIA	SAN JUAN	31-D-2	11:36:17 PM	11:38:27 PM	11:51:52 PM	0:02:04
9/6/2018	35,850	300 W BUSINESS 83	SAN JUAN	25-B-6	1:14:47 AM	1:19:22 AM	1:24:20 AM	1:38:57
9/6/2018	35,866	2905 FORTUNE	SAN JUAN	05-C-4	4:46:10 AM	4:52:13 AM	5:01:04 AM	5:11:06
9/6/2018	35,872	102 N VETERANS	SAN JUAN	12-A-3	8:38:26 AM	8:42:54 AM	9:07:21 AM	9:25:14
9/6/2018	35,939	801 W 1ST ST	SAN JUAN	10-C-3	5:01:41 PM	5:07:22 PM	5:22:01 PM	17:41:15
9/6/2018	35,942	624 S NEBRASKA AVE	SAN JUAN	17-B-3	5:06:04 PM	5:12:44 PM	5:31:35 PM	17:44:34
9/6/2018	35,955	500 N NEBRASKA AVE	SAN JUAN	29-B-5-U	6:30:02 PM	6:34:07 PM	6:52:50 PM	19:04:18
9/6/2018	35,960	500 N NEBRASKA AVE	SAN JUAN	29-B-5-U	6:30:02 PM	6:34:07 PM	6:52:50 PM	19:04:20
9/6/2018	35,961	500 N NEBRASKA AVE	SAN JUAN	29-B-5-U	6:30:02 PM	6:34:07 PM	12:00:00 AM	0:00:00
9/6/2018	35,980	1510 COCONUT PALM AVE	SAN JUAN	24-C-3	10:49:16 PM	10:54:24 PM	11:03:15 PM	23:14:46
9/6/2018	35,985	207 E SIOUX RD	SAN JUAN	01-A-1	11:15:51 PM	11:23:01 PM	11:27:41 PM	23:39:42
9/7/2018	36,004	5925 N VETERANS BL	SAN JUAN	23-C-21	3:09:28 AM	3:11:50 AM	3:30:37 AM	3:42:44
9/7/2018	36,016	204 EASY ST	SAN JUAN	10-C-1	8:14:50 AM	8:21:25 AM	8:33:38 AM	8:50:55
9/7/2018	36,035	607 S VETERANS	SAN JUAN	01-A-1	11:38:42 AM	11:43:34 AM	11:51:57 AM	12:02:01
9/7/2018	36,081	2301 N RAUL LONGORIA	SAN JUAN	23-C-7-I	5:10:49 PM	5:15:37 PM	5:45:17 PM	17:45:26
9/7/2018	36,112	109 W 2ND ST	SAN JUAN	02-D-3	7:50:06 PM	7:55:48 PM	8:03:27 PM	20:18:46
9/7/2018	36,114	N NEBRASKA AVE & E 2ND ST	SAN JUAN	29-B-5-U	7:56:37 PM	8:05:46 PM	8:18:18 PM	20:28:53
9/7/2018	36,116	W 2ND ST & N LINCOLN AVE	SAN JUAN	26-B-1	8:16:08 PM	8:20:40 PM	12:00:00 AM	0:00:00
9/7/2018	36,122	N NEBRASKA AVE & E 2ND ST	SAN JUAN	29-B-5-U	7:56:37 PM	8:05:46 PM	12:00:00 AM	0:00:00
9/7/2018	36,130	813 E RIDGE RD	SAN JUAN	19-C-2	10:10:12 PM	10:16:09 PM	10:32:03 PM	22:45:27
9/7/2018	36,139	107 CALLE DEL JARDIN	SAN JUAN	26-C-2	11:22:33 PM	11:28:02 PM	11:42:17 PM	23:53:39
9/8/2018	36,165	310 W ELDORA	SAN JUAN	04-B-3-A	4:50:58 AM	4:55:36 AM	12:00:00 AM	0:00:00
9/8/2018	36,173	900 E BUSINESS 83	SAN JUAN	26-A-5	7:35:30 AM	7:40:10 AM	8:06:16 AM	8:20:28
9/8/2018	36,199	805 W RIDGE RD	SAN JUAN	31-C-1	11:42:25 AM	11:48:23 AM	12:00:52 PM	12:19:53
9/8/2018	36,201	409 JACOBO ST	SAN JUAN	26-C-2	11:58:42 AM	12:06:06 PM	12:24:23 PM	14:00:46
9/8/2018	36,214	813 E RIDGE RD	SAN JUAN	26-C-2	1:29:54 PM	1:38:46 PM	1:51:18 PM	14:06:20
9/8/2018	36,260	818 SENDERO	SAN JUAN	30-B-1	6:32:29 PM	6:36:09 PM	6:40:08 PM	18:53:33
9/8/2018	36,263	319 W 6TH ST	SAN JUAN	26-A-1	6:50:37 PM	7:02:45 PM	7:17:31 PM	19:32:20
9/8/2018	36,287	800 N RAUL LONGORIA	SAN JUAN	29-B-5-U	8:56:54 PM	9:02:49 PM	9:21:24 PM	21:30:37
9/8/2018	36,290	503 W CHAPARRAL ST	SAN JUAN	26-C-2	9:14:28 PM	9:22:52 PM	9:38:22 PM	21:52:21
9/8/2018	36,291	800 N RAUL LONGORIA	SAN JUAN	29-B-5-U	8:56:54 PM	9:02:49 PM	9:21:24 PM	21:30:41
9/8/2018	36,292	800 N RAUL LONGORIA	SAN JUAN	29-B-5-U	8:56:54 PM	9:02:49 PM	9:21:24 PM	21:30:43

trip_date	run_number	puaddr	pucity	mpds	disptime	atstime	tratripe	atdtime
9/8/2018	36,304	813 E RIDGE RD	SAN JUAN	06-C-2-O	11:06:44 PM	11:13:03 PM	11:24:32 PM	23:46:13
9/9/2018	36,358	321 E 8TH ST	SAN JUAN	10-C-3	12:19:20 PM	12:26:32 PM	12:34:34 PM	12:49:53
9/9/2018	36,363	511 SAN MARTIN	SAN JUAN	21-D-4-M	12:58:17 PM	1:04:07 PM	1:19:09 PM	13:34:21
9/9/2018	36,368	706 WATER ST	SAN JUAN	12-C-3-E	2:51:36 PM	2:55:26 PM	3:10:30 PM	15:24:42
9/10/2018	36,435	717 W 8TH ST	SAN JUAN	18-C-3-G	6:38:19 AM	6:42:21 AM	6:51:32 AM	7:02:19
9/10/2018	36,467	304 SYLVIA CIR	SAN JUAN	17-B-1-G	12:37:34 PM	12:41:24 PM	12:56:47 PM	13:09:16
9/10/2018	36,527	419 E 3RD ST	SAN JUAN	26-A-8	7:21:42 PM	7:27:06 PM	7:46:40 PM	19:57:50
9/10/2018	36,531	2107 CEDRO DR	SAN JUAN	17-D-3	7:55:50 PM	8:01:14 PM	8:14:10 PM	20:30:50
9/10/2018	36,542	511 TAYLOR ST	SAN JUAN	01-A-1	9:03:55 PM	9:11:01 PM	9:29:09 PM	21:41:44
9/11/2018	36,565	300 N NEBRASKA AVE	SAN JUAN	26-A-1	12:09:36 AM	12:14:34 AM	12:30:28 AM	04:33:36
9/11/2018	36,600	212 SUNSET DR	SAN JUAN	01-A-1	10:43:16 AM	10:51:12 AM	11:02:47 AM	11:21:22
9/11/2018	36,626	611 E 3RD ST	SAN JUAN	06-D-1	2:33:40 PM	2:50:46 PM	3:03:53 PM	15:20:42
9/11/2018	36,681	605 OLIVE	SAN JUAN	28-C-1-L	8:38:20 PM	8:44:08 PM	8:58:14 PM	21:15:55
9/12/2018	36,718	VETERANS & 495	SAN JUAN	29-B-5-U	7:41:06 AM	7:51:14 AM	8:08:52 AM	8:30:55
9/12/2018	36,719	300 N NEBRASKA AVE	SAN JUAN	26-A-1	7:47:35 AM	7:58:23 AM	8:17:12 AM	8:36:15
9/12/2018	36,720	VETERANS & 495	SAN JUAN	29-B-5-U	7:41:06 AM	7:51:14 AM	8:08:52 AM	8:30:57
9/12/2018	36,725	905 W FM 495	SAN JUAN	28-C-12-U	9:45:58 AM	9:46:43 AM	10:05:14 AM	10:14:55
9/12/2018	36,798	5103 N VETERANS BLVD	SAN JUAN	01-C-3	5:11:37 PM	5:16:15 PM	5:30:54 PM	17:44:39
9/12/2018	36,814	1521 N SCOTTY ST	SAN JUAN	31-C-1	6:36:55 PM	6:41:41 PM	12:00:00 AM	0:00:00
9/12/2018	36,827	511 SAN MARTIN	SAN JUAN	21-B-1-M	8:52:48 PM	8:58:18 PM	9:01:59 PM	21:26:23
9/12/2018	36,829	2301 N RAUL LONGORIA	SAN JUAN	26-B-1	9:06:19 PM	9:10:22 PM	12:00:00 AM	0:00:00
9/12/2018	36,842	813 E RIDGE	SAN JUAN	06-D-1	11:03:36 PM	11:10:14 PM	11:15:42 PM	23:30:28
9/12/2018	36,847	200 MESQUITE DR	SAN JUAN	04-B-3-A	11:53:20 PM	12:00:39 AM	12:00:00 AM	0:00:00
9/13/2018	36,849	5101 N RAUL LONGORIA RD	SAN JUAN	04-B-1-A	12:15:27 AM	12:16:55 AM	12:33:04 AM	0:47:47
9/13/2018	36,852	5101 N RAUL LONGORIA RD	SAN JUAN	04-B-1-A	12:34:39 AM	12:41:56 AM	12:55:56 AM	1:06:03
9/13/2018	36,870	801 W 1ST	SAN JUAN	26-A-8	4:58:12 AM	5:06:32 AM	5:13:05 AM	5:26:10
9/13/2018	36,881	2301 N RAUL LONGORIA	SAN JUAN	26-B-1	9:23:46 AM	9:28:45 AM	9:43:39 AM	9:43:39
9/13/2018	36,894	301 E EXPRESSWAY 83	SAN JUAN	31-C-1	11:26:23 AM	11:29:35 AM	11:42:09 AM	11:54:48
9/13/2018	36,910	2301 N RAUL LONGORIA	SAN JUAN	26-B-1	1:27:01 PM	1:31:55 PM	1:44:02 PM	13:44:02
9/14/2018	37,022	909 SAN MATEO	SAN JUAN	06-C-1	5:04:21 AM	5:13:22 AM	5:29:42 AM	5:44:23
9/14/2018	37,034	219 DOVE ST	SAN JUAN	06-D-2-A	8:27:02 AM	8:32:23 AM	8:46:48 AM	9:00:31
9/14/2018	37,043	410 W 13TH ST	SAN JUAN	17-B-1-G	9:45:45 AM	9:51:16 AM	10:12:29 AM	10:34:27
9/14/2018	37,045	300 N NEBRASKA AVE	SAN JUAN	21-A-1-M	9:51:51 AM	9:54:45 AM	10:16:26 AM	10:28:39
9/14/2018	37,046	601 W MESQUITE ST	SAN JUAN	10-D-2	9:53:53 AM	9:59:58 AM	10:12:48 AM	10:23:08
9/14/2018	37,047	700 W BUS 83	SAN JUAN	31-D-3	10:14:10 AM	10:18:46 AM	10:51:36 AM	10:51:42
9/14/2018	37,049	210 W 11TH ST	SAN JUAN	26-O-2	10:30:44 AM	10:38:37 AM	11:01:39 AM	11:15:01
9/14/2018	37,053	300 N NEBRASKA AVE	SAN JUAN	06-D-1	11:47:32 AM	11:50:10 AM	12:03:56 PM	12:14:24
9/14/2018	37,099	2217 OLMO	SAN JUAN	06-D-1	4:57:12 PM	5:17:18 PM	5:24:53 PM	17:42:03
9/14/2018	37,104	805 W RIDGE RD	SAN JUAN	26-B-1	5:16:19 PM	5:20:13 PM	12:00:00 AM	0:00:00
9/14/2018	37,107	1926 LOMA VERDE	SAN JUAN	21-D-4-M	5:27:00 PM	5:33:11 PM	5:54:48 PM	18:12:00
9/15/2018	37,162	5103 N VETERANS	SAN JUAN	01-C-6	5:19:06 AM	5:27:46 AM	5:44:03 AM	5:54:36
9/15/2018	37,168	400 N IOWA AVE	SAN JUAN	06-D-2	6:49:56 AM	6:54:41 AM	7:21:52 AM	7:33:50
9/15/2018	37,175	800 VIA CANTERA DR	SAN JUAN	01-A-1	9:59:56 AM	10:06:51 AM	10:22:26 AM	10:38:50
9/15/2018	37,218	2799 W LUCKY DR	SAN JUAN	10-C-1	4:37:40 PM	4:44:30 PM	5:01:38 PM	17:15:28

trip_date	run_number	puaddr	pucity	mpds	disptime	atstime	tritime	atdtime
9/15/2018	37,229	904 W EBONY	SAN JUAN	21-C-2-M	6:02:07 PM	6:08:43 PM	6:23:34 PM	18:38:18
9/15/2018	37,236	1417 N SCOTTY ST	SAN JUAN	10-D-4	6:35:42 PM	6:42:24 PM	6:57:17 PM	19:07:32
9/16/2018	37,264	207 CAMINO REAL	SAN JUAN	23-C-1-I	12:09:39 AM	12:18:52 AM	12:33:24 AM	0:45:47
9/16/2018	37,272	VETERANS & 495	SAN JUAN	04-B-3-A	1:56:40 AM	1:57:52 AM	2:14:15 AM	2:21:54
9/16/2018	37,277	503 E SEGMENT LEONEL TREVINO RD	SAN JUAN	26-A-4	2:48:43 AM	2:54:15 AM	3:13:46 AM	3:32:21
9/16/2018	37,279	101 W EXPRESSWAY 83	SAN JUAN	29-B-5-U	2:34:35 AM	2:38:20 AM	3:03:14 AM	3:09:31
9/16/2018	37,281	101 W EXPRESSWAY 83	SAN JUAN	29-B-5-U	2:44:39 AM	2:46:25 AM	3:03:56 AM	3:09:54
9/16/2018	37,282	101 W EXPRESSWAY 83	SAN JUAN	29-B-5-U	2:46:46 AM	2:49:40 AM	3:02:52 AM	3:09:10
9/16/2018	37,283	101 W EXPRESSWAY 83	SAN JUAN	29-B-5-U	2:46:46 AM	2:49:40 AM	3:02:52 AM	3:09:12
9/16/2018	37,286	161 E 9TH ST	SAN JUAN	04-B-3-A	3:36:54 AM	12:00:00 AM	12:00:00 AM	0:00:00
9/16/2018	37,293	102 N VETERANS	SAN JUAN	23-C-7-V	4:30:52 AM	4:35:55 AM	12:00:00 AM	0:00:00
9/16/2018	37,335	300 N NEBRASKA AVE	SAN JUAN	25-A-1-V	2:11:55 PM	2:18:21 PM	2:36:26 PM	14:49:05
9/16/2018	37,342	116 SANTA FE ST	SAN JUAN	12-A-3	3:26:52 PM	3:35:13 PM	3:51:07 PM	16:01:55
9/16/2018	37,349	321 E 8TH ST	SAN JUAN	23-B-1-I	4:17:27 PM	4:23:48 PM	4:35:05 PM	16:51:01
9/16/2018	37,353	222 JAME ST	SAN JUAN	17-B-1-G	4:56:50 PM	5:01:24 PM	5:18:33 PM	17:32:55
9/16/2018	37,362	1411 GARDEN RIDGE AVE	SAN JUAN	31-A-1	5:52:01 PM	5:59:36 PM	6:16:33 PM	18:32:09
9/17/2018	37,403	4201 JENICA CIR	SAN JUAN	17-B-1-G	1:35:10 AM	1:44:29 AM	12:00:00 AM	0:00:00
9/17/2018	37,407	1203 E 13TH ST	SAN JUAN	06-D-2	3:52:00 AM	4:03:40 AM	4:17:05 AM	4:32:32
9/17/2018	37,471	705 MIGUEL HIDALGO ST	SAN JUAN	26-A-11	3:32:05 PM	3:39:31 PM	3:58:37 PM	16:14:57
9/17/2018	37,490	300 N NEBRASKA AVE	SAN JUAN	26-A-1	5:45:57 PM	5:51:37 PM	6:10:45 PM	18:21:01
9/17/2018	37,524	720 EAGLE ST	SAN JUAN	01-A-1	8:44:51 PM	8:54:03 PM	9:02:04 PM	21:15:04
9/18/2018	37,622	102 BLUE BIRD ST	SAN JUAN	24-C-1	5:09:17 PM	5:19:21 PM	5:28:29 PM	17:49:53
9/18/2018	37,629	605 BAILEY DR	SAN JUAN	19-D-2	5:33:49 PM	5:47:20 PM	6:01:18 PM	18:15:11
9/18/2018	37,674	1406 COCONUT PALM AVE	SAN JUAN	23-C-1-I	8:26:39 PM	8:31:36 PM	12:00:00 AM	0:00:00
9/18/2018	37,679	211 E CHAPARRAL ST	SAN JUAN	10-D-2	8:57:28 PM	9:01:36 PM	9:16:33 PM	21:31:34
9/19/2018	37,712	202 SANDRA ST	SAN JUAN	06-D-2	1:23:16 AM	1:27:49 AM	1:44:44 AM	1:56:47
9/19/2018	37,714	145 DEANNA	SAN JUAN	26-D-1	1:49:12 AM	1:57:05 AM	2:17:07 AM	2:31:21
9/19/2018	37,717	308 SALLY AVE	SAN JUAN	26-A-2	2:43:27 AM	2:54:27 AM	3:15:09 AM	3:28:42
9/19/2018	37,728	2025 LOMA ALTA ST	SAN JUAN	26-A-11	6:57:19 AM	7:06:24 AM	7:21:46 AM	7:46:55
9/19/2018	37,730	300 E EXPRESSWAY 83	SAN JUAN	29-B-5-U	7:42:16 AM	7:45:43 AM	8:03:56 AM	8:26:11
9/19/2018	37,731	1047 CITRIANA	SAN JUAN	26-A-5	8:12:21 AM	8:16:04 AM	12:00:00 AM	0:00:00
9/19/2018	37,740	700 W US HWY 83	SAN JUAN	31-D-3	9:18:48 AM	9:22:35 AM	9:39:36 AM	9:54:50
9/19/2018	37,746	SAN CRISTOBAL & SGT TREVINO	SAN JUAN	11-D-1-U	10:23:12 AM	10:28:46 AM	12:00:00 AM	0:00:00
9/19/2018	37,749	801 W 1ST ST	SAN JUAN	06-C-1	10:38:04 AM	10:44:44 AM	11:01:15 AM	11:13:23
9/19/2018	37,776	400 N IOWA AVE	SAN JUAN	13-C-3	2:08:42 PM	2:11:39 PM	2:30:19 PM	14:41:09
9/19/2018	37,782	300 N NEBRASKA AVE	SAN JUAN	06-D-2	2:54:05 PM	2:59:31 PM	3:17:41 PM	15:24:33
9/19/2018	37,794	3900 N RAUL LONGORIA RD	SAN JUAN	29-B-5-U	4:11:37 PM	4:17:01 PM	4:29:20 PM	16:41:58
9/19/2018	37,811	103 JAME ST	SAN JUAN	26-A-2	5:36:39 PM	5:43:39 PM	6:02:30 PM	18:22:16
9/20/2018	37,867	502 CITRUS CIR	SAN JUAN	21-C-2-M	12:57:15 AM	1:04:07 AM	1:17:48 AM	1:31:11
9/20/2018	37,874	300 W 3RD ST	SAN JUAN	04-B-3-A	3:14:40 AM	3:23:09 AM	3:37:44 AM	3:46:36
9/20/2018	37,877	210 W 11TH ST	SAN JUAN	10-D-4	3:54:14 AM	4:04:39 AM	4:21:48 AM	4:32:30
9/20/2018	37,882	401 E 3RD ST	SAN JUAN	26-C-1	5:23:21 AM	5:32:28 AM	5:47:54 AM	6:02:19
9/20/2018	37,903	122 MESQUITE DR	SAN JUAN	17-B-1-G	9:27:59 AM	9:37:04 AM	10:10:02 AM	10:24:40
9/20/2018	37,906	901 W EXPRESSWAY 83	SAN JUAN	26-C-2	10:27:48 AM	10:30:23 AM	10:41:28 AM	10:51:06

trip_date	run_number	puaddr	pucity	mpds	disptime	atstime	tritime	atdtme
9/20/2018	37,921	805 W RIDGE RD	SAN JUAN	31-D-3	1:05:13 PM	1:14:40 PM	1:32:43 PM	13:46:54
9/20/2018	37,954	423 N NEBRASKA	SAN JUAN	06-C-1	3:58:24 PM	4:04:24 PM	4:20:26 PM	16:33:29
9/20/2018	37,978	1406 COCONUT PALM AVE	SAN JUAN	25-B-6	6:09:48 PM	6:14:40 PM	6:37:13 PM	18:48:48
9/20/2018	37,979	300 N NEBRASKA AVE	SAN JUAN	26-C-1	6:11:52 PM	6:16:39 PM	6:57:29 PM	18:57:33
9/20/2018	37,982	1107 WASHINGTON PALMS	SA N JUAN	32-B-2	6:35:24 PM	6:38:48 PM	12:00:00 AM	0:00:00
9/20/2018	37,985	600 E SOUX RD	SAN JUAN	20-D-1-H	6:49:53 PM	6:58:47 PM	7:09:13 PM	19:19:11
9/21/2018	38,035	601 N CESAR CHAVEZ	SAN JUAN	32-B-2	3:00:08 AM	3:13:05 AM	3:21:09 AM	3:32:27
9/21/2018	38,050	900 N RAUL LONGORIA RD	SAN JUAN	29-B-5-U	8:34:06 AM	8:35:42 AM	8:54:12 AM	9:03:40
9/21/2018	38,086	610 E 495	SAN JUAN	17-B-3	1:00:38 PM	1:08:35 PM	12:00:00 AM	0:00:00
9/21/2018	38,146	1504 CHULA VISTA	SAN JUAN	13-C-2-C	7:01:23 PM	7:04:32 PM	7:18:55 PM	19:31:23
9/21/2018	38,163	504 MIGUEL HIDALGO ST	SAN JUAN	25-B-3-V	8:40:13 PM	8:48:18 PM	8:57:14 PM	21:10:33
9/21/2018	38,164	4307 N VETERANS BLVD	SAN JUAN	01-C-6	8:45:14 PM	8:49:43 PM	9:01:03 PM	21:10:37
9/22/2018	38,199	1706 CALLE TULIPAN ST	SAN JUAN	10-C-1	3:46:56 AM	3:51:29 AM	4:03:56 AM	4:12:57
9/22/2018	38,276	721 SAN MIGUEL	SAN JUAN	17-D-5	3:51:05 PM	3:59:51 PM	4:13:57 PM	16:30:08
9/22/2018	38,278	2301 N RAUL LONGORIA	SAN JUAN	26-B-1	3:55:32 PM	4:01:46 PM	4:19:21 PM	16:31:48
9/22/2018	38,302	211 E CHAPARRAL ST	SAN JUAN	19-D-4	8:00:26 PM	8:06:57 PM	8:18:20 PM	20:33:21
9/22/2018	38,313	211 E 1ST ST	SAN JUAN	26-D-1	9:57:17 PM	10:02:28 PM	10:24:26 PM	22:38:53
9/22/2018	38,316	2111 OLIMITOS AVE	SAN JUAN	06-C-1	10:09:05 PM	10:13:11 PM	10:29:00 PM	22:48:54
9/22/2018	38,318	S STEWART RD & E SAN HOUSTON BLVD	SAN JUAN	29-B-5-U	10:26:32 PM	10:32:05 PM	11:13:44 PM	23:27:37
9/23/2018	38,324	408 GUADALUPE DR	SAN JUAN	16-A-2	12:04:07 AM	12:13:01 AM	12:28:53 AM	0:38:47
9/23/2018	38,325	1710 CALLE DE PALMAS	SAN JUAN	31-C-1	12:14:46 AM	12:19:39 AM	12:36:25 AM	0:51:26
9/23/2018	38,333	1418 RIO BLANCO ST	SAN JUAN	23-D-1-I	2:46:25 AM	2:55:37 AM	3:09:59 AM	3:23:46
9/23/2018	38,355	1905 S STANDARD AVE	SAN JUAN	13-A-1	8:56:23 AM	9:05:19 AM	9:24:02 AM	9:40:23
9/23/2018	38,373	300 N NEBRASKA AVE	SAN JUAN	31-D-2	12:09:17 PM	12:13:36 PM	12:37:53 PM	12:49:10
9/23/2018	38,387	511 TAYLOR ST	SAN JUAN	32-B-2	3:24:25 PM	3:30:44 PM	3:49:38 PM	16:03:24
9/23/2018	38,409	300 N NEBRASKA AVE	SAN JUAN	06-D-2	6:42:54 PM	6:47:00 PM	7:10:18 PM	19:17:23
9/23/2018	38,410	104 W 11TH ST	SAN JUAN	26-A-2	6:52:44 PM	7:00:59 PM	7:17:11 PM	19:33:17
9/23/2018	38,432	109 FREESTONE	SAN JUAN	09-E-1	10:45:28 PM	10:53:10 PM	11:10:20 PM	23:24:55
9/23/2018	38,436	109 FREESTONE	SAN JUAN	09-E-1	10:45:28 PM	10:53:10 PM	11:10:20 PM	23:24:58
9/24/2018	38,458	100 W FRONTAGE	SAN JUAN	29-B-5-U	6:40:56 AM	6:43:17 AM	6:50:31 AM	6:59:09
9/24/2018	38,464	900 N RAUL LONGORIA RD	SAN JUAN	29-B-5-U	7:55:53 AM	12:00:00 AM	12:00:00 AM	0:00:00
9/24/2018	38,476	914 W 13TH ST	SAN JUAN	21-B-1-M	9:55:44 AM	10:02:16 AM	10:19:58 AM	10:32:33
9/24/2018	38,482	1105 EL CAMPO DR	SAN JUAN	26-A-4	10:43:36 AM	10:49:58 AM	11:02:30 AM	11:18:28
9/24/2018	38,495	1701 N RAUL LONGORIA RD	SAN JUAN	29-B-1	1:15:07 PM	1:18:01 PM	1:36:45 PM	13:50:50
9/24/2018	38,507	700 MALDONADO CIR	SAN JUAN	32-B-2	2:41:50 PM	2:47:07 PM	12:00:00 AM	0:00:00
9/24/2018	38,519	1325 MAYFAIR ST	SAN JUAN	12-A-5-E	4:28:05 PM	4:38:27 PM	4:51:55 PM	17:05:55
9/24/2018	38,522	300 E FM 495	SAN JUAN	29-B-5-U	4:55:47 PM	4:57:59 PM	5:28:49 PM	17:38:10
9/24/2018	38,525	300 E FM 495	SAN JUAN	29-B-5-U	5:10:40 PM	5:10:44 PM	5:20:24 PM	17:42:52
9/24/2018	38,528	300 E FM 495	SAN JUAN	29-B-5-U	5:10:40 PM	5:10:44 PM	5:20:24 PM	17:42:56
9/24/2018	38,530	300 E FM 495	SAN JUAN	29-B-5-U	4:55:47 PM	4:57:59 PM	12:00:00 AM	0:00:00
9/24/2018	38,541	1103 SAN RAMON	SAN JUAN	25-B-6	5:55:11 PM	6:00:54 PM	6:25:21 PM	18:44:13
9/25/2018	38,595	308 E 1ST ST	SAN JUAN	01-C-3	2:41:46 AM	2:46:45 AM	3:00:56 AM	3:13:31
9/25/2018	38,604	300 E SIOUX RD	SAN JUAN	29-B-5-U	7:51:45 AM	7:59:34 AM	8:12:28 AM	8:29:38
9/25/2018	38,609	607 S JENICA CIR	SAN JUAN	04-B-3-A	8:27:15 AM	8:34:25 AM	8:39:44 AM	8:55:13

trip_date	run_number	puaddr	pucity	mpds	disptime	atstime	trftime	atdtime
9/25/2018	38,614	709 S NEBRASKA	SAN JUAN	26-B-1	9:26:28 AM	9:30:15 AM	9:43:47 AM	10:01:16
9/25/2018	38,638	210 W 11TH ST	SAN JUAN	26-A-2	2:05:10 PM	2:14:35 PM	2:27:02 PM	14:41:04
9/25/2018	38,654	SAM HOUSTON BLVD & S SAN ANTONIO AVE	SAN JUAN	29-B-5-U	3:39:45 PM	3:49:42 PM	4:06:27 PM	16:23:38
9/25/2018	38,655	210 W 11TH ST	SAN JUAN	29-B-5-U	3:43:10 PM	3:48:42 PM	12:00:00 AM	0:00:00
9/25/2018	38,658	SAM HOUSTON BLVD & S SAN ANTONIO AVE	SAN JUAN	29-B-5-U	3:39:45 PM	3:49:42 PM	4:06:27 PM	16:23:41
9/25/2018	38,683	600 E BUSINESS 83	SAN JUAN	17-B-1	7:14:45 PM	7:17:59 PM	7:27:14 PM	19:40:06
9/25/2018	38,695	302 SALLY AVE	SAN JUAN	01-C-4	8:52:00 PM	8:58:52 PM	9:10:05 PM	21:27:06
9/26/2018	38,729	1001 SUNDANCE LN	SAN JUAN	29-B-5-U	8:46:41 AM	8:53:55 AM	9:05:29 AM	9:21:06
9/26/2018	38,742	801 W 1ST ST	SAN JUAN	01-C-5	10:15:17 AM	10:23:08 AM	10:44:41 AM	10:56:56
9/26/2018	38,803	1813 S LINCOLN AVE	SAN JUAN	23-C-1-I	6:05:37 PM	6:10:38 PM	6:33:05 PM	18:46:37
9/26/2018	38,817	403 W 10TH ST	SAN JUAN	06-C-1	7:20:26 PM	7:26:55 PM	7:56:19 PM	20:15:13
9/26/2018	38,825	3804 JENICA ST	SAN JUAN	17-D-4-G	7:54:19 PM	8:03:19 PM	8:21:37 PM	20:38:43
9/26/2018	38,829	709 S NEBRASKA AVE	SAN JUAN	26-B-1	8:29:35 PM	8:36:23 PM	8:52:44 PM	21:01:35
9/27/2018	38,859	300 N NEBRASKA AVE	SAN JUAN	09-E-1	1:10:14 AM	1:16:15 AM	1:45:52 AM	1:55:45
9/27/2018	38,932	915 BRECHA	SAN JUAN	26-O-19	2:19:04 PM	2:26:19 PM	2:35:00 PM	14:50:48
9/27/2018	38,940	114 ALTA ST	SAN JUAN	01-A-1	2:53:58 PM	2:55:19 PM	3:08:36 PM	15:21:52
9/27/2018	38,945	802 W LETICIA ST	SAN JUAN	06-D-2	3:12:33 PM	3:18:38 PM	3:37:06 PM	15:51:56
9/27/2018	38,957	RAUL LONGORIA ST & E ELDORA RD	SAN JUAN	29A02U	4:16:02 PM	4:20:41 PM	4:41:22 PM	16:58:12
9/27/2018	38,958	801 W 1ST ST	SAN JUAN	17-A-3	4:31:12 PM	4:35:37 PM	4:55:02 PM	17:17:14
9/27/2018	38,960	RAUL LONGORIA ST & E ELDORA RD	SAN JUAN	29A02U	4:16:02 PM	4:20:41 PM	12:00:00 AM	0:00:00
9/27/2018	38,999	729 DANA ST	SAN JUAN	30-B-1	8:30:16 PM	8:36:33 PM	8:57:07 PM	21:11:21
9/27/2018	39,004	710 SUNDANCE LN	SAN JUAN	26-C-2	9:06:32 PM	9:11:58 PM	12:00:00 AM	0:00:00
9/28/2018	39,159	607 S VETERANS	SAN JUAN	32-B-3	8:11:59 PM	8:15:30 PM	8:21:24 PM	20:33:14
9/29/2018	39,194	409 JACOBO ST	SAN JUAN	06-D-2	3:07:08 AM	3:18:42 AM	3:36:29 AM	3:50:35
9/29/2018	39,202	211 W LOS EBANOS ST	SAN JUAN	17-A-4-G	6:49:28 AM	6:53:04 AM	12:00:00 AM	0:00:00
9/29/2018	39,249	607 W 3RD ST	SAN JUAN	10-D-4	3:09:30 PM	3:13:44 PM	3:24:19 PM	15:42:21
9/29/2018	39,257	1303 MAYFAIR ST	SAN JUAN	01-A-1	4:07:13 PM	4:18:43 PM	4:27:08 PM	16:35:01
9/29/2018	39,307	4002 JESENIA ST	SAN JUAN	32-B-2	9:40:56 PM	9:49:32 PM	12:00:00 AM	0:00:00
9/30/2018	39,327	400 N NEBRASKA AVE	SAN JUAN	31-D-2	3:25:33 AM	3:34:03 AM	3:52:54 AM	4:02:38
9/30/2018	39,334	102 BLUEBIRD ST	SAN JUAN	24-C-1	5:07:20 AM	5:15:46 AM	5:26:13 AM	5:42:21
9/30/2018	39,363	210 LIBERTY LOOP	SAN JUAN	17-B-1-G	12:39:12 PM	12:47:57 PM	1:02:48 PM	13:21:20
9/30/2018	39,364	2107 CEDRO	SAN JUAN	01-C-6	12:46:07 PM	12:50:28 PM	1:16:11 PM	13:18:42
9/30/2018	39,376	802 S SAN ANTONIO AVE	SAN JUAN	17-B-1	2:00:37 PM	2:06:56 PM	2:21:12 PM	14:35:23
9/30/2018	39,377	901 W EXPRESSWAY 83	SAN JUAN	31-C-1	2:04:58 PM	2:05:23 PM	12:00:00 AM	0:00:00
9/30/2018	39,394	300 N NEBRASKA AVE	SAN JUAN	26-A-5	4:38:43 PM	4:44:35 PM	4:57:07 PM	17:08:46
9/30/2018	39,407	901 W EXPRESSWAY 83	SAN JUAN	17-B-1	6:08:27 PM	6:08:43 PM	6:25:47 PM	18:35:52
9/30/2018	39,409	135 E CIRO DR	SAN JUAN	10-D-4	6:21:17 PM	6:32:22 PM	6:48:32 PM	18:59:32
9/30/2018	39,415	3411 GRANDORA DR	SAN JUAN	28-C-05-X	7:16:59 PM	7:27:05 PM	7:42:04 PM	19:58:16
9/30/2018	39,420	314 W 9TH ST	SAN JUAN	25-B-6	8:27:13 PM	8:35:54 PM	8:50:05 PM	21:03:26
9/30/2018	39,428	606 JAIME ST	SAN JUAN	09-D-1	9:15:48 PM	9:18:55 PM	9:35:57 PM	21:45:45

Community Events

Sep-18



Date	Address	Event
9/7/2018	301 E. Ridge	LEERRT OP

Fire Inspections SEPTEMBER 2018

	Date	Name of Business	Address	Contact	Phone #	New/ Annual	Inspector	App/Deny
1	9/3/18	H&H Food Mart	914 W Sam Houston	Asif Iqbal	405-802-4750	Annual	R. Lopez	Denied
2	9/5/18	Lucky 7 Mini Mart	400 E Minnesota	Maritza Martinez	956-342-2669	Annual	R. Lopez	Denied
3	9/5/18	Kids Quest Learning Academy	516 E FM 495	*	956-283-5495	Annual	R. Lopez	Approved
4	9/5/18	Childtime Academy	909 W FM 495	Socorro Contreras	956-451-6290	Annual	R. Lopez	Approved
5	9/5/18	Building Bridges	516 E 495	Veronica Perez	956-460-9697	Annual	R. Lopez	Approved
6	9/7/18	Golden Child Day Care	130 E Bus 83	Maria M Martinez	956-878-6733	New	R. Lopez	Approved
7	9/7/18	Hidalgo County Head Start	601 E Earling	*	956-720-9459	Annual	R. Lopez	Approved
8	9/7/18	Lucky 7 Mini Mart	400 E Minnesota	Maritza Martinez	956-342-2669	Annual	R. Lopez	Approved
9	9/7/18	Beautiful Minds Learning	100 Oblate	Benilde Leja	956-878-9691	Annual	R. Lopez	Approved
10	9/10/18	Lucy Beauty Salon	2201 N Raul Longoria	Luciana Pedraza	956-607-0348	New	T. Garza	Approved
11	9/12/18	H&H Food Mart	914 W Sam Houston	Asif Iqbal	405-802-4750	Annual	T. Garza	Approved
12	9/12/18	San Juan Head Start	200 N Cougar	Veronica	956-451-4476	Annual	T. Garza	Approved
13	9/12/18	DNA	2102 N Raul Longoria	Felicita A Salazar	956-414-7474	Annual	T. Garza	Approved
14	9/12/18	La Cocina De Mama	1101 E 495	Javier Leal	956-360-5402	New	T. Garza	Approved
15	9/17/18	All About Bows and More	2604 N Raul Longoria	Rolando Saldana	956-537-8346	New	T. Garza	Approved
16	9/17/18	Bella viva Adult Day Care	5201 N Raul Longoria	Nicky Ybarra	956-867-3782	New	T. Garza	Approved
17	9/21/18	Foster Home	2004 Loma Alta	Enrique Partida	956-475-6520	Annual	T. Garza	Approved
18	9/25/18	La Tiendira De Yami	2604 N Raul Longoria	Ma Del Carmen Reyes	956-460-2074	New	R. Lopez	Approved
19	9/25/18	Fire System of Texas	11500 N 10th	*	956-391-1191	New	R. Lopez	Approved
20	9/25/18	La Cocina De Monica	219 W Bus Hwy 83	*	956-429-2358	New	R. Lopez	Denied
21								
22								
23								
24								
25								
26								

FUEL LOG

September 2018

[illegible]

Total Gallons of Diesel -	250
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Sandra Guajardo, Administrative Assistant

FUEL LOG

September 2018

DATE	TIME	UNIT/GAS CONTAINER	GALLONS	OFFICER IN CHARGE
9/4/2018	3:48 p.m.	1201	25	Chief T. Garza
9/5/2018	1:35 p.m.	1200	13.8	D. Garcia
9/10/2018	8:48 p.m.	1201	25	Chief T. Garza
9/13/2018	3:00 p.m.	1201	21.2	Chief T. Garza
9/14/2018	4:00 p.m.	container	5	J. Martinez
9/20/2018	9:24 a.m.	1200	23.5	Chief T. Garza
9/22/2018	5:06 p.m.	1202	10	C. Alaniz
9/27/2018	9:15 a.m.	1201	20	Chief T. Garza

Total Gallons of Gasoline 143.5



Mayor: Mario Garza
Mayor Pro-Tem: Pete Garcia
Commissioners: Jesus "Jesse" Ramirez
Ernesto "Neto" Guajardo
Leonardo "Lenny" Sanchez

MEMORANDUM

TO: Benjamin Arjona, City Manager
FROM: Diana Cavazos, City Secretary
DATE: 10/16/2018
SUBJECT: Utilities Department Monthly Report.

Texas Drought Outlook

1. 29% of Texas is now in a drought
2. Normal
3. Stage II is still in full effect

System Outlook

1. Water Connections – 6483
2. Sewer Connections - 9300

Water Treatment Facility

Combined Gallons Treated: 74,110,000

Combined Gallons Produced: 76,745,000

WTF No 1

- 5,888,000 gals
- 196,000 gals daily average
- 731,000 gals daily maximum
- 0.0 gals daily minimum
- 7,595,000 gals RAW
- 280,000 gals Well

WTF No 2

- 59,447,000 gals

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

- 1,982,000 gals daily average
- 2,590,000 gals daily maximum
- 1,543,000 gals daily minimum
- 76,966,000 gals RAW

Irrigation Water

- WTP No 1 – 59,000,000
- WTP No 2 – 62,462,378

WTP 3.5 MGD Expansions and Rehab 99%

- CBI has not been onsite for any other work this month.
- Completed Preliminary Walk Through
- Received Quotes for install of pumps for Plant 1

Water Distribution

Water Breaks & Leaks

- Leaks - 3
- Breaks - 7

Taps – 3

Water Loss

- Reported – 130,000 gals
- Unreported – 59,200 gals

Hydrants

- Flushed - 37
- Replaced - 0
- Repaired - 0
- **Stage II Water Conservation** still in effect.

Valves

- Worked – 12
- We continue our hydrant and valve maintenance.

Utility Billing Work Orders – 5

Wastewater Treatment Facility

1. Treated – 61,404,000 gals

2. Wetland – 3,467,000 gals
3. 420 cubic yards of sludge hauled to landfill
4. Waiting on TCEQ Response (Compliance Plan Submitted to TCEQ)
5. Waiting on response from TCEQ on Updated schedule to TCEQ

Wastewater Collections

Work orders – 84

- Sewer Main Repaired – 0
- Sewer Backups Reported – 13
- Sewer Backups Cleared – 4
- Manholes Ring and Covers – 0
- Manhole Repaired/replaced - 0
- New Manholes installed – 0
- Lift Station – 0
- Unauthorized Discharges – 1

Administration

Financials

- Administration – 41.73%
- Water Treatment – 26.87%
- Distribution: – 22.15%
- Sewer Collection – 36.98%
- Wastewater Treatment – 40.41%

Projects

- WTP Expansion & Rehab – 98%
- First Time Sewer – 88%
- SEP – 100% (Pending)
- East San Juan Water Improvements 20%

Training

- Water Treatment – 0
- Distribution – 0
- Sewer Collection – 0

- Wastewater Treatment – 0

Certification

- Water Treatment – 2 Pending
- Distribution – 1 Pending
- Sewer Collection – 1 Pending
- Wastewater Treatment – 2 Pending



**SAN JUAN POLICE DEPARTMENT
INTER-OFFICE MEMORANDUM**

To: San Juan City Commission
From: Chief Juan Gonzalez
Date: 10/05/2018
Ref: Monthly Report

This memorandum is to keep you all informed on our Monthly operational statistics and any other significant cases or events that have transpired from the previous month.

- **Statistics:** **September**
 - Calls for service: 1536
 - Incident reports: 200
 - Accidents: 78
 - 911 Calls 1312
- **Significant Incidents:**
 - Nothing to report
- **Federal & State Asset Forfeiture Program:**
 - Received no state forfeiture awards.
 - Received no federal forfeiture awards.
 - Department is in full compliance with federal and state guidelines (Audits)
- **Special Grant Details:**
 - **Stone Garden:** 207.5 overtime hours worked by uniformed personnel.
 - **Border Star:** No overtime worked, grant not operational
 - **TxDot Traffic Enforcement:** 54.5 overtime hours worked by uniformed personnel on traffic interdiction by patrol personnel.
- **New Public Safety Building:**
 - Some repairs have been done but still waiting for completion of warranty and punch list.
- **P.S.J.A School Safety Initiative Program:**
 - Officers have started working their assigned school detail, work on school zone traffic control and enforcement.
- **New Personnel:**
 - **Peace Officers:**
 - Four (4) Patrol Officer job openings, Background investigations have begun.
 - **Tele-communicators:**
 - All positions have been filled.

- **Jailers:**
 - All positions have been filled.
- **Fleet:**
 - All Patrol Units are reported to be in good working order.
 - EOC vehicles are in working condition and are stationed at the north side and south side stations for emergency response to high waters.
- **Traffic Enforcement Areas:**
 - Cruiser enforcement (Thursday Nights)
 - Regular patrol city wide
 - School Zones
 - Other areas of concern.

Respectfully
CHIEF JUAN GONZALEZ





Mayor: Mario Garza
Mayor Pro-Tem: Pete Garcia
Commissioners: Jesus "Jesse" Ramirez
Ernesto "Neto" Guajardo
Leonardo "Lenny" Sanchez

MEMORANDUM

TO: Benjamin Arjona, City Manager

FROM: Diana Cavazos, City Secretary

DATE: 10/16/2018

SUBJECT: Municipal Court Monthly Report.

Amount collected	\$ 29,214.23
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Defensive driving	4
Deferred	12
Pre-trials	9
Bench trials	11
Collection Agency	\$ 1,167.09
Scofflaw	\$ 8,788.55

COLLECTIONS 2017

September - \$ 28,158.90

CITATIONS ISSUED 2017

September - 108

SCOFFLAW COLLECTIONS 2017

September - \$ 10,497.80

COLLECTIONS 2018

September - \$ 29,214.23

CITATIONS ISSUED 2018

September - 208

SCOFFLAW COLLECTIONS 2018

September - \$ 8,788.55

AGENDA ITEM AND RECOMMENDATION SUMMARY
CITY COMMISSION REGULAR MEETING
OCTOBER 22, 2018

Consider Appointment of Board Members to the City of San Juan Beautiful Board.

STAFF COMMENTS AND RECOMMENDATIONS:

Consider Appointment of Board Member to the City of San Juan Beautiful Board.

RECOMMENDATION:

Consider Appointment to the Keep San Juan Beautiful Board.

PREPARED BY:

Diana Cavazos, City
Secretary

APPROVED BY:

Benjamin Arjona, City
Manager

San Juan Memorial Library
Keep San Juan Beautiful Board
2018-2019

Name/Address	Phone	Email	Term Expiration
Eric Guajardo	376-1465	c ire7four69@live.com	2018
1400 Rio Blanco			
San Juan, TX 78589			
Jennifer Villarreal	624-3003	jenniferespinoza23@gmail.com	2018
420 E. 12th			
San Juan, TX 78589			
Abraham Diaz	904-7092	abraham.diaz9@gmail.com	2018
102 W. Veteran			
San Juan, TX 78589			
Jesse Ramirez	460-5758	jramirez@cityofsanjuantexas.com	2018
2203 Fresno Street			
San Juan, TX 78589			
Ivonne Lopez	502-2926		2019
128 Maria Lane			
San Juan, TX 78589			

City of San Juan

Application for Appointment

Date: 10/17/18

Board / Commission / Committee: KSSB

Name: Robert A. Ramirez

Mailing Address: 420 Rio Hueres

Preferred Phone and Fax: (956) 648-9085

Employer: City of McAllen Occupation: Recycling Supervisor

Email Address: lramaz9@hotmail.com

Are you or can you be qualified to vote in a City of San Juan Election? ☒ Yes ☐ No

Are you a City of San Juan resident? ☒ Yes ☐ No How Long? 20+

Have you ever represented any other private person, group or entity for compensation before the City Commission or any department, commission, board of committee of the city within the last three years? ☐ Yes ☒ No

Do you, your spouse, or your employer have any financial interest, direct or indirect in any contract with the City? ☐ Yes ☒ No

Do you, your spouse, or your employer have any financial interest, direct or indirect in the sale to the city of any land, materials, supplies or service? ☐ Yes ☒ No

List Professional or Social Membership(s)

<u>STAR Member</u>	<u>LRGUDC</u>
<u>TPWA Member</u>	
<u>SWANA Member</u>	

Experience / Knowledge Pertaining to Board / Commission / Committee of Interest:

I work hand in hand with Keep McAllen Beautiful (KMAASH).
I work with Project Cleanup neighborhoods (McAllen).

Application will be kept on file for two (2) years: thereafter applicants must reapply. Applications may be faxed (956) 787-5978, mailed to the City Secretary (709 S. Nebraska, San Juan, Tx 78589) or emailed to

AGENDA ITEM AND RECOMMENDATION SUMMARY
CITY COMMISSION REGULAR MEETING
OCTOBER 22, 2018

Hold a Public Hearing to Solicit Input from Interested Parties on the City of San Juan Needs Under the Urban County Program Fiscal Year 32 (2019).

STAFF COMMENTS AND RECOMMENDATIONS:

To be in compliance with the Consolidated Plan for Community Planning and Development (CDBG) the City of San Juan is required to conduct a public hearing to solicit input from interest parties on the City's needs under the Urban County Program Fiscal Year 32 (2019).

\$295,584.00 will be available in funds to the City of San Juan.

RECOMMENDATION:

Conduct the public hearing as required by the Hidalgo County Urban County Program.

PREPARED BY:

Roberto Escobar,
Planning Director

APPROVED BY:

Benjamin Arjona, City
Manager

**CITY OF SAN JUAN
PUBLIC HEARING NOTICE
HIDALGO COUNTY - URBAN COUNTY PROGRAM**

Publication Date: Wednesday, October 17, 2018

In compliance with the Consolidated Plan for Community Planning & Development (CDBG), the **City of San Juan** will conduct a public hearing to solicit input from interested parties on the **Cities** needs under the **Urban County Program Fiscal Year 32 (2019)**.

The overall goals for the Consolidated Plan are to strengthen partnerships with jurisdiction, to extend and strengthen partnerships among all levels of government and the private sector, including profit and nonprofit organizations, to enable them to provide decent housing, to establish and maintain a suitable living environment, and to expand economic opportunities for every citizen, particularly for very low income persons.

The public hearing for the **City of San Juan** will be held on **Monday, October 22, 2018 at 6:00 P.M.** at the following location: **San Juan Library located at 1010 S. Standard Ave., San Juan, Texas 78589**. For more information, please come by our city office or call **(956) 223-2200**. Written comments can be forwarded to: **Mayor Mario Garza - City of San Juan, 709 S. Nebraska St., San Juan, Texas 78589**. Expected allocation is **\$295,584.00**.

Listed below is a partial listing of eligible activities.

Public Facilities Needs	Child Care Services
Senior Centers	
Youth Centers	Accessibility
Neighborhood Facilities	
Parks and Recreation Facilities	Economic Development Needs
Health Facilities	Technical Assistance
Child Care Facilities	
Parking Facilities	Lead-Based Paint/Hazard Abatement
Infrastructure Improvement Needs	Code Enforcement
Flood Drain Improvements	
Water Improvements	Emergency Shelter Needs
Sewer Improvements	
Street Improvements	Housing Needs
Public Service Needs	Community Planning
Senior Services	
Handicapped Services	Program Administration
Youth Services	

It is the objective of Hidalgo County to comply with Section 504 of the Rehabilitation Act of 1973, as amended, the Americans with Disabilities Act (ADA) of 1990 and the ADA Amendment Act of 2008, the Fair Housing Act, and the Architectural Barriers Act in all respects. Persons with disabilities/handicapped, non-English speaking, or limited English proficiency (LEP) who may require an interpreter shall be provided upon request by calling (956) 787-8127 at least three (3) days in advance. Persons who are deaf, hard-of-hearing, deaf-blind or speech-disabled may use Relay Texas at (800) 735-2989 to call the Hidalgo County Urban County Program (UCP) and request arrangements in order to participate in the citizen participation process. Hidalgo County Urban County Program does not discriminate on the basis of disability status in the admission of, or access to, or treatment in its federally assisted programs or activities.

**Diana R. Serna, Director
Hidalgo County – Urban County Program
427 E. Duranta Avenue, Suite 107
Alamo, Texas 78516**



CIUDAD DE SAN JUAN
AVISO DE AUDENCIA PUBLICA
PROGRAMA URBANO DEL CONDADO DE HIDALGO

Fecha de publicación: miércoles día 17 de octubre 2018

En cumplimiento con el Plan Consolidado para la Planificación y Desarrollo Comunitario (CDBG), las Ciudad de San Juan llevará a cabo una audiencia pública para solicitar la opinión de las partes interesadas en las necesidades de la ciudades bajo el Programa Urbano del Condado de Hidalgo, del año fiscal 32 (2019).

Los objetivos generales del Plan Consolidado son el fortalecimiento de las asociaciones con jurisdicciones a fin de ampliar y fortalecer las alianzas entre todos los niveles del gobierno y el sector privado, incluidas las organizaciones sin fines de lucro y, a fin de que puedan proporcionar una vivienda digna, para establecer y mantener una vida adecuada en el medio ambiente, y para ampliar las oportunidades económicas para todos los ciudadanos, en particular para las personas con ingresos muy bajos.

La audiencia pública para la Ciudad de San Juan se llevará a cabo el **Lunes 22 de octubre 2018 a las 6:00 P.M.** en la siguiente ubicación: **La Biblioteca de la Ciudad de San Juan ubicado en el 1010 S. Standard Ave., San Juan, Texas 78589.** Para obtener más información, por favor venga a nuestra oficina de la ciudad o llame al **(956) 223-2200.** Los comentarios escritos pueden hacer enviados a: **Alcalde Mario Garza de la Ciudad de San Juan al 709 S. Nebraska St., San Juan, Texas 78589.** Asignación esperada de **\$295,584.00.**

A continuación se muestra una lista parcial de las actividades elegibles.

Necesidades de establecimientos públicos	Servicios de cuidado infantil
Centros para personas de la tercera edad	
Centros para jóvenes	Accesibilidad
Instalaciones del vecindario	
Instalaciones de parques y recreación	Necesidades de desarrollo económico
Instalaciones de salud	Asistencia Técnica
Instalaciones para el cuidado de niños	
Instalaciones de estacionamiento	Pintura con base de plomo / Reducción de Riesgos
Necesidades de mejoras de infraestructura	Aplicación del código
Mejoras de drenaje de inundaciones	
Mejoras de agua	Necesidades de vivienda de emergencia
Mejoras de alcantarillado	
Mejoras de calles	Necesidades de vivienda
Necesidades de Servicios Públicos	Planificación de la Comunidad
Servicios para personas de tercera edad	
Servicios para discapacitados	Administración del Programa
Servicios para jóvenes	

Es el objetivo del Condado de Hidalgo para cumplir con la Sección 504 de la Ley de Rehabilitación de 1973, según enmendada, los Americanos con Discapacidades de la Ley de barreras arquitectónicas (ADA) de 1990 y la Ley ADA Enmienda de 2008, la Ley de Equidad de Vivienda, y Con todo respeto. Las personas con discapacidades / minusválidos, que no hablan inglés o con un dominio limitado del inglés (LEP) que pueden requerir un intérprete se les proporcionarán previa solicitud llamando al (956) 787-8127 por lo menos con tres (3) días de anticipación. Las personas sordas, con problemas de audición, sordo-ciegos o del habla discapacitados pueden utilizar Relay Texas al (800) 735-2989 para llamar al Programa del Condado de Hidalgo Condado Urbano (UCP) y los arreglos de solicitud con el fin de participar en el ciudadano proceso de participación. El Programa Urbano del Condado de Hidalgo no discrimina en base al estado de discapacidad en la admisión, el acceso o el tratamiento en sus programas o actividades con asistencia federal.

Directora Diana R. Serna
Programa Urbano del Condado de Hidalgo
427 E. Duranta Avenue, Suite 107
Alamo, Texas 78516



AGENDA ITEM AND RECOMMENDATION SUMMARY
CITY COMMISSION REGULAR MEETING
OCTOBER 22, 2018

Conduct a Public Hearing for the Urban County Program Substantial Budget and Program Amendment for Funding Years 2014, 2015, 2016 and 2017.

STAFF COMMENTS AND RECOMMENDATIONS:

The proposed amendment will add funding from Fiscal Years 2014-2017 Senior Services line items, in order to utilize the surplus funding for the existing 2017 Street Improvements Project. In addition, the proposed amendment will add a new project description for Fiscal Years 2014-2016. Description reads as follows: the re-construction of several streets: the reconstruction of several streets to include but not limited to adjacent/abutting streets within the same general vicinity and all related appurtenances. Other expenditures will include professional engineering services, surveying, geotechnical and construction material testing fees, etc. Streets location: 12th Street (from Veterans Boulevard to Miguel Hidalgo Street), 13th Street (from Veterans Boulevard to Coil Drive), Miguel Hidalgo Street (from 13th Street to end of road), Doe Street (from 13th Street to end of road) and Coil Drive (from 13th Street to end of road), San Juan, TX 78589.

RECOMMENDATION:

Conduct the Public Hearing as Recommended.

PREPARED BY:

Roberto Escobar,
Planning Director

APPROVED BY:

Benjamin Arjona, City
Manager

KEY

■Amendments ■Surplus Funding
■Recaptured ■Forfeited

2014	SAN JUAN	\$302,528.00
21A Exempt 58.34(a)(3)	GENERAL ADMINISTRATION Funds shall be used for expenses related to compliance with CDBG requirements included but not limited to advertisements, postings, coordinating project activities and related eligible activities. Location: San Juan City Hall-709 S Nebraska Ave, San Juan, TX 78589	\$3,000.00
03J Environmental Assessment	WATER/SEWER IMPROVEMENTS Project consists of the installation of an 8-inch sanitary sewer line including but not limited to professional engineering services, advertisement fees, material testing fees and all related appurtenances as they pertain to project completion. Location: alleyways between 3 rd Street and Railroad Street and Alley between Kansas Avenue and Wyoming Avenue. Census Data: 218.02 BG 01 Beneficiaries: 1194 69% LMI LEVERAGED FUNDS: \$9,345.00 B&P Amendment approved on August 9, 2016 transferred surplus funds in the amount of \$50,000.00 into the new Street Improvements line item. TRANSFER OF SURPLUS FUNDS FROM WATER/SEWER IMP. INTO ST. IMP. FOR EXISITING PROJECTS.	\$268,028.00 -\$50,000.00 \$218,028.00 8,250.86 \$209,777.14
	STREET IMPROVMENTS B&P Amendment approved on August 9, 2016 transferred surplus funds in the amount of \$50,000.00 from Water/Sewer Improvements and included the 2015 & 2016 St Imp. project descriptions in order to use all surplus funds for project completion. 2015 STREET IMPROVEMENTS Project consists of the repaving of several streets (Iowa, 3 rd and 4 th) including but not limited to adjacent/abutting streets within the same general vicinity, related appurtenances, professional engineering services, geotechnical and material testing, etc. Locations: Iowa Street (from 1 st Street to Railroad), 3 rd Street (from Kansas to Wyoming), and 4 th Street (from Kansas to Wyoming). 2016 STREET IMPROVEMENTS Project consists of the re-construction of several streets to include but not limited to adjacent/abutting streets within the same general vicinity and any related appurtenances. Other expenditures will include professional engineering services, surveying, geotechnical and construction material testing fees, etc. Locations: Salazar St. (from Pullin Ave. to Coconut Palm Ave.) Pullin Avenue (from FM 495 to Salazar St.), Hooper Avenue (from FM 495 to Salazar St.) and Coconut Palm Ave. (from FM 495 to Salazar St.), San Juan, TX 78589 . TRANSFER OF SURPLUS FUNDS FROM WATER/SEWER IMP. INTO ST. IMP. FOR EXISITING PROJECTS.	+50,000.00 +8,250.86 \$58,280.86
05A Exempt 58.34(a)(4)	SENIOR SERVICES - SENIOR COMMUNITY OUTREACH SERVICES Project expenditures include but are not limited to the reimbursement of salaries (stipends) for senior volunteers providing support services to needy adults who are frail, elderly (62 years older) chronically and terminally ill or disabled. Location: Main Senior Community Outreach Office – 840 W. Austin Ave Alamo, TX. Beneficiaries: 39 Elderly	\$4,000.00

KEY

■Amendments ■Surplus Funding
 ■Recaptured ■Forfeited

2014	SAN JUAN	CONTINUE
05A Exempt 58.34(a)(4)	SENIOR SERVICES – AMIGOS DEL VALLE Project expenditures include but are not limited to the reimbursement of expenses related to the delivery of meals to the elderly (62 years older) within the city of San Juan. Nutritional Health Education will be a new service provided by staff. Location of service: San Juan Nutrition Center/Senior Center – 600 W. 1 st Street, San Juan, TX; citywide deliveries. Beneficiaries: 12 Elderly	\$10,000.00
05 Exempt 58.34(a)(4)	PUBLIC SERVICES (GENERAL) - BOYS & GIRLS CLUB OF ALAMO/SAN JUAN Project expenditures include but are not limited to the reimbursement of salaries and fringe benefits for staff providing direct services to the youth 4-18 years of age. Activities shall also include the purchase of recreational equipment/supplies. The additional service of volleyball programs will be offered to members. Location: Alamo Unit – 501 N. 13 th Street, Alamo, TX; and Soresen Elementary – 715 South Standard, San Juan, TX Beneficiaries: 192 Youth	\$10,000.00
05N Exempt 58.34(a)(4)	ABUSED & NEGLECTED CHILDREN – CASA OF HIDALGO COUNTY Project expenditures include but are not limited to the reimbursement of salaries and fringe benefits for staff (Case Supervisor, Case Manager, etc) providing direct services to the youth consisting of coordination and observation of child visitations, interviews with appropriate parties, development of court reports and attendance at court hearings. Location: CASA Office – 1001 S. 10 th Avenue, Edinburg, TX and throughout Hidalgo County Beneficiaries: 70	\$7,500.00

KEY

■Amendments ■Surplus Funding
■Recaptured ■Forfeited

2015	SAN JUAN	\$283,695.00
21A Exempt 58.34(a)(3)	GENERAL ADMINISTRATION Funds shall be used for expenses related to compliance with CDBG requirements included but not limited to advertisements, postings, coordinating project activities and related eligible activities. Location: San Juan City Hall-709 S Nebraska Ave, San Juan, TX 78589 6-30-2016 END OF THE YEAR CLOSE OUT: \$1,912.90 Transferred from General Admin. Into Street Imp. For ongoing project.	\$3,000.00 -1912.90 \$1,087.10
03K Environmental Assessment	STREET IMPROVEMENTS Project consists of the repaving of several streets (Iowa, 3 rd and 4 th) including but not limited to adjacent/abutting streets within the same general vicinity, related appurtenances, professional engineering services, geotechnical and material testing, etc. Locations: Iowa Street (from 1 st Street to Railroad), 3 rd Street (from Kansas to Wyoming), and 4 th Street (from Kansas to Wyoming). Census Data: 218.04 93% LMI Beneficiaries: 2195 6-30-2016 END OF THE YEAR CLOSE OUT: \$5,955.80 Transferred from Abused & Neglected Children (CASA) and \$1912.90 from General Admin. Into Street Imp. For ongoing project. Budget & Program Amendment approved on 8-9-2016 added the 2016 Street Improvements Project description in case there are surplus funds they can be utilized for said project. 2016 Street Improvements Project consists of the re-construction of several streets to include but not limited to adjacent/abutting streets within the same general vicinity and any related appurtenances. Other expenditures will include professional engineering services, surveying, geotechnical and construction material testing fees, etc. Locations: Salazar St. (from Pullin Ave. to Coconut Palm Ave.) Pullin Avenue (from FM 495 to Salazar St.), Hooper Avenue (from FM 495 to Salazar St.) and Coconut Palm Ave. (from FM 495 to Salazar St.), San Juan, TX 78589	\$268,028.00 - \$18,833.00 \$249,195.00 +1912.90 +5,955.80 \$257,063.70
05A Exempt 58.34(a)(4)	SENIOR SERVICES – Senior Community Outreach Services Project expenditures include but are not limited to the reimbursement of salaries (stipends) for senior volunteers providing support services to needy adults who are frail, elderly (62 years older) chronically and terminally ill or disabled within the City of San Juan. Location: Main Senior Community Outreach Office – 840 W. Austin Ave Alamo, TX. Beneficiaries: 39	\$4,000.00

KEY

■Amendments ■Surplus Funding
■Recaptured ■Forfeited

2015	SAN JUAN	Continue
05A Exempt 58.34(a)(4)	SENIOR SERVICES – Amigos Del Valle Project expenditures include but are not limited to the reimbursement of expenses related to the delivery of meals to the elderly (62 years older) within the city of San Juan. Nutritional Health Education will be a new service provided by staff. Location of service: San Juan Nutrition Center/Senior Center – 600 W. 1 st Street, San Juan, TX; Beneficiaries: 12	\$10,000.00
05 Exempt 58.34(a)(4)	PUBLIC SERVICES (GENERAL) – B&G Club of Alamo / San Juan Project expenditures include but are not limited to the reimbursement of salaries and fringe benefits of staff providing direct services to the youth 4-18 years of age and the purchase of minor recreational equipment/supplies. Activities include sports programs, fitness, arts/crafts, health and life skills to develop character and leadership skills. The additional service of volleyball programs will be offered to members. Location: Alamo Unit – 501 N. 13 th Street, Alamo, TX; and Soresen Elementary – 715 South Standard, San Juan, TX Beneficiaries: 88 Youth	\$10,000.00
05N Exempt 58.34(a)(4)	ABUSED & NEGLECTED CHILDREN – CASA of Hidalgo County Project expenditures include but are not limited to the reimbursement of salaries and fringe benefits for staff (Case Supervisor, Case Manager, etc) providing direct services to the youth consisting of coordination and observation of child visitations, interviews with appropriate parties, development of court reports and attendance at court hearings. Location: CASA Office – 1001 S. 10 th Avenue, Edinburg, TX and throughout Hidalgo County Beneficiaries: 70 6-30-2016 END OF THE YEAR CLOSE OUT: \$5,955.80 Transferred from Abused & Neglected Children (CASA) Into Street Imp. For ongoing project.	\$7,500.00 <u>-5,955.80</u> \$1,544.20

KEY

■ Amendments ■ Surplus Funding
 ■ Recaptured ■ Forfeited

2016	SAN JUAN	\$279,535.00
21A Exempt 58.34(a)(3)	GENERAL PROGRAM ADMINISTRATION Funds shall be used for expenses related to compliance with CDBG requirements including but not limited to advertisements, postings and coordinating project activities and related eligible activities. Location: City Hall 709 S Nebraska Ave., San Juan, TX 78589 End of the year close out- transferred into Street Imp.	\$3,000.00 -\$2,330.85 \$669.15
03K Cat. Excluded Subj. To: 58.35 (a)(1)	STREET IMPROVEMENTS Project consists of the re-construction of several streets to include but not limited to adjacent/abutting streets within the same general vicinity and any related appurtenances. Other expenditures will include professional engineering services, surveying, geotechnical and construction material testing fees, etc. Locations: Salazar St. (from Pullin Ave. to Coconut Palm Ave.) Pullin Avenue (from FM 495 to Salazar St.), Hooper Avenue (from FM 495 to Salazar St.) and Coconut Palm Ave. (from FM 495 to Salazar St.), San Juan, TX 78589 Census Data: 218.03 (01) National Objective: 75.56% LMA Goal Outcome Indicator: 2,905 Beneficiary Type: People End of the year close out- transferred into Street Imp. from General Administration and Abused & Neglected children CASA.	\$251,695.00 -\$4,160.00 \$247,535.00 +\$2,330.85 +\$563.75 \$ 250,429.60
05A Exempt 58.34(a)(4)	SENIOR SERVICES – Senior Community Outreach Services Project expenditures include but are not limited to the reimbursement of salaries (stipends) for senior volunteers providing support services to needy adults who are frail, elderly (62 years older) chronically and terminally ill or disabled within the City of San Juan. Location: 840 W. Austin Ave., Alamo, TX 78516 National Objective: LMC Goal Outcome Indicator: 12 Beneficiary Type: People	\$4,000.00
05A Exempt 58.34(a)(4)	SENIOR SERVICES – Amigos Del Valle Project expenditures include but are not limited to the reimbursement of expenses related to the delivery of meals to the elderly (62 years older) within the city of San Juan. Nutritional Health Education will be a new service provided by staff. Location: Nutrition Center/Senior Center – 600 W. 1 st Street, San Juan, TX 78589 National Objective: LMC Goal Outcome Indicator: 12 Beneficiary Type: People	\$7,500.00

KEY

■Amendments ■Surplus Funding
■Recaptured ■Forfeited

2016	SAN JUAN	Continued
05 Exempt 58.34(a)(4)	OTHER PUBLIC SERVICES – Boys and Girls Club of Alamo / San Juan Project expenditures include but are not limited to the reimbursement of salaries and fringe benefits of staff providing direct services to the youth 4-18 years of age and the purchase of minor recreational equipment/supplies for program activities. Location: Alamo Unit – 501 N. 13 th Street, Alamo, TX 78516 and Sorensen Elementary – 715 South Standard, San Juan, TX 78589 National Objective: LMC Goal Outcome Indicator: 50 Beneficiary Type: People	\$7,500.00
05N Exempt 58.34(a)(4)	SERVICES FOR ABUSED AND NEGLECTED CHILDREN – CASA of Hidalgo County Project expenditures include but are not limited to the reimbursement of salaries, fringe benefits and mileage for staff (Case Supervisor, Case Manager, etc) providing direct services to the youth consisting of coordination and observation of child visitations, interviews with appropriate parties, development of court reports and attendance at court hearings. County Wide Project. Location: 1001 S. 10 th Avenue, Edinburg, TX 78539 National Objective: LMC Goal Outcome Indicator: 50 Beneficiary Type: People <u>End of the year close out- transferred into Street Imp.</u>	\$5,000.00 <u>\$562.75</u> \$4,437.25
05M Exempt 58.34 (a)(4)	HEALTH SERVICES – Nuestra Clinica Del Valle Project expenditures include reimbursement of expenses associated with medical services and procedures to include but not limited to, dental services, support services of pharmacy, radiology, laboratory, sub-specialty referral, for the low income and uninsured residents of the San Juan area. Location: 801 W. 1st St., San Juan, TX 78589 National Objective: LMC Goal Outcome Indicator: 30 Beneficiary Type: People	\$5,000.00

KEY

■ Amendments ■ Surplus Funding
 ■ Recaptured ■ Forfeited

2017	SAN JUAN	\$276,051.00
21A Exempt 58.34(a)(3)	GENERAL PROGRAM ADMINISTRATION Funds shall be used for expenses related to compliance with CDBG requirements including but not limited to advertisements, postings and coordinating project activities and related eligible activities. Location: City Hall 709 S Nebraska Ave., San Juan, TX 78589 **End of the Year Closeout** 6/27/18 Surplus funds transferred into Street Improvements	\$3,000.00 -1,213.98 \$1,786.02
03K Environmental Assessment 58.36	STREET IMPROVEMENTS Project consists of the reconstruction of several streets to include but not limited to adjacent/abutting streets within the same general vicinity and all related appurtenances. Other expenditures will include professional engineering services, surveying, geotechnical and construction material testing fees, etc. Locations: 12 th Street (from Veterans Blvd. to Miguel Hidalgo), 13 th Street (from Veterans Blvd. to Coil Dr.), Miguel Hidalgo Street (From 13 th St., to end of road), Doe Street (From 13 th Street to end of road), and Coil Dr. (from 13 th Street to end of road), San Juan, TX 78589 Census Data: 0220.01 (01) National Objective: 61.25% LMA Goal Outcome Indicator: 1845 Beneficiary Type: People **End of the Year Closeout** 6/27/18 Surplus funds transferred from General Administration, PS General and Abused & Neglected Children.	\$244,051.00 +1,213.98 245,264.98 +9.71 +1,976.97 \$247,251.66
05A Exempt 58.34(a)(4)	SENIOR SERVICES – Senior Community Outreach Services Project expenditures include but are not limited to the reimbursement of salaries (stipends) for senior volunteers providing support services to needy adults who are frail, elderly (62 years older) chronically and terminally ill or disabled within the City of San Juan. Location: 840 W. Austin Ave., Alamo, TX 78516 National Objective: LMC Goal Outcome Indicator: 12 Beneficiary Type: People	\$4,000.00
05A Exempt 58.34(a)(4)	SENIOR SERVICES – Amigos Del Valle Project expenditures include but are not limited to the reimbursement of expenses related to the delivery of meals to the elderly (62 years older) within the city of San Juan. Nutritional Health Education will be a new service provided by staff. Location: Nutrition Center/Senior Center – 600 W. 1 st Street, San Juan, TX 78589 National Objective: LMC Goal Outcome Indicator: 12 Beneficiary Type: People	\$7,500.00

KEY

■Amendments ■Surplus Funding
■Recaptured ■Forfeited

2017	SAN JUAN	Continued
05 Exempt 58.34(a)(4)	OTHER PUBLIC SERVICES – Boys and Girls Club of Alamo / San Juan Project expenditures include but are not limited to the reimbursement of salaries and fringe benefits of staff providing direct services to the youth 4-18 years of age and the purchase of minor recreational equipment/supplies for program activities. Location: Alamo Unit – 501 N. 13 th Street, Alamo, TX 78516 and Sorensen Elementary – 715 South Standard, San Juan, TX 78589 National Objective: LMC Goal Outcome Indicator: 22 Beneficiary Type: People **End of the Year Closeout** 6/27/18 Surplus funds transferred into Street Improvements	\$7,500.00 <u>-9.71</u> \$7,490.29
05N Exempt 58.34(a)(4)	SERVICES FOR ABUSED AND NEGLECTED CHILDREN – CASA of Hidalgo County Project expenditures include but are not limited to the reimbursement of salaries, fringe benefits and mileage for staff (Case Supervisor, Case Manager, etc) providing direct services to the youth consisting of coordination and observation of child visitations, interviews with appropriate parties, development of court reports and attendance at court hearings. County Wide Project. Location: 1001 S. 10 th Avenue, Edinburg, TX 78539 National Objective: LMC Goal Outcome Indicator: 50 Beneficiary Type: People 6-30-2018 End of the year close out transfer of surplus funds into Street Improvements.	\$5,000.00 <u>-1,976.97</u> 3,023.03
05M Exempt 58.34 (a)(4)	HEALTH SERVICES – Nuestra Clinica Del Valle Project expenditures include reimbursement of expenses associated with medical services and procedures to include but not limited to, dental services, support services of pharmacy, radiology, laboratory, sub-specialty referral, for the low income and uninsured residents of the San Juan area. Location: 801 W. 1st St., San Juan, TX 78589 National Objective: LMC Goal Outcome Indicator: 40 Beneficiary Type: People	\$5,000.00

AGENDA ITEM AND RECOMMENDATION SUMMARY
CITY COMMISSION REGULAR MEETING
OCTOBER 22, 2018

Consideration and Approval of a Resolution Approving the City's Plan of Finance Pertaining to the Contemplated Issuance of Obligation to be Designated as "City of San Juan, Texas, Combination Tax and Limited Pledge Revenue Certificates of Obligation, Series 2018"; Authorizing the City Staff and the City's Financial Advisor and Bond Counsel to Proceed with this Plan of Finance; and Authorizing other Matters Related to the Foregoing.

STAFF COMMENTS AND RECOMMENDATIONS:

Authorize City Staff, the City's Financial Advisor and Bond Counsel to Proceed with this Plan of Finance; and Authorize other Matter Related to the Foregoing.

RECOMMENDATION:

Approve as Presented.

PREPARED BY:

Benjamin Arjona,
City Manager

APPROVED BY:

Benjamin Arjona, City
Manager



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Combination Tax & Limited Pledge Revenue Certificates of Obligation, Series 2018 Plan of Finance

October 22, 2018

City of San Juan, Texas

Table of Contents

1. Plan of Finance
2. Municipal Market Update
3. Preliminary Cash Flows
4. Next Steps / Schedule of Events

Appendix A

List of Underwriters With Experience Underwriting for the City

Plan of Finance

City of San Juan, Texas

Plan of Finance



CITY OF SAN JUAN, TEXAS

Plan of Finance

City of San Juan, Texas

- The City of San Juan, Texas (the “City”) analyzed new debt capacity to finance
 1. Improvements to City Hall (including furniture and fixtures) and;
 2. Street paving reconstruction improvements and any other related improvements

- New debt capacity can be obtained through:
 - Growth in the City’s Taxable Assessed Valuation and;
 - Use of available Debt Service Fund Balance
 - The City’s audited Debt Service Fund Balance as of 9/30/2017 is \$592,770

- Using conservative assumptions, the City has debt capacity for \$3 million project funds at no property tax rate increase.

CITY OF SAN JUAN, TEXAS

Plan of Finance

City of San Juan, Texas

Structure and Assumptions

- The City will issue tax-exempt Combination Tax & Revenue Certificates of Obligation (the “Certificates”).
- The Not to Exceed Amount for the Certificates in the Notice of Intent will be \$3,300,000. This plan of finance shows \$3,100,000 Certificates of Obligation, for \$3 million net after financing costs for City Hall and Street projects. If interest rates end up lower than estimated in this Plan of Finance, the City will increase the size of the Certificates of Obligation, up to the Not to Exceed Amount of \$3,300,000.
- The Certificates will be supported by the City’s I&S Property Tax (Debt Service Tax). **No I&S Tax Rate impact is expected by this issuance.**
- The Certificates will be issued as Bank Qualified Tax Exempt Obligations for lower interest rates (fixed interest rates).
- Negotiated bond sale through the selection and appointment of an underwriter as part of the Plan of Finance
- Interest will be payable semiannually on February 15 and August 15 (beginning on August 15, 2019).
- Principal will be payable annual on February 15 (beginning on February 15, 2020 and through 2038).

CITY OF SAN JUAN, TEXAS

Municipal Market Update

City of San Juan, Texas

Municipal Market Update

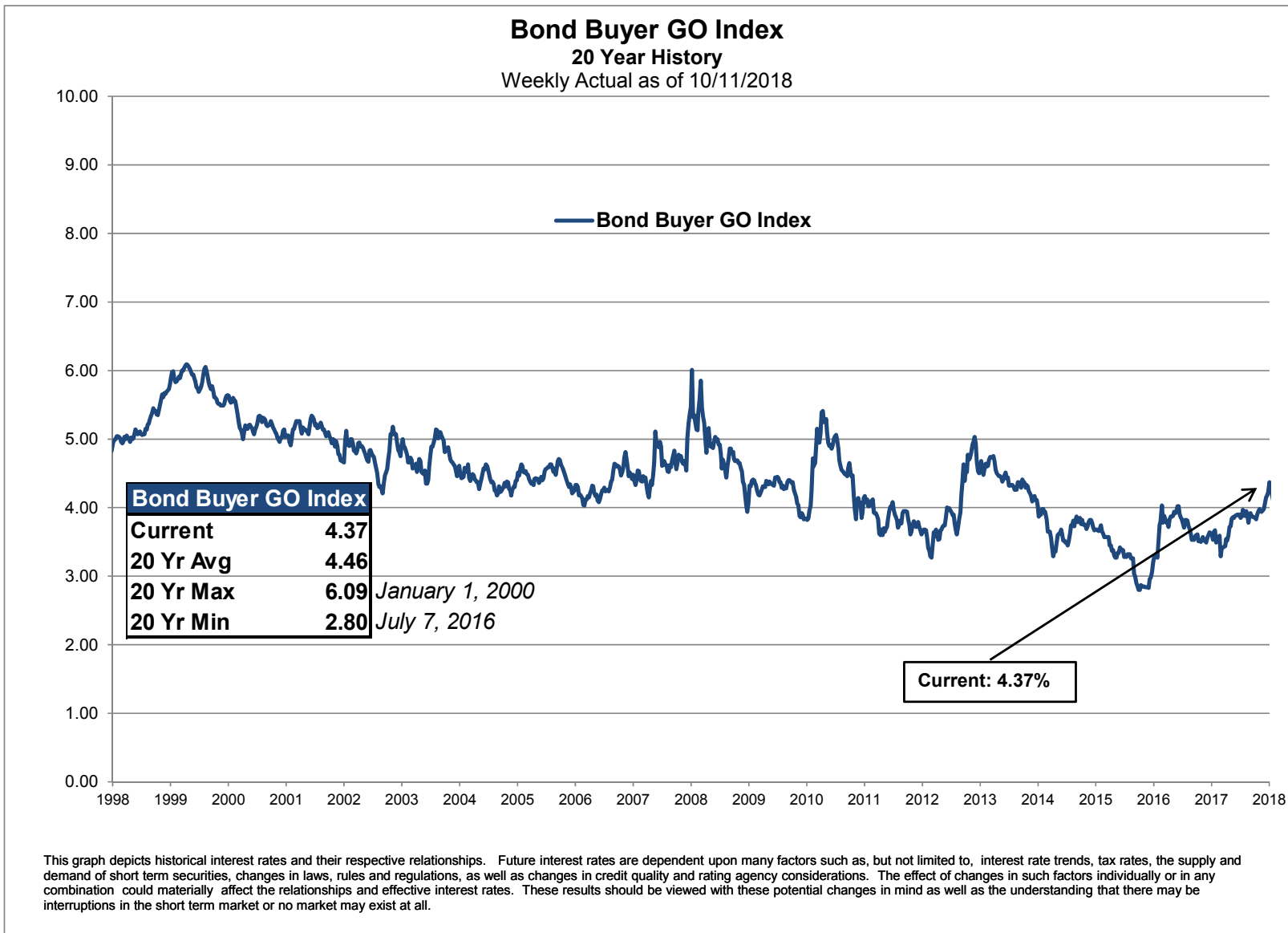


CITY OF SAN JUAN, TEXAS

Municipal Market Update (Bond Buyer GO Index)

City of San Juan, Texas

CITY OF SAN JUAN, TEXAS



Source: The Bond Buyer

Preliminary Cash Flows

City of San Juan, Texas

Preliminary Cash Flows



CITY OF SAN JUAN, TEXAS

Preliminary Cash Flows

City of San Juan, Texas

City of San Juan, Texas

Combination Tax & Revenue Certificates of Obligation, Series 2018

PRELIMINARY; FOR PURPOSES OF DISCUSSION ONLY

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
FYE	Freeze Adjusted Taxable Assessed Valuation ⁽¹⁾	Est. Growth Factor ⁽²⁾	I&S Tax Rate Target ⁽³⁾	I&S Tax Collections at 93%	Plus: 22.25% of Frozen Levy ⁽⁴⁾	TOTAL I&S Tax Collections Budget	Less: Existing I&S Tax Supported Debt Service	Net Available for Series 2018 C/Os Debt Service	\$3,100,000 Combination Tax & Revenue Certificates of Obligation, Series 2018 All-in True Interest Cost = 4.13% ⁽⁵⁾			New Estimated I&S Tax Supported Debt Service	Surplus I&S Tax Collections	Beginning I&S Fund Balance ⁽⁶⁾	Ending I&S Fund Balance
9/30									Principal	Interest	Total D/S				
2019	\$933,785,282		0.1673	\$1,452,867	\$167,108	\$1,619,976	\$1,562,750	\$57,226	\$-	\$73,991	\$73,991	\$1,636,741	\$ (16,765)	\$592,770	\$576,005
2020	933,785,282	0.00%	0.1673	1,452,867	167,108	1,619,976	1,566,438	53,538	60,000	112,088	172,088	1,738,525	(118,549)	576,005	457,455
2021	933,785,282	0.00%	0.1673	1,452,867	167,108	1,619,976	1,565,381	54,594	60,000	110,483	170,483	1,735,864	(115,888)	457,455	341,567
2022	933,785,282	0.00%	0.1673	1,452,867	167,108	1,619,976	1,562,950	57,026	60,000	108,803	168,803	1,731,753	(111,777)	341,567	229,791
2023	933,785,282	0.00%	0.1673	1,452,867	167,108	1,619,976	1,567,631	52,344	60,000	107,063	167,063	1,734,694	(114,718)	229,791	115,072
2024	933,785,282	0.00%	0.1673	1,452,867	167,108	1,619,976	1,564,438	55,538	65,000	105,170	170,170	1,734,608	(114,632)	115,072	441
2025	933,785,282	0.00%	0.1673	1,452,867	167,108	1,619,976	1,068,850	551,126	155,000	101,644	256,644	1,325,494	294,482	441	294,923
2026	933,785,282	0.00%	0.1673	1,452,867	167,108	1,619,976	1,070,175	549,801	160,000	96,485	256,485	1,326,660	293,316	294,923	588,238
2027	933,785,282	0.00%	0.1673	1,452,867	167,108	1,619,976	1,064,000	555,976	165,000	91,040	256,040	1,320,040	299,936	588,238	888,174
2028	933,785,282	0.00%	0.1673	1,452,867	167,108	1,619,976	1,065,900	554,076	175,000	85,173	260,173	1,326,073	293,903	888,174	1,182,077
2029	933,785,282	0.00%	0.1673	1,452,867	167,108	1,619,976	1,066,400	553,576	180,000	78,915	258,915	1,325,315	294,661	1,182,077	1,476,738
2030	933,785,282	0.00%	0.1673	1,452,867	167,108	1,619,976	1,065,500	554,476	185,000	72,344	257,344	1,322,844	297,132	1,476,738	1,773,870
2031	933,785,282	0.00%	0.1673	1,452,867	167,108	1,619,976	896,600	723,376	195,000	65,360	260,360	1,156,960	463,016	1,773,870	2,236,885
2032	933,785,282	0.00%	0.1673	1,452,867	167,108	1,619,976	899,700	720,276	200,000	58,003	258,003	1,157,703	462,273	2,236,885	2,699,159
2033	933,785,282	0.00%	0.1673	1,452,867	167,108	1,619,976	529,000	1,090,976	205,000	50,358	255,358	784,358	835,618	2,699,159	3,534,777
2034	933,785,282	0.00%	0.1673	1,452,867	167,108	1,619,976	529,800	1,090,176	215,000	42,324	257,324	787,124	832,852	3,534,777	4,367,629
2035	933,785,282	0.00%	0.1673	1,452,867	167,108	1,619,976	524,900	1,095,076	225,000	33,798	258,798	783,698	836,278	4,367,629	5,203,907
2036	933,785,282	0.00%	0.1673	1,452,867	167,108	1,619,976	127,400	1,492,576	235,000	24,769	259,769	387,169	1,232,807	5,203,907	6,436,714
2037	933,785,282	0.00%	0.1673	1,452,867	167,108	1,619,976	127,500	1,492,476	245,000	15,228	260,228	387,728	1,232,248	6,436,714	7,668,962
2038	933,785,282	0.00%	0.1673	1,452,867	167,108	1,619,976	-	1,619,976	255,000	5,164	260,164	260,164	1,359,812	7,668,962	9,028,774
							\$19,425,313		\$3,100,000	\$1,438,197	\$4,538,197	\$23,963,510			

Notes:

- (1) Freeze adjusted certified taxable assessed valuation as reported by Hidalgo County Appraisal District.
- (2) Assumes 0% growth for purposes of illustration.
- (3) FY 2019 I&S tax rate as reported by the City as of August 6, 2018.
- (4) Percentage calculated using the target I&S tax rate divided by the target \$0.6993 total tax rate times a 93.00% collection factor. The Frozen Levy is as reported by Hidalgo County Appraisal District.
- (5) Assumes "A" rated bank qualified interest rates plus 0.25% as of October 12, 2018. **Subject to Change at Anytime.**
- (6) Audited I&S Fund Balance on 9/30/2017 is \$592,770.

CITY OF SAN JUAN, TEXAS

Next Steps / Schedule of Events

City of San Juan, Texas

Next Steps / Schedule of Events



CITY OF SAN JUAN, TEXAS

Next Steps / Schedule of Events

City of San Juan, Texas

Combination Tax & Revenue Certificates of Obligation, Series 2018	
Date	Event
10/22/2018	Presentation of Final Plan of Finance to City Commission City Commission directs Staff and Consultants to implement the 2018 Plan of Finance City Commission considers and approves a reimbursement resolution and a resolution authorizing a publication of Notice of Intent to issue Certificates of Obligation (including not to exceed amount of debt)
<i>No later than 10/28/2018</i>	<i>1st Publication of Notice of Intent to issue Certificates of Obligation, Series 2018</i>
<i>No later than 11/4/2018</i>	<i>2nd Publication of Notice of Intent to issue Certificates of Obligation, Series 2018</i>
11/27/2018	Pricing of Certificates of Obligation, Series 2018 City Commission Approves an Ordinance authorizing the Issuance of the Certificates of Obligation, Series 2018
Before Closing	<i>Attorney General Approves Sale</i>
12/19/2018	Closing and delivery of funds to the City
8/15/2019	First Interest Payment on the Certificates
2/15/2020	First Principal Payment on the Certificates

CITY OF SAN JUAN, TEXAS

List of Underwriters With Experience Underwriting for the City since 2008

City of San Juan, Texas

Frost Bank

- **Series 2016 General Obligation Refunding Bonds**
- **Series 2017 Combination Tax and Limited Pledge Certificates of Obligation**

Stephens Inc.

- **Series 2015 General Obligation Refunding Bonds**
- **Series 2015 Combination Tax and Limited Pledge Certificates of Obligation**

RBC Capital Markets

- **Series 2010 Combination Tax and Limited Pledge Certificates of Obligation**
- **Series 2010 General Obligation Refunding Bonds**
- **Series 2014 Combination Tax and Limited Pledge Certificates of Obligation**

Source: The Municipal Advisory Council of Texas

CERTIFICATE OF CITY SECRETARY

THE STATE OF TEXAS	§
	§
COUNTY OF HIDALGO	§
	§
CITY OF SAN JUAN	§

THE UNDERSIGNED HEREBY CERTIFIES that:

1. On the 22nd day of October, 2018, the City Commission (the *Commission*) of the City of San Juan, Texas (the *City*) convened in special session at its regular meeting place of the City (the *Meeting*), the duly constituted members of the Commission being as follows:

Mario Garza	Mayor
Pete Garcia	Mayor Pro Tem
Jesus Ramirez	Commissioner
Ernesto Guajardo	Commissioner
Lenny Sanchez	Commissioner

and all of such persons were present at the Meeting, except the following: _____, thus constituting a quorum. Among other business considered at the Meeting, the attached resolution (the *Resolution*) entitled:

A RESOLUTION APPROVING THE CITY'S PLAN OF FINANCE PERTAINING TO THE CONTEMPLATED ISSUANCE OF OBLIGATIONS TO BE DESIGNATED AS "CITY OF SAN JUAN, TEXAS, COMBINATION TAX AND LIMITED PLEDGE REVENUE CERTIFICATES OF OBLIGATION, SERIES 2018"; AUTHORIZING THE CITY STAFF AND THE CITY'S FINANCIAL ADVISOR AND BOND COUNSEL TO PROCEED WITH THIS PLAN OF FINANCE; AND AUTHORIZING OTHER MATTERS RELATED TO THE FOREGOING

was introduced and submitted to the Commission for passage and adoption. After presentation and due consideration of the Resolution, a motion was made by Commissioner _____ that the Resolution be finally passed and adopted in accordance with the City's Home Rule Charter. The motion was seconded by Commissioner _____ and carried by the following vote:

___ voted "For" ___ voted "Against" ___ abstained

all as shown in the official Minutes of the Commission for the Meeting.

2. The attached Resolution is a true and correct copy of the original on file in the official records of the City; the duly qualified and acting members of the Commission of the City on the date of the Meeting are those persons shown above, and, according to the records of my office, each member of the Commission was given actual notice of the time, place, and purpose of the Meeting and had actual notice that the Resolution would be considered; and the Meeting and deliberation of the aforesaid public business, was open to the public and written notice of said

meeting, including the subject of the Resolution, was posted and given in advance thereof in compliance with the provisions of Chapter 551, as amended, Texas Government Code.

IN WITNESS WHEREOF, I have signed my name officially and affixed the seal of the City, this 22nd day of October, 2018.

City Secretary
City of San Juan, Texas

(SEAL)

AGENDA ITEM AND RECOMMENDATION SUMMARY
CITY COMMISSION REGULAR MEETING
OCTOBER 22, 2018

Consideration and Approval of a Resolution Relating to Establishing the City's Intention to Reimburse Itself for the Prior Lawful Expenditure of Funds Relating to Constructing Various City Improvements from the Proceeds of Tax-Exempt Obligations to be Issued by the City for Authorized Purposes; Authorizing other Matters Incident and Related Thereto; and Providing an Effective Date.

STAFF COMMENTS AND RECOMMENDATIONS:

Approve Resolution Relating to Establishing the City's Intention to Reimburse Itself for the Prior Lawful Expenditure of Funds Relating to Constructing Various City Improvements from the Proceeds of Tax-Exempt Obligations to be issued by the City for Authorized Purposes; and Authorize other Matters Incident and Related Thereto; and Providing an Effective Date.

RECOMMENDATION:

Approve as Presented.

PREPARED BY:

Benjamin Arjona,
City Manager

APPROVED BY:

Benjamin Arjona, City
Manager

CERTIFICATE OF CITY SECRETARY

THE STATE OF TEXAS	§
	§
COUNTY OF HIDALGO	§
	§
CITY OF SAN JUAN	§

THE UNDERSIGNED HEREBY CERTIFIES that:

1. On the 22nd day of October, 2018, the City Commission (the *Commission*) of the City of San Juan, Texas (the *City*) convened in special session at its regular meeting place of the City (the *Meeting*), the duly constituted members of the Commission being as follows:

Mario Garza	Mayor
Pete Garcia	Mayor Pro Tem
Jesus Ramirez	Commissioner
Ernesto Guajardo	Commissioner
Lenny Sanchez	Commissioner

and all of such persons were present at the Meeting, except the following: _____, thus constituting a quorum. Among other business considered at the Meeting, the attached resolution (the *Resolution*) entitled:

A RESOLUTION RELATING TO ESTABLISHING THE CITY'S INTENTION TO REIMBURSE ITSELF FOR THE PRIOR LAWFUL EXPENDITURE OF FUNDS RELATING TO CONSTRUCTING VARIOUS CITY IMPROVEMENTS FROM THE PROCEEDS OF TAX-EXEMPT OBLIGATIONS TO BE ISSUED BY THE CITY FOR AUTHORIZED PURPOSES; AUTHORIZING OTHER MATTERS INCIDENT AND RELATED THERETO; AND PROVIDING AN EFFECTIVE DATE

was introduced and submitted to the Commission for passage and adoption. After presentation and due consideration of the Resolution, a motion was made by Commissioner _____ that the Resolution be finally passed and adopted in accordance with the City's Home Rule Charter. The motion was seconded by Commissioner _____ and carried by the following vote:

___ voted "For" ___ voted "Against" ___ abstained

all as shown in the official Minutes of the Commission for the Meeting.

2. The attached Resolution is a true and correct copy of the original on file in the official records of the City; the duly qualified and acting members of the Commission of the City on the date of the Meeting are those persons shown above, and, according to the records of my office, each member of the Commission was given actual notice of the time, place, and purpose of the Meeting and had actual notice that the Resolution would be considered; and the Meeting and deliberation of the aforesaid public business, was open to the public and written notice of said meeting, including the subject of the Resolution, was posted and given in advance thereof in compliance with the provisions of Chapter 551, as amended, Texas Government Code.

IN WITNESS WHEREOF, I have signed my name officially and affixed the seal of the City, this 22nd day of October, 2018.

City Secretary
City of San Juan, Texas

(SEAL)

AGENDA ITEM AND RECOMMENDATION SUMMARY
CITY COMMISSION REGULAR MEETING
OCTOBER 22, 2018

Consideration and Approval of a Resolution by the City Commission of the City of San Juan, Texas, Authorizing and Approving Publication of Notice of Intention to Issue Certificates of Obligation; Complying with the Requirements Contained in Securities and Exchange Commission Rule 15c2-12; and Providing an Effective Date.

STAFF COMMENTS AND RECOMMENDATIONS:

Authorize and Approve Publication of Notice of Intention to Issue Certificates of Obligation.

RECOMMENDATION:

Approve as Presented.

PREPARED BY:

Benjamin Arjona,
City Manager

APPROVED BY:

Benjamin Arjona, City
Manager

AFFIDAVIT OF PUBLICATION

THE STATE OF TEXAS §
 §
COUNTY OF HIDALGO §
 §
CITY OF SAN JUAN §

BEFORE ME, the undersigned authority, a Notary Public in and for the State of Texas, on this day personally appeared _____, who, after being by me duly sworn, upon oath says that he/she is a representative of _____, a newspaper of general circulation in the City of San Juan, Texas which newspaper satisfies each of the requirements of Subchapter C, Chapter 2051, as amended, Texas Government Code, so as to constitute an official publication in which legal notices may be published as set forth in Subchapter C, Chapter 2051, as amended, Texas Government Code, and that there was published in said newspaper a true and correct copy of the attached NOTICE OF INTENTION to issue certificates of obligation on the following dates:

Signature

SUBSCRIBED AND SWORN TO before me, the undersigned authority, on the _____ day of _____, 2018, to verify which witness my hand and seal of office.

Notary Public in and for the
State of Texas

(NOTARY SEAL)

CERTIFICATE OF CITY SECRETARY

THE STATE OF TEXAS	§
	§
COUNTY OF HIDALGO	§
	§
CITY OF SAN JUAN	§

THE UNDERSIGNED HEREBY CERTIFIES that:

1. On the 22nd day of October, 2018, the City Commission (the *Commission*) of the City of San Juan, Texas (the *City*) convened in special session at its regular meeting place of the City (the *Meeting*), the duly constituted members of the Commission being as follows:

Mario Garza	Mayor
Pete Garcia	Mayor Pro Tem
Jesus Ramirez	Commissioner
Ernesto Guajardo	Commissioner
Lenny Sanchez	Commissioner

and all of such persons were present at the Meeting, except the following: _____, thus constituting a quorum. Among other business considered at the Meeting, the attached resolution (the *Resolution*) entitled:

A RESOLUTION BY THE CITY COMMISSION OF THE CITY OF SAN JUAN, TEXAS AUTHORIZING AND APPROVING PUBLICATION OF NOTICE OF INTENTION TO ISSUE CERTIFICATES OF OBLIGATION; COMPLYING WITH THE REQUIREMENTS CONTAINED IN SECURITIES AND EXCHANGE COMMISSION RULE 15c2-12; AND PROVIDING AN EFFECTIVE DATE

was introduced and submitted to the Commission for passage and adoption. After presentation and due consideration of the Resolution, a motion was made by Commissioner _____ that the Resolution be finally passed and adopted in accordance with the City's Home Rule Charter. The motion was seconded by Commissioner _____ and carried by the following vote:

___ voted "For" ___ voted "Against" ___ abstained

all as shown in the official Minutes of the Commission for the Meeting.

2. The attached Resolution is a true and correct copy of the original on file in the official records of the City; the duly qualified and acting members of the Commission of the City on the date of the Meeting are those persons shown above, and, according to the records of my office, each member of the Commission was given actual notice of the time, place, and purpose of the Meeting and had actual notice that the Resolution would be considered; and the Meeting and deliberation of the aforesaid public business, was open to the public and written notice of said meeting, including the subject of the Resolution, was posted and given in advance thereof in compliance with the provisions of Chapter 551, as amended, Texas Government Code.

IN WITNESS WHEREOF, I have signed my name officially and affixed the seal of the City, this 22nd day of October, 2018.

City Secretary
City of San Juan, Texas

(SEAL)

RESOLUTION NO.

A RESOLUTION BY THE CITY COMMISSION OF THE CITY OF SAN JUAN, TEXAS AUTHORIZING AND APPROVING PUBLICATION OF NOTICE OF INTENTION TO ISSUE CERTIFICATES OF OBLIGATION; COMPLYING WITH THE REQUIREMENTS CONTAINED IN SECURITIES AND EXCHANGE COMMISSION RULE 15c2-12; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City Commission (the *City Commission*) of the City of San Juan, Texas (the *City*) has determined that it is advisable and necessary to issue and sell one or more series of certificates of obligation (the *Certificates*) in an amount not to exceed \$3,300,000 as provided pursuant to the provisions of the Certificate of Obligation Act of 1971, as amended, Texas Local Government Code, Section 271.041 through Section 271.064, for the purpose of paying contractual obligations of the City to be incurred for making permanent public improvements and for other public purposes, to-wit: (1) constructing street improvements (including utilities repair, replacement, and relocation), curbs, gutters, and sidewalk improvements, including drainage and landscaping incidental thereto; (2) constructing, acquiring, purchasing, renovating, equipping, enlarging, and improving the City Hall Complex; (3) the purchase of materials, supplies, equipment, machinery, landscaping, land, and rights-of-way for authorized needs and purposes relating to the aforementioned capital improvements; and (4) the payment of professional services related to the design, construction, project management, and financing of the aforementioned projects; and

WHEREAS, prior to the offering, sale, and issuance of the Certificates, the appropriate officials of the City must review and approve the distribution of a “deemed final” preliminary official statement (the *Official Statement*) in order to comply with the requirements contained in 17 C.F.R. §240.15c2-12 (the *Securities and Exchange Commission Rule*); and

WHEREAS, based upon their review of the Official Statement, the appropriate officials of the City must find to the best of their knowledge and belief, after reasonable investigation, that the representations of facts pertaining to the City contained in the Official Statement are true and correct and that, except as disclosed in the Official Statement, there are no facts pertaining to the City that would adversely affect the issuance of the Certificates or the City’s ability to pay the debt service requirements on the Certificates when due; and

WHEREAS, the City Commission will comply with the requirements contained in the Securities and Exchange Commission Rule concerning the creation of a contractual obligation between the City and the proposed purchaser(s) of the Certificates (the *Purchasers*) to provide the Purchasers with an Official Statement in a time and manner that will enable the Purchasers to comply with the distribution requirements and continuing disclosure requirements contained in the Securities and Exchange Commission Rule; and

WHEREAS, the City Commission authorizes the Mayor, City Manager, City Secretary, and the City Attorney, as appropriate, or their designees, to review, approve, and execute any

document or certificate in order to allow the City to comply with the requirements contained in the Securities and Exchange Commission Rule; and

WHEREAS, prior to the issuance of the Certificates, the City Commission is required to publish notice of its intention to issue the Certificates in a newspaper of general circulation in the City, such notice stating (i) the time and place the City Commission tentatively proposes to pass the ordinance authorizing the issuance of the Certificates, (ii) the maximum amount proposed to be issued, (iii) the purposes for which the Certificates are to be issued, (iv) and the manner in which the City Commission proposes to pay the Certificates; and

WHEREAS, the City Commission hereby finds and determines that such documents pertaining to the sale of the Certificates should be approved, and the City should proceed with the giving of notice of intention to issue the Certificates in the time, form, and manner provided by law;

WHEREAS, the City Commission hereby finds and determines that the adoption of this Resolution is in the best interests of the residents of the City; now, therefore,

BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF SAN JUAN, TEXAS THAT:

SECTION 1: The City Secretary is hereby authorized and directed to cause notice to be published of the City Commission's intention to issue the Certificates in an amount not to exceed \$3,300,000 for the purpose of paying contractual obligations of the City to be incurred for making permanent public improvements and for other public purposes, to-wit: (1) constructing street improvements (including utilities repair, replacement, and relocation), curbs, gutters, and sidewalk improvements, including drainage and landscaping incidental thereto; (2) constructing, acquiring, purchasing, renovating, equipping, enlarging, and improving the City Hall Complex; (3) the purchase of materials, supplies, equipment, machinery, landscaping, land, and rights-of-way for authorized needs and purposes relating to the aforementioned capital improvements; and (4) the payment of professional services related to the design, construction, project management, and financing of the aforementioned capital improvements. The Certificates will be payable from the levy of an annual ad valorem tax, within the limitations prescribed by law, upon all taxable property within the City and additionally from a pledge of and lien on certain revenues derived from the operation of the City's utility system. The notice hereby approved and authorized to be published shall read substantially in the form and content of Exhibit A attached hereto, which notice is incorporated herein by reference as a part of this Resolution for all purposes.

SECTION 2: The City Secretary shall cause the notice described in Section 1 to be published in a newspaper of general circulation in the City, once a week for two consecutive weeks, the date of the first publication shall be at least thirty (30) days prior to the date stated therein for passage of the ordinance authorizing the issuance of the Certificates.

SECTION 3: The Mayor, City Manager, City Secretary, and the City Attorney, as appropriate, or their designees, are authorized to review and approve the Official Statement pertaining to the offering, sale, and issuance of the Certificates and to execute any document or

certificate in order to comply with the requirements contained in the Securities and Exchange Commission Rule.

SECTION 4: The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the City Commission.

SECTION 5: All ordinances and resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

SECTION 6: This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

SECTION 7: If any provision of this Resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City Commission hereby declares that this Resolution would have been enacted without such invalid provision.

SECTION 8: It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Resolution, was given, all as required by Chapter 551, as amended, Texas Government Code.

SECTION 9: This Resolution shall be in force and effect from and after the date of its adoption, and it is so resolved.

[The remainder of this page intentionally left blank.]

PASSED AND APPROVED, this the 22nd day of October, 2018.

CITY OF SAN JUAN, TEXAS

Mayor

ATTEST:

City Secretary

(CITY SEAL)

Exhibit A

NOTICE OF INTENTION TO ISSUE CITY OF SAN JUAN, TEXAS CERTIFICATES OF OBLIGATION

NOTICE IS HEREBY GIVEN that the City Commission of the City of San Juan, Texas will convene at its regular meeting place in the City Hall in San Juan, Texas, at 6:30 o'clock P.M., San Juan, Texas time on November 27, 2018, and, during such meeting, the City Commission will consider the passage of an ordinance or ordinances and take such other actions as may be deemed necessary to authorize the issuance of one or more series of certificates of obligation in an aggregate principal amount not to exceed \$3,300,000 for the purpose or purposes of paying contractual obligations of the City to be incurred for making permanent public improvements and for other public purposes, to-wit: (1) constructing street improvements (including utilities repair, replacement, and relocation), curbs, gutters, and sidewalk improvements, including drainage and landscaping incidental thereto; (2) constructing, acquiring, purchasing, renovating, equipping, enlarging, and improving the City Hall Complex; (3) the purchase of materials, supplies, equipment, machinery, landscaping, land, and rights-of-way for authorized needs and purposes relating to the aforementioned capital improvements; and (4) the payment of professional services related to the design, construction, project management, and financing of the aforementioned projects. The certificates of obligation (the *Certificates*) will be payable from the levy of an annual ad valorem tax, within the limitations prescribed by law, upon all taxable property within the City and from a lien on and pledge of certain revenues derived by the City from the operation of the City's utility system. The Certificates are to be issued, and this notice is given, under and pursuant to the provisions of the Certificate of Obligation Act of 1971, as amended, Texas Local Government Code Section 271.041 through Section 271.064, and Chapter 1502, as amended, Texas Government Code.

/s/ Diana Cavazos
City Secretary,
City of San Juan, Texas

AGENDA ITEM AND RECOMMENDATION SUMMARY
CITY COMMISSION REGULAR MEETING
OCTOBER 22, 2018

Consider Selecting and Authorizing the City Manager to Enter into a Contract Agreement for Audit Services for Fiscal Year Ending September 30, 2018.

STAFF COMMENTS AND RECOMMENDATIONS:

Staff advertised RFP # 18-74-10-17 on October 3rd and 10th, 2018. On Wednesday, October 17, 2018, Staff received two (2) Responses for a Request for Proposals (RFP) for Auditing Services for Fiscal Year Ending September 30, 2018.

The following are the two (2) firms that submitted proposals:

CRI – Carr Riggs & Ingram, CPAs and Advisors from McAllen, Texas
Garcia & Pena, CPAs from Weslaco, Texas.

After reviewing their proposals, staff has found both firms to be highly qualified.

RECOMMENDATION:

Select a firm and Authorize the City Manager to Enter into a Contract Agreement for Audit Services for Fiscal Year Ending September 30, 2018.

PREPARED BY:

Brenda Escalante,
Aide

APPROVED BY:

Benjamin Arjona, City
Manager

RFP #18-74-10-17

A Proposal to Provide
**Financial and Compliance
Auditing Services**
to the



For the fiscal year ending
September 30, 2018

Prepared By:



Carr, Riggs & Ingram, LLC
Certified Public Accountants
4100 N. 23rd Street
McAllen, TX 78504
(956) 686-3701
FAX (956) 686-6830

Contacts:

Ruben Moreno, CPA
Partner

David Segovia, CPA
Partner

Jeannette P. Smith, CPA
Partner

October 17, 2018

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CRI CARR
RIGGS &
INGRAM

CPAs and Advisors

Carr, Riggs & Ingram, LLC

4100 N. 23rd St.

McAllen, TX 78504

(956) 686-3701

(956) 686-6830 (fax)

CRIcpa.com

City of San Juan, Texas
709 S. Nebraska
San Juan, Texas 78589

RE: Request for Proposal

We are pleased to have this opportunity to respond to your request for proposal to serve as the independent auditors for City of San Juan, Texas for the year ending September 30, 2018 and thereon at your option.

This proposal is organized and is responsive to the request by your office to clearly indicate our commitment to serving City of San Juan, Texas, as well as to highlight our qualifications. We will be happy to go over our proposal for auditing services with you at your earliest convenience.

Our primary objective, as your independent certified public accounting firm, will be to deliver the highest quality of service on a timely and cost effective basis. Our efforts are always directed toward achieving that goal. If you would like further information, please let us know.

It would be a privilege for us to continue serving your audit needs. We are a National CPA firm with the Valley community at heart. We have the expertise and the staff to ensure your job is accomplished in a timely manner. The City of San Juan, Texas deserves to be audited by CRI, LLC, a top twenty CPA firm in the country. We eagerly await your approval of this proposal and are prepared to offer you a letter of engagement at your earliest convenience.

Very truly yours,

Carr, Riggs & Ingram, L.L.C.

October 17, 2018
McAllen, Texas

EXECUTIVE SUMMARY

Our primary objective, as your independent certified public accounting firm, will be to deliver the highest quality of service on a timely and cost effective basis. The following factors are integral to meeting those objectives:

- *Timeliness* -- Your audit must be completed in a prompt and efficient manner. The size and experience of our staff will ensure that timelines are adhered to. Size gives us flexibility, and our significant auditing and not-for-profit expertise allows completion within desired timelines.
- *The Reputation of Our Accounting Firm* -- It is important that your CPA firm possesses competence, integrity, and experience in not-for-profit and governmental auditing, in addition to compliance auditing in accordance with the Single Audit requirements. Our professional reputation is unsurpassed in the Rio Grande Valley, especially among not-for-profits and governmental entities. Our participation in the peer review process of the American Institute of Certified Public Accountants assures you of high standards in the quality of our work.
- *Industry Expertise* -- Your CPA firm's expertise in auditing and knowledge of compliance requirements should be extensive. We have significant experience in auditing not-for-profits and governmental entities. Our firm's reputation in financial and compliance auditing, and the expertise of the audit team to be assigned to your engagement, assure you that City of San Juan, Texas will obtain high quality service and knowledgeable advice. We have extensive experience in preparing financial statements of cities and not-for-profits. Because we have extensive experience in not-for-profit and governmental audits, we have significant familiarity and working experience with federal and state compliance requirements, the federal and state single audit circulars, OMB cost principles circulars, compliance supplements, and specific grant requirements.
- *Personnel Assigned to Your Engagement* -- Your audit team will be experienced and knowledgeable. This knowledge is not limited to theory, but includes a practical working knowledge of your organization and reporting requirements. Those supervising the audit have had extensive experience in auditing not-for-profits and governmental entities and grants and contracts. Our partners, manager, and audit team are committed to City of San Juan, Texas from the planning phase to the presentation of deliverables.
- *Range of Services Provided/Accessibility* -- You need an accounting firm that is accessible and has the ability and experience to perform all accounting and management consulting services when necessary. You need a firm that can effectively support your staff and the City Council. The full resources of our firm are always available when you need them. Because we are located in the Valley and in McAllen, we are readily accessible to your administrative and accounting departments for onsite meetings as the need arises.
- *Cost* -- We provide high quality professional services for a fair and reasonable fee. Because of our understanding and experience with not-for-profits and other governmental entities, we are confident that we will be able to provide you with a reasonable and adequate estimate of the time and fees necessary to complete your audit in an effective and efficient manner.

UNDERSTANDING OF THE PROJECT

We will audit the financial statements of City of San Juan, Texas, which comprise the statements of the governmental activities, the business-type activities, the aggregate blended presented component units, each major fund and remaining fund information of the City of San Juan Texas, as of and for the year ended September 30, 2018, and the related notes to the financial statements.

If required, a single audit of City of San Juan, Texas will be performed to satisfy the requirements imposed by the *Single Audit Act, Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance)*.

We coordinate the audit timing with management to ensure that your established deadlines are met.

FIRM QUALIFICATIONS

Our firm has been providing auditing services in the Valley for over sixty years. The engagement team management brings many years of audit experience in financial, grant and compliance auditing.

FIRM ASSOCIATIONS

American Institute of Certified Public Accountants
AICPA Division for Firms
AICPA Private Companies Practice Section
Texas Society of Certified Public Accountants
Rio Grande Valley Chapter of Texas Society of Certified Public Accountants
Government Finance Officer's Association (GFOA)
Texas Association of School Business Officials (TASBO)
Chambers of Commerce, Valleywide
Subscriber firm to Thomson Reuters – Practitioners Publishing Company for technical audit resources
Association of Certified Fraud Examiners

STATEMENT OF INDEPENDENCE

Carr, Riggs & Ingram, LLC meets the independence requirements of the AICPA and Government Auditing Standards. We carefully monitor the standards' independence requirements with regard to direct and indirect financial interests in and family relationships with board members. We complete all necessary steps to ensure that all of our partners and professional staff meet all independence standards. We are not aware of any potential conflicts of interest.

LICENSE

Our firm is licensed by the Texas State Board of Public Accountancy to practice as certified public accountants. We are members of the American Institute of Certified Public Accountants (AICPA), and its Division for Firms (Private Companies Practice Section), and the Rio Grande Valley Chapter

of the Texas Society of Certified Public Accountants. Also, each partner and those professional

staff, as designated, are each individually licensed by the Board to practice as a certified public accountant, as applicable.

STATEMENT AS TO REPRIMAND

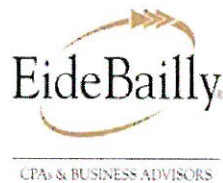
The firm is not currently and has never been under the terms of a public or private reprimand by the Texas State Board of Public Accountancy and/or licensing boards of other states.

PEER REVIEW

As a voluntary member of the Division for Firms of the American Institute of Certified Public Accountants (AICPA), our firm must submit to a peer review every three years. We feel this emphasizes our commitment to maintain standards of excellence. A team of AICPA-appointed auditors reviews our quality control procedures in the performance of audits, reviews, and compilations. We have participated in the peer review program since the inception of the firm.

Name of Reviewers: Eide Bailly LLP
Certified Public Accountants
800 Nicollet Mall, Ste. 1300
Minneapolis, MN 55402

The results of our most recent peer review, which provided a pass with deficiency, follows.



System Review Report

To the Partners of Carr, Riggs & Ingram, LLC
and the National Peer Review Committee

We have reviewed the system of quality control for the accounting and auditing practice of Carr, Riggs, & Ingram, LLC (the "firm") applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended June 30, 2016. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. As a part of our peer review, we considered reviews by regulatory entities, if applicable, in determining the nature and extent of our procedures. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at www.aicpa.org/prsummary.

As required by the standards, engagements selected for review included engagements performed under *Government Auditing Standards*, audits of employee benefit plans, audits performed under FDICIA, and examinations of service organizations [Service Organizations Control (SOC) 1 and 2 engagements].

We noted the following deficiency during our review:

1. Deficiency – The firm's quality control policies and procedures with respect to engagement performance, including engagement partner review, as well as firm training for partners and staff, do not provide partners and staff with a means of ensuring that all necessary procedures are performed and/or procedures performed are appropriately documented, in the performance of Single Audit engagements. As a result, we identified performance and documentation deficiencies in each of the Single Audit engagements reviewed, and in the case of several engagements, deficiencies such that the engagements were considered to not have been performed in accordance with professional standards in all material respects.

Recommendation – The firm should provide appropriate training to all firm personnel assigned to Single Audit engagements to ensure an understanding of the procedures required to be performed, as well as related documentation requirements. We also recommend that the firm consider whether additional quality control policies should be implemented with respect to these engagements, including a requirement for EQCR to be performed on all Single Audit engagements and the establishment of defined qualification requirements to serve as an engagement partner on Single Audit engagements.

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In our opinion, except for the deficiencies previously described, the system of quality control for the accounting and auditing practice of Carr, Riggs, & Ingram, LLC applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended June 30, 2016, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Carr, Riggs, & Ingram, LLC has received a peer review rating of *pass with deficiency*.

Eide Bailly LLP

Eide Bailly LLP
March 7, 2017

PERSONNEL AND STAFFING

COMPANY INFORMATION

Carr, Riggs & Ingram, LLC is a National accounting firm serving the Rio Grande Valley, from offices in McAllen, Brownsville, and Harlingen (Rio Special Practice Unit). The firm's organization is a partnership, the purpose of which is to engage in the practice of public accounting and any other business allowed by state law. The partnership is composed of individuals, referred to as general partners. The Rio Special Practice Unit has nine partners, three in McAllen, two in Harlingen and four in Brownsville. The general partners are responsible for setting policy in regard to technical standards and general management. The firm's Executive Committee is elected annually, who, subject to policies set by the general partners, is responsible for the overall management of the firm. Individual partners have authority to bind the firm on specific engagements.

We are a full service public accounting firm, presently employing approximately ninety-five individuals. Our partners and staff generally provide client services in each of the respective office location areas. However, our size and close proximity facilitates handling those unusual circumstances which might require using additional staff from our other offices. Our McAllen office employs twenty seven professionals, four paraprofessionals, one office administrator, five clerical personnel, and one network administrator.

We are the largest CPA firm in the Valley and have provided services to clients for over 50 years (Formerly Long Chilton, LLP) which shows our stability. We are financially sound and we have employed more than 90 individuals full-time throughout the past twenty-five years.

PROJECT PERSONNEL

We will conduct the audit out of our McAllen office. We, also, have access to our professional staff in Harlingen and Brownsville should the need arise.

One of the most important considerations for City of San Juan, Texas in selecting independent Certified Public Accountants is the qualifications of the individuals actively involved in the engagement. Our partners and audit team are committed to direct and substantial involvement in the engagement. We have selected a team of experienced professionals from our McAllen location who have a high level of education, training, and relevant experience. The following will be primarily responsible for directing the audit, planning, conducting fieldwork, reporting on this engagement or assisting with technical aspects of the engagement.

Ruben Moreno, CPA	Engagement Partner
David Segovia, CPA CVA	Audit Partner
Jeannette P. Smith, CPA CGMA	Audit Partner
Aaron Rios, CPA	Manager
Patsy Davila	Supervising Senior
Carla Gomez	Supervising Senior
Various	Staff Auditors

As the job warrants, we may utilize other professional audit staff in our McAllen office that are included in the profiles below.

Ruben Moreno is the engagement partner, David Segovia, and Jeannette P. Smith are audit partners, and Aaron Rios, the engagement manager have extensive years of experience in the auditing and preparation of governmental and not-for-profit financial statements and conducting compliance audits. Over the years, they have obtained a broad knowledge of numerous federal and state grants and their specific requirements. Audits that we perform for not-for-profit and governmental entities (as listed in our references) all require significant financial statement expertise and encompass OMB Uniform Guidance and state grant compliance auditing procedures. These references indicate our extensive experience in auditing not-for-profits and governmental entities. Our ability to perform these services ensures the City Council that we have the experience and expertise to perform the requested services.

Our engagement partner will have direct and substantial involvement in the engagement. David Segovia will serve as alternate partner for consultations, if needed. They are designated industry specialists in the firm for governmental and compliance audits because of their extensive knowledge of not-for-profits and governmental accounting standards (GASB), OMB Uniform Guidance, and auditing standards generally accepted in the United States of America.

Profiles of our McAllen professional audit staff are as follows:

Ruben Moreno, CPA, has been practicing for over thirty years in the Valley and is from Mission, Texas. He graduated from The University of Texas - Pan American. He brings many years of audit and tax experience to Valley industries including not-for-profits, school districts, cities, commercial, and other governmental entities.

David Segovia, CPA CVA, graduated from The University of Texas - Pan American and has extensive tax knowledge and audit experience. He has been involved in financial and compliance auditing of not-for-profits, school districts, and governmental entities over 15 years.

Jeannette Smith, CPA CGMA, graduated from The University of Houston and has extensive knowledge in tax and audits of employee benefit plans, non for profit compliance audits. She has worked for the firm since 2008, and has many years of tax experience. She has served as a controller in different organizations in commercial settings.

Aaron Rios, CPA, graduated from Texas A & M – Corpus Christi and has been involved in financial and compliance auditing of not-for-profits, institutions of higher learning, and governmental entities over fourteen years.

Esmeralda Yniguez, CPA MBA, graduated from The University of Texas - Pan American and has extensive audit experience. She worked for six years with us and performed financial and compliance auditing of not-for-profits and governmental entities.

Esmer Garza, CPA, graduated from The University of Texas – Pan American and has over twenty years of experience in auditing schools, cities and not-for-profits.

Carla Gomez, graduated from the University of Texas – Pan American and has been involved in financial and compliance auditing of not-for-profits, school districts and governmental entities for over twelve years.

Patsy Davila, graduated from St. Mary's University and has been involved in financial and compliance auditing of not-for-profits, school districts, and governmental entities with us for twenty two years and prior to that worked for five years with a Laredo public accounting firm.

Ayssa Cabrera, graduated from The University of Texas – Pan American and has been with the firm for two years. She has performed some financial and compliance auditing of not-for-profits, school districts, and governmental entities.

Aashna Khatwani, CPA, graduated from the University of Texas at Brownsville – and has been involved in financial and compliance auditing of not-for-profits, school districts and governmental entities for two years.

Kaylie Brickman, CPA graduated from the University of Texas – Austin and has been involved in financial and compliance auditing of not-for-profits, school districts and governmental entities for two years.

Vivian Garza, recently graduated from The University of Texas – Pan American. He has worked on several engagements involving financial auditing of not-for-profit and governmental entities since the time of his hire.

Flor Segura, graduated from the University of Texas – Pan American. She has worked on several engagements involving financial auditing of not-for-profits and governmental entities since the time of her hire.

Toribio Bujano, graduated from The University of Texas - Pan American. He has worked on several engagements involving financial and compliance auditing of not-for-profit and governmental entities since the time of his hire.

Also, Carlos Barrera, CPA, partner in our Brownsville office and Quentin Anderson, CPA, partner are available for consultation. Carlos and Quentin have many years of experience in not-for-profit, governmental and compliance audits.

We have significant knowledge of not-for-profit and governmental and compliance auditing as shown in our references.

CONTINUING EDUCATION

At Carr, Riggs & Ingram, LLC, the quality of our work depends on the knowledge, experience, maturity, and communication and managerial skills of our professionals. We can only develop and grow as a firm to the extent that our people develop and grow. For this reason, individual professional development is one of our highest priorities. Our firm provides regular continuing education programs for its entire professional staff, including our partners. More emphasis has been placed on continuing professional education by our profession in recent years, as state

licensing requirements necessitate certain minimum hours. Furthermore, as members of the AICPA's Division for Firms, stricter professional education requirements are enforced. Carr, Riggs & Ingram, LLC on a regular basis sponsors forty-eight hours of continuing education for our professionals annually with upper level professionals generally receiving more than 48 annual hours.

Government auditing standards require those performing financial auditing services for local governmental agencies and not-for-profits subject to the single audit act to meet certain minimum continuing education requirements for all professionals involved in governmental auditing. The Yellow Book requires 24 hours in each two-year period in subjects that are directly related to government auditing and 80 hours of audit and accounting. All of Carr, Riggs & Ingram, LLC's partners and professional staff performing governmental audits have received the required 24 and 80 hours.

Continuing education enhances our application of concepts on audit engagement. Carr, Riggs & Ingram, LLC professionals work in unison under the supervision of more experienced professionals within the firm. Assignments are carefully reviewed and discussed with staff members. On-the-job training is carefully coordinated with our continuing education program to maximize individual professional development programs. A variety of courses are offered by our local Valley Chapter of Certified Public Accountants, the Texas Society of Certified Public Accountants, and the American Institute of Certified Public Accountants. As needed, our professionals develop in-house courses tailored to address specific situations affecting our practice.

We also strive to enhance the knowledge of our client personnel. We volunteer our time to be frequent speakers on governmental topics for various local governmental entities. The firm hosts, produces, and presents continuing education classes on various topics to further enhance the governmental financial and compliance knowledge of our clients. When possible, we invite client members to participate in our in-house CPE. In the past, we have provided free seminars to governmental entities across the Valley to make everyone aware of the significant implications of new pronouncements.

OUTSIDE SPECIALISTS AND NETWORKING

We do not anticipate the need to specifically contract with outside specialists or consultants. Carr, Riggs & Ingram, LLC is a top twenty National firm serving the Rio Grande Valley from offices in McAllen, Harlingen, and Brownsville, and has considerable expertise within the firm.

INTERNAL QUALITY CONTROL SYSTEM/EXTERNAL QUALITY CONTROL REVIEW

The firm has a Quality Control Document which sets forth policies and procedures for the firm so as to provide reasonable assurance that our firm is conforming to generally accepted auditing standards. This documentation facilitates compliance reviews as required by the Division of Firms of the American Institute of Certified Public Accountants to which we belong. We perform a second, third and fourth partner review as deemed necessary based on the industry before issuance and perform annual interoffice inspections.

The firm utilizes an Audit Committee and a Continuing Education Committee consisting of upper level professionals in the firm to review and update firm policies in these areas as needed. We have designated industry specialists in the firm for consultation.

AVAILABILITY FOR CONSULTATION

We are located in McAllen and are available for year-round questions and consultation. We can be at your office for a meeting the same day of your request. We have extensive experience with internal control systems, accounting, standards for reporting, and grants and compliance requirements.

PROJECT WORK OF THE ENGAGEMENT TEAM

The engagement partner, Ruben Moreno has primary responsibility for the audit. As required by SAS 99, we will conduct interviews of the Executive Director, CFO, and audit committee, and/or prepare fraud surveys to the Board, if applicable. Inquiries of other entity employees regarding fraud and abuse will be through surveys and informal inquiries by our audit staff. We are available to the management and the Board to discuss the audit process and any significant findings or adjustments, if any, before the audit is completed. Ruben Moreno will be consulted during the audit, reviewing the work performed and signing the opinion letter and other letters required by the single audit. Carr, Riggs & Ingram, LLC has extensive expertise in this industry in each of the partners. David Segovia, as an alternate partner is available on matters regarding our opinions, if needed. Aaron Rios, manager, is our technical reviewer and may be consulted regarding findings and/or questioned costs. Patsy Davila, Supervising Senior will be involved with the initial understanding of the entity, perform risk assessments for financial and single audits, and developing of the audit plan. Patsy Davila, Supervising Senior, will gain an understanding of the internal control structure and perform initial tests of controls of the systems. She will be primarily responsible for conducting the audit plan of the financial and compliance audit within the guidelines of generally accepted auditing standards and the OMB, and State Single Audit Circular.

We will keep management informed on the status of the audit on a regular basis, particularly if situations are encountered which could delay the completion of the audit.

SCHEDULE OF HOURLY RATES

	<u>Hourly Rate</u>
Partners	\$275
Managers	\$195
Supervising Senior	\$170
Senior	\$135 – 145
Staff	\$110

REFERENCES

The following is a partial list of nonprofit and governmental clients for which our firm has been contracted for auditing services, many of which requires single audits during the three preceding years and to the present. Each client is identified by name, title of person to contact, address, area code and telephone number. Included are the years in which auditing services were performed by Carr, Riggs & Ingram LLC, if available.

North Alamo Water Supply Corporation*

Steven P. Sanchez
Edinburg, Texas 78542
(956) 383-1618
(2008 to present)

Sharyland Water Supply Corporation*

Sheri Dahlberg, General Manager
Mission, Texas 78572
(956) 585-6081
(2010 – Present)

Hidalgo County M.U.D. # 1*

Jeremiah Martin, General Manager
Mission, Texas 78572
(956) 585-2131
(2009 – Present)

Valley Municipal Utility District #2

Rebecca Martinez, Accountant
(956) 350-4136
Rancho Viejo, Texas 78575
(1992 – Present)

Brownsville Public Utilities Board

Leandro Garcia, CFO
Brownsville, Texas 78520
(2010 – Present)

Agua Special Utility District*

Dagoberto Soto Jr, Chief Accountant
Palmview, Texas 78560
(956) 585-2459
(2008 – 2016)

East Rio Hondo Water Supply Corporation

Norma Castro, Accounting Manager
206 Industrial Way
Rio Hondo, Texas 78583
(956) 748-3633

Laguna Madre Water District

Eduardo Salazar, Director of Finance
105 Port Road
Port Isabel, Texas 78578
(956) 943-2626

City of La Feria Waterworks & Sewer System

Frank Rios, Finance Director
115 E. Commercial Avenue
La Feria, Texas 78559
(956) 797-2261

City of Harlingen Waterworks System

Kathern Davidson, Finance Director
134 E. Van Buren Ave.
Harlingen, Texas 78550
(956) 430-6120

Hidalgo County Irrigation District #1*

Bobby McDaniel, District Manager
Edinburg, Texas 78539
(956) 383-3886
(1980 - 2017)

Hidalgo County Irrigation District #3*

Othal Brand, Jr., District Manager
McAllen, Texas 78501
(956) 686-8303
(1994 – present)

Hidalgo County Irrigation District #6*

Joe Aguilar, General Manager
Mission, Texas 78573
(956) 585-8389
(2010 - 2016)

Brownsville Irrigation & Drainage District # 1

Joe Barrera, Director
Brownsville, Texas 78520
(956) 831-8462
(1986 – present)

United Irrigation District*

Mike Warsak, General Manager
Mission, Texas 78573
(956) 585-4818
(1999 – 2017)

Santa Cruz Irrigation District #5*

Joe Hinojosa, REM General Manager
Edinburg, Texas
(956) 383-3441
(2010 – present)

City of Harlingen, Texas

Roel Gutierrez, Finance Director
Harlingen, Texas 78550
(956) 216-050
(1989 - present, and prior to 1982)

City of Mission, Texas*

Angie Vela, Director of Finance
Mission, Texas 78572
(956) 580-732
(1986 - 2015)

City of Edinburg, Texas*

Ascencion Alonzo, Director of Finance
Edinburg, Texas 78539
(956) 383-5661
(1992 - present)

City of Brownsville, Texas

Pete Gonzalez, Finance Director
Brownsville, Texas 78520
(956) 548-6000
(1994 - present)

City of Donna, Texas*

David Vasquez, Finance Director
Donna, Texas 78537
(956) 464-3314
(1997 – 2004; 2008 - 2016)

Town of Palm Valley, Texas

Dean Hall, Mayor
Harlingen, Texas 78552
(956) 423-8384
(1995 - present)

Town of South Padre Island, Texas

Rodrigo Gimenez, Senior Accountant
South Padre Island, Texas 78597
(956) 761-6456
(1999 – Present)

City of Los Fresnos, Texas

Celina Gonzales, Finance Director
Los Fresnos, Texas 78566
(956) 233-2768
(2001 – present)

City of La Feria, Texas

Sunny K. Philip, City Manager
La Feria, Texas 78559
(956) 797-2261
(1999 – present)

City of San Benito, Texas

Susan Crabtree, Finance Director
San Benito, Texas 78586
(956) 361-3833
(2003 – present)

Cameron County

Martha Galarza, County Auditor
Brownsville, Texas 78520
(956) 544-0822
(2000 – 2017)

Willacy County, Texas

Ida Martinez, County Auditor
Raymondville, Texas 78580
(956) 689-3422
(2008 – Present)

Harlingen CISD

Julio Cavazos, Assistant Superintendent
for Business Services
Harlingen, Texas 78550
(956) 430-4400
(more than twenty years – present)

Sharyland ISD*

Ismael Gonzalez, Business Manager
Mission, Texas 78572
(956) 585-6261
(1976 - present)

McAllen ISD*

Cynthia Richards, Chief Financial Officer
McAllen, Texas 78504
(956) 618-6016
(1996 - present)

Roma ISD

Alfonso Perez, Business Manager
Roma, Texas 78584
(956) 849-1377
(1995 - present)

Zapata County ISD*

Teresa Hein, Finance Director
Zapata, Texas 78076
(956) 765-6546
(2006 – present)

Progreso ISD

Dr. Fernando Castilla, Superintendent
Progreso, Texas 78579
(956) 565-3002
(1992 – 2004)

Jim Hogg County ISD

Pedro P. Lopez, Superintendent
Hebbronville, Texas 78361
(361) 527-3203
(2000 - present)

South Texas College*

Mary Elizodo, CFO
McAllen, Texas 78501
(956) 872-4601
(1995 - present)

Texas Southmost College*

Juliet Garcia, President
Brownsville, Texas 78520
(956) 544-8200
(1986 – 1998; 2004 - 2009)

*Audits conducted out of the McAllen office

PROPOSED FEES

The estimated fee for the September 30, 2018 annual audit, is as follows:

Financial Audit	\$ 48,500
Compliance Audit under the Single Audit	(A)

Our estimated fees are based on the premise that the Organization's general ledger will be adjusted and the financial statements will be ready for us to audit by November 15, 2018. Unless circumstances arise that could impact the scope of the engagement we anticipate that the audit should be completed by March 20, 2019 or sooner.

We estimate approximately 600 hours to complete this engagement.

- (A) Fee will be negotiated if a single audit is required. Our fees depend on the number of programs required to be audited and that the Schedule of Expenditures of Federal and State Awards is available by November 15, 2018.

CITY OF SAN JUAN, TEXAS
REQUEST FOR SEALED PROPOSAL FOR AUDIT SERVICES

PROPOSAL #18-74-10-17

FOR THE YEAR ENDED SEPTEMBER 30, 2018

SUBMITTED:

WEDNESDAY, OCTOBER 17, 2018

GARCIA & PENA, CPAs
MANUEL B. GARCIA
CERTIFIED PUBLIC ACCOUNTANT

301 W. 4th Street
Weslaco, Texas 78596

Manuel B. Garcia
Telephone (956) 969-4460
Fax: (956) 968-1467
gpcpa@rgv.rr.com

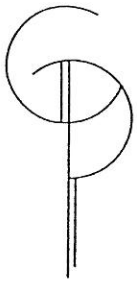
CITY OF SAN JUAN, TEXAS
REQUEST FOR SEALED PROPOSAL FOR AUDIT SERVICES
PROPOSAL #18-74-10-17
FOR THE YEAR ENDED SEPTEMBER 30, 2018

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GARCIA & PEÑA

Certified Public Accountants

P. O. Box 8032

301 West 4th

Weslaco, Texas 78599

956-969-1433 • Fax 956-968-1467 • 956-421-4601

Manuel B. Garcia, CPA
Jaime X. Peña, CPA

TRANSMITTAL LETTER

Mr. Rene Jaime, Purchasing
City of San Juan, Texas
709 S. Nebraska Avenue
San Juan, Texas 78589-2649

Thank you for the opportunity to submit our firm's proposal for the City of San Juan, Texas consideration.

As our proposal demonstrates, we offer the City of San Juan, Texas an independent auditor and audit staff that are qualified to perform the required roles and responsibilities set forth in the Request for Sealed Proposal for Audit Services #18-74-10-17.

Our firm, Garcia & Pena, CPAs, was created in February of 1984 and we have been performing governmental audits and governmental accounting services almost from inception. We are committed to bringing a dedicated, reliable, and driven attitude to complete our audit within the required timeline as per our agreement at pre/audit conference, should we be engaged as the City of San Juan, Texas' auditor.

We have included a profile of our firm. We have also included specific processes, per your request along with a description of the audit team. A schedule of engagements we have worked on in the past and have also included the current audit engagements.

Audit Objective

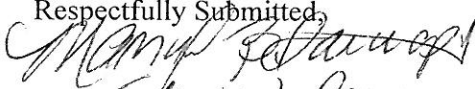
The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles, and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. The objective also includes reporting on (1) internal control related to the financial statements and compliance with provisions, of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Governmental Auditing Standards*, and (2) internal control related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Costs Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

The *Government Auditing Standards* report on internal control over financial reporting and compliance and other matters will include a paragraph that states (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will include a paragraph that states that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based in the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with the Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. We will issue reports upon completion of our Single Audit. Our reports will be addressed to management and the Board of City Commissioners of the City of San Juan, Texas.

If you have any questions, please call Manuel B. Garcia CPA at (956) 969-4460 or (956) 463-9180.

Respectfully Submitted,




Manuel B. Garcia CPA
Garcia & Pena
Certified Public Accountants

October 17, 2018

PROFILE OF FIRM

The Firm of Garcia & Pena, Certified Public Accountants was organized on February 7, 1984 for the practice of public accounting and has experienced steady growth. The firm partners are Manuel B. Garcia, CPA and Jaime X. Pena, CPA. Our staff currently consists of senior staff accountants, Ernesto Moya, Jason O. Pena, Lucas B. Garcia, and Christine R. Garcia; junior accountants, Delma Cancino, Benita Cabriaes, and Gualberto Garcia; and secretary/bookkeepers, Mary G. Rendon and Felicitas Cruz.

The firm provides a full range of services, which includes bookkeeping and accounting services, personal financial planning services, income tax services, management and accounting advisory services, and auditing services. Current audit clients consist of housing authorities, non-profit organizations, municipal entities, and a small taxing district.

The partners and staff are qualified professionals capable of completing accounting and audit engagements. Their experience reflects a strong background in accounting and audits of governmental entities. They have met or exceeded the mandatory continuing professional education requirements set by the State Board of Public Accountancy. They have attended continuing education courses on governmental and non-for-profit organizations accounting and have practical experience in auditing these entities.

Our firm is a member of the American Institute of Certified Public Accountants and its' Private Companies Practice Section.

We have undergone a peer review of our firm's quality control systems. Like an audit, a peer review is an independent evaluation by a group of specially trained CPAs. During the process, a review team visits the firm and performs a thorough assessment of its quality control system to determine if it adheres to the highest professional standards. The goal is to assure the public, who rely on the integrity of financial statements that the firm's services are of the highest quality.

We are very proud of receiving an "unqualified opinion", and under the new guidelines a "pass", which is the highest level of report attainable on our peer reviews for the periods ending June 30, 2014 and June 30, 2017.

Manuel B. Garcia has attended several courses in Municipal Accounting and Auditing sponsored by the American Institute of Certified Public Accountants and The Municipal Finance Officers' Association (MFOA). He has also attended the Texas Tech University Annual Southwest School of Governmental Finance.

Jaime X. Pena has attended courses in governmental accounting and auditing, pension plans, and financial reporting sponsored by the American Institute of Certified Public Accountants and the Texas Society of Certified Public Accountants. He has also attended numerous courses and seminars held by HUD in the area of financial and budgetary reporting as it pertains to the public housing operations.

FIRMS'S QUALIFICATIONS AND EXPERIENCE

Our collective experience reflects a strong background in audits and accounting of governmental and not-for-profit entities. We have performed and/or worked on audits for the following entities.

MUNICIPALTIES:

City of Weslaco
City of Donna
City of Edcouch
City of Elsa*
City of Los Indios*
City of Rio Hondo*
City of Hidalgo*

SCHOOL DISTRICTS:

Weslaco Independent School District
Progreso Independent School District
Santa Maria Independent School District
Edcouch-Elsa Independent School District
San Benito Independent School District

PUBLIC ENTITIES AND NOT-FOR-PROFIT ORGANIZATIONS:

The Texas General Land Office Commission

Grant Auditing:

- Economic Development Administration (EDA)
- Comprehensive Education and Welfare (HEW)
- Community Services Administration (CSA)
- Governor's Office of Migrant Affairs (GOMA)
- Legal Services Corporation Grants
- Department of Health and Human Services (HHS)

Farmer's Home Administration Loan and Grant Housing Projects (FmHA)

FIRM'S QUALIFICATIONS AND EXPERIENCE (CONTINUED)

PUBLIC ENTITIES AND NOT-FOR-PROFIT ORGANIZATIONS:

Housing and Urban Development Grants (HUD)
Housing Assistance Payments Program (Section 8)
Housing and Urban Development – Low Rent Housing Program
Community Development Block Grants

OTHER PUBLIC ENTITIES AND NOT-FOR-PROFIT ORGANIZATIONS:

AVANCE
Texas Rural Legal Aid, Inc.
Holy Family Services, Inc.*
Weslaco Area Chamber of Commerce
Relampago-Progreso Day Care Center
Boys' Club of Weslaco
Tip-O-Tex Girl Scout Council
Cameron County Private Industry Council
Amigos Del Valle, Inc.
Su Clinica Familiar, Inc.
Access Esperanza Clinics*
Lower Rio Grande Valley Conference of Mayors, Inc.
Rio Grande Valley Opportunities Industrialization Center, Inc.
Military Highway Water Supply Corporation*
Communities in Schools-Cameron County, Inc.
Hidalgo County Emergency Services District #1*
Hidalgo County Emergency Services District #2*
Hidalgo County Emergency Services District #4

* Current Engagements

FIRM'S QUALIFICATIONS AND EXPERIENCE (CONTINUED)

ADDITIONAL REQUESTED INFORMATION:

We are not currently working with any governmental entities receiving the GFOA/Certificate of Achievement for Excellence in Financial Reporting. We are familiar with the requirements and we feel it is an achievable goal if the City of San Juan, Texas is willing to undertake this task. We believe it is a joint effort between the City and the auditor.

GASB 34 establishes that the basic financial statements and required supplementary information (RSI) for general purpose governments should consist of:

1. *Management's discussion and analysis (MD&A)*. MD&A should introduce the basic financial statements and provide an analytical overview of the government's financial activities.
2. *Basic financial statements*. The basic financial statements should include:
 - *Government-wide financial statements*, consisting of a statement of net assets and a statement of activities
 - Fund financial statements consist of a series of statements that focus on information about the government's major governmental and enterprise funds, including its blended component units. Fund financial statements also should report information about a government's fiduciary funds and component units that are fiduciary in nature.
3. Notes to the financial statements consist of notes that provide information that is *essential* to a user's understanding of the basic financial statements.
4. *Required supplementary information (RSI)*. This Statement requires budgetary comparison schedules to be presented as RSI along with other types of data as required by previous GASB pronouncements. This Statement also requires RSI for governments that use the modified approach for reporting infrastructure assets.

The City has already implemented GASB 34 and we will continue to work with the City every year in meeting its requirements.

We believe because of our internal controls within the firm, our commitment to attending continuing education programs, the review of workpapers by the audit manager, and partners in charge of the engagement we can appropriately complete the City of San Juan, Texas audit report. We also work very close with another CPA firm, which serves as our consultant and reviews the audit reports. Our peer review reports attest to our commitment in maintaining internal controls in our firm's work.

PARTNERS AND STAFF

THE PARTNERS

MANUEL BLAS GARCIA, CPA, has been in public accounting since 1972 and graduated cum -laude with a BBA degree in accounting from Pan American University. His emphasis is in governmental auditing, income taxation, and financial accounting. His auditing experience includes auditing of municipalities, school districts, commercial entities, and various governmental agencies and grants. He is a member of the American Institute of Certified Public Accountants, the Texas Society of Certified Public Accountants, and the Valley Chapter of Certified Public Accountants. He is a member of the Weslaco Knights of Columbus, a member of the San Martin Catholic Church Parish Council, and an active member of the American Legion. He served four years in the United States Marine Corps, attaining the rank of Sergeant (E5). He was certified in the State of Texas in February 1977. His certificate number is 17211.

JAIME X. PENA, CPA, has been in public accounting since 1974 and graduated cum-laude with a BBA degree in accounting from Pan American University. He is involved in all phases of financial accounting, tax, and auditing. He has considerable experience in accounting for housing authorities, non-profit organizations, and commercial enterprises. He is a member of the American Institute of Certified Public Accountants, the Texas Society of Certified Public Accountants, and the Valley Chapter of Certified Public Accountants. He has served as Chairman of the Finance Committee of Saint Pius X Church in Weslaco, Texas. He has served as Treasurer of the Weslaco Knights of Columbus and has been a member of the Weslaco Health Care Corporation Board and the Weslaco Traffic Safety Council. He is a member of the Texas Housing Association, Texas NAHRO, and National NAHRO. He was certified in the State of Texas in September 1982. His certificate number is 29460.

Our business philosophy is one of being personally involved with our clients. The more we know about their business and of what they do, the better we can adapt our services to their needs. The partners personally plan the accounting or audit engagement and supervise the examination as it develops. We analyze balance sheet accounts and review detail general ledger account transactions personally to determine the procedures and extent of testing in our audits. We also believe in providing constructive evaluation of the accounting records and providing solutions or suggestions for problem areas. A by-products of the engagement is the continual development of the client's staff. This is achieved by encouraging open communications between the staff and our office. This type of open communication provides for an exchange of ideas and suggestions on improving the accounting system and the use of equipment.

PARTNERS AND STAFF (CONTINUED)

THE STAFF

ERNESTO MOYA, ACCOUNTANT, graduated with a BBA in accounting from Texas A&I University in May 1985. His experience has been in commercial accounting for three years and nineteen years in public accounting. He has considerable experience in accounting for HUD grants in public housing and commercial enterprises.

JASON O. PENA, ACCOUNTANT, graduated from University of Texas-Pan American as a cum-laude graduate in December 1997. His experience has been in public accounting for thirteen years. He has experience in accounting for HUD grants in public housing and commercial enterprises.

LUCAS B. GARCIA, ACCOUNTANT, graduated from the University of Texas Pan American, with a BBA in Accounting in August 2007, and he also obtained an Associates Degree in Accounting from South Texas Community College. His experience has been in public accounting for nineteen years. He has been auditing governmental entities and non-for-profit organizations.

CHRISTINE R. GARCIA, ACCOUNTANT, graduated from the University of Texas Pan American, a BBA in Accounting in December 2009. Her experience has been in public accounting for sixteen years. She has been auditing governmental entities and non-for-profit organizations.

DELMA CANCINO, JR. ACCOUNTANT, graduated from South Texas Vo-Tech in May 1994. Her experience has been in public accounting for eighteen years. She has experience in accounting for HUD grants in public housing and commercial enterprises and auditing governmental entities and non-profit organizations.

GUALBERTO GARCIA, JR. ACCOUNTANT, graduated from South Texas Community College in February 1992. His experience has been in public accounting for sixteen years. He has experience in accounting for HUD grants in public housing and commercial enterprises.

BENITA CABRIALES, JR. ACCOUNTANT, graduated from South Texas Community College with an Associates Degree in Accounting. Her experience has been in public accounting for fourteen years. She has experience in accounting for HUD grants in public housing and commercial enterprises.

AUDIT TEAM

Our audit team will consist of the following individuals:

Manuel B. Garcia, CPA	In charge of the engagement including the planning, fieldwork, writing of the management letters, advisor on investment options and authorized to represent the firm.
Lucas B. Garcia	Field work – Financial and compliance accounting
Christine R. Garcia	Field work – Financial and compliance accounting

Lucas B. Garcia and Christine R. Garcia

They are both experienced in normal accounting functions such as reconciling bank accounts, classifying transactions, coding and maintaining detail general ledgers and preparing financial reports.

They have been attending professional development courses, as required by U.S. General Accepted Auditing Standards, for compliance in performing governmental audits.

Their specific experience has been with the following entities:

Audits:

- City of Weslaco, Texas
- City of Edcouch, Texas
- City of Los Indios, Texas – Auditing and Accounting
- City of Elsa, Texas
- City of Hidalgo, Texas
- City of Rio Hondo, Texas
- Access Esperanza Clinics - Auditing and Accounting
- Holy Family Services, Inc.
- Military Highway Water Supply Corporation
- Hidalgo County Emergency Services District No. 1, 2 and 4
- Weslaco Area Chamber of Commerce
- Various commercial accounts for accounting and tax services

Our support staff includes:

Felicitas Cruz	Secretary – Desktop publishing and data entry
Jaime X. Pena, CPA	Report Reviewer

AUDIT WORK PLAN

AUDIT CLIENT BUDGET

Audit Tasks	Partner	Audit Manager	Auditor	Clerical	Total Hours
General File:					
Generate general file	0	1	2	1	4
Internal Controls:					
Walk-through sales/receipts/receivables	1	2	2	0	5
Walk-through encumbrances/ purchases/payables	1	2	2	0	5
Walk-through payroll	1	2	2	0	5
Analytical procedures	1	2	0	0	3
Complete all planning forms necessary for general file	1	3	1	2	7
Report Preparation	0	3	0	6	9
Disclosure checklist review	4	2	0	0	6
Audit Program	1	2	0	0	3
Sub-total	10	19	9	9	47
Permanent File:					
City Charter/Articles of Incorporation	1	1	0	0	2
Names of City Council/Board of Directors	0	1	0	0	1
Background of City	0	1	0	0	1
Personnel and Travel Policies	0	2	0	0	2
Capital Assets and depreciation schedule	0	2	0	0	2
Long Term Debt	0	2	0	0	2
Contracts and agreements	0	3	0	0	3
Prior year audit report	0	2	0	0	2
Sub-total	1	14	0	0	15
Working Papers File: General Fund					
Conclusions	2	0	0	0	2
Prepare working trial balances	0	2	0	0	2
Cash/Investments	1	2	2	0	5
Taxes Receivables	1	2	2	0	5
Accounts Receivables	0	2	2	0	4
Due to/from other accounts	0	1	2	0	3
Due to/from other funds	1	1	0	0	2
Property, plant & equipment, and accumulated depreciation	1	2	1	0	4
Other assets	0	1	0	0	1
Accounts payables	1	2	2	0	5
Other accrued liabilities	0	1	2	0	3
Notes payable - long term liabilities	1	2	2	0	5
Bonds payable	1	1	0	0	2
Deferred Revenues	1	1	2	0	4
Fund Balance/Equity	0	1	2	0	3
Revenues	1	3	6	0	10
Expenses	1	3	6	0	10
Expenses-payroll	0	2	1	3	6
Sub-total	12	29	32	3	76

AUDIT WORK PLAN

AUDIT CLIENT BUDGET

Audit Tasks	Partner	Audit Manager	Auditor	Clerical	Total Hours
Bulk Files: various; various names;					
Cash confirmations; bank reconciliations; analysis of cash	1	2	0	2	5
Search for Unrecorded liabilities	0	2	4	0	6
Tax Receivables and reports	0	2	1	0	3
Test Revenues	0	2	4	0	6
Test Expenses	0	3	4	0	7
Contract Receivables/ billings and cost	1	2	0	0	3
Sub-total	2	13	13	2	30
Grant File:					
Grant review of contracts	1	3	2	0	6
Grant review of financial statements revenues	2	3	2	0	7
Grant review of expenses	1	4	2	0	7
Grants-Single audit General Requirements	2	3	1	0	6
Grants-Single audit Specific Requirements	2	3	1	0	6
Prepare Schedule of Federal Grant Expenses	0	1	2	2	5
Review of workpapers by audit manager	1	3	0	0	4
Sub-total	9	20	10	2	41
Other Governmental Funds:					
Fund Name: Debt Service	2	4	0	0	6
Fund Name: Economic Development	2	4	1	0	7
Fund Name: Special Revenue Fund(s)	2	3	1	0	6
Fund Name: Capital Project	2	2	1	0	5
Enterprise Funds:					
Fund Name: Water and Sewer Fund	2	4	2	0	8
Fund Name: Internal Service Fund	2	4	1	0	7
Sub-total	12	21	6	0	39
Total	46	116	70	16	248

Estimated rate per hour

150

90

90

60

Total audit estimated cost

\$ 6,900 \$ 10,440 \$ 6,300 \$ 960 \$ 24,600

General file, permanent, general fund

Other government funds

Enterprise funds

Total

34	95	64	16	209
8	13	3	0	24
4	8	3	0	15
46	116	70	16	248

AUDIT WORK PLAN

GENERAL AUDIT PLAN

Audit Procedures	Prepared By:	Reference
GENERAL FILE		
Review City Charter/State Law		
Tour City facilities		
Review journal entries and posting procedures		
Review personnel and travel policies		
Review of insurance policies		
Review of capital asset schedules		
Review of construction contracts		
Review of grant contracts and agreements		
Review of notes payable contracts		
Review of operating leases		
Review of capital leases		
Review rental lease agreements with other parties		
Review of pension plans		
Review of City Council Minutes		
Set up Permanent File for contributed capital, if material, with copies of supporting documentation		
INTERNAL CONTROL		
Review Procedures for Accounting - review Blue Book		
Review Flow Charts - prepare or obtain copy from City		
Internal Control Questionnaire		
Fraud Questionnaire		
Confirmation letter to attorney		
Confirmation letter to bank		
Confirmation letter to County Tax Office		
Walk-through of payroll process		
Walk-through of collection of utility funds		
Walk-through of accounts payable and encumbrances		
Walk-through of collection of court fines and fees		
Test of payroll periods: noting names, address, deductions, and net pay compared to personnel files showing wage and wage increases		
Ascertain whether there are related parties (review list of employees and match last names to management and City Council)		

AUDIT WORK PLAN

GENERAL AUDIT PLAN

Audit Procedures	Prepared By:	Reference
CITY-WIDE ASSETS		
Review of financial trial balances for each fund		
Reconcile bank debits and credits to general ledger bank deposits and cash disbursements, or pooled cash bank reconciliation		
Confirm bank balances and test bank reconciliations		
Reconcile investment to reconciliation or pooled investment balances		
Confirm individual fund investment balances to bank or financial institution reconciliation		
"Roll Forward" analysis of taxes receivable, tax revenue, and allowance for uncollectible-taxes		
"Roll Forward" analysis of notes receivable		
"Roll Forward" analysis of capital assets and accumulated depreciation		
"Roll Forward" of interfund balances		
CITY-WIDE LIABILITIES		
Reconcile note payable to note amortization schedules or tie-in to confirmation statements		
Recognize any accrued interest payable on the notes at year-end as deemed appropriate for this fund		
SINGLE-AUDIT SECTION		
Review government agency's laws or regulations and oversight responsibilities		
Political Activity - Civil Rights - Drug-Free Policy		
Cash Management		
Fraud, Abuse, and Mismanagement		
Allowable costs and costs principles		
Eligibility of expenditures/expenses		
Equipment and real property management		
Matching, level of effort, and maintenance		
Period of availability of federal funds		
Procurement, suspension, and debarment (obtain documentation that City/ NPO confirmed that the contractor has no been debarred)		
Real property acquisition and relocation assistance		
Reporting: Sub-recipient monitoring		
Monitoring report on grants		

AUDIT WORK PLAN

GENERAL AUDIT PLAN

INDIVIDUAL FUNDS

Audit Procedures	Prepared By:	Reference
ASSETS		
Analysis of cash for each fund		
Test account receivable balances and substantiate		
Test tax revenues and receivables; obtain tax revenue and receivable report from the County Tax Office for the collection of taxes		
Prepare "rollover" schedule for beginning tax receivables and collections during the year		
Test and substantiate Government Agency receivable with grant contracts or grant documents		
Test other account receivable balances and substantiate		
Tie-in due to / due from other funds to corresponding funds		
Substantiate capital outlay, new capital asset additions, and depreciation. Review Capital Assets and General Fixed Asset Group of Accounts		
For all other assets in Balance Sheet, substantiate as appropriate.		
LIABILITIES		
Tie-in trade payables to pooled payable schedule		
Test and substantiate trade payables and test for unrecorded liabilities		
Reconcile note payable to note amortization schedules or tie-in to confirmation statements		
Recognize any accrued interest payable on the notes at year-end as deemed appropriate for this fund		
Substantiate and tie-in amounts due to other governments and tie-in to grant documents		
Review deferred revenues and note any changes		
FUND BALANCE		
Review fund balances and compare to prior year ending balances - adjust for any changes in the current year		
Tie-in reserve balances to asset account balances		
Tie-in designated fund and undesignated fund balance to prior year audit balances and adjust for changes in the current year.		
Substantiate designated fund balances		

AUDIT WORK PLAN

GENERAL AUDIT PLAN

INDIVIDUAL FUNDS

Audit Procedures	Prepared By:	Reference
REVENUES		
Test and substantiate major revenues:		
Ad Valorem Taxes		
Sales Tax		
Franchise Taxes		
Licenses and Permits		
Utility Services and Charges		
Charges for Services		
Ambulance Fees		
Cemetery Fees		
Fines and Forfeitures		
Interest Earnings		
Miscellaneous Receipts		
Comparisons to prior year and note significant variations	_____	_____
Test of transactions	_____	_____
Comparisons to third - party documents - transmittal letters - grants, etc.	_____	_____
Test of balances and receivables	_____	_____
Trace revenues to bank statements		
Document and trace transfer of receipts between funds and analyze transfers between funds and adjust as necessary		
Test client billing from payments to cash receipts journal and billing journals		
Compare refund adjustments to gross fees, billings collected and note or explain significant variations		
INTERGOVERNMENTAL REVENUES/GRANTS		
Test and substantiate major revenues:		
Review grants and compare receipts to transmittal letters and prepare schedule for the audit report	_____	_____
Review monitoring letters from funding sources	_____	_____
Review grant expenditures and compare with request for grant funds	_____	_____
Test for compliance with grant documents and single audit act, if applicable	_____	_____
For State and Federal grants - Test expenditures for general compliance with laws and regulations and specific requirements of the grant		
For grants from foundations and others - Obtain copy of notice of award and note any restrictions and other requirements and compliance issues		

AUDIT WORK PLAN

GENERAL AUDIT PLAN

INDIVIDUAL FUNDS

Audit Procedures	Prepared By:	Reference
EXPENDITURES/EXPENSES		
Test and substantiate major expenditures:		
Comparisons to prior year and note significant variations	_____	_____
Test of transactions	_____	_____
Comparisons to third - party documents - transmittal letters - etc.	_____	_____
Test of balances and payables	_____	_____
Schedule out wages and compare to prior and to IRS payroll reports		
Prepare schedule for contract services and compare to prior years - note and explain material variations		
Select expenditures expense accounts and compare expenditures to original documents (capital asset additions, contractual services, lease agreements, repairs, lease purchase agreements)		
Document and trace transfer of receipts between funds and analyze transfers between funds and adjust as necessary		
Analyze miscellaneous accounts and adjust as necessary		

COMPENSATION

Hourly rates to be charged for staff services:

Partner: Manuel B. Garcia, CPA	<u>\$ 150.00</u> Per Hour	<u>46</u> Hours	<u>\$ 6,900.00</u>
Audit Manager: Christine R. Garcia	<u>\$ 90.00</u> Per Hour	<u>116</u> Hours	<u>\$ 10,440.00</u>
Auditor: Lucas B. Garcia	<u>\$ 90.00</u> Per Hour	<u>70</u> Hours	<u>\$ 6,300.00</u>
Secretary: Felicitas Cruz	<u>\$ 60.00</u> Per Hour	<u>16</u> Hours	<u>\$ 960.00</u>
Total Estimated Cost			<u><u>\$ 24,600.00</u></u>

Total Estimated Cost of Services
To Be Performed (FYE 9/30/2018) \$ 24,600.00

OPTION:

Total Estimated Cost For One
Additional Year (FYE 9/30/2019) \$ 24,600.00

Total Estimated Cost For One
Additional Year (FYE 9/30/2020) \$ 24,600.00

Respectfully submitted this 17th day of October 2018.

Signature: 

Title: Partner

Firm: Garcia & Pena, CPAs

Address: 301 W. 4th Street City: Weslaco

State: Texas Zip Code: 78596

Phone No.: (956) 969-1433 Fax No.: (956) 968-1467

LIST OF REFERENCES

Jim Hiebert, CPA Former Finance Director Of the City of Weslaco, Texas	Jim Hiebert, CPA Office Mission, Texas	(956) 580-0669
Patricio Gonzalez Executive Director	Access Esperanza Clinics of Hidalgo County, Texas (Formerly Planned Parenthood)	(956) 686-0585
Ramon Rosales, Jr. Executive Director	Military Highway Water Supply Corporation	(956) 565-2491
Ben Medina City Administrator	City of Rio Hondo, Texas	(956) 748-2102
Ernesto Monita Finance Director	City of Hidalgo, Texas	(956) 843-2286

CONFLICT OF INTEREST

I, Manuel B. Garcia, CPA, or any of our firm's staff do not have any personal business relationships with any members of the City of San Juan City Commissioner's that will impair our independence for this engagement.

NON-COLLUSION STATEMENT FORM

CITY OF SAN JUAN, TEXAS

"The undersigned affirms that they are duly authorized to execute this Agreement, that this company, corporation, firm, partnership or individual has not prepared this proposal as to prices, terms or conditions of set proposal have not been communicated by the undersigned nor by any employee or agent to any other person engaged in this type of business prior to the official opening of this proposal."

This proposal must be signed by an authorized representative to become valid.

Company: Garcia & Pena, CPAs

Address: 301 West 4th Street

City: Weslaco State: Texas Zip Code: 78596

Phone No.: (956) 969-1433 Fax No.: (956) 969-1467

E-Mail: gpcpa@rgv.rr.com

Authorized Signature: _____

Title: _____

Manuel B. Garcia, CPA

CERTIFICATION REGARDING DEBARMENT, SUSPENSION INELIGIBILITY

As is required by the Federal Regulations Implementing Executive Order 12549, Debarment and Suspension, 45 CFR Part 76, Government-wide Debarment and Suspension, in the applicant certifies, to the best of his or her knowledge and belief, that both it and its principals:

- a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency;
- b. Have not within a three-year period preceding this bid proposal and/or application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state or local) transaction or contract under a public transaction, violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- c. Are not presently indicted for or otherwise criminally or civilly charged by a government entity with commission of any of the offenses enumerated herein; and
- d. Have not within a three-year period preceding this bid proposal and/or application had one or more public transactions terminated of cause of fault.

We have been very successful in not receiving any adverse desk and field reviews from cognizant agents/agencies. We have not received reprimands or penalties from the Texas State Board of Public Accountancy. We have received a *pass* rating on our latest system of quality control for accounting and auditing practice peer review report for the period ending June 30, 2017. A copy of our last per review is attached.

Signature: 

Print Name: Manuel B. Garcia, CPA

Title: Partner

Telephone Number: (956) 969-1433

Date: October 17, 2018

If the proposer is unable to certify to all of the statements in this Certification, such proposer should attach an explanation to this proposal.



Texas State Board of Public Accountancy
333 Guadalupe, Tower 3 Suite 900, Austin, Texas 78701-3900

The office is licensed to practice in Texas.

GARCIA & PENA
OFFICE
301 W 4TH ST
PO BOX 8032
WESLACO TX 78596

Firm License ID: P03338

Expires: 5/31/2019

Office License ID: U03967

Form No: 18062852



Texas State Board of Public Accountancy
333 Guadalupe, Tower 3 Suite 900, Austin, Texas 78701-3900

This individual is licensed to practice in Texas.

MANUEL BLAS GARCIA
CERTIFIED PUBLIC ACCOUNTANT
301 W 4TH ST
PO BOX 8032
WESLACO TX 78596-8032

License ID: 017211

Expires: 4/30/2019

Form No: 18056349



Texas State Board of Public Accountancy
333 Guadalupe, Tower 3 Suite 900, Austin, Texas 78701-3900

This individual is licensed to practice in Texas.

JAIME XAVIER BENA
CERTIFIED PUBLIC ACCOUNTANT
1411 TANGERINE DR
WESLACO TX 78596-7045

License ID: 029460

Expires: 12/31/2018

Form No: 18027641



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mlc@mchehotskycpa.com
www.mchehotskycpa.com

Martin L Chehotsky

Certified Public Accountant
Certified Fraud Examiner
Certified in Financial Forensics

PO Box 5914
1506 South Greenfield Cr.
Lake Charles, LA 70606-5914

Telephone: 337-540-3200
Fax: 337-564-0501

Report on the Firm's System of Quality Control

December 10, 2017

To the Owners of Garcia and Pena and the Peer Review Committee of the Texas Society of Certified Public Accountants

I have reviewed the system of quality control for the accounting and auditing practice of Garcia and Pena in effect for the year ended June 30, 2017. My peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed in conformity with applicable professional standards, if any, are evaluated by the peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

My responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on my review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including a compliance audit under the Single Audit Act.

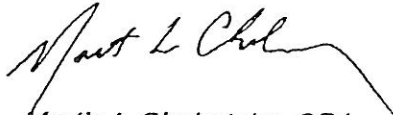
As part of my peer review, I considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of my procedures



The CPA, Never Underestimate The Value. SM

Opinion

In my opinion the system of quality control for the accounting and auditing practice of Garcia and Pena in effect for the year ended June 30, 2017, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)*, or *fail*. Garcia and Pena has received a rating of *pass*.



Martin L Chehotsky, CPA

AGENDA ITEM AND RECOMMENDATION SUMMARY
CITY COMMISSION REGULAR MEETING
OCTOBER 22, 2018

Discussion and Possible Action to Select a Provider to Update the Risk Management Plans for the Department of Utilities and Authorize the City Manager to Execute any and all Related Documents.

STAFF COMMENTS AND RECOMMENDATIONS:

Staff advertised RFQ # 18-71-08-01 on July 18th and July 25th, 2018. On Wednesday, August 1, 2018, Staff received two (2) Responses for a Request for Qualifications (RFQ) for an EPA Risk Management Plan.

The following are the two (2) firms that submitted proposals:

Municipal H2O from Little Rock, AR
Raba Kistner from McAllen, TX

After reviewing their proposals, staff has found both firms to be highly qualified.

RECOMMENDATION:

Selection of a Firm and Authorize the City Manager to Enter into Contract Negotiations and an Agreement / Contract for an EPA Risk Management Plan with the Authority to Negotiate with the Selected Firm and if Negotiations fail to Authorize the City Manager to Negotiate and Enter into a Contract with the Second firm.

PREPARED BY:

Benjamin Arjona,
City Manager

APPROVED BY:

Benjamin Arjona, City
Manager

COPY

MunicipalH2O Response

**REQUEST FOR QUALIFICATIONS TO PREPARE AND MAINTAIN
AN EPA RISK MANAGEMENT PLAN
FOR THE CITY OF SAN JUAN, TX
RFQ # 18-71-08-01**

Submitted to:
Rene J. Jaime
Purchasing/Risk Manager
City of San Juan
709 South Nebraska Avenue
San Juan, TX 78589-2649



650 S. Shackleford Road, Suite 325
Little Rock, AR 72211
Phone: (800) 897-9425 • Fax: (501) 537-7778
E-mail: service@municipalh2o.com
www.municipalh2o.com



RMP Compliance.
Guaranteed.

One Financial Centre
650 S. Shackleford Rd, Suite 325
Little Rock, AR 72211-3546
Phone: 800-897-9425 FAX: 501-537-7778

July 24, 2018

Rene J. Jaime
Purchasing/Risk Manager
City of San Juan
709 South Nebraska Avenue
San Juan, Texas, 78589-2649

Dear Mr. Jaime,
MunicipalH2O appreciates the opportunity to respond to the Request for Qualifications, RFQ# 18-71-08-01 to prepare and maintain an EPA Risk Management Plan for the City of San Juan water and wastewater treatment plants.

MunicipalH2O specializes exclusively in providing EPA Risk Management Program (RMP) Compliance Services for water and wastewater facilities throughout the United States and has the expertise and systems in place to meet all components of the items included in the published Scope of Work. We provide a complete solution for all EPA/State Risk Management Program requirements, including prevention programs, hazard assessments, compliance audits and registrations/updates, RMP training and other services.

Since our beginning more than a decade ago, MunicipalH2O has built a strong reputation for service and have become established as the leader in the field of regulatory compliance. We are responsible for the development of RMP documents and continued RMP compliance for more than 350 water and wastewater facilities in thirty-three states, including for more than 150 water and wastewater facilities in Texas, and have completed more RMP registrations with EPA than anyone in the country.

Thank you for taking time to review our RFP response and for considering MunicipalH2O.

Sincerely,

A handwritten signature in black ink, appearing to read "Steve Glenn", is written over a horizontal line.

Steve Glenn
VP Business Operations

MunicipalH2O Response

REQUEST FOR QUALIFICATIONS TO PREPARE AND MAINTAIN AN EPA RISK MANAGEMENT PLAN FOR THE CITY OF SAN JUAN, TX RFQ # 18-71-08-01

Company Name: AssureCo Risk Management and Regulatory Compliance, LLC
d/b/a MunicipalH2O
650 South Shackleford Road, Suite 325
Little Rock, AR 72211
800-897-9425
www.municipalh2o.com

About MunicipalH2O

MunicipalH2O specializes solely in providing EPA Risk Management Program (RMP) Compliance Services for water and wastewater facilities throughout the United States. We provide a complete solution for all EPA/State Risk Management Program (RMP) requirements, including prevention programs, hazard assessments, compliance audits and registrations/updates, RMP training and other services.

MunicipalH2O is responsible for the development of RMP documents and RMP compliance for more than 350 water and wastewater facilities in thirty-two states, including for more than 150 water and wastewater facilities in Texas, and have completed more RMP registrations with EPA than anyone in the country. We are the only professional consulting firm in the U.S. specializing in the use of online RMP compliance tools for municipal water and wastewater facilities.

Since our beginning more than 13 years ago, we have built a strong reputation for service and have become established as the leader in the field of regulatory compliance. By focusing our expertise to meet the growing compliance needs of water and wastewater system operators, we are able to cost effectively design and deliver client specific solutions to simplify regulatory compliance processes.

Our mission is to provide professionally-delivered consulting and services to help water and wastewater treatment facility operators meet their unique federal and state regulatory compliance requirements and general safety needs in a cost-effective and reliable manner. To accomplish this mission, MunicipalH2O specializes in maintaining up-to-date knowledge of federal and state regulatory requirements and in the development and delivery of online tools to facilitate compliance requirements. We make complex and confusing compliance requirements easy to understand and efficient to satisfy on an ongoing basis.

Information Regarding Qualifications and Characteristics of MunicipalH2O

Respondents to this RFQ were asked to provide the information regarding the qualifications and characteristics of the responding firm by responding to four (4) major areas including:

1. Please describe the specialized experience and technical competence of the responding firm with respect to the Scope of Services. Describe the history and experience of the responding firm and the responding firms' experience in preparing and implementing RMPs. Include any distinguishing features of the responding firm's proposed services such as any guarantees or warranties.
2. Describe the capacity and capability of the firm to perform the work in question within any time limitations fixed for completion of the courses of action chosen.
3. Describe the past record of performance of the responding firm with respect to such factors as control of costs, quality of work, and ability to meet schedules and deadlines; and
4. The firm's familiarity with RMP regulations and experience in providing RMP compliance services to other water and wastewater. Provide at least five (5) references and contact information for other water and/wastewater facilities for which the services described in this Scope of Service have been successfully implemented.

MunicipalH2O's response to these four (4) major areas appears below.

1. **Please describe the specialized experience and technical competence of the responding firm with respect to the Scope of Services. Describe the history and experience of the responding firm and the responding firms' experience in preparing and implementing RMPs. Include any distinguishing features of the responding firm's proposed services such as any guarantees or warranties.**

MunicipalH2O Response:

Under the authority of section 112(r) of the Clean Air Act, the Chemical Accident Prevention provisions require facilities that handle, process, distribute, or store certain chemicals to develop a Risk Management Program, prepare a Risk Management Plan (RMP), and register the RMP with EPA. In addition, these provisions require specific RMP compliance activities to occur on a regular basis to remain in compliance with RMP regulations.

RMP Activity	Update Required:
Registration Update	Every 5 Years
Hazard Review/Process Hazard Analysis	Every 5 Years
Hazard Assessment	Every 5 Years
Compliance Audit	Every 3 Years
Operating Procedures Training	Every 3 Years
Operating Procedures Certification	Every Year
Hoist Certification	Every Year

EPA and/or state authorities routinely conduct inspections of facilities that must comply with RMP regulations to ensure adherence to program requirements. If deficiencies in the implementation of the RMP program are observed, these inspections may result in a variety of enforcement actions and financial penalties. The published RFP indicates the following San Juan facilities are required to comply with EPA's Risk Management Plan regulations.

City of San Juan Water Plant No. 1	709 S. Nebraska	San Juan	TX
City of San Juan Water Plant No. 2	2111 North "I" Road	San Juan	TX
City of San Juan Wastewater Plant	201 W. Hall Acres	San Juan	TX

MunicipalH2O specializes in providing regulatory compliance services and other consulting services to water and wastewater professionals. By focusing our expertise to meet the growing compliance needs of system operators, we are able to cost effectively design and deliver client specific solutions to simplify regulatory compliance processes.

Our mission is to provide professionally-delivered consulting and services to help water and wastewater treatment facility operators meet their unique federal and state regulatory compliance requirements and general safety needs in a cost-effective and reliable manner. To accomplish this mission MunicipalH2O specializes in maintaining up-to-date knowledge of federal and state regulatory requirements and in the development and delivery of online tools to facilitate compliance requirements. We make complex and confusing compliance requirements easy to understand and efficient to satisfy on an ongoing basis.

MunicipalH2O RMP Compliance Services Program

In place for more than 13 years, MunicipalH2O's RMP Compliance Services Program is an established and proven system to help ensure continuous compliance with RMP regulations. The program would include the following initial compliance set-up services for each City of San Juan facility:

- A fully documented EPA Program Level 2 Compliance Audit and Report
- Creation of a Hazard Assessment document with all elements as required by EPA
- Creation of a Prevention Program document with all elements as required by EPA
- Review/update of the RMP registration file for the facility and submittal to EPA using RMP*eSubmit as required

Unique MunicipalH2O Benefits and Services

While other professional consulting and engineering firms are able to complete the initial compliance set up services identified above, MunicipalH2O's RMP Compliance Services Program *includes numerous benefits and services that, to our knowledge, are not offered and are unavailable from any other RMP compliance service provider in the United States.*

MunicipalH2O is the only professional consulting or engineering firm in the U.S. specializing in the provision of online tools and automation of RMP compliance activities for municipal water and wastewater facilities. We are also the only U.S. firm providing a guarantee to pay any EPA fine resulting from a compliance violation caused by an error or omission by MunicipalH2O during the term of our service for the clients with whom we work.

Program Benefits

In addition to completion of the initial compliance set-up services mentioned earlier, as a MunicipalH2O RMP Compliance Services Program client, the City of San Juan would also receive the following unique benefits for each facility. *No other engineering or consulting firm in the United States offers these benefits as a part of their RMP compliance service.*

- A guarantee to pay any EPA fine resulting from a compliance violation caused by an error or omission by MunicipalH2O during the term of our service.
- Access to numerous safety videos and chemical specific guidance documents related to safe handling of RMP chemicals for use in training.

- Online tools and 90-day advance notification emails to remind facility personnel of required RMP activity deadlines and assistance in completing work prior to the deadline.
- Monthly Guidance and Tips emails to keep facility personnel up-to-date on RMP compliance information and issues to help maintain their RMP program and ensure compliance with EPA regulations.
- A comprehensive review of all RMP documents for the facility prior to an RMP inspection to ensure RMP program elements are in order and up-to-date and guidance on how to be better prepared on the day of the inspection.
- An annual Compliance Review for the facility.
- No charge for updates to RMP documents and EPA registration changes if there are any process changes at the facility or any RMP regulation changes requiring RMP document updates.
- Ensured continuity of RMP compliance in the event of loss of key RMP personnel due to retirement or job change. MunicipalH2O works with new personnel to make certain they understand RMP rules and are aware of local RMP activities required to remain in continuous compliance.
- All RMP compliance documents for the facility are maintained in MunicipalH2O's online data system making them easy to retrieve from any internet connection.
- RMP documents for the facility are stored in an off-site data storage facility and are backed-up several times a day for disaster recovery purposes.
- Year-round availability of professional RMP consulting services.

MunicipalH2O would work closely with San Juan personnel at each facility to ensure all required RMP processes and documents are up-to-date and that they remain in continuous compliance with RMP requirements.

All MunicipalH2O staff members working with our clients have obtained college degrees in environmental services disciplines; several have advanced degrees and industry-specific certifications related to safety. All work is performed by employees of MunicipalH2O.

2. Describe the capacity and capability of the firm to perform the work in question within any time limitations fixed for completion of the courses of action chosen.

MunicipalH2O Response:

MunicipalH2O has adequate staff, systems and processes in place to complete all requirements to perform the work listed in the Scope of Work section of the RFQ within any reasonable time frame needed by the City of San Juan. We routinely complete similar work for other water districts and municipalities in less than one month from start of the engagement and, in emergency situations, have completed the work needed by the City of San Juan in less than one week.

Key Personnel Assigned:

The MunicipalH2O Project Team for preparing and maintaining the Risk Management Plan for the City of San Juan's water and wastewater facilities will consist of the following:

Ben Clardy, RMP Compliance Specialist, MunicipalH2O

Ben has worked RMP compliance services projects for MunicipalH2O clients in 29 states. Ben is responsible for completion of over 300 RMP compliance audits, process hazard analyses, hazard reviews, hazard assessments, prevention programs and RMP registrations for water and wastewater treatment facilities. Ben is responsible for preparing and maintaining the Risk Management Plan for more than 90 water and wastewater facilities in Texas.

Ben's experience implementing RMP programs for water and wastewater facilities has provided him with expert knowledge in OSHA and RMP regulations, as well as in ANSI, ASME, NFPA codes and standards and 10-States Standards related to safe operation of water and wastewater operations.

Greg Rogers, VP of Regulatory Compliance, MunicipalH2O

Greg Rogers is a Certified Safety Professional (CSP) and has over 25 years' experience in the environmental health and safety field. This experience includes 15 years with major corporations such as the Dow Chemical Company and ALCOA where he served as an Environmental Health and Safety Professional.

As one of the founders of MunicipalH2O, Greg has served as Project Manager for MunicipalH2O with clients in 32 states. In this role, he has been responsible for completion of over 250 RMP compliance audits, process hazard analyses, hazard reviews, hazard assessments, prevention programs and RMP registrations for water and wastewater facilities across the country.

Greg is recognized nationally as an RMP compliance expert and routinely conducts an RMP Compliance Service Workshop throughout the country designed to provide instruction to water and wastewater operators on how to conduct an RMP Compliance Audit using in-house resources. This workshop also provides attendees detailed information on how to survive an EPA inspection of their RMP program. In the last 10 years, more than 1800 water and wastewater operators have attended this workshop.

3. Describe the past record of performance of the responding firm with respect to such factors as control of costs, quality of work, and ability to meet schedules and deadlines.

MunicipalH2O Response:

Since we provide RMP compliance services for municipal water and wastewater operations in 33 states, every year we have a number of client facilities selected for an RMP inspection by EPA inspectors or state officials. The quality of our work is evidenced by the number of RMP inspections that result in no violations or fines for our clients. Each time one of our client facilities undergoes an RMP inspection, we review any findings or suggestions made by inspectors and adjust our documents to help maintain our track record of perfect inspections for facilities with whom we work.

We believe the cost of our service are extremely reasonable for the value received. We control costs through the use and continued development of online tools and services allowing us to efficiently deliver required RMP documentation, safety videos and other tools to our clients to help ensure continuous compliance with RMP regulations. Each client in the RMP Compliance Services program has the option to renew our service at the end of every twelve-month service period. For those clients that choose to renew the service, the annual maintenance fee remains fixed each year. Once a facility becomes a MunicipalH2O RMP Compliance Services client, they know their annual fee will not change easing the burden of annual budgeting for our service.

MunicipalH2O has adequate staff, systems and processes in place to meet schedules and deadlines that may be needed by our clients.

4. The firm's familiarity with RMP regulations and experience in providing RMP compliance services to other water and wastewater. Provide at least five (5) references and contact information for other water and/wastewater facilities for which the services described in this Scope of Service have been successfully implemented.

MunicipalH2O Response:

MunicipalH2O is proud of our record of performance in all areas of our work. While we provide ongoing RMP compliance services for more than 150 water and wastewater facilities in Texas, the best source for validating our record with respect to control of costs, quality of work and ability to meet schedules and deadlines, is to ask the municipal or regional water and wastewater operators located near the City of San Juan with whom we have worked. Some of these clients include:

Brownsville Public Utilities Board – Brownsville, TX

Service: RMP Compliance Services Program

Contact: Juan R. Carrizales, Regulatory Compliance Specialist
956-983-6253
jcarrizales@brownsville-pub.com

MunicipalH2O has worked with the Brownsville Public Utilities Board since 2016 to provide ongoing RMP Compliance Services for three (3) water treatment facilities and one (1) wastewater treatment facility. These facilities utilize chlorine in their disinfection process which are stored in ton cylinders. MunicipalH2O has prepared and maintains Hazard Assessments, Prevention Programs, EPA Registrations and Updates, and conducted Compliance Audits and Hazard Reviews for each facility.

City of Three Rivers, TX

Service: RMP Compliance Services Program

Contact: Thomas Salazar, Water Plant Supervisor
361-786-3463
salazar.thomas17@gmail.com

MunicipalH2O has worked with the City of Three Rivers since 2013 to provide ongoing RMP Compliance Services for one (1) water treatment plant. This facility utilizes chlorine in the disinfection process which is stored in ton cylinders. MunicipalH2O has prepared and maintains Hazard Assessments, Prevention Programs, EPA Registrations and Updates, and conducted Compliance Audits and Hazard Reviews for each facility.

City of Mission, TX

Service: RMP Compliance Services Program

Contact: Filemon Olvera, Water Treatment Plant Supervisor
956-212-0435
folvera@missiontexas.us

MunicipalH2O has worked with the City of Mission since 2014 to provide ongoing RMP Compliance Services for two (2) water treatment plants. These facilities utilize chlorine in their disinfection process which are stored in ton cylinders. MunicipalH2O has prepared and maintains Hazard Assessments, Prevention Programs, EPA Registrations and Updates, and conducted Compliance Audits and Hazard Reviews for each facility.

Agua Special Utility District – Palmview, TX

Service: RMP Compliance Services Program
Contact: Aaron Castillo, Water Treatment Plant Supervisor
(956) 240-3986
acastillo@aguasud.com

MunicipalH2O has worked with the Agua Special Utility District since 2011 to provide ongoing RMP Compliance Services for three (3) water treatment plants and one (1) wastewater treatment plant. These facilities utilize chlorine in their disinfection process which are stored in ton cylinders. MunicipalH2O has prepared and maintains Hazard Assessments, Prevention Programs, EPA Registrations and Updates, and conducted Compliance Audits and Hazard Reviews for each facility.

Guadalupe-Blanco River Authority – Port Lavaca, TX

Service: RMP Compliance Services Program
Contact: Stephanie Shelley, Division Manager
(361)552-9751
sshelly@gbra.org

MunicipalH2O has worked with the Guadalupe-Blanco River Authority – Port Lavaca since 2009 to provide ongoing RMP Compliance Services for one (1) water treatment plant. MunicipalH2O has prepared and maintains Hazard Assessments, Prevention Programs, EPA Registrations and Updates, and conducted Compliance Audits and Hazard Reviews for the facility.

APPENDIX: Additional Experience Record

A full Statement of Qualifications for MunicipalH2O, highlighting our experience in RMP compliance and providing a partial list of clients across the country, is included in the Appendix to this RFQ Response.

Miscellaneous Items**1. Conflict of Interest Questionnaire**

A completed Conflict of Interest Questionnaire appears in the Appendix. As indicated on the form, MunicipalH2O has no business relationship with anyone associated with the City of San Juan.

2. Disclosure of Litigation Statement

None. Since our inception as a company, MunicipalH2O has not been involved in any civil or criminal litigations and there are currently no litigations or investigations pending.

3. Insurance

MunicipalH2O currently has insurance in place to meet the insurance requirements included with the RFQ. If we are awarded the work, COIs will be provided.

APPENDIX

To provide additional information about MunicipalH2O and our RMP Compliance Service, several items are included in the Appendix for review.

1. Statement of Qualifications for MunicipalH2O highlighting our experience in RMP compliance and providing a partial list of clients
2. Screenshots of Online Tools available to RMP Compliance Services Program Clients
3. Agreement related to the RMP Compliance Services Program

MunicipalH2O

Statement of Qualifications



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Little Rock, AR 72211
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E-mail:
service@municipalh2o.com
www.municipalh2o.com

Introduction

This Statement of Qualifications provides information about MunicipalH2O and our experience and capabilities in providing professional services related to EPA Risk Management Program (RMP) development and compliance and other professional services for municipal and privately-owned water and wastewater treatment facilities.

MunicipalH2O specializes in providing EPA Risk Management Program (RMP) Compliance Services for water and wastewater facilities throughout the U. S. We provide a complete solution for all EPA/State Risk Management Program (RMP) requirements, including prevention programs, hazard assessments, compliance audits and registrations/updates, RMP training and other services. Since our beginning more than a decade ago, we have built a strong reputation for service and have become established as the leader in the field of regulatory compliance. We are responsible for the development of RMP documents and continued RMP compliance for more than 350 water and wastewater facilities in thirty-three states and have completed more RMP registrations with EPA than anyone in the country.

All of our RMP Compliance Services Program clients receive:

- A guarantee to pay any EPA fine resulting from a compliance violation caused by an error or omission by MunicipalH2O during the term of our service.
- Access to numerous safety videos and chemical specific guidance documents related to safe handling of RMP chemicals for use in training.
- Online tools and 90-day advance notification emails to remind them of required RMP activity deadlines and assistance in completing work prior to the deadline.
- Monthly Compliance Alert emails to keep them up-to-date on RMP compliance information and issues to help maintain their RMP program and ensure compliance with EPA regulations.
- A comprehensive review of all RMP documents for the facility prior to an EPA inspection to ensure RMP program elements are in order and up-to-date and guidance on how to be better prepared on the day of the inspection.
- An annual Compliance Review for each facility in the Program.
- No charge for updates to RMP documents and EPA registration changes if there are any process changes at the facility or any RMP regulation changes requiring RMP document updates.
- Ensured continuity of RMP compliance in the event of loss of key RMP personnel due to retirement or job change. MunicipalH2O works with new personnel to make certain they understand RMP rules and are aware of local RMP activities required to remain in continuous compliance.
- All RMP compliance documents for each facility are maintained in MunicipalH2O's online data system making them easy to retrieve from any internet connection.
- RMP documents are stored in an off-site data storage facility and are backed-up several times a day for disaster recovery purposes.
- Year-round availability of professional RMP consulting services.

Background

MunicipalH2O specializes in providing regulatory compliance services and other consulting services to water and wastewater professionals. By focusing our expertise to meet the growing compliance needs of system operators, we are able to cost effectively design and deliver client specific solutions to simplify regulatory compliance processes.

Our mission is to provide professionally-delivered consulting and services to help water and wastewater treatment facility operators meet their unique federal and state regulatory compliance requirements and general safety needs in a cost-effective and reliable manner. To accomplish this mission MunicipalH2O specializes in maintaining up-to-date knowledge of federal and state regulatory requirements and in the development and delivery of online tools to facilitate compliance requirements. We make complex and confusing compliance requirements easy to understand and efficient to satisfy on an ongoing basis.

Summary of Services

MunicipalH2O offers specialized Risk Management Plan (RMP) compliance and consulting services to municipal and privately-owned water and wastewater operations in the following broad service areas:

- Risk Management Plan (RMP) Development and Compliance
- RMP Compliance Consulting
- RMP Compliance Training

Risk Management Program Development and Compliance

On June 21, 1999, the Risk Management Program Rule became effective and owners and operators of facilities that use certain listed hazardous substances were required to prepare a Risk Management Program and submit a Risk Management Plan to the EPA. The Risk Management Program Rule also requires these facilities to continuously maintain and update specific elements of the program according to a prescribed schedule. Following is a brief summary of these requirements:

Requirement Description	Required Completion Date
Original RMP Submittal	No later than June 21, 1999
Operating Procedures Refresher Training	Every three years
Initial Compliance Audit	Every three years
Update of the Hazard Review	Every five years
Update and Re-submittal of the RMP Registration	Every five years

The MunicipalH2O staff has extensive experience in preparing, auditing and updating Risk Management Programs and Plans. Our objective is to provide a product to our clients that is compliant with regulatory requirements, is easily understood, cost effective and provides tools that assist the client in maintaining their program to ensure continuous compliance.

Because EPA Risk Management Plan (RMP) requirements are ongoing and involve a variety of components and deadlines, MunicipalH2O has leveraged its practical field experience to automate many elements of the compliance process.

**Risk Management Program Development and Compliance
Relevant Company and Staff Experience**

Project Description	Partial List of Clients
EPA Risk Management Program (RMP) Compliance Services and RMP Plan Preparation	• Arlington Water Utilities, Arlington, TX • City of Grapevine, Grapevine, TX • North Texas Municipal Water District, Wylie, TX • City of Nacogdoches, TX • Brownsville Public Utilities Board, Brownsville, TX • Agua Special Utility District, Mission, TX • Guadalupe Blanco River Authority, Port Lavaca, TX • San Jacinto River Authority, The Woodlands, TX • City of Galveston, Galveston, TX • Wichita Falls Public Utilities, Wichita Falls, TX • City of Lewisburg, Lewisburg, TN • Madison Suburban Utility District, Madison, TN • Knoxville Utilities Board, Knoxville, TN • Columbia Power and Water, Columbia, TN • Evansville Water & Sewer Utility, Evansville, IN • Stucker Fork Water Utility, Austin, IN • City of Fort Wayne, Fort Wayne, IN • Muncie Sanitary District, Muncie, IN • City of South Bend, South Bend, IN • City of Jasper, Jasper, IN • Vincennes Water Utilities, Vincennes, IN • City of Hickory, Hickory, NC • City of Statesville, Statesville, NC • City of Wilson, Wilson, NC • City of Rocky Mount, NC • City of Elizabeth City, NC • City of Weaverville, Weaverville, NC • City of Cayce, Cayce, SC • City of Walterboro, Walterboro, SC • City of Emporia, Emporia, KS • City of Monmouth, Monmouth, OR • C-N-W Regional Wastewater Authority, Coeburn, VA • Henry County Public Service Authority, Martinsville, VA • City of Buena Vista, Buena Vista, VA • City of Cedar City, Cedar City, UT • City of Flagstaff, Flagstaff, AZ • Shelbyville Municipal Water Commission, KY • Corbin Utilities Commission, Corbin, KY • London Utilities Commission, London, KY • Berea Municipal Utilities, Berea, KY • Macon Water Authority, Macon, GA • City of Toccoa, Toccoa, GA • Athens-Clarke County Utilities, Athens, GA • Jefferson County Commission, Birmingham, AL

- Birmingham Water Works Board, Birmingham, AL
- Huntsville Utilities, Huntsville, AL
- Gadsden Water Works and Sewer Board, AL
- Utilities Board of Tuskegee, Tuskegee, AL
- Montgomery Water Works, Montgomery, AL
- Edmond Water Utilities, Edmond, OK
- Tahlequah Public Works, Tahlequah, OK
- City of Muskogee, Muskogee, OK
- City of Del City, Del City, OK
- City of Gillette, Gillette, WY
- Canon City Water, Canon City, CO
- City of Elgin, IL
- City of Decatur, IL
- Municipal Authority of Westmoreland County, PA
- North Fayette County Municipal Authority, Dunbar, PA
- Morrisville Municipal Authority, Morrisville, PA
- Bluefield Sanitary Board, Bluefield, WV
- City of Mankato, Mankato, MN
- City of Eagan, MN
- City of Chanhassen, Chanhassen, MN
- City of Fergus Falls, MN
- City of Inver Grove Heights, MN
- Bloomington Water Department, Bloomington, MN
- Moorhead Public Service, Moorhead, MN
- City of Rochester, Rochester, MN
- Creston Water Works, Creston, IA
- Mahoning Valley Sanitary District, OH
- Village of Byesville, Byesville, OH
- City of Toledo, Toledo, OH
- City of Lorain, Lorain, OH
- City of Oregon, Oregon, OH
- City of Avon Lake, Avon Lake, OH
- City of Deerfield Beach, Deerfield Beach, FL
- Florida Keys Aqueduct Authority, Key West, FL
- City of Fort Lauderdale, Fort Lauderdale, FL
- City of DeLand, DeLand, FL
- City of Orlando, Orlando, FL
- Broward County Water and Wastewater, Pompano Beach, FL
- Fort Smith Water Utilities, Fort Smith, AR
- Little Rock Wastewater, Little Rock, AR
- El Dorado Water Utilities, El Dorado, AR
- City Corporation, Russellville, AR
- Baton Rouge Water Company, Baton Rouge, LA
- City of Bossier City, Bossier City, LA
- City of Opelousas, Opelousas, LA
- City of Monett, Monett, MO
- City of Independence, Independence, MO

Compliance Consulting

With the growing demand for clean water and environmentally friendly operation, many water and wastewater operators have a difficult time keeping up with constantly changing regulation and compliance requirements. In many states, regulatory agencies are stepping up their regulatory compliance oversight to protect the public and ensure the safety and soundness of water and wastewater systems. This increased regulatory oversight also increases the likelihood of an audit and the possibility of fines should the audit reveal areas of non-compliance.

With years of experience providing regulatory compliance services to water and wastewater professionals across the U.S., MunicipalH2O's Compliance Consulting Services help our clients more effectively meet growing regulatory requirements that otherwise often divert resources and attention from what should be their key focus: providing clean water for their customers.

We work closely with each client to identify the compliance issues specific to their water and/or wastewater facility and design turn-key, cost-effective solutions to remediate existing issues and ensure continuous compliance. MunicipalH2O provides regulatory compliance consulting in the areas of:

- Risk Management Program (RMP) Compliance
- Risk Management Program Compliance Audits
- General Duty Clause Compliance
- Hazard Assessment
- Process Hazard Analysis
- Prevention Programs
- Emergency Response
- Facility Safety
- Security Policies and Procedures
- Vulnerability Assessments
- Incident Investigation
- Delisting of RMP Facilities

Relevant Company and Staff Experience

Project Description	Name and Location of Facility
Risk Management Program Compliance Audits and Update of RMP Documents	• DeKalb County Department of Watershed Management, GA • City of Moore Haven, Moore Haven, FL • City of Dubois, DuBois, PA • New Braunfels Utilities, New Braunfels, TX • Brazos River Authority, Waco, TX • City of Baltimore, MD • Baton Rouge Water Company, Baton Rouge, LA • City of Camden, SC • Water District No. 1 of Johnson County, Lenexa, KS • City of Mankato, Mankato, MN • Jefferson County Commission, Birmingham, AL • City of Lynnwood, Lynnwood, WA • City of Cortland, NY • City of North Bend, OR • West Wilson Utility District, Mt, Juliet, TN • City of Midlothian, Midlothian, TX • Coastal Water Authority, Houston, TX • City of Tallahassee, FL, Tallahassee, FL • Beaver Water District, Lowell AR • Jonesboro City Water Light, Jonesboro, AR
Hazard Reviews	• City of Kerrville, Kerrville, TX • City of Lynnwood, Lynnwood, WA

	• Ellis County WCID #1, Waxachachie, TX • City of Marshall, Marshall, TX • City of Apple Valley, MN
RMP Five-Year Registration Update	• City of Paris, Paris, KY • City of Muncie, IN • City of Brownwood, TX • City of Wichita, KS • Municipal Utilities District, Nebraska City, NE • City of Groves, Groves, TX • Greeneville Water Commission, Greeneville, TN • West Wilson Utility District, Mt, Juliet, TN • City of Vidalia, Vidalia, LA • South Adams County Water & Sanitation, Commerce City, CO • City of Lebanon, Lebanon, TN • Marshall Utilities, Marshall, TX • West Travis County Public Utility Agency, Bee Cave, TX
RMP Compliance Audits	• City of Marshall, TX • Coastal Water Authority, Pasadena, TX • City of Toledo, OH • City of Elizabethtown, KY • Eastside Utility District, Chattanooga, TN • City of Inver Grove Heights, MN • City of Cortland, NY • City of Duluth, MN • Beaver Water District, Lowell, AR • West Wilson Utility District, Mount Juliet, TN • City of South Bend, IN • Denver Water, Denver, CO • South Adams County WSD, Commerce City, CO
RMP Compliance Training	• Department of Environmental Protection, New York, NY • Severn Trent • City of Amarillo, TX • North Texas Municipal Water District, Wylie, TX
General Duty Clause Compliance	• North Little Rock Waste Water, North Little Rock, AR • Baton Rouge Water Company, Baton Rouge, LA
Emergency Response Plan Review	• City of Aurora, Aurora, CO
Delisting of RMP Facilities	• Morristown Utility Commission, Morristown, TN • Benton Water Utilities, Benton, AR • Zapata County Waterworks, Zapata, TX

Our Headquarters



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APPENDIX

ONLINE TOOLS AND RESOURCES

AVAILABLE TO RMP COMPLIANCE SERVICES PROGRAM CLIENTS

Online Access to RMP Tools and Resources

The following pages present screenshots of a few of the online services available to RMP Compliance Services Program Clients. These services are not available for one-time RMP compliance services project clients.

MunicipalH2O (MHC) Secure Web Site Set-up

MunicipalH2O Clients have access to the only automated web-based system in the country that specializes in assisting municipal water and wastewater systems in ongoing regulatory compliance. An email address and assigned password is used to access the secure web site.

The screenshot displays the MunicipalH2O website interface. At the top left is the logo with the tagline "RMP Compliance. Guaranteed." To the right is a login section with fields for "TYPE:", "EMAIL:", and "PASSWORD:", followed by a "LOG IN" button and a "CONTACT US" link. Below the header is a navigation menu with "SERVICES", "BENEFITS", and "ABOUT US". The main content area features a large image of a water treatment facility with the text "Cost-effective and proven processes to simplify regulatory compliance." To the right of this image are two smaller images: one of a water treatment tank and another of a water distribution network. Below this section is a heading "REGULATORY COMPLIANCE SERVICES FOR WATER AND WASTEWATER PROFESSIONALS". The text below this heading states: "For more than a decade, MunicipalH2O.com (MHC) has specialized in providing regulatory compliance services to municipal and privately-owned water and wastewater professionals. By focusing our expertise to meet the growing compliance needs of system operators, we are able to cost effectively design and deliver client specific solutions to simplify regulatory compliance processes." It then continues: "With a goal of delivering a consistently high level of service for each client, we have earned a solid reputation for performance and reliability from clients across the U.S. In fact, MHC and its regulatory compliance specialists have prepared more RMP compliance filings and assisted clients with more EPA audits than anyone in the country." Finally, it says: "Contact us at your convenience for a no obligation consultation or price quote." To the right of this text is a list titled "Our areas of professionally-delivered services include:" which includes: Compliance Consulting, Risk Management Plan (RMP) Compliance (with sub-points: Guaranteed RMP compliance, Automated compliance alert service, General Duty Clause compliance, Facility operator training, Vulnerability assessments, Simulated EPA audits), Emergency response plans, and Occupational safety & health compliance. At the bottom left is the copyright notice "© ARMARC dba MunicipalH2O.com 2011" and at the bottom right is "website design by 1011 Web Solutions".

RMP Compliance Alerts

The Compliance Alert Main Page contains regulatory laws, news, and other information to help plant personnel stay abreast of RMP regulations, as well as other information that may be of interest to municipal water and wastewater operators. At the bottom of this page, there are links to Compliance Alerts for each Client facility. There is no limit to the number of facilities that can be managed from the site. Selecting a facility link will take the user to that facility's site specific RMP information.

Risk Management Program Compliance Alert

February, 2012

Cedar Water System

Laws, Regulations & Related Agency Guidance

Beware of the General Duty Clause US

The Risk Management Program Rule contains an often overlooked requirement that could create a compliance concern for thousands of water facilities throughout the United States – The General Duty Clause. This requirement affects those facilities that use listed hazardous substances below the EPA Threshold Quantity. Click title of regulation above to view or download the EPA's General Duty Clause Fact Sheet.

News, Tips & Resources

WaterWorld News and Features US

Online source of news and regulatory information for the water and wastewater industry.

Hypochlorite plus Urea Explosion US

A municipal water treatment company decided to switch from chlorine gas (Cl₂) disinfectant to liquid 12.5% sodium hypochlorite (NaOCl). Part of the motivation for the switch was to avoid the OSHA Process Safety Management (29 CFR 1910.119) requirement for a Process Hazard Analysis. They also believed the liquid would be safer than the chlorine gas.

Chairman Bresland Urges OSHA Coverage for All Public Employees US

Washington, DC, January 26, 2009 - Citing a fatal explosion in Daytona Beach, Florida, in 2006, U.S. Chemical Safety Board Chairman John Bresland today issued a new video safety message urging the state to move forward promptly with recommendations to extend OSHA coverage to all its public workers. The safety message can be viewed on the CSB's safety message channel, www.youtube.com/safetymessages, and can be also read on safetymessages.blogspot.com. "In 26 states, public employees are not covered by OSHA workplace safety standards. Without those protections and responsibilities, public employees face an undue risk of being killed, injured, or sickened on the job," Chairman Bresland said. In 2007 the CSB recommended that Florida require all state agencies, counties, and cities to follow OSHA standards.

Select Facility Below to View Current Compliance Alert



- [Cedar Pumping Stations](#)
- [Cedar Wastewater Treatment Plant](#)
- [Cedar Water Reuse Plant](#)
- [Cedar Water Treatment Plant](#)

Continuous RMP Compliance Monitoring

Based on current information entered into the MunicipalH2O automated system, the status of all recurring requirements and other information concerning RMP compliance are continuously monitored. As a MunicipalH2O Client, the Monthly Service covers the maintenance of this information and when updates or actions are necessary, MunicipalH2O will assist and provide this service at no additional charge. With this service, deadlines related to required RMP compliance activities are never missed or overlooked.



MunicipalH2O RMP Compliance. Guaranteed.

Focused Solutions for Water and Wastewater Operators

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[System Home](#)
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[Update my Information](#)
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8/28/2012

Cedar Water System

[Facilities](#)
[View Compliance Alert](#)
[Compliance Alert Setup](#)
[Compliance Documents](#)
[Compliance Audit](#)
[Action Items](#)

Risk Management Program Compliance Alert			
Cedar Water System	August, 2012		
Current Status Of Recurring RMP Requirements:			
IMPORTANT NOTICE: The accuracy of this Compliance Alert is based on the update you entered on 2/13/2012 for your current facility operations with respect to RMP requirements.			
Facility Name: Cedar Wastewater Treatment Plant Process Name: Chlorination			
Requirement	Frequency (minimum)	Most Recent Date Completed	Next Deadline
Compliance Audit	Every 3 year(s)	6/12/2008	Out of Compliance
Hazard Review	Every 5 year(s)	5/1/2009	5/1/2014
Operator Procedures Training	Every 3 year(s)	7/12/2008	Out of Compliance
RMP Registration	Every 5 year(s)	1/21/2005	Out of Compliance
Process Specific Action Items The cylinder hoist should be inspected annually by an outside contractor. Previous Certification: 8/12/2009 Next Certification Due: <i>Immediately</i> Out of Compliance			
Upcoming Action Items of Recurring RMP Requirements			
Process Name	Requirement	Date Due	
Chlorination	Compliance Audit	Immediately	
Chlorination	Operator Procedures Training	Immediately	
Chlorination	RMP Registration	Immediately	
Other Outstanding RMP Compliance Requirements:			
You were asked, "Has there been a change in your Emergency Contact information?" You answered 'Yes' You must update registration with new Emergency Contact information within 30 days of change if registration is required. Requirement: Update Registration unless your facility is exempt under the General Duty Clause Deadline: 30 days from change			

Compliance Document Section

Perhaps the most unique and valuable feature of the MunicipalH2O site, is the Compliance Document section. The section is accessed from the Client's Home Page by selecting the [View/ Upload Compliance Documents](#) link. In this section, all compliance documents are stored for easy access from any computer with internet access. The documents can be viewed, downloaded, and printed, as needed. More importantly, any updates and changes can be made quickly and made available within seconds.

[System Home](#)
[Return to RCS](#)
[Update my Information](#)
[Communications](#)
[Tasks](#)
[Compliance Dates](#)
[Logout](#)
2/13/2012

Cedar Water System

[Facilities](#)
[View Compliance Alert](#)
[Compliance Alert Setup](#)
[Compliance Documents](#)
[Compliance Audit](#)
[Action Items](#)

Compliance Documents [Upload Document](#)

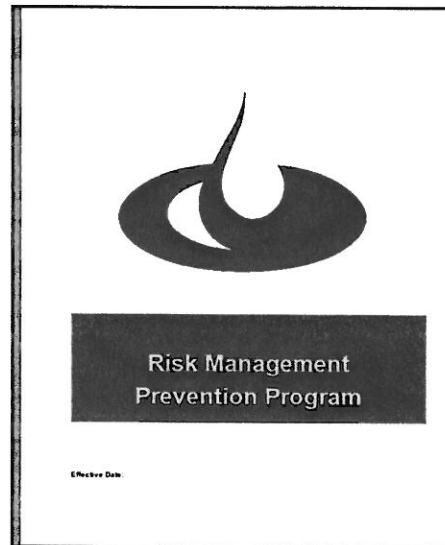
Facility:

Category:

Facility	Category	File	Date	
Cedar Pumping Stations	Preventive Maintenance Schedule and Checklists	Hoist Inspection	2/13/2012	Edit Delete
Cedar Pumping Stations	Compliance Audits	Compliance Audit - Cedar Water WWTP - 1-31-12	2/13/2012	Edit Delete
Cedar Water Treatment Plant	Prevention Program	Sample Prevention Program	7/27/2010	Edit Delete
Cedar Wastewater Treatment Plant	Hazard Assessment	Sample Hazard Assessment	7/27/2010	Edit Delete
Cedar Pumping Stations	Guidance Documents	EPA Emergency Response Guidance	8/28/2010	Edit Delete
Cedar Pumping Stations	Guidance Documents	Hoist Inspection and Hoist Maintenance	4/28/2010	Edit Delete
Cedar Water Reuse Plant	Compliance Audits	Compliance Audit - Cedar Water Reuse Plant - Sulfonation - 1/15/2010	1/15/2010	Edit Delete
Cedar Water Reuse Plant	Compliance Audits	Compliance Audit - Cedar Water Reuse Plant - Chlorination - 1/15/2010	1/15/2010	Edit Delete
Cedar Pumping Stations	Guidance Documents	Water Facility Chlorine Guide	11/20/2009	Edit Delete
Cedar Wastewater Treatment Plant	Preventive Maintenance Schedule and Checklists	Hoist Inspection Checklist	5/23/2005	Edit Delete
Cedar Wastewater Treatment Plant	Prevention Program	CI2 Shipment Inspection	5/23/2005	Edit Delete

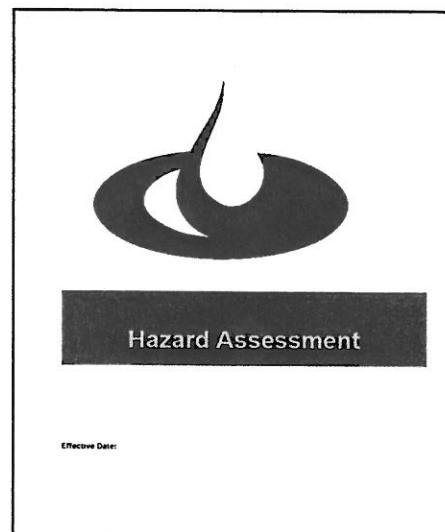
RMP Prevention Program Preparation

The second step of the Set-up is preparation of the RMP Prevention Program. The MunicipalH2O RMP Prevention Program is customized for each client facility and contains all the elements and tools necessary to meet EPA requirements. The Prevention Program also contains numerous checklists and forms to help document required RMP activities, which is a critical part of compliance.



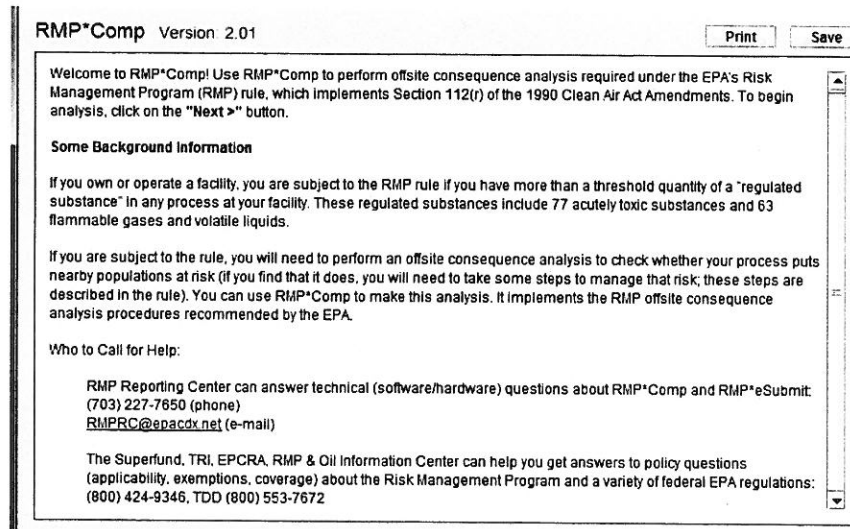
Hazard Assessment Preparation

The third step of the Set-up is the preparation of the Hazard Assessment. The Hazard Assessment is the most scrutinized part of the RMP during an EPA inspection. MunicipalH2O strictly follows the EPA recommendations for the preparation and documentation of this requirement.



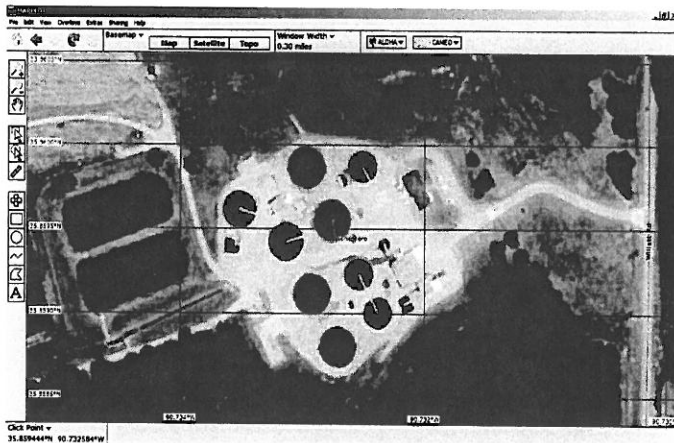
Release Scenario Distance Calculations

Release Scenario distances to endpoints are determined by using the EPA supported RMP*Comp software. Parameters used for this analysis are based on information obtained during EPA RMP inspections.



Off-Site Consequence Analysis

The Off-Site Consequence Analysis is conducted using the EPA recommended MARPLOT (Mapping Application for Response, Planning, and Local Operational Tasks) software to determine the Latitude and Longitude of the facility.



Developed by:

Emergency Response Division
National Oceanic and Atmospheric Administration

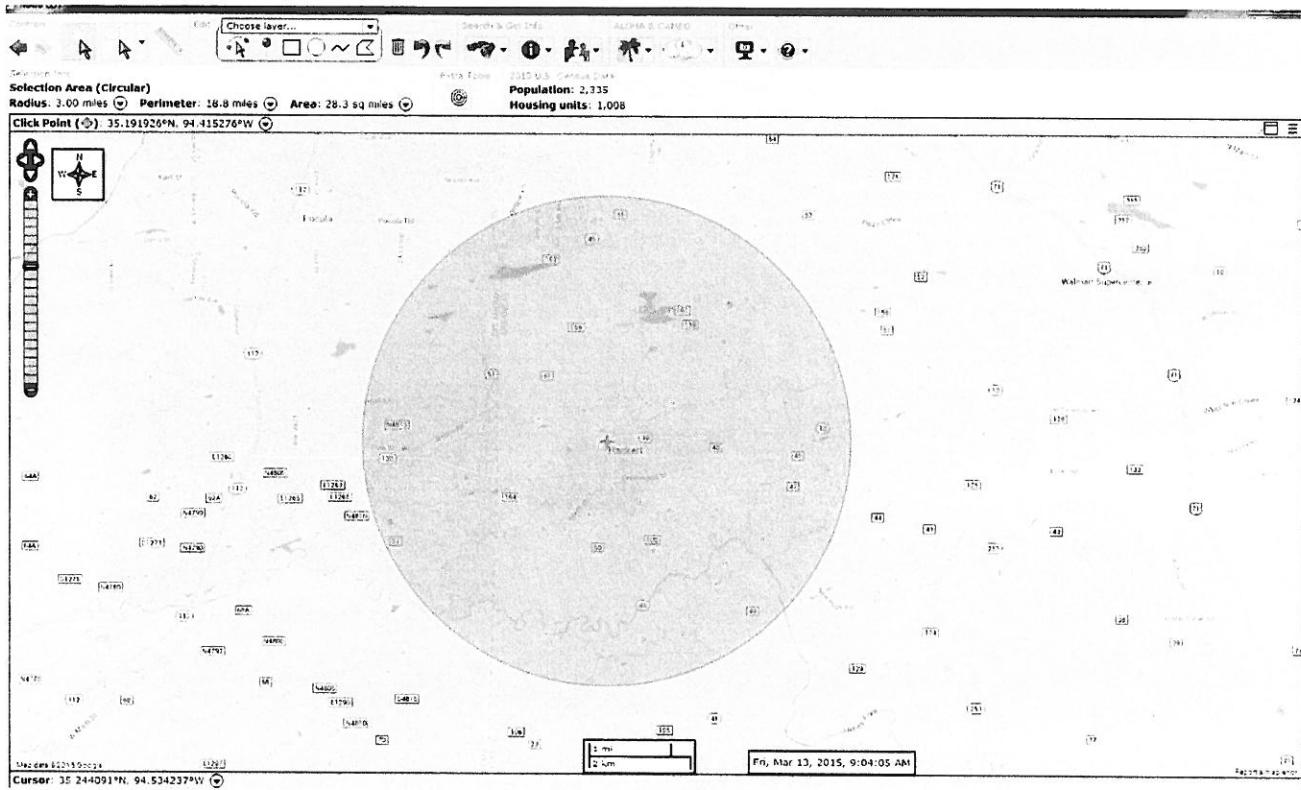


Office of Emergency Management
U.S. Environmental Protection Agency



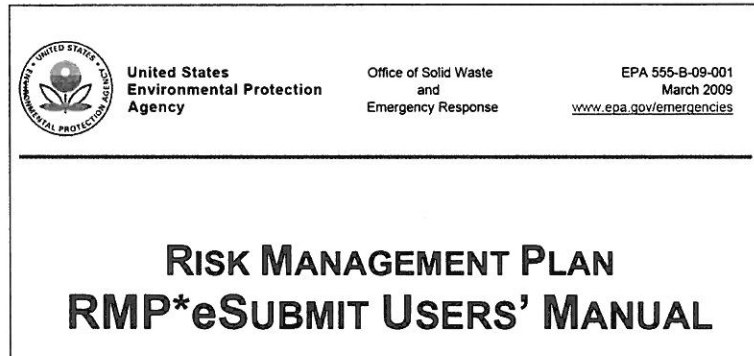
MARPLOT Estimator

The MARPLOT Estimator provides the estimated population within a release radius and the MARPLOT Mapping Tool generates a map detailing the release area and identifying offsite receptors within the release area. Population estimates, based on data from the 2010 U.S. Census, are identified within the specified radius.



Updating the RMP Registration

The final step of the Set-up is preparing and/or updating the RMP Registration electronically using EPA's RMP*eSubmit online registration program. If it is determined during the Set-up that a Registration Update is necessary, all submittal documents are prepared and the Registration is updated.





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RMP Section Selection

1000000
WATER TREATMENT PLANT
TRANSACTION TYPE: REGUBMISSION

Introduction to RMP*eSubmit

Section 1. Registration

Enter Registration Information

SELECT A PROCESS FROM THE FOLLOWING LIST TO UPDATE OR DELETE:

1000000344 Water Treatment

[Add Process](#)
[Update/Delete Process](#)
[Help](#)

Section 2. Toxics: Worst Case

SELECT A CHEMICAL FROM THE FOLLOWING LIST TO UPDATE OR DELETE SCENARIO:

1000000344 Water Treatment

Chlorine

[Add Scenario](#)
[Update/Delete Scenario](#)
[Help](#)

Section 3. Toxics: Alternative Release

SELECT A CHEMICAL FROM THE FOLLOWING LIST TO UPDATE OR DELETE SCENARIO:

1000000344 Water Treatment

Chlorine

[Add Scenario](#)
[Update/Delete Scenario](#)
[Help](#)

Section 4. Flammables: Worst Case

[Add Scenario](#)
[Help](#)

Section 5. Flammables: Alternative Release

APPENDIX

RMP Compliance Services Agreement

PROFESSIONAL SERVICES AGREEMENT

This AGREEMENT is entered into by the City of San Juan, located in San Juan, Texas, here-in-after called "CITY" and AssureCo Risk Management and Regulatory Compliance LLC (d/b/a/ MunicipalH2O); here-in-after called "MHC". In consideration of the terms and conditions herein, the parties agree as follows:

1. SERVICES TO BE PROVIDED BY MHC. In accordance with the terms of this AGREEMENT, CITY agrees to contract with MHC to perform professional services ("Services") related to CITY compliance with EPA Risk Management Program requirements for the following facilities:

City of San Juan Water Plant No. 1	709 South Nebraska Street	San Juan	TX
City of San Juan Water Plant No. 2	2111 North "I" Road	San Juan	TX
City of San Juan Wastewater Plant	201 W. Hall Acres	San Juan	TX

Services will be performed using online services available at www.MunicipalH2O.com as specified in the attached Exhibit A. MHC shall provide services to CITY as an independent contractor, not as an employee of CITY. All services required hereunder will be performed by MHC or under its supervision.

2. MHC COMPLIANCE GUARANTEE. MHC agrees to pay any and all fines imposed by the Environmental Protection Agency (EPA), or in OSHA-delegated states the responsible state agency, levied on CITY because of CITY's failure to comply with EPA's Risk Management Program rule ("RMP") or the state's equivalent of RMP, provided that the fine is for a failure to comply during the term of MHC's Services, following MHC's completion of the Services specified as part of the Compliance Set-up Services in Exhibit A, and provided that CITY has fully complied with CITY's Compliance Guarantee Requirements specified in Exhibit B. CITY agrees to promptly notify MHC in the event that a fine, otherwise covered by this guaranty, is proposed or levied and further agrees to provide MHC with a copy of the written citation and allow MHC to communicate with EPA or the state agency, in conjunction with CITY, to attempt to negotiate a reduction in the amount of said fine or otherwise mitigate the amount thereof, should MHC, in its sole discretion, choose to do so. Notwithstanding the above provisions, this guaranty shall exclude any fine levied for a violation resulting from any error or omission of CITY: (a) to maintain equipment, and properly document such maintenance, covered by RMP requirements (e.g. such as

hoists and chlorine detectors) according to procedures specified by the manufacturer in the owner's manual, and (b) to provide in a timely manner operator procedures training for new operators and refresher training for existing operators and properly document such training as required by RMP. MHC agrees that it is responsible for including such RMP requirements in the written Prevention Program provided to CITY by MHC. This guaranty shall also exclude any fine levied more than one (1) year after the termination of this Agreement for any reason by either party.

3. COMPENSATION. CITY agrees to pay MHC a one-time Setup Fee of **\$6,000**. Additionally, CITY agrees to pay MHC a monthly fee of **\$575** for a first-year total cost of **\$12,900** (Setup Fee plus 12 months of monthly fees) for the professional services specified in Exhibit A during the term of this AGREEMENT. Payments are due within thirty (30) days of CITY's receipt of invoice. If services beyond the professional services described in Exhibit A are required by CITY, the time and cost required to perform such services shall be agreed upon by CITY and MHC prior to the initiation of such work. The parties agree that the professional services specified in Exhibit A, with the exception of MHC's presence during an EPA or state inspection, normally can be performed by telephone and through the online services of MunicipalH2O.com. If any of the professional services require a site visit, including during an EPA or state inspection, and if CITY approves the site visit in advance, CITY agrees to reimburse MHC for travel expenses to include mileage expense calculated using current IRS rates (or airfare and rental car if less expensive) and lodging and meals if required to complete the work.

4. COOPERATION. CITY agrees to provide such cooperation and support as reasonably necessary to allow MHC to timely and efficiently complete the required services.

5. TERM AND TERMINATION. The AGREEMENT is effective on the date of signature by CITY and MHC, for a Term of twelve (12) calendar months, during which time the AGREEMENT may only be terminated in the event of a material breach of the Agreement, which the defaulting party fails to cure within ten (10) business days of written notice. The AGREEMENT will automatically renew each year at the Monthly Service Fee quoted for an additional one-year term on the anniversary of the effective date unless written notice is provided to the other party by the party wishing to terminate at least thirty (30) days prior to the renewal date.

6. CONFIDENTIALITY. The parties to this AGREEMENT agree that neither they nor their employees, agents and assigns shall disclose any information pertaining to the business affairs, finances, methods of operation, computer programs or any personal information of the other, whether written, oral, or otherwise, except where required by law or upon express consent of the other party.

7. NOTICES. Any notices required pursuant to this AGREEMENT shall be mailed to the parties at the following addresses:

AssureCo Risk Management and Regulatory Compliance LLC (MHC):

ARMARC/MunicipalH2O
Attention: MHC Business Operations
650 South Shackleford Rd, Suite 325
Little Rock, AR 72211

City of San Juan (CITY):

City of San Juan
Attention: Utilities Director
709 South Nebraska Street
San Juan, TX 78589

8. MISCELLANEOUS. Nothing under this AGREEMENT shall be construed to give any rights or benefits in this AGREEMENT to anyone other than CITY and MHC, and all duties and responsibilities undertaken pursuant to this AGREEMENT will be for the sole and exclusive benefit of CITY and MHC and not for the benefit of any other party. If any provision of this AGREEMENT is found or deemed by a court of competent jurisdiction to be invalid or unenforceable, it shall be considered severable from the remainder of this AGREEMENT and shall not cause the remainder to be invalid or unenforceable. In such event, the parties shall reform this AGREEMENT to replace such stricken provision with a valid and enforceable provision with comes as close as legally possible to expressing the intention of the stricken provision. This AGREEMENT is governed by the laws of the State of Arkansas and any legal action brought shall be brought in Pulaski County, Arkansas.

This AGREEMENT, together with Exhibit A and Exhibit B attached hereto, constitutes the entire AGREEMENT between CITY and MHC and supersedes all prior written or oral understandings. This AGREEMENT is executed in two counterparts.

IN TESTIMONY HEREOF, the duly authorized representatives of the parties have executed this AGREEMENT as shown below:

City of San Juan (CITY):

Print Name

Date

Signature

Title

AssureCo Risk Management and Regulatory Compliance LLC (MHC)

Print Name

Date

Signature

Title

EXHIBIT A
Scope of Services

In accordance with the terms of the AGREEMENT, MHC will provide the following professional services:

Compliance Set-up Services for Each Facility:

1. Conduct an EPA Compliance Audit
2. Based on information provided by CITY, create and/or update RMP written documentation, including:
 - Compliance Audit Report
 - Hazard Assessment using EPA's RMP*Comp software and the latest available US Census software available from the MARPLOT mapping program.
 - RMP Prevention Program with all elements as required by EPA
 - Hazard Review or Process Hazard Analysis
3. Complete EPA registration forms and electronic filing using EPA's RMP*eSubmit as required.
4. Set up MunicipalH2O web-based account allowing CITY to receive the RMP Compliance Alert Service.
5. Provide training to CITY on the use of online RMP tools and resources available through the MunicipalH2O web-based service.

Ongoing Compliance Maintenance Services for Each Facility:

1. Maintain and update as needed the CITY MunicipalH2O.com web site to reflect any changes that occur in the facility or operations of CITY by maintaining regular contact with CITY to inquire about facility or process changes that may have affected RMP compliance requirements;
2. Assist in the conduct and documentation of the recurring requirements of the RMP standards, as needed, to include:
 - Written Prevention Program updates
 - Compliance Audits and reports
 - Hazard Review/Analysis updates and reports
 - Operating Procedures updates and training materials
 - Written Hazard Assessment updates
 - EPA Registration updates and submittals
3. Conduct, in cooperation with CITY, an annual RMP Compliance Review of the facility and process covered by this Agreement to ensure ongoing compliance and update documentation as needed. Annual Compliance Review shall be conducted by telephone or web-conference using the online automation tools of MunicipalH2O;
4. Provide onsite support upon request in conjunction with an EPA or state inspection related to RMP, provided that at least five (5) business days' prior written notice (email, fax, postal mail or courier) is provided to MHC; and
5. Provide the Compliance Guarantee to pay any fines resulting from MunicipalH2O's errors or omissions as specified in this Agreement.

EXHIBIT B

Compliance Guarantee Requirements

In accordance with the terms of Section 2 of the AGREEMENT, CITY understands and agrees that the MHC Compliance Guarantee is invalidated and becomes immediately null and void if CITY does not consistently and promptly perform the following requirements ("Compliance Guarantee Requirements"):

1. In response to MHC's email and/or telephone request, provide MHC with timely and accurate information regarding all changes in CITY facility treatment processes, personnel, equipment used, operating procedures, equipment maintenance procedures, quantities of chemicals used, and other matters relevant to EPA or State Risk Management Program Requirements. It shall be CITY's responsibility to return MHC's telephone call based on MHC leaving one voicemail message at CITY's telephone number of record and sending one email to CITY's email address of record;
2. Promptly implement and adequately document the performance of the recurring requirements specified in the written Prevention Program provided by MHC to CITY, including proper equipment maintenance in accordance with manufacturer's specifications and proper training of new facility operators and service suppliers ("Recurring Requirements");
3. Promptly implement and adequately document the performance of all actions specified as needed for EPA and State Risk Management Program compliance in MHC Compliance Alerts made available on CITY's MHC website home page accessible at www.MunicipalH2O.com and/or provided to CITY in a written communication from MHC delivered by U.S. Postal service mail, overnight courier, email or Facsimile ("Required Actions");
4. Promptly reply to any MHC telephone call when a voicemail is left by MHC at CITY telephone number of record indicating the call is regarding CITY "RMP Compliance Update" and promptly reply to any email from MHC entitled "RMP Compliance Update" sent to CITY email address of record.; and
5. Ensure that MHC is always provided with current information regarding CITY designated compliance contact person, an alternate contact person in the event that the primary contact person is not available, and the telephone number(s), email address(es) and Facsimile number(s) appropriate for compliance-related communications.
6. Promptly notify MHC of receipt of any communication from EPA, OSHA or a state agency regarding CITY's non-compliance with RMP requirements covered under this Agreement; and grant MHC permission to communicate directly with EPA, OSHA or state agency making such allegation of non-compliance in an effort to avoid a citation or mitigate the amount of fine related to the alleged non-compliance.

CONFLICT OF INTEREST QUESTIONNAIRE

FORM CIQ

For vendor doing business with local governmental entity

This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor 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 vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.

A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.

OFFICE USE ONLY

Date Received

1 Name of vendor who has a business relationship with local governmental entity.

MunicipalH2O

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 on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)

3 Name of local government officer about whom the information is being disclosed.

None

Name of Officer

4 Describe each employment or other business relationship with the local government officer, or a family member of the officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with the local government officer. Complete subparts A and B for each employment or business relationship described. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer or a family member of the officer receiving or likely to receive taxable income, other than investment income, from the vendor?

☐ Yes

☐ No

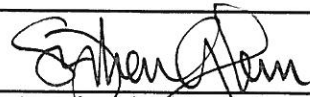
B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer or a family member of the officer AND the taxable income is not received from the local governmental entity?

☐ Yes

☐ No

5 Describe each employment or business relationship that the vendor named in Section 1 maintains with a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more.

6 ☐ Check this box if the vendor has given the local government officer or a family member of the officer one or more gifts as described in Section 176.003(a)(2)(B), excluding gifts described in Section 176.003(a-1).

7 
Signature of vendor doing business with the governmental entity

7-24-2018
Date

Table of Contents

2	Section 1 Transmittal Letter	
4	Section 2 Firm Qualification and Experience	
	Description of Services	5
13	Section 3 Team Members Qualifications and Experience	
16	Section 4 References	
17	Section 5 Insurance	

Section 1 Transmittal Letter

July 30, 2018



800 East Hackberry
McAllen, TX 78501

P 956.682.5332

F 956.682.5487

TBPE Firm F-3257

WWW.RKCI.COM

City of San Juan

Attn: Rene J. Jaime, Purchasing/Risk Manager

709 S. Nebraska Ave

San Juan, Texas 78589

RE: RFQ#18-71-08-01 RFQ to Prepare and Maintain an EPA Risk Management Plan

To Whom It May Concern:

Raba Kistner, Inc. (Raba Kistner) is a firm that listens to its clients and is firmly committed to serving them with reliable, professional services. We have been providing professional engineering services to government-related clients for more than 50 years, including for the City of San Juan for over 20 years. These entities remain Raba Kistner's clients today because we listen, we understand their specific needs, and we help them accomplish their project objectives.

Raba Kistner is pleased to present our Statement of Qualifications to the City of San Juan for the above-mentioned RFQ to Prepare and Maintain an EPA Risk Management Plan. We have carefully reviewed the RFQ, evaluated the availability of key staff, and developed a strategy to effectively perform the necessary professional engineering services. We feel that, given our history serving the City, we are familiar with your priorities and processes and can provide quality, timely, and cost effective services to the City of San Juan.

Raba Kistner is locally-managed and operated by professionals in two offices within the Rio Grande Valley, and is supported by one of the largest engineering firms in the southwestern United States. We have successfully worked on thousands of projects within the Rio Grande Valley. Our availability of staff and coverage in the area allows us to handle both large, complex, and smaller projects and have a high level of quality control on those projects.

Point of Contact:

Mr. Isidoro Arjona, PE, PMP, F. ASCE

Senior Vice President

800 East Hackberry

McAllen, Texas 78501

Phone: 956-682-5332

Fax: 956-682-5487

Email: iarjona@rkci.com

Section 2 Firm Qualification and Experience

Firm: Raba Kistner, Inc.
Address: 800 E. Hackberry
McAllen, Texas 78501
Phone: (956) 682-5332
Fax: (956) 682-5487
Contact: Isidoro Arjona, PE, PMP, F. ASCE
Senior Vice President
E-mail: iarjona@rkci.com
Website: www.rkci.com

Raba Kistner is recognized as one of the Southwest's largest consulting firms offering our engineering specialties. We provide professional Program and Project Management services and self-perform:

- Environmental Consulting and Engineering
- Construction Materials Engineering, Testing, and Observation;
- Geotechnical Engineering;
- Building Envelope Testing and Consulting; and
- Cultural Resources

Our multi-disciplined team consists of civil, environmental, geotechnical, materials, and facilities engineers; LEED APs; environmental geologists; scientists; archaeologists; technicians; and support personnel.

More than 75% of our team holds licensure or certifications in their areas of expertise. Furthermore, Raba Kistner's Geotechnical and Construction Materials Engineering and Testing staff and laboratories are among the largest in the State.

— HISTORY

Raba Kistner, a privately held professional corporation, was founded by Bunny J. Raba, Carl F. Raba, and Ronald G. Tolson in San Antonio, Texas in 1968 as Raba & Tolson Consulting Engineers, Inc., practicing solely in Geotechnical Engineering. In 1973, Tolson left and the firm was renamed Raba and Associates Consulting Engineers, Inc. Richard W. Kistner joined the firm in 1974 and led the expansion into the practice of Construction Materials Engineering. The firm continued to grow and was renamed Raba-Kistner Consultants, Inc. in 1978 to reflect the addition of a new principal and the expansion of our services into major non-engineering areas, including Geosciences and Environmental Sciences. Raba Kistner began practicing Facilities Engineering in 1999. In 2012, the

Section 2 Firm Qualification and Experience

company reorganized to better serve its clients, now operating as a holding company, Raba Kistner, Inc., with four operating companies: Raba Kistner Consultants, Inc., Raba Kistner Environmental, Inc., Raba Kistner Infrastructure, Inc., and Raba Kistner Program Management, Inc.

Raba Kistner has played an integral role in the expansion of the Rio Grande Valley since 1991, and in improving the quality of life of its citizens. We have two primary local facilities—

offices in McAllen and Brownsville. The McAllen facility, the largest in the Valley, has more than 5,200 square feet

of air-conditioned space encompassing advanced technology in the geotechnical and materials testing laboratory. We are honored that public agencies and businesses in the Valley have recognized our engineering capabilities and have allowed us the opportunity to provide consultation on their projects. This local familiarity adds to the quality of services we are able to provide the City of San Juan.



Experience with governmental agencies in the past five (5) years.

For over 26 years, Raba Kistner has played an integral role in the expansion of the Rio Grande Valley, as well as improving the quality of life of its citizens. We have performed Engineering Consulting services on hundreds of municipal-related projects within the Valley and have extensive experience assisting the City of San Juan.

Description of Services

Environmental Consulting

Responding to environmental issues with sound science, regulatory compliance, and common sense, Raba Kistner provides a strong interface between client, community, and regulator.

Raba Kistner offers services that balance regulatory and public health and safety issues with our clients' goals and objectives. We develop the scope of environmental project activities and prepare necessary regulatory reports. Our solutions draw from the coordinated effort of a multidisciplinary team supported by in-house research and

Section 2 Firm Qualification and Experience

testing capabilities and a commitment to our clients' best interests.

The diversity and difficulty of environmental assignments completed by Raba Kistner are extensive. They include:

- New Source Review Permitting and Compliance
- TPDES Permitting and Compliance
- Solid Waste Facility Permitting and Compliance
- Archaeological and cultural resource investigations
- USACE 404 / 401 Permitting
- NEPA Environmental Impact Statements, Assessments and Categorical Exclusions
- Environmental Site Assessments (Phase I, II, III) for industrial and commercial clients
- Remediation design and implementation and affected soils management
- Wetland delineations across the Gulf Coast region
- Complex permit negotiations with TCEQ and other local regulatory agencies



AIR COMPLIANCE AND PERMITTING

When constructing a new facility, expanding production, or modifying operations, owners and operators may be subject to air quality permitting requirements. Emission sources must be designed, constructed, and operated to comply with all applicable air quality regulations. RKE provides air quality services including air permitting and compliance support to industrial and commercial clients across the State of Texas.

Our air permitting expertise includes assistance with preparing amendments, renewals and new permit applications for New Source Review (NSR) permits including Permits By Rule (PBRs) and Standard Permits, and Title V permits. We also have extensive experience in conducting air dispersion modeling and regulatory applicability analysis. Raba Kistner also offers a full suite of air quality compliance services encompassing regulatory required monitoring, measurement and reporting, including Title V compliance certifications, updating emission inventories, and preparing and updating Risk Management Plans (RMPs). Raba Kistner is adept at interacting with the TCEQ and negotiating permit conditions and emission limits that benefit our clients.

Air quality services performed by Raba Kistner include but are not limited to the following primary or complimentary services:

- Air Quality Permitting (NSR, SP, PBR)
- Air Dispersion Modeling

Section 2 Firm Qualification and Experience

- Air Emission Inventories
- Risk Management Plans
- Compliance Auditing
- LDAR Auditing and Compliance
- LDAR - Monitoring Data Analysis
- Program Management
- Regulatory Applicability Analysis
- Method 9 Opacity Observations
- Method 21 Leak Detection
- Optical 648 Imaging

WATER QUALITY AND COMPLIANCE

Raba Kistner water quality permitting services include wastewater and storm water (construction and industrial) planning and permitting support as well as natural resource management. Raba Kistner is well versed in preparation, negotiation and submittal of permit applications to obtain wastewater discharge coverage under the TPDES regulations for both general and individual permits. We assist our clients in obtaining construction and industrial storm water permits. Raba Kistner also offers turnkey wastewater/stormwater compliance services, including development of Storm Water Pollution Prevention Plans (SWPPPs) and other required plans, and implementation of permit required monitoring (sample collection), inspections and reporting (DMRs etc.) obligations.

Clients choose Raba Kistner when a project is anticipated to impact natural resources. Our goal is always to provide the necessary natural resource protections while maintaining the project's economic feasibility. We assemble a team of biologists, ecologists, environmental scientists, technicians, and engineers to meet our clients' most challenging resource concerns.

Raba Kistner's services undertake Wetland and Waters of the U.S. determinations and delineations. We specialize in preparing Section 404 / 401 Individual and Nationwide permits, as well as in developing and implementing wetland mitigation plans.

Water Quality Services include:

- Stormwater Permitting (SWPPP)
- Wastewater Permitting (TPDES, NPDES)
- Stormwater Pollution Prevention Plans (SWPPP)
- Oil Spill Prevention (SPCC, FRP)
- Wetland and WOTUS Delineations

Section 2 Firm Qualification and Experience

- NEPA Support
- 404 / 401 USACE Permitting
- Compliance Monitoring and Reporting (DMRs, sample collection, inspections)
- Compliance Auditing

ENVIRONMENTAL SITE ASSESSMENTS

Environmental assessments are focused on assessing the potential for environmental liability and identifying any recognized environmental conditions associated with a site to define, as reasonably possible, the relative risks those conditions present. Raba Kistner's professional environmental assessment staff has significant experience in conducting environmental assessments on a wide variety of properties, including commercial, industrial, multi-family, petrochemical, agricultural, transportation, and office facilities. Raba Kistner's professional staff has completed multi-site assessment portfolios for major institutional investors, Wall Street investment banks, petroleum, oil and gas, land development, and transportation clients. Raba Kistner's Phase I Environmental Site Assessments meet or exceed the American Society for Testing and Materials (ASTM) 2005 and/or 2013 standards, depending on client requirements.



PHASE II ENVIRONMENTAL SITE ASSESSMENTS (ESAS)

Raba Kistner has conducted hundreds of Phase II Environmental Site Assessments (ESA-II) in support of due diligence requirements for property ownership transfers or in situations where a release of a regulated substances to the natural environment has occurred or is suspected. Contamination assessments have addressed releases of petroleum products, chlorinated solvents, and heavy metals contaminants associated with a variety of municipal/commercial/industrial settings, including: automotive service stations, petroleum transfer stations, vehicle maintenance facilities, automotive testing facilities, salvage yards, dry cleaners, landfills, wastewater treatment plants, as examples. Specific project activities have included the installation of soil borings, monitoring wells, and exploratory trenches to confirm suspected release of regulated substances as well as to evaluate the need to initiate corrective action pursuant to an applicable State or Federal regulatory cleanup program.

Raba Kistner has full service Phase II ESA capabilities and can perform quality services to acquire accurate results in an expedient manner. Phase II ESA services performed by Raba Kistner include but are not limited to the following primary or complimentary services:

Section 2 Firm Qualification and Experience

- Contamination Assessments
- Subsurface Soil and Groundwater Sampling
- Groundwater/Hydrogeologic Investigations
- Surface Water Sampling
- Petroleum Storage Tank Investigations
- Geologic Mapping
- Asbestos Sampling
- Lead Paint and Dust Sampling
- Geophysical Surveys
-

PHASE III ENVIRONMENTAL SITE ASSESSMENTS (ESAS)

The primary objective of a Phase III Environmental Site Assessment (ESA-III) is to further investigate the nature and extent of environmental impacts identified as the result of the Phase II ESA or other assessment activities and to evaluate the potential risk to human health and the environment. In the event that constituents of concern are present in environmental media (e.g., soils and groundwater) at concentrations that pose a concern with regard to human health or the environment, the ESA-III process may also include the development of a remedial or corrective action plan. Raba Kistner personnel are experienced in the performance of comprehensive environmental site assessments and constantly strive to apply innovative remediation or management solutions on behalf of Client interests.

Raba Kistner maintains qualified staff, including environmental engineers and geologists, experienced not only in conducting and overseeing assessment and remediation activities, but also in the preparation of detailed plans and specifications for affected soils and groundwater management during construction. It has been our experience that careful planning, thorough understanding of applicable program requirements, hands-on site supervision, and on-going communication with clients, contractors and regulators are integral to timely and successful completion of projects.

PERMITTING AND COMPLIANCE SERVICES

Environmental permitting, licensing and compliance service is required in an ever-increasing number of public and private sectors. Our in-depth understanding of local, state, EPA, FERC, and related federal requirements allows us to guide clients through the regulatory process.

Raba Kistner has been providing solution-based planning, permitting and compliance services for our industrial and commercial clients for almost 50 years, delivering

Section 2 Firm Qualification and Experience

performance based, fiscally responsible solutions to a diverse range of client permitting and compliance needs. Responding to environmental issues with sound science, regulatory compliance, and common sense, Raba Kistner provides a strong interface between client, community, and regulator.

TCEQ INTERFACE AND REPORTING

Raba Kistner environmental staff have developed long-standing professional relationships with TCEQ Austin and regional staff. We are able to leverage these relationships to the benefit of our clients when discussing or reviewing client planning or permitting documents with the Agency. TCEQ staff know that Raba Kistner develops sound compliance strategies and permit documents based on science and a strong technical understanding of the applicable regulations. Our knowledge of TCEQ staff and permitting processes translates into accurate, timely permit applications that are carefully crafted to provide maximum flexibility for our clients.

ARCHAEOLOGY/CULTURAL RESOURCE MANAGEMENT

Raba Kistner strives to reconcile the objectives of planning and development projects with the concern for preserving historically significant properties. As stipulated by Section 106 of the National Historic Preservation Act (NHPA), all federally-licensed or funded projects must account for the effect of their activities on historical/cultural resources.

Other types of projects may call for archaeological investigations under state and local counterpart regulations. In Texas, state agencies and political subdivisions must notify the Texas Historic Commission (THC) of any action on public land. Typically required by the THC, an archaeological survey of the proposed impact area evaluates the presence and significance of archaeological sites.

Raba Kistner assists a diversity of public and private clients whose projects are prescribed by the NHPA, state, and/or by local directive. Our cultural resource management implements Phase I surveys and historical and archival research. Phase II testing is supplemented by standing structure surveys. Compliance-related investigations routinely necessitate execution of Phase III mitigation and site treatment, consultation, and oversight. Services are supported by industry standard equipment and methods. We are well-versed in geophysical prospecting techniques, Geographic Information Systems (GIS), and Global Positions System (GPS) survey applications.

A majority of our projects require a National Environmental Policy Act (NEPA)

Section 2 Firm Qualification and Experience

environmental assessment (EA), an environmental impact statement (EIS), or a state-level equivalent. Coordination of cultural resource compliance is usually required. In these instances, Raba Kistner's services seamlessly include the cultural resource investigation and report along with the preparation of NEPA documentation.

CONTAMINATION ASSESSMENTS

Raba Kistner's geoscientists develop site characterizations and contamination assessments for a diversity of objectives including:

- Hazardous waste and industrial facilities
- Petroleum storage tanks
- Municipal solid waste sites

In light of applicable regulations, we review site specific and analytical data and interpret the compliance status of operations. A practical, cost-effective, and environmentally-compliant strategy can then be developed for our clients.

GEOPHYSICAL SURVEYS AND GEOLOGIC MAPPING

Geophysical survey and geologic mapping inform clients about naturally occurring and manmade variations in sub-surface conditions beyond the reach of direct core sampling. Raba Kistner continually applies innovative technologies to scientific and engineering challenges. We add value to projects by characterizing subsurface conditions without incurring more costly, time-consuming, destructive procedures. Our in-house remote sensing technologies are effective in:

- Identifying and mapping subsurface features and anomalies
- Characterizing aquifers
- Identifying and mapping fault and karst features
- Evaluating dam integrity
- Delineating contaminant pathways
- Analyzing aggregate reserves

GROUNDWATER/HYDROGEOLOGIC INVESTIGATIONS

As a result of increasing demand on our water supplies, development and protection of groundwater resources has become a serious concern for many clients. Raba Kistner's engineers and scientists apply extensive field and analytical data gathering techniques to evaluate and characterize groundwater conditions. We meet our clients' objectives by determining location, quality, aquifer producing capacity, transport of contaminants, and contamination remediation.

Section 2 Firm Qualification and Experience

NATURAL RESOURCE CONSULTING

Private companies, individuals, and public agencies must all comply with the Endangered Species Act (ESA). This act prohibits the taking of federal and state-listed species. To avoid the costly consequences of noncompliance, our natural resource team evaluates proposed construction sites for their impact on threatened or endangered species.

For projects with federal funding or where a federal permit is required, a Biological Assessment is typically required. Other regulations, including the International Migratory Bird Treaty Act, are weighed in the evaluation. If the site's impact to sensitive habitats is unavoidable, we provide a mitigation plan outlining conservation measures to minimize this impact.

ENVIRONMENTAL PLANNING CONSULTING

Raba Kistner's environmental professionals are specialists in preparing Environmental Planning documentation required by NEPA. We understand the importance of public involvement and complete and open disclosure of findings. We are versed in producing EISs, EAs, and categorical exclusion (CE) documents consistent with federal and state laws and agency regulations and procedures. Our team's practice of more than 39 years demonstrates a successful record of NEPA-compliant documents.

Environmental Planning services have been major federal actions considered likely to have a significant effect on the environment. Raba Kistner has established working relationships with several agencies including:

- U.S. Department of Agriculture
- Federal Highway Administration
- U.S. Citizenship and Immigration Services
- Texas Water Development Board
- U.S. State Department
- International Boundary and Water Commission
- Federal Aviation Administration
- Veterans Administration
- Texas Public Utility Commission

Our team also addresses environmental planning and technical documentation issues raised by projects under jurisdiction of state and local counterparts to federal agencies. These projects range from roads and bridges to rail initiatives, utility corridors, and airports. Our team represents clients at public hearings and coordinates meetings with agency staff. Technical reports are prepared to document NEPA criteria including historic resources, flood plains, wetlands, prime farmland, endangered plant and animal species, migratory bird patterns, and many other natural and cultural resources.

Section 3 Team Members Qualifications and Experience



Thomas Burr

SENIOR VICE PRESIDENT AND CHIEF OPERATING OFFICER,
ENVIRONMENTAL

PROJECT ROLE -PROJECT PRINCIPAL

As Senior Vice President and Chief Operating Officer of the Environmental Division of Raba Kistner, Inc., Mr. Burr serves as Principal-in-Charge overseeing Environmental Engineering and Consulting projects. Mr. Burr has 25 years of experience and is largely responsible for environmental program development, marketing, client liaison, budget management, and technical project oversight.

AREAS OF EXPERTISE

Environmental Consulting

YEARS OF EXPERIENCE

25 years

EDUCATION

M.S. Environmental Science
Baylor University, 1994

B.S. Biology
University of Oregon, 1992

Mr. Burr demonstrates an impressive environmental service record with his detailed knowledge and experience working with state and federal environmental and safety regulations including the Clean Air Act (CAA), Clean Water Act (CWA), Risk Management Plan (RMP), Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA), Emergency Planning and Community Right-to-Know Act (EPCRA), Superfund Amendments and Reauthorization Act (SARA), Resource Conservation and Recovery Act (RCRA), National Pollutant Discharge Elimination System (NPDES), and Occupational Safety and Health Administration (OSHA) 1910, 1926 and 1904 regulations.

He has vast experience working with clients providing development and oversight of environmental regulatory compliance, including obtaining air, water, waste permits and completion of regulatory reporting. In addition, he has worked closely with regulatory agencies to ensure that projects are monitored and in compliance with local and federal regulations.

Before joining Raba Kistner, Inc. Mr. Burr worked in multiple capacities managing staff and resources to provide a full suite of environmental compliance services that encompass permitting, testing, regulatory reporting, compliance management and auditing. His dedication to successfully implementing and managing high standards of these services has resulted in low levels of regulatory noncompliance for the clients and companies he serves. He developed and implemented environmental health and safety management systems to meet client requirements in the energy, aerospace, transportation, pulp and paper, retail, and food industries.



Gaurav Tripathi

SENIOR PROJECT MANAGER, REGULATORY PLANNING AND PERMITTING

PROJECT ROLE -PROJECT MANAGER

Mr. Tripathi serves as Senior Project Manager, Environmental Compliance Services supporting Environmental Consulting in the Houston Marketplace.

Mr. Tripathi has more than 11 years of experience, and he has worked with clients in variety of industries including chemical manufacturing, refinery, warehousing, natural gas compressor stations, and oil and gas processing.

He has extensive experience in managing multimedia projects for conducting Phase I and Phase II assessments, updating and preparing SWPPPs, Construction SWPPPs, SPCCs, FRPs, RMPs and TPDES Wastewater permit applications. He also has extensive experience of interacting with the TCEQ and EPA on various stormwater and wastewater issues.

He has also managed and worked on various air quality New Source Review (NSR) permitting projects including PBRs, standard permits, amendments, renewals, and new permit applications and also performed numerous air dispersion modeling analyses for various industries across Texas.

AREAS OF EXPERTISE

Risk Management Plans
Texas Air Permitting
Air Dispersion Modeling
NSR Permit Applications
Title V Permitting
LDAR Auditing
ESAs (Phase I & II)
Stormwater Planning/Permitting
SPCC Plans
TPDES Wastewater Permitting
Regulatory Applicability Analyses
Emission Inventories
Environmental Compliance Auditing
Environmental Program Management

YEARS OF EXPERIENCE

11 years

EDUCATION

M.S. Environmental Engineering
Cleveland State University, 2006

B.Eng. Chemical Engineering
University of Mumbai, 2003

Section 3 Team Members Qualifications and Experience

AREAS OF EXPERTISE

Environmental and Biological Investigations

YEARS OF EXPERIENCE

15 years

EDUCATION

B.S. Biology

University of Texas-Pan American, 1997

Tomas Cruz, Jr.

ENVIRONMENTAL SCIENTIST

Mr. Cruz conducts environmental investigations and construction monitoring for projects in the Rio Grande Valley and along the Rio Grande border. With more than 15 years of experience, Mr. Cruz is responsible for a variety of environmental consulting services including Environmental Site Assessments, biological habitat assessments, biological surveys, Section 404 compliance, and environmental monitoring. With a background in the biological sciences, Mr. Cruz is uniquely positioned to provide environmental oversight of construction-related work in the Rio Grande Valley.

Mr. Cruz performs Construction Quality Assurance and Field Environmental Monitoring for ground disturbing activities and is trained in biological habitat assessments. He is also familiar with threatened and endangered species in the lower Rio Grande Valley border areas.

Mr. Cruz is a trained wetland delineator having successfully participated in the Wetland Training Institutes' training program. He completed training based on the U.S. Army Corps of Engineers Wetland Delineation manual Technical report Y-87-1, as provided for in the training materials developed in conjunction with Section 307 (e) of the Water Resources Development Act of 1990 for the Wetland Delineator certification program. Mr. Cruz is familiar with wetland and "waters of the U.S." issues in his geographical area of practice and has participated in numerous wetland-related projects in various capacities.

His experience allows him to understand environmental commitments developed through the NEPA process for compliance with construction permitting including stormwater runoff control structures and best management practices.

Mr. Cruz has provided environmental oversight services on a variety of construction projects including the preparation and submittal of reports to the Texas Commission on Environmental Quality.

Among his vast project experience, his work is represented by: threatened and endangered species habitat surveys throughout Hidalgo and Cameron Counties, wetland and "waters of the U.S." surveys, and a biological, hazmat and cultural resources survey for a proposed sand and gravel excavation to be used for levee construction materials. He has also provided construction monitoring for the construction of new border fencing along the Rio Grande River in Hidalgo County.

Section 4 References

— REFERENCES

Reference #1

OWNER: City of McAllen
REPRESENTATIVE: Ms. Yvette Barrera, PE, CFM
ADDRESS: 1300 W Houston Avenue
McAllen, Texas 78501
PHONE: (956) 681-1150

Reference #2

OWNER: City of Brownsville
REPRESENTATIVE: Mr. Carlos Lastra, PE
ADDRESS: 404 E. Washington Street
Brownsville, Texas 78521
PHONE: (956) 541-1012

Reference #3

OWNER: City of Harlingen
REPRESENTATIVE: Mr. Carlos Sanchez, PE, CPM, CFM
ADDRESS: 118 E. Tyler
Harlingen, Texas 78550
PHONE: (956) 216-5015

Section 5 Insurance



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

7/17/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Wortham San Antonio Inc. 131 Interpark Blvd. San Antonio, TX 78216 www.worthaminsurance.com		CONTACT NAME: Cindy Rains PHONE (A/C, No, Ext): 210-249-2325 FAX (A/C, No): 210-223-2806 E-MAIL ADDRESS: cindy.rains@worthaminsurance.com	
INSURED Raba Kistner Inc 12821 W Golden Ln San Antonio TX 78249		INSURER(S) AFFORDING COVERAGE INSURER A: Allied World Assurance Co (US) Inc INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	
		NAIC # 19489	

COVERAGES	CERTIFICATE NUMBER: 43174213	REVISION NUMBER:
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.		

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☐ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PROJECT ☐ LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED ☐ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				☐ PER STATUTE ☐ OTHER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liability Claims Made Policy Form			03097073	7/18/2018	7/18/2019	\$1,000,000 Each Claim \$1,000,000 Aggregate

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

RE: Vendor Qualifications

CERTIFICATE HOLDER Dept 1200 SpaceX Rocket Road Hawthorne CA 90250	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE John L. Wortham & Son, L.P.
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CERTIFICATE OF LIABILITY INSURANCE

 DATE (MM/DD/YYYY)
10/11/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Catto & Catto LLP
One Alamo Center
106 S. St. Mary's Street, Ste. 800
San Antonio TX 78205

CONTACT
NAME: Nancy Pruski
PHONE (A/C, No, Ext): 210-222-2161 x 262 FAX (A/C, No): 210-222-1618
E-MAIL: npruski@catto.com
ADDRESS:

INSURED
Raba Kistner Inc.
P.O. Box 690287
San Antonio TX 78269-0287

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A: Travelers Casualty Ins Co of	19046
INSURER B: Travelers Indemnity Co. America	25666
INSURER C:	
INSURER D:	
INSURER E:	
INSURER F:	

COVERAGES

CERTIFICATE NUMBER: 1780073855

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADOL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☒ Contract Liab. GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PROJECT ☐ LOC ☐ OTHER		630-6H263592-TIA-17	10/1/2017	10/1/2018	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$300,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
B	AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ ALL OWNED AUTOS ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ☒ NON-OWNED AUTOS		810-6H263592-TIA-17	10/1/2017	10/1/2018	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED ☐ RETENTIONS					EACH OCCURRENCE \$ AGGREGATE \$ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N ☐ N/A	UB-6H31004A-17-43-G	10/1/2017	10/1/2018	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
B	Auto Physical Damage		810-6H263592-TIA-17	10/1/2017	10/1/2018	Comp. Deductible \$1,000 Collision Deductible \$1,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Named Insureds: Raba Kistner, Inc dba Raba Kistner Consultants, Inc., Raba Kistner Environmental, Inc, Raba Kistner Facilities, Inc., Raba Kistner Infrastructure and Raba Ingenieros S. de R.L. de C.V.
 The General & Auto Liability policies include a blanket automatic additional insured endorsement provision that provides additional insured status to the parties listed in said contract when there is a written contract between the named insured and the certificate holder that requires such status.
 The General Liability, Auto and Workers Compensation policies include a blanket waiver of subrogation endorsement that provides this feature only when there is a written contract between the named insured and the certificate holder that requires it.

CERTIFICATE HOLDER

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

AGENDA ITEM AND RECOMMENDATION SUMMARY
CITY COMMISSION REGULAR MEETING
OCTOBER 22, 2018

Consideration and Appropriate Action to Ratify a Collective Bargaining Labor Agreement Between the San Juan Professional Fire Fighters Association , IAFF Local #4697 and The City of San Juan, Texas to be Effective October 1, 2018.

STAFF COMMENTS AND RECOMMENDATIONS:

Consider Approval to Ratify a Collective Bargaining Labor Agreement Between the San Juan Professional Fire Fighters Association.

RECOMMENDATION:

Approve as Presented.

PREPARED BY:

Benjamin Arjona,
City Manager

APPROVED BY:

Benjamin Arjona, City
Manager



COLLECTIVE BARGAINING LABOR AGREEMENT

Between The

CITY OF SAN JUAN, TEXAS

And The

**SAN JUAN PROFESSIONAL FIRE FIGHTERS
ASSOCIATION, IAFF LOCAL #4697**

Two Fiscal Years 2018 through 2020



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ARTICLE 1. IDENTIFICATION OF THE PARTIES

Section 1. The parties to this Agreement are the City of SAN JUAN, Texas, and the SAN JUAN PROFESSIONAL FIRE FIGHTERS ASSOCIATION (“SJPPFA” or “ASSOCIATION”).

Section 2. The CITY OF SAN JUAN, TEXAS (“the City” or “the Employer”), is a home rule municipality organized under the law of the State of Texas. It holds all those powers, privileges, duties, and obligations allowed to home rule municipalities under the Constitution and the Laws of the State of Texas.

Section 3. The SJPPFA, Local 4697 is an Association qualifying under Chapter 174, Texas. Local Gov’t Code (“TLGC”).

Section 4. References to the CITY and the ASSOCIATION jointly shall be to the “PARTIES.”

ARTICLE 2. RECOGNITION CLAUSE

Section 1. The CITY OF SAN JUAN recognizes the SAN JUAN PROFESSIONAL FIRE FIGHTERS ASSOCIATION as the sole and exclusive bargaining agent for all fire fighters, in accordance with Chapter 174, TLGC.

Section 2. This Agreement shall be binding upon the successors and assignees of the PARTIES hereto during the term of this Agreement and no provisions, terms obligations herein contained shall be affected, modified, altered or changed in any respect whatsoever by a change in the composition of the elected or appointed boards for the PARTIES.

ARTICLE 3. PURPOSE AND INTENT

Section 1. The purpose of this Agreement is to give effect to the policy objectives described in Chapter 174, Texas Local Gov’t Code (“TLGC”), as specifically described in §174.002, TLGC.

Section 2. Definitions & Use of Terms. The language used in this Agreement shall have the usual and customary meaning attributed to it by common English usage; provided, however, that the terms defined in the Glossary of Terms contained in this Agreement shall have primary control.

ARTICLE 4. AUTHORITY AND TERM

Section 1. Term of the Agreement. Except as otherwise provided for within this contract, this Agreement shall be for a period of two (2) years, beginning on October 1, 2018 and ending on September 30, 2020.

Section 2. Evergreen Clause. If the parties have not completed a new agreement by end of the contract term specified above, the terms of this Labor Agreement shall nonetheless continue in effect without change until it is modified or otherwise superseded by a new or modified agreement; provided, however that this Labor Agreement shall automatically expire no later than September 30, 2021.

ARTICLE 5. RELATIONSHIP OF CBA TO LAWS, RULES & POLICIES

Section 1. Civil Service Laws. The PARTIES understand and agree that under the provisions of §174.006, TLGC, that a state or local civil service provision prevails over a collective bargaining contract negotiated under Chapter 174, TLGC, unless the collective bargaining contract specifically provides otherwise. To the extent that provisions of this Labor Agreement address matters contained in a state or local civil service provision, TLGC, the contractual terms contained in this Labor Agreement shall control.

Section 2. Other Laws Relating to Individual Employee Rights. Nothing in this agreement is intended to detract from or add to any rights, privileges, duties or obligations afforded to individual firefighters under state or federal civil rights law, anti-discrimination laws, anti-retaliation law or whistle-blower law, which any other public employee would otherwise have.

Section 3. The employer and the Association accept their responsibility to prohibit discrimination based on race, national origin, color, religion, creed, sex, age, political affiliation, sexual orientation or identity gender expression, disability or veteran's status of any war, and membership or non-membership in Employee organization or union.

Section 4. Personnel Policy Manual. The City' Personnel Policy Manual shall continue to apply in those instances where neither this labor agreement, or the civil service rules, or the department rules, do not provide any guidance. The City retains the authority to modify its Personnel Policy Manual at any time and nothing in this Agreement shall be construed as being a limitation on City's ability to modify it Personnel Policy Manual at any time. Any change in the policy manual will not affect the terms of the current labor agreement.

ARTICLE 6. NO STIKE – NO LOCK OUT

Section 1. The City agrees that it will not lock out the employees covered by this Agreement.

Section 2. The Association agrees that neither it nor any of the employees covered by this Agreement will sanction, call, acquiesce, or engage in any strike, sit-down, or sick-out against the City.

ARTICLE 7. MANAGEMENT RIGHTS AND MAINTENANCE OF STANDARDS

Section 1. Management Rights. The PARTIES understand and agree that the CITY as a duly constituted home rule municipality under the Constitution and Laws of the State of Texas, hereby retain all those powers, privileges, rights, and authority conferred upon it by law, and nothing in this Agreement shall be construed or interpreted as being in derogation of, or delegation of, those powers, privileges, rights, and authority, other than as required by law, or this Labor Agreement.

Section 2. Maintenance of Standards. Subject to the foregoing management rights clause, the CITY agrees that any standard, privilege, and working conditions enjoyed by the employees at the effective date of this Agreement, which is not specifically included in this Agreement, and as to which the CITY would be subject to a mandatory duty of bargaining, as legally required by law, will not be changed without the consent of the ASSOCIATION.

ARTICLE 8. ASSOCIATION ACTIVITY

Section 1. Bulletin Board. The Employer will allow space for a bulletin board in each station for the Union. Articles placed on such board shall be limited to local, state or national meetings announcements, legislative reports, safety bulletins, etc.

Section 2. No materials endorsing political candidates, issues or any matter that may be considered degrading or derogatory to the Employer or any City Official will be allowed on the board.

Section 3. Any non-compliant material must be removed by the Association President immediately upon the request of the Fire Chief. The Fire Chief's assessment of non-compliant material shall be final and non-appealable.

ARTICLE 9. WAGES AND PAYS – IMPLEMENTATION

Section 1. Pay Table. Wages and pays shall be those specified in the Pay Table attached to this Labor Agreement; provided that implementation of those pays shall begin on the first full pay period after the effective date of this Labor Agreement or after October 1, 2018, whichever is later.

- A. Pro-Rata Calculations. The specified wages and pays shall be payable on a pro-rata basis in accordance with the pay cycles established by the CITY and using existing CITY conversion calculations.
- B. Implementation Guidelines. Further, whenever an individual member qualifies for an adjustment to wages and pays because of the application of the provisions contained in the Pay Table, the application of that wage and pay adjustment shall be implemented starting in the first full pay period after the condition giving rise to the pay adjustment is triggered.

Section 2. No Retro-Pays. The parties understand and agree that there shall not be any retroactive application of pays for services already rendered. All pays shall be prospective only.

ARTICLE 10. HIRING – ENTRY LEVEL LISTS

Section 1. Existing Chapter 143, TLGC policies, practices and procedures shall continue to be used for entry level applications, except as otherwise specifically specified in this Agreement.

ARTICLE 11. APPOINTED POSITION

Section 1. The CITY reserves its authority under §143.014, TLGC to appoint a position immediately below that of the department head.

Section 2. If the CITY elects to appoint a person as per §143.014, TLGC, that Employee shall be carried as a supervisory official who is FLSA exempt and whose salary shall therefore be set by management discretion.

ARTICLE 12. DUES DEDUCTION FROM PAYROLL

Section 1. The CITY agrees to deduct, dues and assessments, in an amount certified to be current by the Treasurer of the Union, from the pay of those Employees who individually request, in writing, that such deductions be made.

Section 2. The total amount of deductions shall be remitted, each month, together with the names of the Employees from whom dues have been collected, by the Employer to the Treasurer of the Union.

Section 3. The Employer shall forward to the Union a copy of all authorization or cancellations of voluntary deduction of Union dues by Employees in the unit.

ARTICLE 13. OVERTIME PAY

Section 1. Overtime Pay. Hours worked more than 106 hours per pay cycle for suppression and forty (40) hours per week for administration and prevention shall be paid at an overtime rate as required by federal law.

Section 2. Overtime pay, if any, shall be based on actual hours worked as per Fair Labor Standards Act and existing City policy.

ARTICLE 14. PAID TIME OFF: HOLIDAYS

Section 1. Holidays. For purposes of this Labor Agreement, the designated holidays shall be those designated by the CITY OF SAN JUAN for its civilian employees, as designated by the City Commission through official action at any given time

Section 2. "Holiday" shall mean the actual holiday and not the City's designated day off for non-bargaining unit employees. A holiday begins at 12 midnight on a specified day and ends at 12 midnight the following day.

Section 3. Each employee is entitled to 12 hours of paid leave during the month of their birthday; if the 12 hours are not used within the month, the 12 hours shall roll-over to the following year for a total of 24 hours. In the following year, the 24 hours birthday leave shall be used within 30 days of the birthday. If the 24 hours are not used by the second year, the employee shall forfeit 12 hours of their birthday leave.

Section 4. Holiday pay will be paid in accordance with the provisions City's Personnel Policy Manual as it exists on the date of the holiday.

ARTICLE 15. PAID TIME OFF: VACATION LEAVE

Section 1. Baseline Provisions. Vacation leave shall be governed by §143.046, TLGC, except as otherwise provided for in this Article.

Section 2. Accrual Rates. Vacation leave accrual rates for fire suppression personnel shall be the minimum required by §143.046, TLGC, or what has been authorized under the City's Personnel Policy Manual, whichever is greater.

Section 3. Utilization and Scheduling. Vacation selection protocols shall be set by department policy as determined by the Fire Chief.

Section 4. Carry Over Policy. Maximum carry-over will be in accordance with the Personnel Policy Manual.

Section 5. Pay-Out. Vacation leave pay-out on separation will be the minimum required by §143.046, TLGC, or what has been authorized under the City's Personnel Policy Manual, whichever is greater.

ARTICLE 16. PAID TIME OFF: SICK LEAVE

Section 1. Sick leave shall be governed by §143.045, TLGC, except as otherwise provided for in this Article.

Section 2. Accrual. Sick leave hours shall accrue at the minimum rate required by §143.045, or at the rate set by the Personnel Policy Manual, whichever is greater.

Section 3. Utilization. Utilization of sick leave hours shall be handled by the provisions of Fire Department policy, or by the provisions of the Personnel Policy Manual, as appropriate.

Section 4. Pay Out. Pay out of sick leave hours shall be as required by §143.045, TLGC, or at the rate set by the Personnel Policy Manual, whichever is greater.

ARTICLE 17. PAID TIME OFF: BEREAVEMENT LEAVE

Section 1. Bereavement leave shall be determined by the provisions of the Personnel Policy Manual and department policy and practice.

ARTICLE 18. CALL BACKS & HOLD-OVERS

Section 1. Call backs and hold-overs will be handled in accordance with Personnel Policy Manual and department policy and practice except for overtime list detailed in the following section.

Section 2. An overtime list that allows for fair and equal opportunity to take part in shall be formulated. Each list shall be formulated by shift and selection of personnel from the list shall be made on a rotation/revolving method. An employee shall not lose standing on the list because the employee is on duty.

Section 3. It is agreed that in emergency situations, the Fire Chief or his designee may forgo the above procedure. It is understood that a shortage of manpower shall not be deemed as an emergency.

ARTICLE 19. INSURANCE BENEFITS

Section 1. Medical (Health) Insurance. The CITY will furnish to each bargaining unit employee, the same medical insurance coverage equivalent to what the CITY provides to the CITY's civilian employees at any given time.

Section 2. The CITY reserves the right to elect, purchase and implement a medical insurance that serves the best interests of the CITY OF SAN JUAN and its employees at any given time.

Section 3. Life Insurance. The CITY shall provide life insurance benefits to each bargaining unit employee equivalent to what the CITY provides to the CITY's civilian employees at any given time.

ARTICLE 20. PENSION BENEFITS

Section 1. The City will provide the same pension and retirement benefits as is provided to the civilian personnel at any given time.

ARTICLE 21. COMPENSATORY TIME

Section 1. Compensatory time shall be allowed in accordance with FLSA and Chapter 142, TLGC, Fire Department policy, and the City's Personnel Policy Manual. F

Section 2. The Fire Chief retains full discretion to determine when comp time must be used or applied.

Section 3. This provision modifies any civil service provision to the contrary.

ARTICLE 22. STAFFING

Section 1. If sufficient personnel are not available to meet the minimum staffing requirements, fire fighters shall be retained on mandatory overtime.

Section 2. Mandatory overtime employees shall be limited to one (1) per month.

Section 3. The City agrees to provide the following staffing levels at all times:

Section 4. Each on duty Engine Company shall have a minimum of Three (3) suppression personnel.

Section 5. Each on duty Ladder Company shall have a minimum of Four (4) suppression personnel.

ARTICLE 23. SHIFT EXCHANGES

Section 1. Shift exchanges will be handled in accordance with fire department policy as determined by the Fire Chief at any given time.

Section 2. Employees will have two (2) months after the exchange to pay back the shift.

Section 3. Shift exchanges shall be done in a manner so as to be exempt from FLSA overtime requirements and/or so as to preclude the Employer from becoming liable for overtime.

ARTICLE 24. SUBSTANCE ABUSE TESTING

Section 1. For purposes of this Labor Agreement, the baseline substance abuse testing policy shall be that designated by the CITY for its civilian employees, or as otherwise allowed under state or federal law.

ARTICLE 25. GRIEVANCES & GRIEVANCE PROCEDURE

Section 1. A Grievance is defined as any dispute, claim, or complaint involving the interpretation, application or alleged violation of any provision(s) of this Labor Agreement.

Section 2. Disciplinary matters shall not qualify or constitute the proper subject of a grievance; however, employees retain all rights, privileges under Chapter 143 and the Civil Service Commission with respect to disciplinary matters, except as otherwise provided for in this Labor Agreement.

Section 3. Only the ASSOCIATION has standing to initiate a grievance under the terms of this Agreement, after consideration of alleged grievance by a bargaining unit member or a member of the ASSOCIATION Grievance Committee. Each grievance shall be submitted on a form similar to the one attached as an exhibit to this Agreement, and must provide the following information:

- A. a brief statement of the grievance, including a description of the facts or events upon which it is based;
- B. the sections(s) of the Agreement alleged to have been violated,
- C. the remedy or adjustment sought; and,
- D. the signature of the Grievance Committee chairman or Association President.

Section 4. Grievances regarding interpretations of this labor agreement shall proceed along the following Steps:

- Step 1: A firefighter who is aggrieved must file a grievance with the Union Grievance Committee within (ten) 10 business days of the incident giving rise to the grievance, or within (ten) 10 business days of constructive knowledge of events given rise to the grievance. A courtesy copy of notice of receipt of the grievance shall be forwarded to the Fire Chief by the Union grievance committee within ten (10) calendar days of receipt of the grievance. The Union Grievance Committee shall within their sole discretion determine if a grievance exists. If the Union Grievance Committee determines that no grievance exists, it shall notify the Fire Chief that no further proceedings will be necessary. If the Union Grievance Committee determines that the grievance is valid, it shall forward the written grievance to the Fire Chief under Step 2.

- Step 2: Any grievance found to be valid by the Union Grievance Committee shall be submitted to the Fire Chief within ten (10) business days of the step 1 ruling. After receipt of the grievance, the Fire Chief shall within ten (10) business days submit his response in writing to the Union Grievance Committee.
- Step 3: If the grievance is not resolved at step 2, the Union Grievance Committee shall submit the grievance in writing to the City Manager or his designee within ten (10) business days from receipt of the step 2 decision. The City Manager or his designated representative shall review the matter and render a decision in writing to the Union Grievance Committee within fifteen (15) business days of receipt of the grievance. If the City Manager does not render a decision, the Grievance shall be deemed to be denied after sixteen (16) business days.
- Step 4: If the grievance is not resolved at step 3, the Union shall have ten (10) business days from receipt of the City Manager's decisions to submit the matter to final and binding arbitration using the American Arbitration Association (AAA). A courtesy copy of any correspondence to the AAA shall be provided to the City Manager.

Section 5. Any of the administrative deadlines contained in the foregoing Steps, may be extended or otherwise modified by agreement of the PARTIES, in writing, as necessary to address the substance of the grievance in a reasonable manner.

ARTICLE 26. SELECTION OF ARBITRATOR

Section 1. If a grievance is submitted to arbitration, the Employer and the Union may within ten (10) business days of such request jointly appoint an agreed upon arbitrator, upon a failure to agree, the Employee and Union shall within five (5) business days request a list of seven (7) arbitrators from the American Arbitration Association or the Federal Mediation and Conciliation Service.

Section 2. Within ten (10) business days following receipt of the list of arbitrators, the parties shall select an arbitrator by each party in turn striking one name from the list until only one (1) name remains. The party submitting the grievance to arbitration shall make the first strike. The remaining individual on the list shall serve as the Arbitrator.

Section 3. The arbitrator so selected shall, through the agency selected, be notified of his selection and the parties, in coordination with the arbitrator, shall select a time, place and date for the hearing of the grievance.

Section 4. The arbitrator's authority shall be limited to the interpretation and application of the terms of this agreement and/or any supplement thereto. The arbitrator shall have no jurisdiction or authority to establish provisions of a new agreement or variations of the present agreement or to arbitrate away, in whole or in part any provisions of amendments thereof.

Section 5. The decision of the arbitrator shall be final and binding on the parties to this agreement. Either party may seek judicial review if the arbitrator exceeds his or her jurisdiction as specified in this Labor Agreement.

Section 6. The arbitrator shall issue a written opinion and ruling with respect to the issues presented, within thirty (30) days after the arbitrator declares the hearing closed, unless an extension is agreed to by the parties. A copy of the Award shall be transmitted at the same time to the Union and the Employer, via their respective designated representative.

Section 7. Each party shall bear its own costs in connection with an arbitration proceeding. However, the costs of the arbitrator shall be shared equally between the ASSOCIATION and the CITY.

ARTICLE 27. AUTHORITY OF ARBITRATOR

Section 1. The arbitrator's decision shall be in writing and shall be based on the testimony, documents, and exhibits made a part of the arbitration record.

Section 2. Except as provided for in this Agreement, the arbitrator's authority shall be limited to the interpretation and application of the terms of this agreement and/or any supplement thereto. The arbitrator shall have no jurisdiction or authority to create new terms and conditions not specified in the Agreement or to render null any provisions contained in the Agreement.

Section 3. With respect to the application, and enforcement of the provisions of this Agreement, the decision of the arbitrator shall be final and binding on the parties to this Agreement, except as otherwise provided for by Texas law and the terms of this Agreement.

ARTICLE 28. DISCIPLINARY INVESTIGATION PROCEDURES

Section 1. The Fire Chief shall use existing department policy and practices, as well as civil service rules and regulations.

Section 2. If a question, issue, or complaint of misconduct is brought to the attention of the Fire Chief, and the Fire Chief determines that a further inquiry or investigation is warranted, the Fire Chief may give the Employee notice of the allegation of misconduct by providing the Employee with the following minimum information:

- A. A general description of the allegation of misconduct, including information about the time, place, and location of the incident in question;
- B. A brief description of the civil service rules or regulations implicated by the allegation of misconduct; and,
- C. An opportunity to respond in writing to the allegation of misconduct.

Section 3. These minimum pre-discipline notice provisions shall satisfy any civil service requirement for pre-discipline notice of complaint or allegation.

Section 4. Alleged violations of disciplinary investigation procedure may not serve as grounds for a contract interpretation grievance. Complaints about investigatory procedures if any, may be raised only in the context of a disciplinary appeal proceeding, if any.

Section 5. Disciplinary matters shall continue to be resolved using the process and procedure specified in Chapter 143, TLGC for disciplinary matters covered in that Chapter.

ARTICLE 29. SAVINGS CLAUSE

Section 1. If any provision of this Agreement or the applicable thereof to any person or circumstance is held invalid, the invalidity shall not affect other provisions or applications of this Agreement which can be given without the invalid provision or application, and to this end, the provisions of this Agreement are severable.

Section 2. It is understood and agreed that the foregoing is a complete understanding of all the terms and conditions of employment to be governed by the Agreement during the contract period. Any Appendices or Exhibits to this Agreement shall incorporated by reference.

ARTICLE 30. GLOSSARY OF TERMS

For purposes of this Labor Agreement, the following definitions shall apply:

Agreement - refers to this Collective Bargaining Agreement, also referred to as the Labor Agreement negotiated between the CITY OF SAN JUAN and the ASSOCIATION;

Association (Assn) – refers to the duly recognized majority bargaining agent for the City’s fire fighters.

Bargaining Agent - refers to duly recognized ASSOCIATION that serves as the exclusive bargaining agent for the CITY OF SAN JUAN Fire Fighters under Chapter 174, TLGC;

Bargaining Unit - all full-time fire fighter employees, except the Fire Chief, as defined by Chapter 174, TLGC.

Budget (Fiscal) Year- refers to a city’s fiscal year commencing on October 1 and ending on September 30 of the subsequent year.

Business Days – shall be defined as Monday through Friday during normal business hours of 8:00 o’clock am to 5:00 o’clock p.m, excluding official holidays.

Calendar Day- refers to a specified 24 hour period calendar period beginning at midnight and ending at midnight 24 hours later.

Calendar Year- refers to a year beginning on January 1 and ending on December 31 of that year.

CBA - refers to a Collective Bargaining Agreement and, when specified, to this Agreement;

Chapter 143 - refers to the provisions of Chapter 143, Texas Local Government Code in effect at any given time, unless otherwise specified;

Chapter 174 - refers to the provisions of Chapter 174, Texas Local Government Code in effect at any given time, unless otherwise specified;

Civil Service - refers to the classified civil service system organized pursuant to Chapters 141, 142, and 143, the Texas Local Government Code;

Civil Service Commission or CSC – refers to the duly appointed body appointed under the provisions of Chapter 143, TLGC;

City - refers to the home rule municipality organized under the laws of the State of Texas known as the CITY OF SAN JUAN, TEXAS;

City Manager - refers to the City Manager appointed under the City Charter or a designated representative;

City Management – refers to the administrative chain of authority within the City’s administrative structure starting within the Fire Department and rising through to the City Manager and, if necessary, the City Commission;

Department - unless otherwise specified, refers to the CITY OF SAN JUAN Fire Department;

Employee – refers to all fire department personnel who qualify as members of the bargaining unit under Chapter 174, TLGC.

Execution Date – refers to the date on which this Agreement is fully and formally considered, ratified, and approved by both the ASSOCIATION and the CITY OF SAN JUAN in accordance with the respective procedures for such approval; the Execution Date of this Agreement is not necessarily the same as the Effective Date of the Agreement, which is defined separately.

Effective Date - refers to the date on which the terms and conditions of this Agreement are formally adopted and approved by both the ASSOCIATION and the CITY OF SAN JUAN, TEXAS;

Fire Chief - refers to the Fire Chief appointed as the department head for the Fire Department, and includes the Fire Chief’s designated representative.

Fire Department - refers to that department of the City of SAN JUAN responsible for the provision of firefighting functions, prevention, and other public safety functions entrusted to the department.

Fire Fighter – means a certified, permanent, paid employee of the Fire Department of a political subdivision. The term does not include the Chief of the Department or a volunteer fire fighter.

FLSA - refers to the Fair Labor Standards Act, as amended;

FMLA - refers to the Family Medical Leave Act, as amended;

Grievance - for purposes of his Labor Agreement is defined as any dispute, claim, or complaint involving the interpretation, application or alleged violation of a provision or provisions of this Labor Agreement, as raised by the Grievance procedures in this Agreement.

CITY OF SAN JUAN – SJPFPA, Local #3404
 Collective Bargaining Labor Agreement
 FY 2018 thru FY 2020

Labor Agreement - is this Collective Bargaining Agreement negotiated between the CITY and SJPFFA.

Overtime Pay – shall refer to overtime pay established and determined by reference to state or federal law, and as established by CITY policy and practice.

Paid Time Off – refers to any time period for which an employee is entitled to receive pay without actually being engaged in productive hours worked time.

Parties – refers to the CITY OF SAN JUAN and the ASSOCIATION jointly.

Pay Cycle – refers to the period of time in which the employer issues pay checks for services rendered in a work cycle.

Personnel (Administrative and Fire Suppression) - Fire Suppression personnel is defined as those employees who work a 24-48 schedule. Administrative personnel, for purposes of this labor agreement, are those who work a 40-hour work week.

Shift Day - when applied to fire suppression personnel, a shift day refers to one twenty-four (24) hours work period as part of a work cycle; it also amounts to two (2) work days, that is two (2) twelve-hour (12) work days. See Work Day.

Work Cycle – refers to the period of time that the employer uses to determine scheduling and any FLSA overtime obligations imposed law.

Work Day - A work day is equal to one twelve-hour period. The first work day begins at 8 AM and runs through 8 PM, and the 2nd work day starts 8 PM and runs through 8 AM.

Work shift – A work shift refers to a 24-hour period made up of two consecutive work days. Also referred to as a Shift Day.

-END-

Grievance No. _____

BARGAINING UNIT MEMBER GRIEVANCE FORM
TO BARGAINING AGENT GRIEVANCE COMMITTEE

Grievance Submittal

Employee must use this form, or one substantially like it, for filing grievances with the Union grievance committee and subsequent steps of the procedure.

Name	Address	City/State/Zip	Phone
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Division	Title/Rank	Station/Shift	Phone
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A. Factual Basis of the Grievance. Include date, time, place, and employees or individuals involved. If more space is needed, continue on a separate sheet of paper, and attach to this form.

B. Contract Articles, Terms, Etc. Believed to be Violated. Identify specific provisions of the Contract. Use supplement form if necessary.

C. Remedy or Adjustment Sought. Use supplement form if necessary.

Employee Signature

Date

Association Representative

Date

Fire Chief/designee

Date

Grievance No. _____

BARGAINING AGENT'S STANDARD GRIEVANCE FORM
GRIEVANCE COMMITTEE FINDINGS AND RECOMMENDATION

Grievance Committee's Submittal. Refer to Grievance cause number for employee's statement of facts.

_____	_____	_____	_____
Name	address	City/State	Phone
_____	_____	_____	_____
Division	Title/Rank	Station/Shift	Phone

Grievance Committee Statement

The Association Grievance Committee met and reviewed the above referenced grievance and reached the following Conclusion(s) on the Subject Grievance.

GRIEVANCE COMMITTEE RECOMMENDATION

Forward for Adjustment _____ **Reject Grievance** _____

Grievance Committee Representative

Date

Association Representative

Date

SIGNATURE & EXECUTION PAGE

**THE FOLLOWING INSTRUMENT AS BEEN DULY NEGOTIATED,
REVIEWED, AND APPROVED BY EACH OF THE SIGNATORIES INDICATED
BELOW:**

THE CITY OF SAN JUAN, TEXAS

(Approved by SAN JUAN City Commission on _____)

By: _____
BEN ARJONA
CITY MANAGER

By: _____ Dated: _____

CITY SECRETARY

THE SAN JUAN PROFESSIONAL FIRE FIGHTERS ASSOCIATION

(Approved by SJPFPA, Local #4697 on September 28, 2018)

By: _____
JOSEPH MARTINEZ
PRESIDENT

RICARDO LOPEZ
VICE PRESIDENT

Dated: _____

PAY TABLE "A"
COLLECTIVE BARGAINING LABOR AGREEMENT
SAN JUAN FIRE DEPARTMENT
FY 2018-19 thru FY 2019-20

=====

1. BASE PAY

The following base pays apply to the stated ranks.

Classified Rank	Base Year Current	FY 2018-2019	FY 2019-2020
Firefighter (Probationary)r	\$30,012.84	1% \$30,312.97	1.5% \$30,767.66
Firefighter	\$33,953.92	1.5% \$34,463.23	1.5% \$34,980.18
Driver/ Engineer	\$35,524.84	1.5% \$36,057.71	1.5% \$36,598.58
Lieutenant	\$36,268.96	3% \$37,357.03	1.5% \$37,917.38
Deputy Chief Fire Marshall	\$47,752.66	1% \$48,230.919	1% \$48,712.49

ADDITIONAL PAYS

2. LONGEVITY PAY

The PARTIES agree that payment of the following Longevity Pay incorporates any payment due for statutory longevity and therefore satisfies the minimum requirement under Chapter 141, TLGC for statutory longevity pay. Longevity pay applies only to years of service in the San Juan Fire Department.

Completed Years of Service (DOH)	Annual Amount FY 2017-18 (current)	Annual Amount FY 2019 & FY 2020
1+	\$100.00	\$100.00

2+	\$200.00	\$200.00
3+	\$1,000.00	\$1,000.00
4+	\$1,200.00	\$1,200.00
6+	\$2,000.00	\$2,000.00
8+	\$3,000.00	\$3,000.00
10+	\$3,500.00	\$3,500.00
12+	\$4,000.00	\$4,000.00
14+	\$4,500.00	\$4,500.00
16+	\$5,000.00	\$5,000.00

3. CERTIFICATION PAYS – TCFP

The following Certification Pays are for those firefighters who hold the stated certificate. Pays are for highest level held, and are not cumulative. Also, pays are stated in annual amounts, and will be paid in pro-rata amounts throughout yearly pay periods established by the City.

LEVEL	ANNUAL AMOUNT FY 2018	ANNUAL AMOUNT FY 2018-19	ANNUAL AMOUNT FY 2019-20
Intermediate	\$600.00	\$700.00	\$700
Advanced	\$900.00	\$1,000.00	\$1,000.00
Master	\$1,200.00	\$1,300.00	\$1,300.00

4. EDUCATION PAY

The following Education Pays are for those firefighters who can demonstrate written qualifications for this pay. Pays are for highest level held and are not cumulative.

Also, pays are stated in annual amounts, and will be paid in pro-rata amounts throughout yearly pay periods established by the City.

Level	Annual Amount FY 2017-18	Annual Amount FY 2018 & 2019
30 hours or more	\$300.00	\$300.00
Associates Degree	\$600.00	\$600.00
Bachelor's Degree	\$900.00	\$900.00

5. ASSIGNMENT PAYS

The following Assignment Pays are for those firefighters who actively hold the stated assignment. Pays are for highest level held and are not cumulative. Also, pays are stated in annual amounts, and will be paid in pro-rata amounts throughout yearly pay periods established by the City. Fire Chief has final discretion on Assignments.

AUTHORIZED ASSIGNMENT	FY 2017-18 (current)	Eff. 10/1/2018
EMT (6)	\$600.00	\$600.00
FIRE INSPECTOR (4)	\$600.00	\$600.00
INSTRUCTOR (2)	\$600.00	\$600.00
FITNESS SPECIALIST (2)	\$600.00	\$600.00
TRAINING COORDINATOR (1)	\$600.00	\$600.00
FIRE INVESTIGATOR	\$600.00	\$600.00

-END-

AGENDA ITEM AND RECOMMENDATION SUMMARY
CITY COMMISSION REGULAR MEETING
OCTOBER 22, 2018

Discussion and Possible Action to Ratify Hidalgo County Elections Department Request for Early Voting/Election Day Polling Location of Fire Station #2 (2301 N. Raul Longoria, San Juan, Texas 78589) for Primary, Primary Runoff and General Elections.

STAFF COMMENTS AND RECOMMENDATIONS:

In the past we have allowed Hidalgo County Elections Department to use the meeting room at Fire Station #2 for elections. This year they are requesting it for the Primary, Primary Runoff and General Elections. General Early Voting will be from October 22, 2018 through November 2, 2018. Election Day will be November 6, 2018 from 7:00 a.m. to 7:00 p.m.

RECOMMENDATION:

Staff recommends the approval for use of the facility.

PREPARED BY:

Benjamin Arjona,
City Manager

APPROVED BY:

Benjamin Arjona, City
Manager

Primary, Primary Runoff & General Elections

Note: Cities & Schools will request their locations

Early Voting and/or Election Day Polling Location(s) Request for

Facility requested: San Juan Fire Station #2 2301 N. Raul Longoria San Juan TX

Location of designated area and Contact Information: (i.e., foyer, cafeteria, main entrance, room#, gym)

Early Voting

Designated area: Meeting Room
Contact Info: Diana Cavazos
Contact Info: 956-223-2207

Election Day

Meeting Room
Diana Cavazos
956-223-2207

Please check **all** that apply:

- ☒ Yes, you will be able to utilize this facility.
☐ No, you will not be able to utilize this facility (stop and fax to Elections Dept.).
☐ Yes, the polling location/room has a camera system in place.

ADA polling place checklist can be found at https://www.ada.gov/votingchecklist.htm	YES	NO	N/A
PARKING			
1. Is there at least (1) accessible parking space?	☒	☐	☐
2. Is the accessible parking space marked by a visible sign?	☒	☐	☐
3. Does the sign include the international symbol of accessibility?	☒	☐	☐
4. Is the accessible parking area paved?	☒	☐	☐
ENTRANCE			
5. Is the walkway from parking to accessible entrance free of steps?	☒	☐	☐
6. If there are steps or curbs, are ramps provided?	☒	☐	☐
7. Is there at least one accessible entrance?	☒	☐	☐
8. Can you open all doors with a closed fist?	☒	☐	☐
9. Are all doors wide enough for a wheelchair to pass through (32 inches wide)?	☒	☐	☐
VOTING AREA			
10. Is there enough space to allow for accessibility of voter?	☒	☐	☐

☒ Tables, chairs & facilities (bathroom and water fountain) will be provided for the election workers.

Please fill out ADA polling place checklist below.

I represent that I have the authority to authorize the use of this polling location for the Election(s) listed. I certify that the information on this form is true and correct.

Nayeli A. Guerrero
Signature

Nayeli A. Guerrero
Print Name

10/19/2018
Date

PLEASE FAX THIS FORM AS SOON AS POSSIBLE

Hidalgo County Elections Department
(956) 784-8689

~~November 6, 2018 (6 de Noviembre de 2018)~~

GENERAL ELECTION (Elección General)

EARLY VOTING SCHEDULE (Horario para el Voto Adelantado)

<u>Days/ Dias</u>	<u>Dates/ Fechas</u>	<u>Hours/ Horas</u>
Monday/ lunes	Oct. 22, 2018	7:00 A.M. -- 7:00 P.M.
Tuesday/ martes	Oct. 23, 2018	7:00 A.M. -- 7:00 P.M.
Wednesday/ miércoles	Oct. 24, 2018	7:00 A.M. -- 7:00 P.M.
Thursday/ jueves	Oct. 25, 2018	7:00 A.M. -- 7:00 P.M.
Friday/ viernes	Oct. 26, 2018	7:00 A.M. -- 7:00 P.M.
Saturday/ sabado	Oct. 27, 2018	7:00 A.M. -- 7:00 P.M.
Sunday/ domingo	Oct. 28, 2018	10:00 A.M. -- 3:00 P.M.
Monday/ lunes	Oct. 29, 2018	7:00 A.M. -- 7:00 P.M.
Tuesday/ martes	Oct. 30, 2018	7:00 A.M. -- 7:00 P.M.
Wednesday/ miércoles	Oct. 31, 2018	7:00 A.M. -- 7:00 P.M.
Thursday/ jueves	Nov. 1, 2018	7:00 A.M. -- 7:00 P.M.
Friday/ viernes	Nov. 2, 2018	7:00 A.M. -- 7:00 P.M.

Early Voting Substation Locations (Casillas Electorales para el Voto Adelantado)

1. ALAMO SUB (Class Room) Sgt. Fernando De La Rosa Lib. 416 N. Tower Rd. Alamo, TX	2. ALTON SUB (Comm. Chambers) Alton City Hall 509 S. Alton Blvd. Alton, TX	3. DONNA SUB (Main Entrance) Amigos Del Valle 1408 Silver Ave. Donna, TX	4. EDCOUCH SUB (Main Entrance) Fire Station 200 W. Santa Rosa Ave. Edcouch, TX	5. EDINBURG SUB (Warehouse Room) Elections Annex Bldg. 317 N. Closner "Rear" Edinburg, TX
6. EDINBURG SUB (Student Union Bldg.) UTRGV 1201 W. University Edinburg, TX	7. EDINBURG SUB (Main Entrance) San Carlos Endowment Ctr. 107 N. Sunflower Edinburg, TX	8. EDINBURG SUB (Technology Bldg.) Edinburg CISD 411 N. 8 th Ave. Edinburg, TX	9. ELSA SUB (Chambers) Fire Station 216 E. 4 th St. Elsa, TX	10. GRANJENO SUB (Main Entrance) Granjeno City Hall 6603 S. FM 494 Granjeno, TX
11. HIDALGO SUB (Chambers) Hidalgo City Hall 704 E. Ramón Ayala Hidalgo, TX	12. LA JOYA SUB (Main Entrance) Municipal Library 201 Palm Shores Dr. La Joya, TX	13. LA VILLA SUB (Main Entrance) Multi-Purpose Bldg. 500 E. 9 th St. La Villa, TX	14. MCALLEN SUB (Exercise Room) Lark Comm. Ctr. 2601 Lark Ave. McAllen, TX	15. MCALLEN SUB (Meeting Room) Fireman's Pump House 201 N. 1 st St. McAllen, TX
16. MCALLEN SUB (Exercise Room) Palmview Comm. Ctr. 3401 Jordan Ave. McAllen, TX	17. MCALLEN SUB (Main Entrance) STC Pecan Campus 3201 Pecan Blvd. McAllen, TX	18. MCALLEN SUB (Main Entrance) STC Nursing Campus 1101 E. Vermont Ave. McAllen, TX	19. MERCEDES SUB (Main Entrance) Mercedes Civic Ctr. 520 E. 2 nd St. Mercedes, TX	20. MISSION SUB (Community Room) Mission City Hall 1201 E. 8 th St. Mission, TX
21. MISSION SUB (Main Entrance) Celestino Ramirez Fire Station #3 1804 N Shary Rd. Mission, TX	22. MONTE ALTO SUB (Main Entrance) Monte Alto Fire Dept. 25141 FM 188 Monte Alto, TX	23. PALMHURST SUB (Fellowship Hall) Faith Baptist Church 4301 N. Shary Rd Palmhurst, TX	24. PALMVIEW SUB (Back Entrance) Pct. #3 "The Mansion" 2401 N. Moorefield Rd. Palmview, TX	25. PENITAS SUB (Conference Room) Penitas Public Lib. 1111 S. Main St. Penitas, TX
26. PHARR SUB (Main Entrance) Pharr Memorial Lib. 121 E. Cherokee Ave. Pharr, TX	27. PHARR SUB (Meeting Room) Development & Research Ctr 850 W. Dicker Rd. Pharr, TX	28. PHARR SUB (Cafeteria) Valley View 5 th Grade Campus 9701 S. Jackson Rd. Pharr, TX	29. PROGRESO SUB (Main Entrance) Progreso Comm. Ctr. 510 FM 1015 Progreso, TX	30. SAN JUAN SUB (Commissioner's Rm.) Fire Station #2 2301 N. Raul Longoria San Juan, TX
31. SULLIVAN SUB (Main Entrance) Sullivan Fire Station 500 Cenizo Sullivan City, TX	32. WESLACO SUB (Conference Room) Business V & E Ctr. 275 S. Kansas Weslaco, TX	CALL (956) 318-2570 For General Information (Llame para Información General) Hidalgo County Elections Department, 101 South 10 th Ave., Edinburg, TX		



Mayor: Mario Garza
Mayor Pro-Tem: Pete Garcia
Commissioners: Ernesto "Neto" Guajardo
Jesus "Jesse" Ramirez
Leonardo "Lenny" Sanchez

Memorandum

To: Benjamin Arjona , City Manager
From: Leroy Gonzales, Director of Finance
Date: September 20, 2018
Subject: Budget Expenditure Report- August 31, 2018

Attached you will find the above mentioned report for the City of San Juan, Texas.

The funds are listed as follows:

<u>Approved Budgets:</u>	<u>Fund No.</u>	<u>Page</u>
• General Fund	10	1 - 5
• Enterprise Funds		
a. Solid Waste	22	6
b. Utility Fund	56	7 - 8
c. Utility I & S	60	9
• Special Revenue Fund:		
a. Municipal Court-Building Security	20	10
b. Municipal Court-Technology	21	11
c. Revolving Loan	23	12
d. Parks Sport Fee	25	13
e. Parks Development	26	14
f. Wrecker Law Enforcement	27	15
g. Asset Forfeiture-State	28	16
h. Miscellaneous Grants	30	17
i. Crime Victims Liaison Grant	32	18
j. Hotel/Motel Occupancy Tax	33	19
k. Asset Forfeiture-Federal Sharing	35	20
• Debt Service Fund	36	21
<u>Other City Funds:</u>		
• Capital Projects		
a. CIP-Street-Series 2015	44	22
b. Capital Projects	45	23
c. 2018 Construction	46	24
d. Certificate of Obligation 2017	48	25

Other City Funds –Continue

e. Certificate of Obligation 2007	52	26
f. 2014 Bond	54	27

Component Unit:

• San Juan Economic Development Corp.	24	28
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C: Mayor, Mario Garza

Mayor Pro-Tem, - Pete Garcia

Commissioners: Ernesto “Neto” Guajardo

Jesus “Jesse” Ramirez

Leonardo “Lenny” Sanchez

City of San Juan, Texas
Budget Expenditures Report
August 31, 2018

Budget Target 92%

10 -GENERAL FINANCIAL SUMMARY	BUDGET 2017-2018	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jul-18	Aug-18	% RECEIV. EXPENDED
REVENUE SUMMARY							
PROPERTY TAXES	5,507,086	5,599,503.57	-	(92,417.57)	81,193.85	77,503	101.68
SALES TAX REVENUE	2,636,959	2,560,056.51	-	76,902.49	246,506.07	250,576	97.08
FRANCHISE TAX	1,050,638	830,230.35	-	220,407.65	54,983.14	126,032	79.02
LICENSES & PERMITS	283,118	269,090.60	-	14,027.40	24,601.25	19,617	95.05
FEES & FINES	562,359	495,468.91	-	66,890.09	39,023.02	44,652	88.11
INTERGOVERNMENTAL REVENUE	750,157	672,722.01	-	77,434.99	60,173.93	56,546	89.68
OTHER REVENUE	319,742	276,960.38	-	42,781.62	54,638.37	8,828	86.62
Transfer Inn	470,468	-	-	470,468.00	-	-	-
TOTAL REVENUES	11,580,527	10,704,032.33	-	876,494.67	561,119.63	583,753	92.43
EXPENDITURE SUMMARY							
LEGISLATIVE							
PURCHASED PROF/TECH SRVS	-	-	-	-	-	-	-
PUR PROP SRVS & OTH SRVS	17,850	30,068.51	-	(12,218.51)	6,812.01	1,852	168.45
SUPPLIES	6,000	4,018.70	(30.00)	2,011.30	346.79	125	66.48
CAPITAL OUTLAY	800	-	-	800.00	-	-	-
MISCELLANEOUS	134,700	69,880.49	37,500.00	27,319.51	4,443.00	1,678	79.72
LEGISLATIVE	159,350	103,967.70	37,470.00	17,912.30	11,601.80	3,656	88.76
CITY MANAGER							
SALARIES & WAGES/BENEFIT	158,311	141,844.39	-	16,466.61	12,391.29	18,705	89.60
PURCHASED PROF/TECH SRVS	36,000	33,000.00	3,000.00	-	3,000.00	3,000	100.00
PUR PROP SRVS & OTH SRVS	2,441	2,859.87	-	(418.87)	-	160	117.16
SUPPLIES	258	118.26	-	139.74	9.00	(9)	45.84
CAPITAL OUTLAY	-	-	-	-	-	-	-
MISCELLANEOUS	-	-	-	-	-	-	-
CITY MANAGER	197,010	177,822.52	3,000.00	16,187.48	15,400.29	21,856	91.78
CITY SECRETARY							
SALARIES & WAGES/BENEFIT	115,476	105,222.88	-	10,253.12	6,323.43	10,922	91.12
PURCHASED PROF/TECH SRVS	10,466	6,044.55	-	4,421.45	769.35	-	57.75
PUR PROP SRVS & OTH SRVS	4,717	4,714.81	31.00	(28.81)	1,659.12	266	100.61
SUPPLIES	3,533	2,365.55	-	1,167.45	233.04	-	66.96
CAPITAL OUTLAY	-	-	-	-	-	-	-
MISCELLANEOUS	35,653	34,289.48	-	1,363.52	(494.00)	922	96.18
CITY SECRETARY	169,845	152,637.27	31.00	17,176.73	8,490.94	12,111	89.89
MUNICIPAL COURT							
SALARIES & WAGES/BENEFIT	160,692	132,691.07	-	28,000.93	12,591.24	17,982	82.57
PURCHASED PROF/TECH SRVS	65,656	63,355.20	2,220.33	80.47	6,551.36	2,349	99.88
PUR PROP SRVS & OTH SRVS	4,605	2,743.45	-	1,861.55	49.39	175	59.58
SUPPLIES	4,396	3,185.25	25.00	1,185.75	217.34	557	73.03
CAPITAL OUTLAY	-	-	-	-	-	-	-
MISCELLANEOUS	-	-	-	-	-	-	-
MUNICIPAL COURT	235,349	201,974.97	2,245.33	31,128.70	19,409.33	21,064	86.77

City of San Juan, Texas
Budget Expenditures Report
August 31, 2018

Budget
Target
92%

10 -GENERAL FINANCIAL SUMMARY	BUDGET 2017-2018	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jul-18	Aug-18	% RECEIV. EXPENDED
FINANCE							
SALARIES & WAGES/BENEFIT	287,092	235,181.43	-	51,910.57	22,519.26	32,383	81.92
PURCHASED PROF/TECH SRVS	6,519	6,518.76	-	0.24	-	-	100.00
PUR PROP SRVS & OTH SRVS	9,281	7,918.77	-	1,362.23	853.72	709	85.32
SUPPLIES	3,530	2,774.01	(113.41)	869.40	275.50	57	75.37
CAPITAL OUTLAY	650	649.99	-	0.01	-	-	100.00
MISCELLANEOUS	2,519	2,805.55	94.35	(380.90)	663.40	213	115.12
FINANCE	309,591	255,848.51	(19.06)	53,761.55	24,311.88	33,362	82.63
PLANNING							
SALARIES & WAGES/BENEFIT	482,465	412,244.49	-	70,220.51	40,498.52	49,424	85.45
PURCHASED PROF/TECH SRVS	107,680	45,209.43	51,894.33	10,576.24	5,729.17	8,862	90.18
PUR PROP SRVS & OTH SRVS	17,501	12,612.31	3,112.21	1,776.48	1,061.18	2,089	89.85
SUPPLIES	31,087	25,741.19	1,805.79	3,540.02	2,649.78	3,141	88.61
CAPITAL OUTLAY	-	-	-	-	-	-	-
MISCELLANEOUS	188,875	149,456.42	12,233.67	27,184.91	11,855.67	16,427	85.61
PLANNING	827,608	645,263.84	69,046.00	113,298.16	61,794.32	79,942	86.31
POLICE							
SALARIES & WAGES/BENEFIT	3,271,891	2,824,706.30	-	447,184.70	226,685.41	318,895	86.33
PURCHASED PROF/TECH SRVS	59,138	30,221.78	26,363.45	2,552.77	1,595.23	1,268	95.68
PUR PROP SRVS & OTH SRVS	70,942	62,079.31	418.45	8,444.24	5,984.99	3,294	88.10
SUPPLIES	154,081	154,641.48	5,776.20	(6,336.68)	12,720.38	11,264	104.11
CAPITAL OUTLAY	347,870	249,820.01	5,770.52	92,279.47	1,772.60	-	73.47
MISCELLANEOUS	26,288	16,226.16	2,477.00	7,584.84	547.00	-	71.15
POLICE	3,930,210	3,337,695.04	40,805.62	551,709.34	249,305.61	334,721	85.96
FIRE							
SALARIES & WAGES/BENEFIT	1,361,102	1,365,793.34	-	(4,691.34)	128,885.24	153,402	100.34
PURCHASED PROF/TECH SRVS	13,500	9,921.47	952.99	2,625.54	838.17	446	80.55
PUR PROP SRVS & OTH SRVS	60,500	56,301.50	(4,763.27)	8,961.77	3,976.04	5,341	85.19
SUPPLIES	102,500	81,024.89	(4,987.11)	26,462.22	10,781.74	3,615	74.18
CAPITAL OUTLAY	598,518	142,773.60	528,420.14	(72,675.74)	18,310.98	-	112.14
DEBT SERVICE	45,250	45,250.00	-	-	-	7,400	100.00
MISCELLANEOUS	10,000	8,346.00	-	1,654.00	-	-	83.46
FIRE	2,191,370	1,709,410.80	519,622.75	(37,663.55)	162,792.17	170,204	101.72
STREETS, ALLEY, OTHER							
SALARIES & WAGES/BENEFIT	211,799	156,944.56	-	54,854.44	14,060.24	19,677	74.10
PUR PROP SRVS & OTH SRVS	242,500	258,724.53	679.85	(16,904.38)	22,280.70	21,787	106.97
SUPPLIES	81,129	84,620.99	2,895.86	(6,387.85)	5,897.62	8,874	107.87
CAPITAL OUTLAY	1,397,725	1,209,228.18	39,385.67	149,111.15	-	21,512	89.33
MISCELLANEOUS	-	-	-	-	-	-	-
STREETS, ALLEY, OTHER	1,933,153	1,709,518.26	42,961.38	180,673.36	42,238.56	71,851	90.65

City of San Juan, Texas
Budget Expenditures Report
August 31, 2018

Budget
Target
92%

10 -GENERAL FINANCIAL SUMMARY	BUDGET 2017-2018	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jul-18	Aug-18	% RECEIV. EXPENDED
CENTRAL GARAGE							
SALARIES & WAGES/BENEFIT	69,468	61,628.40	-	7,839.60	5,599.69	7,222	88.71
PUR PROP SRVS & OTH SRVS	1,700	1,993.03	(435.00)	141.97	63.69	205	91.65
SUPPLIES	7,700	10,765.37	82.13	(3,147.50)	1,506.65	1,808	140.88
CAPITAL OUTLAY	2,000	-	-	2,000.00	-	-	-
CENTRAL GARAGE	80,868	74,386.80	(352.87)	6,834.07	7,170.03	9,235	91.55
PARKS							
SALARIES & WAGES/BENEFIT	502,175	410,554.27	-	91,620.73	31,519.81	46,371	81.76
PURCHASED PROF/TECH SRVS	1,000	776.22	-	223.78	118.40	150	77.62
PUR PROP SRVS & OTH SRVS	97,550	91,448.82	-	6,101.18	8,892.44	7,984	93.75
SUPPLIES	47,700	54,542.72	(284.37)	(6,558.35)	5,385.35	4,215	113.75
CAPITAL OUTLAY	-	-	449,500.00	(449,500.00)	-	-	-
MISCELLANEOUS	600	600.00	-	-	-	-	100.00
PARKS	649,025	557,922.03	449,215.63	(358,112.66)	45,916.00	58,720	155.18
MUNICIPAL SWIMMING POOL							
SALARIES & WAGES/BENEFIT	-	-	-	-	-	-	-
PURCHASED PROF/TECH SRVS	-	-	-	-	-	-	-
PUR PROP SRVS & OTH SRVS	-	-	-	-	-	-	-
SUPPLIES	-	-	-	-	-	-	-
CAPITAL OUTLAY	-	-	-	-	-	-	-
MISCELLANEOUS	-	-	-	-	-	-	-
MUNICIPAL SWIMMING POOL	-	-	-	-	-	-	-
BUILDING MAINTENANCE							
SALARIES & WAGES/BENEFIT	191,697	156,590.92	-	35,106.08	15,694.61	21,910	81.69
PURCHASED PROF/TECH SRVS	500	475.00	-	25.00	-	-	95.00
PUR PROP SRVS & OTH SRVS	14,682	11,446.04	(15.00)	3,250.96	820.17	840	77.86
SUPPLIES	43,799	37,525.99	682.53	5,590.48	2,329.13	2,271	87.24
CAPITAL OUTLAY	1,026	6,240.06	(5,215.00)	0.94	41.06	303	99.91
MISCELLANEOUS	-	-	-	-	-	-	-
BUILDING MAINTENANCE	251,704	212,278.01	(4,547.47)	43,973.46	18,884.97	25,324	82.53
LIBRARY							
SALARIES & WAGES/BENEFIT	257,630	232,113.87	-	25,516.13	18,982.18	28,484	90.10
PURCHASED PROF/TECH SRVS	1,840	1,932.76	-	(92.76)	53.58	47	105.04
PUR PROP SRVS & OTH SRVS	37,550	25,211.37	-	12,338.63	2,533.49	2,618	67.14
SUPPLIES	2,210	1,968.01	-	241.99	-	388	89.05
CAPITAL OUTLAY	11,000	10,999.98	-	0.02	-	-	100.00
MISCELLANEOUS	20,250	14,195.82	-	6,054.18	3,267.40	756	70.10
LIBRARY	330,480	286,421.81	-	44,058.19	24,836.65	32,294	86.67

City of San Juan, Texas
Budget Expenditures Report
August 31, 2018

Budget Target 92%

10 -GENERAL FINANCIAL SUMMARY	BUDGET 2017-2018	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jul-18	Aug-18	% RECEIV. EXPENDED
RECREATION							
SALARIES & WAGES/BENEFIT	252,171	226,980.59	-	25,190.41	35,667.71	29,437	90.01
PURCHASED PROF/TECH SRVS	2,000	1,675.04	150.00	174.96	574.09	28	91.25
PUR PROP SRVS & OTH SRVS	19,076	16,467.66	420.00	2,188.34	7,774.56	8,113	88.53
SUPPLIES	7,500	6,126.72	51.92	1,321.36	683.05	34	82.38
CAPITAL OUTLAY	20,000	19,563.00	-	437.00	-	-	97.82
MISCELLANEOUS	219,057	221,089.49	(2,357.96)	325.47	3,079.78	1,136	99.85
RECREATION	519,804	491,902.50	(1,736.04)	29,637.54	47,779.19	38,747	94.30
PURCHASING/RISK MGMT							
SALARIES & WAGES/BENEFIT	98,456	83,247.66	-	15,208.34	7,738.11	11,021	84.55
PURCHASED PROF/TECH SRVS	500	151.47	-	348.53	-	-	30.29
PUR PROP SRVS & OTH SRVS	3,050	519.80	507.00	2,023.20	-	510	33.67
SUPPLIES	3,090	1,641.93	-	1,448.07	111.83	214	53.14
MISCELLANEOUS	500	175.00	-	325.00	-	-	35.00
PURCHASING/RISK MGMT	105,596	85,735.86	507.00	19,353.14	7,849.94	11,745	81.67
ADMINISTRATION							
PURCHASED PROF/TECH SRVS	379,557	258,201.05	3,902.39	117,453.56	10,090.04	37,417	69.06
PUR PROP SRVS & OTH SRVS	149,257	150,562.13	2,149.51	(3,454.64)	15,347.15	12,826	102.31
SUPPLIES	1,750	1,561.39	3.78	184.83	359.76	126	89.44
DEBT SERVICE	127,700	127,700.00	-	-	-	33,400	100.00
MISCELLANEOUS	51,000	51,323.45	-	(323.45)	-	-	100.63
ADMINISTRATION	709,264	589,348.02	6,055.68	113,860.30	25,796.95	83,769	83.95
HUMAN RESOURCES							
SALARIES & WAGES/BENEFIT	156,079	141,409.30	-	14,669.70	11,948.06	17,579	90.60
PURCHASED PROF/TECH SRVS	13,000	7,130.00	1,285.00	4,585.00	-	2,110	64.73
PUR PROP SRVS & OTH SRVS	16,640	7,310.61	898.13	8,431.26	313.59	1,233	49.33
SUPPLIES	2,275	2,112.48	-	162.52	43.10	66	92.86
CAPITAL OUTLAY	600	600.00	-	-	-	600	100.00
MISCELLANEOUS	750	558.00	-	192.00	-	-	74.40
HUMAN RESOURCES	189,344	159,120.39	2,183.13	28,040.48	12,304.75	21,588	85.19
INFORMATION TECHNOLOGY							
SALARIES & WAGES/BENEFIT	182,840	158,131.89	-	24,708.11	13,690.91	13,871	86.49
PURCHASED PROF/TECH SRVS	108,532	97,496.94	7,240.14	3,794.92	3,729.63	8,511	96.50
PUR PROP SRVS & OTH SRVS	124,735	91,472.53	19,583.79	13,678.68	10,418.00	9,435	89.03
SUPPLIES	12,950	9,270.37	(143.88)	3,823.51	1,465.61	1,132	70.47
CAPITAL OUTLAY	18,000	17,762.41	(234.94)	472.53	(112.99)	1,994	97.37
MISCELLANEOUS	5,895	4,397.29	-	1,497.71	364.19	724	74.59
INFORMATION TECHNOLOGY	452,952	378,531.43	26,445.11	47,975.46	29,555.35	35,667	89.41

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10 -GENERAL FINANCIAL SUMMARY	BUDGET 2017-2018	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jul-18	Aug-18	Budget Target 92% % RECEIV. EXPENDED
EMERGENCY MANAGEMENT							
PURCHASED PROF/TECH SRVS	15,000	15,000.00	-	-	-	-	100.00
PUR PROP SRVS & OTH SRVS	3,000	2,340.15	-	659.85	-	-	78.01
SUPPLIES	1,000	-	-	1,000.00	-	-	-
MISCELLANEOUS	-	-	-	-	-	-	-
EMERGENCY MANAGEMENT	19,000	17,340.15	-	1,659.85	-	-	91.26
STORMWATER DIVISION							
SALAREIES & WAGES/BENEFIT	58,581	55,824.56	-	2,756.44	3,270.63	6,789	95.29
PURCHASED PROF/TECH SRVS	2,500	1,471.83	-	1,028.17	-	1,394	58.87
SUPPLIES	9,550	7,658.33	331.41	1,560.26	430.76	389	83.66
CAPITAL OUTLAY	-	-	-	-	-	-	-
MISCELLANEOUS	17,000	-	-	17,000.00	-	-	-
STORMWATER DIVISION	87,631	64,954.72	331.41	22,344.87	3,701.39	8,572	74.50
TOTAL EXPENDITURES	13,349,154	11,212,080.63	1,193,264.60	943,808.77	819,140.12	1,074,427	92.93
	=====	=====	=====	=====	=====	=====	=====
EVENUES OVER/(UNDER) EXPENDITURE	(1,768,627)	(508,048.30)	(1,193,264.60)	(67,314.10)	(258,020.49)	(490,674)	-
TRANSFER IN	-	-	-	-	-	-	-
TRANSFER OUT	73,334	-	-	73,334.00	-	-	-
REVENUES & OTHER SOURCES OVER/ UNDER) EXPENDITURES & OTHER (USES	(1,841,961)	(508,048.30)	(1,193,264.60)	(140,648.10)	(258,020.49)	(490,674)	92.36
	=====	=====	=====	=====	=====	=====	=====

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Budget
Target
92%

22 - SOLID WASTE FINANCIAL SUMMARY	BUDGET 2017-2018	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jul-18	Aug-18	% RECEIV. EXPENDED
REVENUE SUMMARY							
REFUSE COLLECTION SYSTEM	2,867,043	2,808,875.70	-	58,167.30	264,578.80	266,554.34	97.97
OTHER REVENUE	23,900	25,851.22	-	(1,951.22)	1,769.76	2,060.37	108.16
TOTAL REVENUES	2,890,943	2,834,726.92	-	56,216.08	266,348.56	268,614.71	98.06
	=====	=====	=====	=====	=====	=====	=====
EXPENDITURE SUMMARY							
SANITATION							
SALARIES & WAGES/BENEFIT	1,131,893	989,876.43	-	142,016.99	101,883.60	114,992.38	87.45
PUR PROF/TECH SRVS	15,000	111.78	-	14,888.22	32.70	32.70	0.75
PUR PROP SRVS & OTH SRVS	221,477	228,385.10	(9,232.28)	2,324.18	30,459.86	27,451.78	98.95
SUPPLIES	230,718	347,279.53	2,697.63	(119,259.16)	26,111.60	22,404.20	151.69
CAPITAL OUTLAY	99,000	70,969.54	26,600.66	1,429.80	-	13,366.94	98.56
MISCELLANEOUS	502,332	423,067.29	79,408.53	(143.82)	44,046.67	41,711.93	100.03
SANITATION	2,200,420	2,059,689.67	99,474.54	41,256.21	202,534.43	219,959.93	98.13
ORGANIZATIONAL							
PURCHASED PROF/TECH SRVS	91,543	74,911.75	-	16,631.25	6,462.50	6,478.75	81.83
PUR PROP SRVS & OTH SRVS	26,564	31,048.17	-	(4,484.17)	2,447.08	2,447.08	116.88
DEBT SERVICE	111,275	111,275.00	-	-	-	15,150.00	100.00
MISCELLANEOUS	213,930	198,065.51	-	15,864.49	17,619.17	17,619.17	92.58
ORGANIZATIONAL	443,312	415,300.43	-	28,011.57	26,528.75	41,695.00	93.68
Transfer Out	-	-	-	-	-	-	-
TOTAL EXPENDITURES	2,643,732	2,474,990.10	99,474.54	69,267.78	229,063.18	261,654.93	97.38
	=====	=====	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	247,211	359,736.82	(99,474.54)	(13,051.70)	37,285.38	6,959.78	105.28

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							Budget Target 92%
56 -UTILITY FINANCIAL SUMMARY	BUDGET 2017-2018	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jul-18	Aug-18	% RECEIV. EXPENDED
REVENUE SUMMARY							
WATER SYSTEMS	2,644,850	2,400,260.21	-	244,589.79	217,238.16	249,459.04	90.75
SEWER SYSTEMS	2,731,838	2,474,112.09	-	257,725.91	215,472.91	254,663.12	90.57
OTHER REVENUES	-	162.00	-	(162.00)	-	40.00	-
OTHER REVENUES	61,710	114,264.75	-	(52,554.75)	8,248.89	9,767.36	185.16
TOTAL REVENUES	5,438,398	4,988,799.05	-	449,598.95	440,959.96	513,929.52	91.73
EXPENDITURE SUMMARY							
UTILITY BILLING & COLLEC							
SALARIES & WAGES/BENEFIT	221,584	191,351.74	-	30,232.26	17,701.93	25,138.27	86.36
PURCHASED PROF/TECH SRVS	30,208	19,831.72	-	10,376.28	99.00	508.70	65.65
PUR PROP SRVS & OTH SRVS	86,965	79,217.76	334.60	7,412.64	12,292.12	3,990.52	91.48
SUPPLIES	53,038	37,064.20	1,123.76	14,850.04	941.97	2,212.15	72.00
MISCELLANEOUS	38,151	35,711.38	94.35	2,345.27	3,316.96	3,311.13	93.85
UTILITY BILLING & COLLEC	429,946	363,176.80	1,552.71	65,216.49	34,351.98	35,160.77	84.83
UTILITY ADMINISTRATION							
SALARIES & WAGES/BENEFIT	104,313	85,239.67	-	19,073.33	7,875.53	8,608.99	81.72
PURCHASED PROF/TECH SRVS	47,000	-	-	47,000.00	-	-	-
PUR PROP SRVS & OTH SRVS	20,728	15,372.48	29.19	5,326.33	633.78	723.23	74.30
SUPPLIES	6,900	3,540.81	94.18	3,265.01	223.80	99.95	52.68
MISCELLANEOUS	1,000	701.00	-	299.00	-	-	70.10
UTILITY ADMINISTRATION	179,941	104,853.96	123.37	74,963.67	8,733.11	9,432.17	58.34
WATER PLANT							
SALARIES & WAGES/BENEFIT	422,220	344,401.60	-	77,818.40	31,851.82	38,893.34	81.57
PURCHASED PROF/TECH SRVS	45,900	38,815.26	(1,051.00)	8,135.74	3,902.00	8,063.54	82.28
PUR PROP SRVS & OTH SRVS	328,122	197,443.19	7,878.00	122,800.81	16,247.71	18,857.64	62.57
SUPPLIES	466,380	317,908.26	42,218.76	106,252.98	30,926.49	30,189.83	77.22
CAPITAL OUTLAY	65,320	66,742.49	(25,329.00)	23,906.51	-	-	63.40
MISCELLANEOUS	69,030	56,276.71	(7,175.00)	19,928.29	1,833.15	3,800.00	71.13
WATER PLANT	1,396,972	1,021,587.51	16,541.76	358,842.73	84,761.17	99,804.35	74.31
WATER DISTRIBUTION							
SALARIES & WAGES/BENEFIT	259,661	201,672.65	-	57,988.35	22,896.11	29,499.01	77.67
PUR PROP SRVS & OTH SRVS	17,800	7,620.90	324.00	9,855.10	-	4,411.82	44.63
SUPPLIES	46,400	43,099.46	964.17	2,336.37	2,241.49	6,362.83	94.96
CAPITAL OUTLAY	1,300	1,264.64	-	35.36	-	-	97.28
MISCELLANEOUS	1,420	570.00	-	850.00	-	-	40.14
WATER DISTRIBUTION	326,581	254,227.65	1,288.17	71,065.18	25,137.60	40,273.66	78.24
SEWER COLLECTION							
SALARIES & WAGES/BENEFIT	303,948	216,303.51	-	87,644.49	24,131.69	29,188.94	71.16
PUR PROP SRVS & OTH SRVS	327,900	149,490.65	20,000.19	158,409.16	9,335.84	13,740.66	51.69
SUPPLIES	101,400	83,907.44	(7,794.77)	25,287.33	17,273.28	4,811.49	75.06
CAPITAL OUTLAY	4,100	15,126.00	(19,300.00)	8,274.00	-	-	(101.80)
MISCELLANEOUS	1,961	1,067.00	-	894.00	-	-	54.41
SEWER COLLECTION	739,309	465,894.60	(7,094.58)	280,508.98	50,740.81	47,741.09	62.06

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Budget
Target
92%

56 -UTILITY FINANCIAL SUMMARY	BUDGET 2017-2018	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jul-18	Aug-18	% RECEIV. EXPENDED
SEWER PLANT							
SALARIES & WAGES/BENEFIT	256,611	145,265.20	-	111,345.80	13,674.98	17,649.49	56.61
PURCHASED PROF/TECH SRVS	57,564	27,902.00	2,300.00	27,362.00	3,211.00	2,773.00	52.47
PUR PROP SRVS & OTH SRVS	520,970	267,317.04	97,248.00	156,404.96	30,439.49	16,761.94	69.98
SUPPLIES	96,840	71,940.19	300.96	24,598.85	2,228.39	9,863.19	74.60
CAPITAL OUTLAY	1,130	1,129.14	-	0.86	-	-	99.92
MISCELLANEOUS	179,181	149,272.88	-	29,908.12	14,725.00	9,900.00	83.31
SEWER PLANT	1,112,296	662,826.45	99,848.96	349,620.59	64,278.86	56,947.62	68.57
ORGANIZATIONAL							
PURCHASED PROF/TECH SRVS	69,297	59,794.50	-	9,502.50	4,327.50	4,346.25	86.29
PUR PROP SRVS & OTH SRVS	67,000	69,365.34	-	(2,365.34)	6,305.94	6,305.94	103.53
DEBT SERVICE	500	-	-	500.00	-	-	-
MISCELLANEOUS	412,620	414,421.84	-	(1,801.84)	65,638.09	34,858.50	100.44
ORGANIZATIONAL	549,417	543,581.68	-	5,835.32	76,271.53	45,510.69	98.94
TOTAL EXPENDITURES	4,734,462	3,416,148.65	112,260.39	1,206,052.96	344,275.06	334,870.35	74.53
	=====	=====	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	703,936	1,572,650.40	(112,260.39)	(756,454.01)	96,684.90	179,059.17	207.46
TRANSFER IN	(1,093,554)	(1,063,357.35)	-	(30,196.65)	(30,495.15)	(30,495.15)	97.24
TRANSFER OUT	-	-	-	-	-	-	-
REVENUES & OTHER SOURCES OVER/ (UNDER) EXPENDITURES & OTHER(USES)	(389,618)	509,293.05	(112,260.39)	(786,650.66)	66,189.75	148,564.02	-
	=====	=====	=====	=====	=====	=====	=====

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Budget Target 92% % RECEIV. EXPENDED
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60 -UTILITY I&S FINANCIAL SUMMARY	BUDGET 2017-2018	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jul-18	Aug-18	
REVENUE SUMMARY							
OTHER REVENUE	-	-	-	-	-	-	-
TOTAL REVENUES	-	-	-	-	-	-	-
	=====	=====	=====	=====	=====	=====	=====
EXPENDITURE SUMMARY							
DEBT SERVICE							
DEBT SERVICE	993,616	1,017,475.16	-	(23,859.16)	-	63,875.00	102.40
MISCELLANEOUS	-	4,172.50	-	(4,172.50)	-	-	-
DEBT SERVICE	993,616	1,021,647.66	-	(28,031.66)	-	63,875.00	102.82
TOTAL EXPENDITURES	993,616	1,021,647.66	-	(28,031.66)	-	63,875.00	102.82
	=====	=====	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	(993,616)	(1,021,647.66)	-	28,031.66	-	(63,875.00)	102.82
TRANSFER IN	1,093,854	1,063,357.35	-	30,496.65	30,495.15	30,495.15	97.21
TRANSFER OUT	-	-	-	-	-	-	-
REVENUES & OTHER SOURCES OVER/ (UNDER) EXPENDITURES & OTHER(USES)	100,238	41,709.69	-	58,528.31	30,495.15	(33,379.85)	41.61
	=====	=====	=====	=====	=====	=====	=====

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20 -MUNICIPAL COURT-BLDG SEC. FINANCIAL SUMMARY	BUDGET 2017-2018	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jul-18	Aug-18	Budget Target 92%
							% RECEIV. EXPENDED
REVENUE SUMMARY							
OTHER REVENUE	7,000	6,501.58	-	498.42	444.00	540.00	92.88
TOTAL REVENUES	7,000	6,501.58	-	498.42	444.00	540.00	92.88
	=====	=====	=====	=====	=====	=====	=====
EXPENDITURE SUMMARY							
MUNICIPAL COURT							
PURCHASED PROF/TECH SRVS	1,070	870.00	-	200.00	870.00	-	81.31
CAPITAL OUTLAY	-	-	-	-	-	-	-
MUNICIPAL COURT	1,070	870.00	-	200.00	870.00	-	81.31
TOTAL EXPENDITURES	1,070	870.00	-	200.00	870.00	-	81.31
	=====	=====	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	5,930	5,631.58	-	298.42	(426.00)	540.00	94.97

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Budget Target 92% % RECEIV. EXPENDED
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21 -MUNICIPAL COURT-TECH. FINANCIAL SUMMARY	BUDGET 2017-2018	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jul-18	Aug-18	% RECEIV. EXPENDED
REVENUE SUMMARY							
OTHER REVENUE	6,000	6,118.12	-	(118.12)	408.00	468.00	101.97
TOTAL REVENUES	6,000	6,118.12	-	(118.12)	408.00	468.00	101.97
	=====	=====	=====	=====	=====	=====	=====
EXPENDITURE SUMMARY							
MUNICIPAL COURT							
CAPITAL OUTLAY	-	7,514.33	-	(7,514.33)	-	-	-
MUNICIPAL COURT	-	7,514.33	-	(7,514.33)	-	-	-
TOTAL EXPENDITURES	-	7,514.33	-	(7,514.33)	-	-	-
	=====	=====	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	6,000	(1,396.21)	-	7,396.21	408.00	468.00	(23.27)

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23 -REVOLVING LOAN FUND FINANCIAL SUMMARY	BUDGET 2017-2018	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jul-18	Aug-18	% RECEIV. EXPENDED
REVENUE SUMMARY							
OTHER REVENUE	-	1,313.65	-	(1,313.65)	92.03	108.94	-
TOTAL REVENUES	-	1,313.65	-	(1,313.65)	92.03	108.94	-
EXPENDITURE SUMMARY							
ADMINISTRATION							
PURCHASED PROF/TECH SRVS	-	-	-	-	-	-	-
PUR PROP SRVS & OTH SRVS	-	-	-	-	-	-	-
ADMINISTRATION	-	-	-	-	-	-	-
TOTAL EXPENDITURES	-	-	-	-	-	-	-
REVENUES OVER/(UNDER) EXPENDITURES	-	1,313.65	-	(1,313.65)	92.03	108.94	-

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Budget Target 92%

25 -PARKS SPORT FEE FINANCIAL SUMMARY	BUDGET 2017-2018	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jul-18	Aug-18	% RECEIV. EXPENDED
REVENUE SUMMARY							
OTHER REVENUE	1,000	1,372.94	-	(372.94)	15.26	116.30	137.29
TOTAL REVENUES	1,000	1,372.94	-	(372.94)	15.26	116.30	137.29
EXPENDITURE SUMMARY							
RECREATION							
PUR PROP SRVS & OTH SRVS	-	-	-	-	-	-	-
ADMINISTRATION	-	-	-	-	-	-	-
TOTAL EXPENDITURES	-	-	-	-	-	-	-
REVENUES OVER/(UNDER) EXPENDITURES	1,000	1,372.94	-	(372.94)	15.26	116.30	137.29

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26 -PARK DEVELOPMENT FINANCIAL SUMMARY	BUDGET 2017-2018	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jul-18	Aug-18	Budget Target 92%
							% RECEIV. EXPENDED
REVENUE SUMMARY							
INTERGOVERNMENTAL REVENUE	-	-	-	-	-	-	-
OTHER INCOME	30,000	48,257.65	-	(18,257.65)	0.62	0.62	160.86
TOTAL REVENUES	30,000	48,257.65	-	(18,257.65)	0.62	0.62	160.86
EXPENDITURE SUMMARY							
PARKS							
PURCHASED PROF/TECH SRVS	-	-	-	-	-	-	-
SUPPLIES	-	-	-	-	-	-	-
CAPITAL OUTLAY	25,000	-	-	25,000.00	-	-	-
PARKS	25,000	-	-	25,000.00	-	-	-
TOTAL EXPENDITURES	25,000	-	-	25,000.00	-	-	-
REVENUES OVER/(UNDER) EXPENDITURES	5,000	48,257.65	-	(43,257.65)	0.62	0.62	965.15

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Budget Target 92%

27 -WRECKER LAW ENFORCEMENT FINANCIAL SUMMARY	BUDGET 2017-2018	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jul-18	Aug-18	% RECEIV. EXPENDED
REVENUE SUMMARY							
OTHER REVENUE	4,605	3,720.00	-	885.00	-	-	80.78
TOTAL REVENUES	4,605	3,720.00	-	885.00	-	-	80.78
EXPENDITURE SUMMARY							
POLICE							
PURCHASED PROF/TECH SRVS	-	-	-	-	-	-	-
PUR PROP SRVS & OTH SRVS	-	-	-	-	-	-	-
SUPPLIES	-	1,091.24	(1,299.49)	208.25	-	-	-
ADMINISTRATION	-	1,091	(1,299)	208	-	-	-
TOTAL EXPENDITURES	-	1,091	(1,299)	208	-	-	-
REVENUES OVER/(UNDER) EXPENDITURES	4,605	2,628.76	1,299.49	676.75	-	-	85.30

City of San Juan, Texas
Budget Expenditures Report
August 31, 2018

Budget
Target
92%

28 -ASSET FORFEITURE-STATE FINANCIAL SUMMARY	BUDGET 2017-2018	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jul-18	Aug-18	% RECEIV. EXPENDED
REVENUE SUMMARY							
OTHER REVENUE	-	48,240.00	-	(48,240.00)	-	-	-
FORFEIT LOCAL	60,000	6,189.71	-	53,810.29	-	-	10.32
TOTAL REVENUES	60,000	54,429.71	-	5,570.29	-	-	90.72
=====							
EXPENDITURE SUMMARY							
POLICE							
SALARIES & WAGES/BENEFIT	-	-	-	-	-	-	-
PURCHASED PROF/TECH SRVS	-	-	-	-	-	-	-
PUR PROP SRVS & OTH SRVS	20,000	2,235.00	3,200.00	14,565.00	-	-	27.18
SUPPLIES	32,000	31,123.54	854.21	22.25	5,553.71	334.27	99.93
CAPITAL OUTLAY	4,000	956.93	-	3,043.07	-	-	23.92
MISCELLANEOUS	4,000	-	-	4,000.00	-	-	-
POLICE	60,000	34,315.47	4,054.21	21,630.32	5,553.71	334.27	63.95
TOTAL EXPENDITURES	60,000	34,315.47	4,054.21	21,630.32	5,553.71	334.27	63.95
=====							
REVENUES OVER/(UNDER) EXPENDITURES	-	20,114.24	(4,054.21)	(16,060.03)	(5,553.71)	(334.27)	-

**City of San Juan, Texas
Budget Expenditures Report
August 31, 2018**

							Budget Target 92%
30 -MISCELLANEOUS GRANTS FINANCIAL SUMMARY	BUDGET 2017-2018	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jul-18	Aug-18	% RECEIV. EXPENDED
REVENUE SUMMARY							
INTERGOV'T REVENUE	522,516	351,556.25	-	170,959.51	-	171,760.88	67.28
OTHER REVENUE	-	-	-	-	-	-	-
TOTAL REVENUES	522,516	351,556.25	-	170,959.51	-	171,760.88	67.28
EXPENDITURE SUMMARY							
POLICE							
SALARIES & WAGES/BENEFIT	296,917	142,559.29	-	154,357.71	3,942.57	9,185.60	48.01
PUR PROP SRVS & OTH SRVS	-	-	-	-	-	-	-
SUPPLIES	-	-	-	-	-	-	-
CAPITAL OUTLAY	210,615.92	174,781.35	31,733.00	4,101.57	-	-	98.05
POLICE	507,532.92	317,340.64	31,733.00	158,459.28	3,942.57	9,185.60	68.78
FIRE							
SALARIES & WAGES/BENEFIT	-	-	-	-	-	-	-
CAPITAL OUTLAY	-	-	-	-	-	-	-
FIRE	-	-	-	-	-	-	-
STREETS, ALLEY, OTHER							
SUPPLIES	-	-	-	-	-	-	-
MISCELLANEOUS	-	-	-	-	-	-	-
STREETS, ALLEY, OTHER	-	-	-	-	-	-	-
PARKS							
SALARIES OF EMPLOYEES	-	-	-	-	-	-	-
PURCHASED PROF/TECH SRVS	-	-	-	-	-	-	-
PUR PROP SRVS & OTH SRVS	-	-	-	-	-	-	-
SUPPLIES	-	-	-	-	-	-	-
CAPITAL OUTLAY	-	-	-	-	-	-	-
AMIGOS DEL VALLE GREEN R	-	-	-	-	-	-	-
LIBRARY							
PURCHASED PROF/TECH SRVS	1,690	1,689.99	-	-	-	-	100.00
PUR PROP SRVS & OTH SRVS	7,441	7,441.00	-	-	-	-	100.00
SUPPLIES	4,060	2,595.07	-	1,464.72	-	495.17	63.92
CAPITAL OUTLAY	1,293	1,292.70	-	-	-	-	100.00
MISCELLANEOUS	500	322.81	-	177.19	-	322.81	64.56
LIBRARY	14,983	13,341.57	-	1,641.91	-	817.98	89.04
SANITATION							
SALARIES OF EMPLOYEES	-	-	-	-	-	-	-
EQUIPMENT SUPPLIES	-	-	-	-	-	-	-
CAPITAL OUTLAY	-	-	-	-	-	-	-
SANITATION	-	-	-	-	-	-	-
TOTAL EXPENDITURES	522,516.40	330,682.21	31,733.00	160,101.19	3,942.57	10,003.58	69.36
REVENUES OVER/(UNDER) EXPENDITURES	(1)	20,874.04	(31,733.00)	10,858.32	(3,942.57)	161,757.30	1,696,712.50

City of San Juan, Texas
Budget Expenditures Report
August 31, 2018

Budget Target 92% % RECEIV. EXPENDED
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32 -CRIME VICTIMS LIAISON GRT FINANCIAL SUMMARY	BUDGET 2017-2018	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jul-18	Aug-18	
REVENUE SUMMARY							
INTERGOVERNMENTAL REVENU	10,000	1,645.00	-	8,355.00	-	-	16.45
OTHER REVENUE	-	-	-	-	-	-	-
TOTAL REVENUES	10,000	1,645.00	-	8,355.00	-	-	16.45
	=====	=====	=====	=====	=====	=====	=====
EXPENDITURE SUMMARY							
POLICE							
PURCHASED PROF/TECH SRVS	10,000	1,645.00	8,355.00	-	-	-	100.00
POLICE	10,000	1,645.00	8,355.00	-	-	-	100.00
TOTAL EXPENDITURES	10,000	1,645.00	8,355.00	-	-	-	100.00
	=====	=====	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	-	-	(8,355.00)	8,355.00	-	-	-

City of San Juan, Texas
Budget Expenditures Report
August 31, 2018

Budget Target 92% % RECEIV. EXPENDED
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33 -HOTEL/MOTEL OCCUPANCY TAX FINANCIAL SUMMARY	BUDGET 2017-2018	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jul-18	Aug-18	
REVENUE SUMMARY							
TAX REVENUE	30,000	19,513.12	-	10,486.88	1,728.74	2,816.42	65.04
FINES & FEES	10,000	56,217.05	-	(46,217.05)	873.00	9,500.00	562.17
OTHER REVENUE	-	-	-	-	-	-	-
TOTAL REVENUES	40,000	75,730.17	-	(35,730.17)	2,601.74	12,316.42	189.33
	=====	=====	=====	=====	=====	=====	=====
EXPENDITURE SUMMARY							
CITY EVENTS							
PURCHASED PROF/TECH SRVS	-	-	-	-	-	-	-
PUR PROP SRVS & OTH SRVS	-	-	-	-	-	-	-
CAPITAL OUTLAY	-	-	-	-	-	-	-
MISCELLANEOUS	43,100	149,237.01	-	(106,137.01)	17.88	31,500.00	346.26
CITY EVENTS	43,100	149,237.01	-	(106,137.01)	17.88	31,500.00	346.26
MISCELLANEOUS DEPT							
MISCELLANEOUS	8,000	1,547.27	-	6,452.73	-	-	19.34
MISCELLANEOUS DEPT	8,000	1,547.27	-	6,452.73	-	-	19.34
TOTAL EXPENDITURES	51,100	150,784.28	-	(99,684.28)	17.88	31,500.00	295.08
	=====	=====	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	(11,100)	(75,054.11)	-	63,954.11	2,583.86	(19,183.58)	-
TRANSFER IN	-	-	-	-	-	-	-
TRANSFER OUT	-	-	-	-	-	-	-
REVENUES & OTHER SOURCES OVER/ (UNDER) EXPENDITURES & OTHER (USES)	(11,100)	(75,054.11)	-	63,954.11	2,583.86	(19,183.58)	676.16
	=====	=====	=====	=====	=====	=====	=====

City of San Juan, Texas
Budget Expenditures Report
August 31, 2018

							Budget Target 92%
36 -DEBT SERVICE FINANCIAL SUMMARY	BUDGET 2017-2018	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jul-18	Aug-18	% RECEIV. EXPENDED
REVENUE SUMMARY							
PROPERTY TAXES	1,784,049	1,797,100.10	-	(13,051.10)	26,322.87	24,058.45	100.73
OTHER REVENUE	-	15.17	-	(15.17)	1.86	1.86	-
TOTAL REVENUES	1,784,049	1,797,115.27	-	(13,066.27)	26,324.73	24,060.31	100.73
EXPENDITURE SUMMARY							
ORGANIZATIONAL EXPENSE							
DEBT SERVICE	1,567,650	1,568,362.50	-	(712.50)	-	278,125.00	100.05
MISCELLANEOUS	-	4,172.50	-	(4,172.50)	-	-	-
ORGANIZATIONAL EXPENSE	1,567,650	1,572,535.00	-	(4,885.00)	-	278,125.00	100.31
TOTAL EXPENDITURES	1,567,650.00	1,572,535.00	-	(4,885.00)	-	278,125.00	100.31
REVENUES OVER/(UNDER) EXPENDITURES	216,399	224,580.27	-	(8,181.27)	26,324.73	(254,064.69)	-
TRANSFER IN	-	-	-	-	-	-	-
TRANSFER OUT	-	-	-	-	-	-	-
REVENUES & OTHER SOURCES OVER/ (UNDER) EXPENDITURES & OTHER (USES)	216,399	224,580.27	-	(8,181.27)	26,324.73	(254,064.69)	103.78

City of San Juan, Texas
Budget Expenditures Report
August 31, 2018

44-CIP-STREET-SERIES 2015 FINANCIAL SUMMARY	BUDGET 2017-2018	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jul-18	Aug-18	Budget Target 92%
							% RECEIV. EXPENDED
REVENUE SUMMARY							
INTERGOV'T REVENUE	-	-	-	-	-	-	-
INTERGOVERNMENTAL REVENUE	-	-	-	-	-	-	-
OTHER REVENUE	-	-	-	-	-	-	-
OTHER FINANCING SOURCES	-	-	-	-	-	-	-
TOTAL REVENUES	-	-	-	-	-	-	-
EXPENDITURE SUMMARY							
EXPENDITURES							
STREETS	-	100,214.40	-	(100,214.40)	-	-	-
DEBT	-	-	-	-	-	-	-
SANITATION	-	-	-	-	-	-	-
LIBRARY	-	100,214.40	-	(100,214.40)	-	-	-
LONG TERM DEBT							
DEBT SERVICE	-	-	-	-	-	-	-
LONG TERM DEBT	-	-	-	-	-	-	-
TOTAL EXPENDITURES	-	100,214	-	(100,214)	-	-	-
REVENUES OVER/(UNDER) EXPENDITURES	-	(100,214.40)	-	100,214.40	-	-	-

City of San Juan, Texas
Budget Expenditures Report
August 31, 2018

45-CAPITAL PROJECTS FINANCIAL SUMMARY	BUDGET 2017-2018	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jul-18	Aug-18	Budget Target 92%	
							% RECEIV.	EXPENDED
REVENUE SUMMARY								
INTERGOV'T REVENUE	-	-	-	-	-	-	-	-
INTERGOVERNMENTAL REVENUE	-	-	-	-	-	-	-	-
OTHER REVENUE	-	-	-	-	-	-	-	-
OTHER FINANCING SOURCES	-	-	-	-	-	-	-	-
TOTAL REVENUES	-	-	-	-	-	-	-	-
	=====	=====	=====	=====	=====	=====	=====	=====
EXPENDITURE SUMMARY								
LIBRARY	-	-	-	-	-	-	-	-
CAPITAL OUTLAY	-	-	-	-	-	-	-	-
LIBRARY	-	-	-	-	-	-	-	-
LONG TERM DEBT								
DEBT SERVICE	-	-	-	-	-	-	-	-
LONG TERM DEBT	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
	=====	=====	=====	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	-	-	-	-	-	-	-	-

City of San Juan, Texas
Budget Expenditures Report
August 31, 2018

46-2018 CONSTRUCTION FINANCIAL SUMMARY	BUDGET 2017-2018	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jul-18	Aug-18	Budget Target 92%
							% RECEIV. EXPENDED
REVENUE SUMMARY							
INTERGOV'T REVENUE	-	-	-	-	-	-	-
INTERGOVERNMENTAL REVENUE	-	-	-	-	-	-	-
OTHER REVENUE	-	-	-	-	-	-	-
OTHER FINANCING SOURCES	-	42,538	-	(42,538)	-	42,538	-
TOTAL REVENUES	-	42,538	-	(42,538)	-	42,538	-
=====							
DEBT SERVICE							
COST OF ISSUANCE	-	-	-	-	-	-	-
CAPITAL OUTLAY	-	-	-	-	-	-	-
2018 CONSTRUCTION	-	-	-	-	-	-	-
TOTAL EXPENDITURES	-	-	-	-	-	-	-
=====							
REVENUES OVER/(UNDER) EXPENDITURES	-	42,538	-	(42,538)	-	42,538	-

City of San Juan, Texas
Budget Expenditures Report
August 31, 2018

48- Certificate of Obligation -2017 FINANCIAL SUMMARY	BUDGET 2017-2018	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jul-18	Aug-18	Budget Target 92%
							% RECEIV. EXPENDED
REVENUE SUMMARY							
Other Revenue	-	44,902.93	-	(44,902.93)	3,768.33	6,835.19	-
TOTAL REVENUES	-	44,902.93	-	(44,902.93)	3,768.33	6,835.19	-
=====							
EXPENDITURE SUMMARY							
DEBT SERVICE							
COST OF ISSUANCE	-	10,465.22	-	(10,465.22)	-	5,258.55	-
CAPITAL OUTLAY	-	808,177.08	-	(808,177.08)	243,465.52	454,026.56	-
STREET	-	818,642.30	-	(818,642.30)	243,465.52	459,285.11	-
TOTAL EXPENDITURES	-	818,642.30	-	(818,642.30)	243,465.52	459,285.11	-
=====							
REVENUES OVER/(UNDER) EXPENDITURES	-	(773,739.37)	-	773,739.37	(239,697.19)	(452,449.92)	-

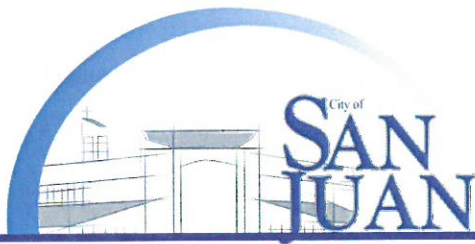
City of San Juan, Texas
Budget Expenditures Report
August 31, 2018

54-2014 BOND FINANCIAL SUMMARY	BUDGET 2017-2018	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jul-18	Aug-18	Budget Target 92%
							% RECEIV. EXPENDED
REVENUE SUMMARY							
OTHER REVENUE	900	-	-	900.00	-	-	-
TOTAL REVENUES	900	-	-	900.00	-	-	-
=====							
EXPENDITURE SUMMARY							
WATER DISTRIBUTION							
CAPITAL OUTLAY	584,861	323,163.98	3,881.07	257,815.95	99,147.00	-	55.92
WATER DISTRIBUTION	584,861	323,163.98	3,881.07	257,815.95	99,147.00	-	55.92
ORGANIZATIONAL							
DEBT SERVICE	-	-	-	-	-	-	-
ORGANIZATIONAL	-	-	-	-	-	-	-
=====							
TOTAL EXPENDITURES	584,861.00	323,163.98	3,881.07	257,815.95	99,147.00	-	55.92
=====							
REVENUES OVER/(UNDER) EXPENDITURES	(583,961)	(323,163.98)	(3,881.07)	(256,915.95)	(99,147.00)	-	(55.92)

City of San Juan, Texas
Budget Expenditures Report
August 31, 2018

Budget Target 92% % RECEIV. EXPENDED

24 -SAN JUAN E. D. C. FINANCIAL SUMMARY	BUDGET 2017-2018	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jul-18	Aug-18	% RECEIV. EXPENDED
REVENUE SUMMARY							
SALES TAX REVENUE	850,000	781,481.62	-	68,518.38	82,155.21	83,525.49	91.94
OTHER REVENUE	4	9,624.70	-	9,628.70	1,502.17	2.17	240,617.50
OTHR FINANCING SOURCES/U	755,000	540,259.52	-	214,740.48	-	-	71.56
TOTAL REVENUES	1,605,004	1,331,365.84	-	292,887.56	83,657.38	83,527.66	82.95
EXPENDITURE SUMMARY							
SAN JUAN ECONOMIC DEV							
SALARIES & WAGES/BENEFIT	147,060	97,776.58	-	49,283.42	7,265.11	14,548.53	66.49
PURCHASED PROF/TECH SRVS	123,463	105,799.85	-	17,663.15	18,125.00	13,500.00	85.69
PUR PROP SRVS & OTH SRVS	77,998	62,085.42	-	15,912.58	6,276.49	4,565.23	79.60
SUPPLIES	14,319	12,903.72	-	1,415.42	659.19	231.64	90.12
CAPITAL OUTLAY	1,800	563.26	-	1,236.74	37.52	21.29	31.29
DEBT SERVICE	350,080	316,942.39	-	33,137.47	15,774.11	45,899.11	90.53
MISCELLANEOUS	94,730	69,724.40	-	25,005.60	205.95	11,010.50	73.60
SAN JUAN ECONOMIC DEV	809,450	665,795.62	-	143,654.38	48,343.37	89,776.30	82.25
OTHER PROJECTS							
MISCELLANEOUS	755,000	997,993.62	-	(242,993.62)	274,984.54	-	132.18
RETAIL INCENTIVES	40,000	27,802.61	-	12,197.39	-	-	69.51
OTHER PROJECTS	795,000	1,025,796.23	-	(230,796.23)	274,984.54	-	129.03
TOTAL EXPENDITURES	1,604,450	1,691,591.85	-	(87,141.85)	323,327.91	89,776.30	105.43
REVENUES OVER/(UNDER) EXPENDITURES	554	(360,226.01)	-	380,029.41	(239,670.53)	(6,248.64)	-



Mayor: Mario Garza
Mayor Pro-Tem: Pete Garcia
Commissioners: Jesus "Jesse" Ramirez
Ernesto "Neto" Guajardo
Leonardo "Lenny" Sanchez

Investment Report

As of September 30, 2018

Fourth Quarter for Fiscal Year 2017-2018

Prepared by:

10/15/18

Leroy Gonzales, Director of Finance

Investments by Maturity Date

		FUND	Investment at Cost	Market Value	Current Yield	Maturity Date
CEDARSTONE BANK	PCB WEALTH MGMT	General	249,000.00	249,000.00	2.320%	12/11/2018
MONUNTAIN COMMERCE BK	PCB WEALTH MGMT	General	249,000.00	249,000.00	2.350%	12/19/2018
MILLENIUM BANK	PCB WEALTH MGMT	General	249,000.00	249,000.00	2.310%	12/16/2018
HERITAGE COMM BK	PCB WEALTH MGMT	General	249,000.00	249,000.00	2.420%	12/14/2018
INSBANK	PCB WEALTH MGMT	General	249,000.00	249,000.00	2.507%	12/26/2018
OPTIMUMBANK	PCB WEALTH MGMT	SOLID WASTE	249,000.00	249,000.00	2.355%	12/11/2018
1ST FINANCIAL BANK	PCB WEALTH MGMT	UTILITY	249,000.00	249,000.00	2.400%	2/12/2019
BELMONT BK & TC	PCB WEALTH MGMT	UTILITY	249,000.00	249,000.00	2.401%	1/18/2019
BCB COMM BANK	PCB WEALTH MGMT	UTILITY	249,000.00	249,000.00	2.420%	1/8/2019
THE BANK OF KREMLIN	PCB WEALTH MGMT	UTILITY	249,000.00	249,000.00	2.430%	2/4/2019
COLONY BANK	PCB WEALTH MGMT	UTILITY	249,000.00	249,000.00	2.360%	12/24/2018
CORNERSTONE BANK	PCB WEALTH MGMT	UTILITY	249,000.00	249,000.00	2.550%	2/16/2019
FORTIS PRIVATE BANK	PCB WEALTH MGMT	UTILITY	249,000.00	249,000.00	2.480%	2/13/2019
FSB BLAKELY	PCB WEALTH MGMT	UTILITY	249,000.00	249,000.00	2.623%	1/4/2019
TRISTATE CAPITAL BANK	PCB WEALTH MGMT	UTILITY	249,000.00	249,000.00	2.450%	1/20/2019
CONNECTIONS BANK	PCB WEALTH MGMT	UTILITY	249,000.00	249,000.00	2.410%	1/20/2019
PATRIOT BANK	PCB WEALTH MGMT	UTILITY	249,000.00	249,000.00	2.450%	1/22/2019
NBKC BANK	PCB WEALTH MGMT	UTILITY	249,000.00	249,000.00	2.500%	1/6/2019
MURPHY BANK	PCB WEALTH MGMT	UTILITY	249,000.00	249,000.00	2.460%	2/9/2019
REGENT BANK	PCB WEALTH MGMT	UTILITY	249,000.00	249,000.00	2.410%	1/12/2019
MADISON CITY BANK	PCB WEALTH MGMT	UTILITY	249,000.00	249,000.00	2.450%	1/8/2019
MADISON BANK MARYLAND	PCB WEALTH MGMT	UTILITY	249,000.00	249,000.00	2.500%	12/27/2018
WEST POINTE BANK	PCB WEALTH MGMT	UTILITY	249,000.00	249,000.00	2.500%	2/1/2019
WASHINGTON BUS BK	PCB WEALTH MGMT	UTILITY	249,000.00	249,000.00	2.385%	12/16/2018
AMER METRO BANK	PCB WEALTH MGMT	2017 BOND	249,000.00	249,000.00	1.980%	10/29/2018
USNY BANK	PCB WEALTH MGMT	2017 BOND	249,000.00	249,000.00	2.400%	1/20/2019
THE FAIRFIELD NATL BANK	PCB WEALTH MGMT	2017 BOND	249,000.00	249,000.00	2.205%	11/5/2018
FIELD POINT PRIV B&T	PCB WEALTH MGMT	2017 BOND	249,000.00	249,000.00	2.270%	11/5/2018
BK OF THE OZARKS	PCB WEALTH MGMT	2017 BOND	249,000.00	249,000.00	2.401%	1/20/2019
NEW MILLENIUM BANK	PCB WEALTH MGMT	2017 BOND	249,000.00	249,000.00	2.300%	11/13/2018
HERITAGE STATE BANK	PCB WEALTH MGMT	2017 BOND	249,000.00	249,000.00	2.021%	10/30/2018
LITTLE HORN STATE BK	PCB WEALTH MGMT	2017 BOND	249,000.00	249,000.00	2.280%	11/6/2018
CITIZENS STATE BANK	PCB WEALTH MGMT	2017 BOND	249,000.00	249,000.00	2.401%	1/20/2019
KENNETT TR BK CD	PCB WEALTH MGMT	2017 BOND	249,000.00	249,000.00	2.401%	1/20/2019
SECURITY STATE BANK	PCB WEALTH MGMT	2017 BOND	249,000.00	249,000.00	2.005%	10/30/2018
TUSTIN COMM BANK	PCB WEALTH MGMT	2017 BOND	249,000.00	249,000.00	2.020%	10/30/2018
INVESTCO	PCB WEALTH MGMT	2017 BOND	12,000.00	12,000.00	2.000%	10/30/2018
			8,976,000.00	8,976,000.00		
Averager Weighted Yield					2.355%	

Fund Allocation Summary

Book and Market Value

	Fund Total	Texpool	PCB WEALTH MGMT
Solid Waste	249,641.60	641.60	249,000.00
Parks Development	383.67	383.67	-
Debt Service	1,134.83	1,134.83	-
Utility Fund	4,483,176.71	1,176.71	4,482,000.00
General Fund	1,246,727.32	1,727.32	1,245,000.00
Capital Projects	-	-	-
Federal Forfeiture	-	-	-
2017 BOND	3,000,000.00	-	3,000,000.00
Sub-total	\$ 8,981,064.13	\$ 5,064.13	\$ 8,976,000.00
EDC-Sales Tax Fund	1,388.32	1,388.32	-
EDC Revolving Fund	820.80	820.80	-
Total	\$ 8,983,273.25	\$ 7,273.25	\$ 8,976,000.00

Quarter End Results by Investment Category:

Asset Type	Ave. Yield	June 2018		September 2018	
		Book Value	Market Value	Book Value	Market Value
Local Governmental Pools	0.00%	7,238.77	7,238.77	7,273.25	7,273.25
CD's/Securities	2.355%	8,964,000.00	8,964,000.00	8,976,000.00	8,976,000.00
Quarterly Interest Income		\$	45,808.70		
YTD Interest		\$	153,088.19		

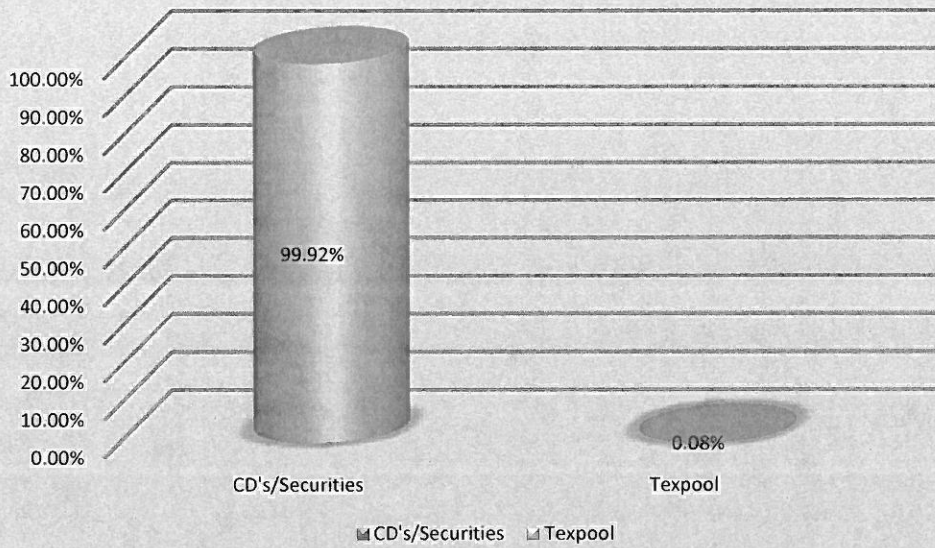
Book Value Comparison

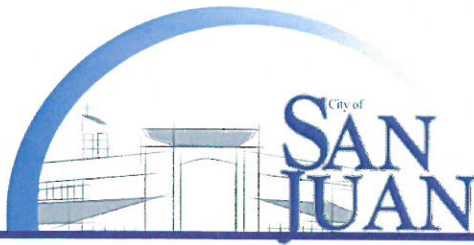
Description	Coupon/ Discount	Settlement Date	June 2018		Purchase at Cost	Sales Maturities	September 2018	
			Original Face\ Par Value	Book Value			Original Face\ Per Value	Book Value
PCB Wealth Management	1.448%	6/30/2018	8,964,000.00	8,964,000.00	-	-	8,976,000.00	8,976,000.00
Texpool	0.00%	6/30/2018	7,238.77	7,238.77	-	-	7,273.25	7,273.25
Total			\$ 8,971,238.77	\$ 8,971,238.77			\$ 8,983,273.25	\$ 8,983,273.25

Market Value Comparison

Description	Coupon/ Discount	June 2018		Qtr-to Qtr change	September 2018	
		Original Face\ Par Value	Market Price		Original Face\ Per Value	Market Price
PCB Wealth Management	1.448%	8,964,000.00	1.00	-	9,213,000.00	1.00
Texpool	0.00%	7,207.62	1.00	-	7,259.23	1.00
Total		\$ 8,971,207.62	\$ 2.00		\$ 9,220,259.23	\$ 2.00
						\$ 8,983,273.25

CD's/Securities and Texpool





Mayor: Mario Garza
Mayor Pro-Tem: Pete Garcia
Commissioners: Jesus "Jesse" Ramirez
Ernesto "Neto" Guajardo
Leonardo "Lenny" Sanchez

To: Benjamin Arjona, City Manager
From: Leroy Gonzales, Director of Finance
Date: October 17, 2018
Subject: Monthly Collection Report – September, 2018

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	(4,985.64)	(19,259.27)	2,492.92	22,138.85	(16,498.87)
Adjusted Tax Levy	7,107,378.25	6,619,018.71	6,366,478.43	6,085,013.15	6,010,470.94
Collections to date	6,751,777.82	6,232,308.52	6,006,559.85	5,720,270.90	5,620,809.41
Percentage Collected	95.00%	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, Pete Garcia
Commissioners: Jesus "Jesse" Ramirez
Ernesto "Neto" Guajardo
Leonardo "Lenny" Sanchez

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

PABLO "PAUL" VILLARREAL JR., ASSESSOR & COLLECTOR
CITY OF SAN JUAN TAXES COLLECTED FOR:
SEPTEMBER 2018

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	6,751,777.82	-	(4,985.64)	355,600.42	95.00%	94.16%
2016 & PRIOR YRS	1,449,100.77	389,008.73	(4,465.50)	(10,528.82)	1,045,097.72	27.13%	24.77%
ROLLBACK	21,957.42	21,957.42	-	-	-	100.00%	12.64%
TOTALS	8,583,422.07	7,162,743.97	(4,465.50)	(15,514.46)	1,400,698.14		

BREAKDOWN OF TAX COLLECTIONS AND FEES FOR THE MONTH OF SEPTEMBER 2018

	CITY OF SAN JUAN	MONTHLY MODIFICATIONS
CURRENT YEAR-BASE TAX	17,391.02	(556.88) CURRENT
CURRENT YEAR-P&I	3,324.10	
PRIOR YEARS-BASE TAX	12,653.82	(223.78) PRIOR
PRIOR YEARS-P&I	6,545.99	
ROLLBACK		ROLLBACK
ROLLBACK P&I		
ATTORNEY FEES	5,604.78	PURGED
TOTAL COLLECTIONS	45,519.71	(780.66)
LESS TRANSFERRED	19,642.22	
LESS IN TRANSIT	22,499.39	
LESS DUE TO HCAD COMM. FEE	2.10	
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 SEPTEMBER 2018 IS CORRECT.

Pablo (Paul) Villarreal Jr.
 ASSESSOR-COLLECTOR OF TAXES FOR CITY OF SAN JUAN, TEXAS



SWORN AND SUBSCRIBED BEFORE ME THIS 9TH DAY OF OCTOBER 2018 A.D.

Maria G. Figueroa
 NOTARY PUBLIC, HIDALGO COUNTY, TEXAS



**PABLO "PAUL" VILLARREAL JR., ASSESSOR & COLLECTOR
CITY OF SAN JUAN
TAX COLLECTION REPORT
FOR THE MONTH OF SEPTEMBER 2018**

<u>AD VALOREM - CITY OF SAN JUAN</u>	<u>2017-2018</u>	<u>2016-2017</u>	<u>DIFFERENCE</u>
<u>2017 CURRENT</u>			
ORIGINAL LEVY	7,112,363.88	6,638,277.98	474,085.90
MODIFICATIONS	(4,985.64)	(19,259.27)	14,273.63
CURRENT LEVY	7,107,378.24	6,619,018.71	488,359.53
CURRENT COLLECTIONS THIS MONTH	17,391.02	20,502.42	(3,111.40)
CURRENT COLLECTIONS TO DATE	6,751,777.82	6,232,308.52	519,469.30
OUTSTANDING TO DATE	355,600.42	386,710.19	(31,109.77)
PERCENT COLLECTED/ORIGINAL	94.93%	93.88%	1.05%
PERCENT COLLECTED/MODIFIED	95.00%	94.16%	0.84%
TOTAL COLLECTIONS FISCAL YEAR	6,751,777.82	6,232,308.52	
<u>DELINQUENT</u>			
ORIGINAL LEVY	1,449,100.77	1,435,488.73	13,612.04
MODIFICATIONS	(14,994.32)	(23,336.05)	8,341.73
DELINQUENT LEVY	1,434,106.45	1,412,152.68	21,953.77
DELINQUENT COLLECTIONS THIS MONTH	12,653.82	13,796.03	(1,142.21)
DELINQUENT COLLECTIONS TO DATE	389,008.73	349,762.10	39,246.63
OUTSTANDING TO DATE	1,045,097.72	1,062,390.58	(17,292.86)
PERCENT COLLECTED/ORIGINAL	26.84%	24.37%	2.47%
PERCENT COLLECTED/MODIFIED	27.13%	24.77%	2.36%
TOTAL COLLECTIONS FISCAL YEAR	389,008.73	349,762.10	
<u>ROLLBACK</u>			
ORIGINAL LEVY	21,957.42	2,534.74	19,422.68
MODIFICATIONS	0.00	22,599.39	(22,599.39)
ROLLBACK LEVY	21,957.42	25,134.13	(3,176.71)
ROLLBACK COLLECTIONS THIS MONTH	0.00	0.00	0.00
ROLLBACK COLLECTIONS TO DATE	21,957.42	3,176.71	18,780.71
OUTSTANDING TO DATE	0.00	21,957.42	(21,957.42)
PERCENT COLLECTED/ORIGINAL	100.00%	125.33%	-25.33%
PERCENT COLLECTED/MODIFIED	100.00%	12.64%	87.36%
TOTAL COLLECTIONS FISCAL YEAR	21,957.42	3,176.71	

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OVERALL TOTAL	45,519.71
LESS REFUNDS	0.00
LESS HCAD COMM FEES	2.10
LESS COMM/COST (Increased by \$160. per month)	3,376.00
BALANCE	42,141.61
LESS TRANSFERRED	19,642.22
LESS TRANSF IN TRANSIT	22,499.39
BALANCE PENDING	0.00

**CITY OF SAN JUAN, TEXAS
AS OF SEPTEMBER 2018**

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	19,613.03	15,576.11	6,300.15	5,051.36	(822.12)	(3,285.89)	(3,543.48)	(3,543.48)	(4,428.76)	(4,985.64)
Adjstld Levy	7,122,706.07	7,119,394.69	7,131,976.91	7,127,939.99	7,118,664.03	7,117,415.24	7,111,541.76	7,109,077.99	7,108,820.40	7,108,820.40	7,107,935.12	7,107,378.24
Collections	39,756.60	482,899.51	3,199,539.87	5,537,376.14	6,069,205.04	6,342,559.31	6,465,719.48	6,561,382.23	6,639,410.61	6,693,744.32	6,734,386.80	6,751,777.82
Percentage	0.56	6.78	44.86	77.69	85.26	89.11	90.92	92.30	93.40	94.16	94.74	95.00

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 2013	JAN 2014	FEB 2014	MAR 2014	APR 2014	MAY 2014	JUN 2014	JUL 2014	AUG 2014	SEPT 2014
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												
Adjustments	-	-	7,624.63	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)
Adjstd Levy	5,863,668.66	5,863,668.66	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
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												
Adjustments	(434.68)	9,757.00	7,191.02	6,935.04	6,744.28	2,616.92	1,377.13	(8,800.15)	(8,800.15)	(8,800.15)	(8,800.15)	(16,234.68)
Adjstd Levy	5,806,908.21	5,817,099.89	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
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												
Adjustments	(369.63)	(2,132.72)	(365.30)	(4,388.62)	(4,901.42)	(5,178.87)	(6,706.52)	(2,962.02)	(4,257.62)	(11,079.53)	(11,173.60)	(11,810.88)
Adjstd Levy	5,688,989.97	5,687,226.88	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
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												
Adjustments	-	7,424.84	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)
Adjstd Levy	5,701,885.79	5,709,310.63	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
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												
Adjustments	2,627.82	36,019.13	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
Adjstd Levy	5,027,004.24	5,060,395.55	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
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												
Adjustments	5,634.29	25,650.41	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
Adjstd Levy	4,471,366.30	4,491,382.42	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
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)												
	OCT 06	NOV 06	DEC 06	JAN 07	FEB 07	MAR 07	APR 07	MAY 07	JUN 07	JUL 07	AUG 07	SEP 07
3,969,895.75												
Adjustments	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
Adjstd Levy	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)												
	OCT 05	NOV 05	DEC 05	JAN 06	FEB 06	MAR 06	APR 06	MAY 06	JUN 06	JUL 06	AUG 06	SEP 06
3,624,334.79												
Adjustments	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
Adjstd Levy	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												
October 17, 2018												