



Mayor: Mario Garza
Mayor Pro-Tem: Leonardo "Lenny" Sanchez
Commissioners: Adina "Dina" Santillan
Ernesto "Neto" Guajardo
Marco "Markie" Villegas

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

SAN JUAN CITY COMMISSION

Location: San Juan Memorial Library
Multipurpose Meeting Room
1010 S. Standard
San Juan, Texas 78589
Tuesday, August 23, 2022

REGULAR MEETING AGENDA 6:00 PM

I. CALL TO ORDER

II. INVOCATION

III. PLEDGE OF ALLEGIANCE

IV. PUBLIC COMMENTS

V. PRESENTATIONS

- A.** Presentation on Recognizing PSJA ISD for Earning "A" Rating from the Texas Education Agency.
- B.** Presentation on Departmental Reports: Department of Finance, Fire Department, Police Department, Municipal Court, and Department of Utilities.
 - 1.** Department of Finance Monthly Report.
 - 2.** Fire Department Monthly Report.

3. Police Department Monthly Report.
4. Municipal Court Monthly Report.
5. Department of Utilities Monthly Report.

VI. PUBLIC HEARING/ORDINANCES

- A. Hold a Public Hearing of an Ordinance for a Rezoning Request from General Business District (C-2) to Single-Family Residence District (R-S) of the 1.63 acre tract of land out of Lot 10, Blocks 5 and 17, John Closner Subdivision, as Requested by Melden & Hunt, Inc.
- B. Hold Public Hearing on Adopting the Proposed Tax Rate and Levy for the City of San Juan, Texas for the Fiscal Year Beginning October 1, 2022 and Ending September 30, 2023.
- C. Consideration and Action Amending Chapter 4 Business Regulations, Article 4.04 Wrecker Businesses of the City of San Juan's Code of Ordinances to Update the Procedures and Requirements to Conduct Wrecker Services within the City Limits of San Juan and Fees Related to such Services by Deleting, Replacing and Updating the City's Current Provisions under Article 4.04 and Renaming Article 4.04 from Wrecker Businesses to Wrecker Services.

VII. APPOINTMENTS

- A. Consider the Nomination and Appointment of Board Member(s) Related to the Planning and Zoning Board.

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

- A. Preliminary and Final Plat Approval of the San Juan Oaks Subdivision being a 5.66 acre tract of land out of Lot 9, Block 35, Alamo Land and Sugar Company's Subdivision, located at the Southeast corner of Zapata and 4th Street, as Requested by Nain Engineering, LLC.
- B. Discussion and approval of the Interagency MOU Children's Advocacy Center of Hidalgo and Starr Counties (CACHSC) and the City of San Juan. Hidalgo County continues to experience an increase in the reported incidents of child abuse, a trend that has been seen nationwide. In responding to these reports, the CACHSC along with partner agencies will commit to working collaboratively to better serve child abuse cases and provide an intervention response. The undersigned head of department agencies and offices in Hidalgo County agrees to maintain and continue to support the Children's Advocacy Center of Hidalgo and Starr Counties.
- C. Discussion and Possible Action on Amending the Keep San Juan Beautiful Board Bylaws.

IX. RESOLUTIONS

- A.** Consideration and Action on a Resolution Accepting a Voluntary Annexation Petition, Setting Dates and Times of Public Hearings and Directing the Planning Department to Prepare a Service Plan for the Proposed Valley Ranch Subdivision Phase 3 and 4 Subdivision being a 21.19-acre tract of land out of Lot 11, Block 27, Alamo Land and Sugar Company's Subdivision, located at the Southwest corner of Hall Acres and Cesar Chavez Road, as Requested by Esponjas Development, LTD.

X. CONSENT AGENDA

- A.** Consider Second and Final Reading of an Ordinance Approving Negotiated Resolution Between the City of San Juan and Texas Gas Service.
- B.** Consider Second and Final Reading of an Ordinance Regarding Amending Chapter 4 Business Regulations, Article 4.08 Alcoholic Beverages, Section 4.08.002 Licenses and Fees of the City of San Juan, Texas Code of Ordinances to Update the City's Alcoholic Beverages License/Permit Fees; Providing for Codification; Providing for a Severability Clause; and Providing for a Repealer Clause.
- C.** Consider Second and Final Reading of an Ordinance Regarding a Conditional Use Permit to allow "The Spot" Food Truck Park and Sale of Alcoholic Beverages (wine and beer) for On-Premise Consumption at 103 Alta Street, legally described as Lots 16 thru 18, Block 4, Small No. 2 Subdivision, located at the Southwest corner of Alta Street and Raul Longoria Road, as Requested by Yolanda de la Cruz Presenta, LLC.
- D.** Consider Second and Final Reading of an Ordinance Regarding a Rezoning Request from Single-Family Residence District (R-S) to Multi-Family Residence District (R-MF) of the 15.06 acre tract of land out of Lots 3 and 6, Block 8, John Closner Subdivision, as Requested by Cesar de Leon Lara.
- E.** Consider Approval of the Tax Collection Report for the Month of July 2022.
- F.** Consider Approval of the Quarterly Investment Report for the Quarter Ending June 30, 2022. [Leroy Gonzales, director of Finance)
- G.** Consider Approval of the Budget Expenditure Report for the Month of July, 2022.

XI. EXECUTIVE SESSION

- A. The San Juan City Commission will Convene in Executive Session, in Accordance with the Texas Open Meetings Act, Vernon's Texas Statutes and Codes Annotated, Government Code Chapter 551 et seq. and §551.071 Consultation with Attorney.

1. Pursuant to Section 551.087 ECONOMIC DEVELOPMENT NEGOTIATIONS and 551.071 CONSULTATION WITH ATTORNEY; Deliberation Regarding the Economic Development Incentive Agreement between the City of San Juan and BHM Pharr Hospitality, LLC.
2. Pursuant to Section §551.071 CONSULTATION WITH ATTORNEY; Discussion and Possible Action Regarding the Entertainment Agreement for 2022 Noche De Paz.

XII. RECONVENE

- A. The City Commission will Reconvene in Open Session to Take Necessary Action, if any, in Accordance with Chapter 551, Open Meetings, Subchapter E, Procedures Relating to Closed Meeting 551, Requirements to Vote or Take Final Action in Open Meeting.

1. Pursuant to Section 551.087 ECONOMIC DEVELOPMENT NEGOTIATIONS and 551.071 CONSULTATION WITH ATTORNEY; Deliberation Regarding the Economic Development Incentive Agreement between the City of San Juan and BHM Pharr Hospitality, LLC.
2. Pursuant to Section §551.071 CONSULTATION WITH ATTORNEY; Discussion and Possible Action Regarding the Entertainment Agreement for 2022 Noche De Paz.

XIII. ADJOURNMENT

CERTIFICATION

I certify that the above notice of the Regular Called Meeting of the City of San Juan is true and correct; and that I posted such notice on the bulletin board. A place convenient and readily accessible to the public on the in accordance with the Texas Open Meetings Act (Tex. Gov't. Code §551-041 - §551.050).

BRENDA ESCALANTE
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 _____ of _____, 2022.

OFFICE OF THE CITY SECRETARY



Mayor: Mario Garza
Mayor Pro-Tem: Leonardo “Lenny” Sanchez
Commissioners: Adina “Dina” Santillan
Ernesto “Neto” Guajardo
Marco “Markie” Villegas

MEMORANDUM

TO: Benjamin Arjona, City Manager

FROM: Brenda Escalante, City Secretary

DATE: 08/19/2022

SUBJECT: Presentation on Recognizing PSJA ISD for Earning "A" Rating from the Texas Education Agency.

The following 17 PSJA ISD campuses earned As for the 2021-2022 school year:

- Kelly-Pharr Elementary
- Arnoldo Cantu, Sr. Elementary
- Cesar Chavez Elementary
- Carmen Anaya Elementary
- Edith & Ethel Carman Elementary
- Aida C. Escobar Elementary
- Alfred Sorensen Elementary
- Allen & William Arnold Elementary
- Daniel Ramirez Elementary
- Graciela Garcia Elementary
- Dr. William Long Elementary
- Geraldine Palmer Elementary
- Augusto Guerra Elementary
- Liberty Middle School
- PSJA Southwest Early College High School
- PSJA T. Jefferson T-STEM Early College High School
- PSJA Sotomayor P-TECH



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MEMORANDUM

TO: Benjamin Arjona, City Manager

FROM: Leroy Gonzales, Director of Finance

DATE: 08/11/2022

SUBJECT: Department of Finance Monthly 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 and Economic
- Development Corporation.
- Provide monthly financial reports to Departments 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

7 STAFF MEMBERS

Maintained 26 funds, assisted 24 departments and posted 1,348 journal entries, issued 3,010 disbursement checks, 265 Bank Drafts and processed 5,976 payroll checks and direct deposits, through the months of July, 2022.

July Sales Tax 4.97% % Increase of \$24,899 Compared to last year.

Audit FY 2020/2021 100% complete

Reconciled 11 Bank Accounts

Budget Adjustments (30)

Budget Amendments (4)

Manage a 30.2 million budget

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- General Fund Budget of 16.8 million
- Utility & Sanitation Fund 5.4 million
- Stormwater Fund 305 thousand
- Debt Service Fund 1.9 million
- Sanitation Fund 3.5 million
- Other Funds 2.2 million

Utility Billing & Collection 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 of San Juan collects about 7,052 water and 9,815 sewer accounts.
- North Alamo Water Supply Corporation service 3,299 sewer accounts.

Per Audited Financial Report, in FY ending 9/30/2021, Utility Fund collected 5.7 million and Sanitation Fund 3.3 million with a combined 9 million.

- Email Billing (163)

Service Orders

1. Connects	29
2. Meter information	36
3. Disconnect	26
4. Dead Meters Change	-
5. Past Due Notice	1,711
6. Cut Off Register	125
7. Cut List	25

Payments are made by

65 % paid in person
 1 % juniors
 23 % online
 5 % bank drafts
 6 % other locations

- Staff of 7 Employees

Purchasing Division

Purchasing Description

Purchasing Division is responsible for acquiring goods and services for the City, in accordance with state law, the City's purchasing policies and annual budget.

Activity through the April, 2022.

• Purchase Orders Issued	2894
• Purchase Order Changes/Voids	132
• Bid Openings	9
• Public Auction	1
• Revenue on Auction 12/2021	\$32,717.50



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MEMORANDUM

TO: Benjamin Arjona, City Manager

FROM: Tirso Garza, Fire Chief

DATE: 08/15/2022

SUBJECT: Fire Department Monthly Report.

The San Juan Fire Department did the following activity during the month of July 2022:

Emergency Calls

A total of 70 Calls for the month of July 2022. (Please see attached report.)

- A Shift = 15
- B Shift = 26
- C Shift = 29

Med-Care Response

Due to COVID19 Med-Care, EMS responded along with the Fire Department for a total of 20 calls with four delays for the month of July 2022. The Med-Care report has not been submitted by Med-Care.

County Calls

The San Juan Fire Department had a total of one (1) County Call for the month of July 2022, which are the following:

- Incident Number – 22-0378 – Mutual Aid for a Structure Fire at 22824 Mile 5 ½ W Mile 20, Elsa, Texas

Volunteer Department

The San Juan Volunteer Fire Department was not able to meet for a monthly business meeting due to COVID-19.

Fire Inspections

A total of 22 inspections were conducted in the month of July 2022. Please see attached for detailed information about each conducted inspection.

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Plan Reviews

The following plans were reviewed for the month of July 2022:

- Twins Subdivision
- San Juan Oak Subdivision
- San Juan Parks and Recreation Department
- Delia Tamales
- Mosa Multi-Family Subdivision

Fuel Utilization

Please note that the total amount of gallons mentioned in this report belongs only to the logs that were submitted by the Fire Chief, Lieutenant, or Firefighter in Charge for the month of July 2022 to the Administration Office.

- A total of 277.10 Gallons of Unleaded
- A total of 870.70 Gallons of Diesel



July, 2022

Call Volume Monthly Breakdown

Fire House Code	Incident Type	Total
322	Motor Vehicle Accidents w/Injuries	2
323	Auto-Pedestrian	
324	Motor Vehicle Accidents w/o Injuries	1
311	Medical Call	20
142/143	Grass/Brush Fires	9
131	Vehicle Fires	
700/750	False Alarms	13
154	Trash Fires	1
550/551	Assist other Agency/Dept.:	9
651	Smoke Scare	
111	Structure Fires	
1101	Equipment Fire	
412	Gas Leak	3
480	Attempted burning, Illegal action	
600	Good Intent Call	2
611	Canceled in Route	
622	Wrong Location/No Incident Found	2
541	Bee attack/ Animal Problem	
331	Child Locked in a Vehicle	
440/1601	Electrical Equipment Problem (Pole)	1
1131	Cooking Fire	
100	Fire, Other	4
Grand Total:		70

Call Volume for each shift:

A Shift 15
B Shift 26
C Shift 29

Respectfully Submitted by,
J.Mata



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

Med-Care Response Times July 2022

Date	Incident #	Location	Dispatched Time	Arrival	Delay Time	Incident Type
6-1-2022	22-298	2107 N. Raul Longoria	1423	1429	6	Child Seizures
6-2-2022	22-301	800 Blk East Exp. 83	1212	1222	10	MVA
6-3-2022	22-303	529 S. Veterans	1455	1502	7	Medical Call
6-9-2022	22-311	Hall Acres & Stewart	1509	1527	18	MVA
6-12-2022	22-318	3702 Jesenia	1325	1337	12	Vehicle On Patient
6-14-2022	22-323	921 E. Salazar	2341	2350	9	Medical Call
6-15-2022	22-325	2301 N. Raul Longoria	1830	1849	19	MVA
6-20-2022	22-334	1600 North Raul Longoria	1055	1102	7	MVA
6-21-2022	22-337	402 Cancun	1243	1252	9	Cardiac Arrest
6-22-2022	22-338	500 Blk W. 1 st	1722	1727	5	Medical Call
6-23-2022	22-341	1125 S. Doe	1125	1135	10	Medical Call Fall
6-23-2022	22-344	400 Paxton	1712	1722	10	Medical Call Fall
6-24-2022	22-345	1102 Paisano	0103	0116	13	Medical Call
6-24-2022	22-348	400 N. Iowa Apt23	2322	2328	6	Medical Call 101
6-25-2022	22-350	3900 S. Stewart	2057	2116	19	MVA
6-25-2022	22-351	400 Lion Ct.	2315	2324	9	Medical Call Canceled/POV

6-27-2022	22-353	Cesar Chavez & Sioux Rd.	2235	2245	10	MVA
6-28-2022	22-356	603 San Jose	1958	2014	16	Medical Call
6-29-2022	22-361	2300 N Raul Longoria	1959	2009	8	MVA
7-31-2022	22-430	San Antonio/ 14 st	1903	1915	12	Medical

Fire Inspection July 2022

	Date	Name of Business	Address	Contact	Inspector	App/Deny
1	7/1/22	Alfa Autoclima	2411 N Veterans Ste 6	Mario A. Acosta	J. Salinas	Approved
2	7/6/22	Mi Hacienda Adult Daycare	4011 N I Road	Angelina Snell	J. Salinas	Approved
3	7/6/22	Crazy Cravings	108 E 495	Dalia Hernandez	J. Salinas	Approved
4	7/8/22	Xtremite tees Embroidery & Printing	600 N Veterans RD	Patricia Martinez	J. Salinas	Approved
5	7/11/22	Luxury Iron Service	2203 N Raul Longoria Ste D	Nelson H Garcia	J. Salinas	Approved
6	7/12/22	Margeno Phase 3	5316 S Stewart	Manuel C Sobera	J. Salinas	Approved
7	7/13/22	El Puerto Del Tio Jerry #3	111 W Nolana Ste 1&2	Gerardo Chaps Jr.	J. Salinas	Approved
8	7/18/22	Victory Motors	2710 N Raul Longoria HWY	Marcela Garcia Salazar	J. Salinas	Approved
9	7/18/22	Carolina's New, Used & More	111 W Nolana LOOP, Ste 3	Sara Aeneid a Rangel	J. Salinas	Approved
10	7/18/22	Marengo Phase 3	5316 S Stewart	Manuel C Sobera	J. Salinas	Approved
11	7/18/22	A&A Equipment Sales	1009 E Eldora RD	Armando Garza	J. Salinas	Approved
12	7/18/22	Sweet Events	2003 N Veterans RD, Ste 1 & 2	Delia Montes	J. Salinas	Approved
13	7/18/22	Cabrera Meat Mart & Tortilleria	2211 S Veterans RD, 3	Ricardo Cabrera	J. Salinas	Approved
14	7/20/22	Christina's Health Club	232 W 83 BUS, Ste E	Maria Bermea	J. Salinas	Approved
15	7/20/22	Wacky Snacks Inc.	4104 N Veterans RD	Vittorio Vazquez	J. Salinas	Approved
16	7/20/22	El Secreto De La Fe	232 W 83 BUS, Ste B	Eduardo Guel Alameda	J. Salinas	Approved
17	7/20/22	Lucy's Beauty Salon	2201 N Raul Longoria HWY, Ste B	Luciana Pedraza	J. Salinas	Approved
18	7/28/22	Linda's Lullaby Land	206 W 18 th ST	Linda Guzman	J. Salinas	Approved
19	7/28/22	El Pato Mexican Food	1626 N Raul Longoria HWY	Brenda Lee Sanchez	J. Salinas	Approved
20	7/28/22	My Baby Shower Party Place	1201 N Raul Longoria HWY, Ste N	Mima Gabriela Garcia	J. Salinas	Approved
21	7/29/22	De La Mancha Event Center	502 N Veterans RD	Juan M. Sanchez Torres	J. Salinas	Approved
22	7/29/22	Vibe Beauty Bar	111 W Nolana LOOP, Ste 10		J. Salinas	Approved
23						
24						
25						
26						
27						



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MEMORANDUM

TO: Benjamin Arjona, City Manager

FROM: Ruben Morin, Chief of Police

DATE: 08/15/2022

SUBJECT: Police Department Monthly Report.

This memorandum is to keep you all informed on our monthly operational statistics and any other significant cases or events that occurred during the month of July 2022.

STATISTICS: POLICE

JULY

• Calls for service:	962
• Incident reports:	195
• Accidents:	106
• 911 Calls:	1375
• Patrol Citations Issued:	26
• Violations:	40
• Patrol & CID Arrests:	48
• CID Issued Warrants:	0

SPECIAL GRANT DETAILS:

JULY

• Stone Garden hours:	Not working
• Vehicle Stops:	N/A
• Citations:	N/A
• Border Star hours:	15.5
• Vehicle Stops:	0
• Contacts:	0
• Misdemeanor Arrest:	0
• Felony Arrest:	0

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- Cases Investigated: 0
- Citations: 0

• Tx-Dot STEP-Wave Traffic Enforcement hours: Not working

TRAFFIC ENFORCEMENT:

JULY

- Cruiser enforcement (Thursday Nights) traffic stops. Not working.
- Citations: 0
- Arrest: 0
- Regular patrol citywide. 0

FEDERAL & STATE ASSET FORFEITURE PROGRAM:

- Received state forfeiture awards: Nothing to report
- Received federal forfeiture awards: Nothing to report.
- The department is in full compliance with federal and state guidelines (Audits).

CRIME STOPPERS:

- No board meetings were scheduled.

SAN JUAN POLICE PERSONNEL:

Nothing To Report

TELE-COMMUNICATORS:

- No new events to report.

FLEET

Nothing to report

STATISTICS: ANIMAL CONTROL JULY

- Calls for Service: 221
- Citations Issued: 2
- Violations: 1

COVID-19 OPERATIONS:

- San Juan Police Department followed the guidelines set forth by the Mayor, County Judge, and the Governor of Texas.

SPECIAL EVENTS:

- Nothing to report

Respectfully,

Ruben Morin, Chief of Police
San Juan Police Department
"A Commitment to the Future"



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MEMORANDUM

TO: Benjamin Arjona, City Manager

FROM: Mary Enriquez, Court Administrator

DATE: 08/15/2022

SUBJECT: Municipal Court Monthly Report.

The Municipal Court is responsible for the legal enforcement of City Ordinances and laws. It deposits and prepares daily reports to the Department of Finance.

Amount Collected \$13,999.00

Defensive Driving 0

Deferred 0

Pre-Trials 0

Bench Trials 0

Scofflaw \$ 1,145.90

COLLECTIONS 2021 COLLECTIONS 2022

July - \$ 17,682.09 July - \$ 13,999.00

CITATIONS ISSUED 2021 CITATIONS ISSUED 2022

July - 71 July - 26

SCOFFLAW COLLECTIONS SCOFFLAW COLLECTIONS

July - \$ 2,373.30 July - \$ 1,145.90

City Marshal - Warrants and Fines collected - \$ 4,475.00

Warrants - 17

Phone Calls - 142

Total Warrants Issued - 186

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MEMORANDUM

TO: Benjamin Arjona, City Manager
FROM: Juan Carlos Martinez , Interim Director of Utilities
DATE: August 16, 2022
SUBJECT: Monthly Report July 2022

Texas Drought Outlook

- 94% of Texas is in a drought (July 18, 2022)
- RGV is Abnormally Dry (No Change In the watershed)
- Falcon and Amistad are @ 19.9%
- STAGE II IS STILL IN FULL EFFECT

System Outlook

- Water Connections – 7,171
- Sewer Connections – 9,818 (3,170 NAWSC)

Water Treatment Facility

- Combined Gallons Treated: 110.48 MG
- Combined Gallons Produced: 107.4 MG

Water Treatment Facility No. 1

- 0.223 MG treated
- 54.102 MG delivered
- 47.131 MG Transferred from WTF No. 2
- 19.77 MG RAW (Reservoir)
- 0.024 MG Backwash
- 0.04 MG Well

Water Treatment Facility No. 2

- 110.253 Treated
- 53.335 MG Delivered
- 47.131 MG Transferred to WTF No. 1
- 93.39 MG RAW (Reservoir)
- 3.77 MG Backwash

EMERGENCY GENERATOR Needs to be replaced/repair

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WTP 3.5 MGD Expansions and Rehab 100%
Operated Water Plant as Efficiently as Possible
Sludge Management Continues to be Critical

Water Distribution System

- Leaks – 8
- Breaks – 7
- Taps – 3
- Locates - 23

Water Loss

- Reported –60,000 gals
- Unreported – 135,000 gals

Hydrants

- Flushed – 17
- Repaired/Replaced – 0
- STAGE II WATER CONSERVATION STILL IN EFFECT

Valves

- Worked – 12
- Repaired/Replaced – 0

Utility Billing

- Work Orders –4

We Continue Our Hydrant and Valve Maintenance
Two Vacancies – WD M

Wastewater Treatment Facility

- Treated – 62,339 MG
- Wetland – 3.9 MG
- 500 - Cubic Yards of Sludge Hauled to Landfill
- Bio-Monitoring – All Passed

Wastewater Collections

Work orders - 64

- Sewer Main Repaired – 1
- Sewer Backups Reported – 25
- Sewer Backups Cleared – 25
- Odor Complaints – 1
- Locates – 35
- New Manholes – 2
- Unauthorized Discharges - 0

Administration

Financials

- Administration – 26.56 %
- Water Treatment – 23.9 %
- Distribution: – 71.96 %
- Sewer Collection – 47.82 %
- Wastewater Treatment – 26.7 %

Projects

- WTF No. 2 Pending TWDB Budget Approval
- WWTF Rehab Design – 100% Complete (CHC) Pending Constructability Review
- WTF No. 1 Rehab – 100%, Pending Constructability Review
- LS 13 – Construction on sewer force main under way (54%).
- LS 6 Capacity Issues CHC working on upgrades (Under design)
- Emergency Generator WTP 2

Certification

- Water Treatment - 0
- Distribution – 0
- Sewer Collection - 1
- Wastewater Treatment – 0
- Renewals - 0

AGENDA ITEM AND RECOMMENDATION SUMMARY
CITY COMMISSION REGULAR MEETING
AUGUST 23, 2022

Hold a Public Hearing of an Ordinance for a Rezoning Request from General Business District (C-2) to Single-Family Residence District (R-S) of the 1.63 acre tract of land out of Lot 10, Blocks 5 and 17, John Closner Subdivision, as Requested by Melden & Hunt, Inc.

STAFF COMMENTS AND RECOMMENDATIONS:

Melden & Hunt, Inc. is applying for a rezoning request from commercial to residential of 1.63-acre tract that is located approximately a quarter of a mile North of FM 495, along the East side of Veterans Boulevard (North of Castle Heights Subdivision).

It is noted, that the first 250 feet along Veterans Boulevard is zoned as General Business District (C-2) from Nolana Avenue to FM 495.

Staff mailed a notice of the public hearing before the Planning and Zoning Commission to nine (9) property owners within a two hundred (200) foot radius and received no comments in favor or against this request.

RECOMMENDATION:

Staff recommends denial of the rezoning request because it does not comply with the future land use map and surrounding zoning map.

PREPARED BY:

Daniel Tijerina,
Planning Director

APPROVED BY:

Benjamin Arjona, City
Manager

MEETING DATES:
PLANNING AND ZONING COMMISSION – 08/18/2022
CITY COMMISSION – 08/23/2022
DATE PREPARED – 08/15/2022

PAGE 1

STAFF REPORT
GENERAL INFORMATION

APPLICATION:	Rezoning Request from General Business District (C-2) to Single-Family Residence District (R-S)
APPLICANT:	Melden & Hunt, Inc.
SURVEYOR/ENGINEER:	N/A
LEGAL:	Being a 1.63 acre tract of land out of Lot 10, Blocks 5 and 17, John Closner Subdivision
LOCATION:	The property is located approximately a quarter of a mile North of FM 495, along the East side of Veterans Boulevard
PROPOSED USE OF PROPERTY:	Residential Subdivision
EXISTING ZONING:	General Business District (C-2)
EXISTING LAND USE/ ADJACENT ZONING:	<i>North</i> – Commercial; General Business District (C-2) <i>South</i> – Residential / Commercial; Single-Family Residence District (R-S) / General Business District (C-2) <i>East</i> – Commercial; Single-Family Residence District (R-S) / General Business District (C-2) <i>West</i> – Outside City Limits
ACCESS AND CIRCULATION:	This property has access along Veterans Boulevard.
PUBLIC SERVICES:	Water service will be provided by the North Alamo Supply Corporation; sewer is provided by the City of San Juan.
RECOMMENDATION:	Staff recommends denial of the rezoning request because it does not comply with the future land use map and surrounding zoning map.

EVALUATION AND CONDITIONS FOR APPROVAL

Melden & Hunt, Inc. is applying for a rezoning request from commercial to residential of 1.63-acre tract that is located approximately a quarter of a mile North of FM 495, along the East side of Veterans Boulevard (North of Castle Heights Subdivision).

It is noted, that the first 250 feet along Veterans Boulevard is zoned as General Business District (C-2) from Nolana Avenue to FM 495.

Staff mailed a notice of the public hearing before the Planning and Zoning Commission to nine (9) property owners within a two hundred (200) foot radius and received no comments in favor or against this request.

ATTACHMENTS:

Location Map
Aerial Photo
Zoning Map
Survey
List of neighboring property owners receiving notice
Ordinance



Proposed Site



ORDINANCE NO.

AN ORDINANCE AMENDING THE ZONING ORDINANCE NO. 98-006 OF THE CITY OF SAN JUAN, TO CHANGE THE ZONING DISTRICT FROM GENERAL BUSINESS DISTRICT (C-2) TO SINGLE-FAMILY RESIDENCE DISTRICT (R-S) OF THE PROPERTY LEGALLY DESCRIBED AS 1.63 ACRE TRACT OF LAND OUT OF LOT 10, BLOCK 5 AND 17, JOHN CLOSNER SUBDIVISION, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF SAN JUAN, TEXAS:

Consistent with the City's land use plan as set-forth in the land use map that is a part of the City's Zoning Ordinance, and consistent with the City's intentions of allowing and encouraging residential development that generates property taxes, water and sewer revenues and sales tax revenues.

The zoning district of the property legally described as Lot 10, Blocks 5 and 17, John Closner Subdivision, shall be changed to Single-Family Residence District (R-S) and the zoning map shall be amended accordingly.

PASSED and **APPROVED** on first reading on the 23th day of August, 2022.

PASSED and **APPROVED** on second and final reading on the _____ day of _____, 2022.

CITY OF SAN JUAN

MARIO GARZA
MAYOR

ATTEST:

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

BRENDA ESCALANTE
CITY SECRETARY

CITY ATTORNEY



- Legend
-  CITY LIMITS
 -  Proposed area

Rezoning Request from General Business District (C-2) to Single-Family Residence District (R-S) of the 1.63 acre tract of land out of Lot 10, Blocks 5 and 17, John Closner Subdivision, as Requested by Melden & Hunt, Inc.





- Legend
- CITY LIMITS
 - Proposed area

Rezoning Request from General Business District (C-2) to Single-Family Residence District (R-S) of the 1.63 acre tract of land out of Lot 10, Blocks 5 and 17, John Closner Subdivision, as Requested by Melden & Hunt, Inc.





Rezoning Request from General Business District (C-2) to Single-Family Residence District (R-S) of the 1.63 acre tract of land out of Lot 10, Blocks 5 and 17, John Closner Subdivision, as Requested by Melden & Hunt, Inc.



BEATRIZ CANTU AND JOSE JAVIER CANTU
G.D. DOCUMENT NO. 2847817, H.C.O.R.

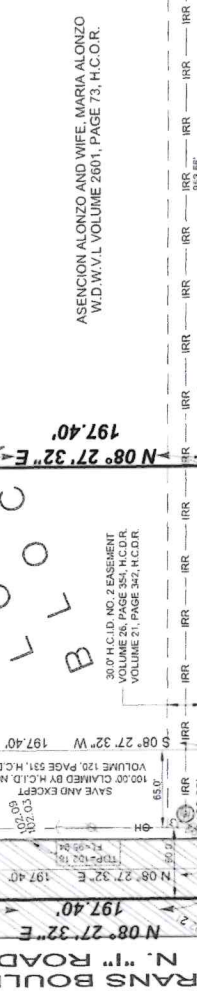
ASENCION ALONZO AND WIFE, MARIA ALONZO
W.D.W.V.L VOLUME 2601, PAGE 73, H.C.O.R.

CASTLE HEIGHTS SUBDIVISION
INSTRUMENT NO. 2618813, H.C.M.R.

1.631 ACRES OUT OF
LOT 10, BLOCK 5, AND OUT
OF LOT 10, BLOCK 17,
JOHN CLOSER SUBDIVISION
VOLUME 0, PAGES 4-5, H.C.M.R.
CITY OF SAN JUAN
HIDALGO COUNTY, TEXAS

ACREAGE

5.584 ACRES
-0.453 AC. SAVE & EXCEPT
5.131 ACRES GROSS
-0.113 AC. "I" ROAD R.O.W.
5.018 ACRES NET



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CITY OF SAN JUAN
HIDALGO COUNTY, TEXAS



I, RUBEN JAMES DE JESUS, A REGISTERED PROFESSIONAL
LAND SURVEYOR, DO HEREBY CERTIFY THE
FOREGOING PLAT TO BE TRUE AND CORRECT
REPRESENTATION OF A SURVEY MADE ON THE
GROUND ON 05/14/2021 UNDER MY DIRECTION
AND SUPERVISION.

RUBEN JAMES DE JESUS, RPLS NO. 6813 DATE: 5.14.21

- NOTES:
1. SURVEY IS VALID ONLY IF PRINT HAS ORIGINAL SEAL & SIGNATURE OF SURVEYOR.
 2. SURVEY WAS PREPARED WITHOUT THE REBERT RECORDS OF THE CITY OF SAN JUAN. THE SURVEYOR IS ADVISING THE RECIPIENT OF THIS PLAT THAT EASEMENTS MAY AFFECT THIS TRACT.
 3. ALL BEARINGS AND DISTANCES ARE BASED ON GRID COORDINATES.
 4. SURVEY WAS PREPARED FOR THE PURPOSE OF CHANGE OF ZONE FOR THE CITY OF SAN JUAN.



MELDEN & HUNT INC.
CONSULTANTS • ENGINEERS • SURVEYORS

PAGE: 3 OF 3
BOOK T-1123, PG. 20
JANUARY 2021
JOB NO. 21093.08
FILE NAME: 21093.08
DRAWN BY: J.C.J.L.G.

115 W. MCINTYRE
EDINBURG, TX 78541
PH: (855) 381-0854
FAX: (855) 381-0854
ESTABLISHED 1947
www.meldenandhunt.com

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June 17, 2021

**METES AND BOUNDS DESCRIPTION
1.631 ACRES OUT OF
LOT 10, BLOCK 5, AND OUT
OF LOT 10, BLOCK 17,
JOHN CLOSNER SUBDIVISION
CITY OF SAN JUAN,
HIDALGO COUNTY, TEXAS**

A tract of land containing 1.631 acres situated in the City of San Juan, Hidalgo County, Texas, consisting of: 5.584 acres being a part or portion out of Lot 10, Block 5, and out of Lot 10, Block 17, John Closner Subdivision, according to the plat thereof recorded in Volume 0, Pages 4-5, Hidalgo County Map Records, which said 1.631 acres were conveyed to Asencion Alonzo and wife, Maria Alonzo, by virtue of a Warranty Deed with Vendor's Lien recorded in Volume 2601, Page 73, Hidalgo County Official Records, Save and Except 0.453 of one acre conveyed to Hidalgo County Irrigation District No. 2, by virtue of a Deed recorded in Volume 120, Page 531, Hidalgo County Deed Records, said 1.631 acres also being more particularly described as follows:

COMMENCING at a No. 4 rebar set on the Southeast corner of Lot 10, Block 17, of said John Closner Subdivision;

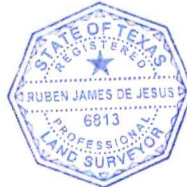
THENCE, N 81° 32' 28" W along the South lines of said Lot 10, Block 17 and of said Lot 10, Block 5, at a distance of 153.60 feet pass a No. 4 rebar found at the Southwest corner of said Lot 10, Block 17, and the Southeast corner of said Lot 10, Block 5, continuing a total distance of 872.06 feet for the Southeast corner and POINT OF BEGINNING of this herein described tract;

1. THENCE, N 81° 32' 28" W along the South line of said Lot 10, Block 5, at a distance of 235.10 feet pass a No. 4 rebar set on the existing East right-of-way line of Veterans Boulevard - N. "I" Road, continuing a total distance of 360.10 feet to a Nail set, for the Southwest corner of this tract;
2. THENCE, N 08° 27' 32" E within the existing right-of-way of Veterans Boulevard - N. "I" Road, a distance of 197.40 feet to a Nail set, for the Northwest corner of this tract;
3. THENCE, S 81° 32' 28" E at a distance of 25.00 feet pass a No. 4 rebar set on the existing East right-of-way line of Veterans Boulevard - N. "I" Road, continuing a total distance of 360.10 feet to the Northeast corner of this tract;
4. THENCE, S 08° 27' 32" W a distance of 197.40 feet to the POINT OF BEGINNING and containing 1.631 of one acre of land, more or less.

I, RUBEN JAMES DE JESUS, A REGISTERED PROFESSIONAL LAND SURVEYOR DO HEREBY AFFIRM THAT THIS METES AND BOUNDS DESCRIPTION REPRESENTS THE RESULTS OF A SURVEY MADE ON THE GROUND ON 05/14/2021 UNDER MY DIRECTION AND SUPERVISION.


RUBEN JAMES DE JESUS, R.P.L.S. #6813

DATE: 8-1-2022



Page 1 of 3

Z:\Surveys\2021\21093\Metes & Bounds\1.63 Ac. M&B.docx

Rezoning Request from General Business District (C-2) to Single-Family Residence District (R-S) of the 1.63 acre tract of land out of Lot 10, Blocks 5 and 17, John Closner Subdivision, as Requested by Melden & Hunt, Inc.

Melden & Hunt, Inc.
115 W. McIntyre Street
Edinburg, TX 78541

Alonzo, Asencion and Maria
818 E. Dreyer Street
Pharr, TX 78577

Cantu, Beatriz & Jose Javier
1208 S. Veterans Blvd
Pharr, TX 78577-6110

Pequeno, Alma Vallejo
4808 Maya Dr.
San Juan, TX 78589-5002

Blanco Enterprises, LTD.
501 North Bridge PMB 582
Hidalgo, TX 78557-2530

Zambrano Investment Group, LLC.
1002 N. Raul Longoria Rd.
San Juan, Texas 78589

Ramirez, Olegario & Sandra
1806 Victory Dr.
San Juan, Texas 78589-0139

Castillo, Ricardo and Kristy Lee
904 Castle Heights
San Juan, TX 78589

Ramirez, Olegario and Sandra
1806 Victory Drive
San Juan, TX 78589

AGENDA ITEM AND RECOMMENDATION SUMMARY
CITY COMMISSION REGULAR MEETING
AUGUST 23, 2022

Hold Public Hearing on Adopting the Proposed Tax Rate and Levy for the City of San Juan, Texas for the Fiscal Year Beginning October 1, 2022 and Ending September 30, 2023.

STAFF COMMENTS AND RECOMMENDATIONS:

On Tuesday August 09, 2022, the City Commission voted and approved the Proposed Tax Rate of (\$0.6765/\$100) for the Fiscal Year October 01, 2022 through September 30, 2023 and scheduled one required public hearing on August 23, 2022. However, in accordance with property tax law, if the proposed tax rate (\$0.6765/\$100) exceeds the VAR NOT adjusted for Unused Increment Rate (\$0.6765/\$100), therefore, a public hearing on the proposed rate will be required before the City Commission adopts the Tax Rate Ordinance.

The Ordinance Adopting the Tax Rate for the Tax Year 2022 and Fiscal Year Beginning October 1, 2022 through September 30, 2023 will be considered on first reading by the Commission on August 23, 2022.

RECOMMENDATION:

Consider Reading of Ordinance Adopting the Proposed Tax Rate and Levy for the City of San Juan, for Fiscal Year Beginning October 1, 2022, and Ending September 30, 2023.

PREPARED BY:

Leroy Gonzales,
Director of Finance

APPROVED BY:

Benjamin Arjona, City
Manager

2022 Governing Body Summary #1A*

Benchmark 2022 Tax Rates

City of San Juan

Date: 08/02/2022 11:34 AM

DESCRIPTION OF TAX RATE	TAX RATE PER \$100	THIS YEAR'S TAX LEVY**	ADDITIONAL TAX LEVY
No-New-Revenue Tax Rate	\$0.6183	\$8,446,390	
One Percent \$100 Tax Increase***	\$0.6245	\$8,531,086	\$84,696
One Cent per \$100 Tax Increase***	\$0.628300	\$8,582,997	\$136,607
De Minimis Rate	\$0.6877	\$9,394,441	\$948,051
VAR NOT adjusted for Unused Increment Rate	\$0.6765	\$9,241,441	\$795,051
VAR adjusted for Unused Increment Rate	\$0.6765	\$9,241,441	\$795,051
Last Year's Tax Rate	\$0.6876	\$9,393,074	\$946,684
Proposed Tax Rate	\$0.6765	\$9,241,441	\$795,051

*These figures are provided as estimates of possible outcomes resulting from varying the tax rate. Please be aware that these are only estimates and should not be used alone in making budgetary decisions.

**Tax levies are calculated using line 21 of the No-New-Revenue Tax Rate Worksheet and this year's frozen tax levy on homesteads of the elderly or disabled.

***Tax increase compared to no-new-revenue tax rate.

Benchmark 2021 and 2022 Tax Rate Comparison City of San Juan, Texas									
		2021			2022				
		Tax Rate Per	\$100	Tax Levy	Tax Rate Per \$100	Tax Levy	Additional Tax Levy	2020-2021 Comparison	
2021 Total Taxable Value	\$	1,191,278,121							
2022 Total Taxable Value	\$	1,366,066,679							
2021-2022 Taxable Value Increase	\$	174,788,558							
		2021			2022				
		Tax Rate Per	\$100	Tax Levy	Tax Rate Per \$100	Tax Levy	Additional Tax Levy	2020-2021 Comparison	
No-New-Revenue Rate		0.650911		\$ 7,754,160	0.618300	\$ 8,446,390	\$ -	\$ -	
One Percent per \$100 Tax Increase		0.65742		\$ 7,831,701	0.6245	\$ 8,531,086	\$ 84,696		
One Cent per \$100 Tax Increase		0.660911		\$ 7,873,288	0.628300	\$ 8,582,997	\$ 136,607		
De Minimis Rate		0.666021		\$ 7,934,162	0.687700	\$ 9,394,441	\$ 948,050		
VAR NOT adjusted for Unused		0.692821		\$ 8,253,425	0.676500	\$ 9,241,441	\$ 795,051		
Last Year's Current Tax Rate		0.692600		\$ 8,250,792	0.687600	\$ 9,393,074	\$ 946,684	\$ 1,142,282	
Proposed Tax Rate		0.6876		\$ 8,191,228	0.6765	\$ 9,241,441	\$ 795,051	\$ 1,050,213	

ORDINANCE NO. ____

AN ORDINANCE OF THE BOARD OF COMMISSIONERS OF THE CITY OF SAN JUAN, TEXAS ADOPTING THE TAX RATE AND LEVYING AD VALOREM TAXES FOR THE USE AND SUPPORT OF THE MUNICIPAL GOVERNMENT OF THE CITY OF SAN JUAN, TEXAS, FOR THE 2022-2023 FISCAL YEAR ENDING SEPTEMBER 30, 2023 AND THE TAX YEAR 2022 IN CONFORMITY WITH THE CHARTER PROVISIONS AND ORDINANCES OF THE CITY AND THE PROPERTY TAX CODE OF THE STATE OF TEXAS; PROVIDING FOR A REPEALER CLAUSE; PROVIDING FOR PUBLICATION; AND ORDIAINING OTHER PROVISIONS RELATED TO THE SUBJECT MATTER THEREOF.

WHEREAS, Section 26.05 Texas Tax Code provides for the procedures for adoption of the ad valorem tax rate for municipalities; and

WHEREAS, the vote on the tax rate must be a record vote as reflected hereunder and such vote was separate from the vote of the City Commissioners adopting the budget as required by law; and

WHEREAS, a motion being first made as follows: "I move that property taxes be decreased by the Adoption of the Rate of \$0.6765", and upon vote of the City Commissions as follows:

	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
Mayor Mario Garza	—	—	—
Mayor Pro-Leronardo "Lenny" Sanchez	—	—	—
Commissioner Adina Santillan	—	—	—
Commissioner Ernesto "Neto" Guajardo	—	—	—
Commissioner Marco "Markie" Villegas	—	—	—

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

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE CITY OF SAN JUAN, TEXAS, THAT:

SECTION I: There shall be and is hereby levied for the fiscal year ending September 30, 2023, and the Tax year 2022, upon the assessed taxable value of all property of every description subject to taxation within the City of San Juan, Texas, on the 1st day of January A.D. 2022, the following tax rates, to wit:

- (a) An ad valorem tax to be computed at the rate of \$0.5033 per \$100.00 of the assessed taxable value thereof estimated in lawful currency of the United States of America for the purpose of paying the general expenses of the City Government for the period ending **September 30, 2022**, as provided in the appropriate ordinance adopted by the Board of Commissioners of the City of San Juan, Texas, and when collected such monies are to be deposited in the fund known as the "General Fund" and disbursed for the purposes stated in said ordinance.
- (b) An ad valorem tax to be computed at the rate of \$0.1732 per \$100.00 of the assessed taxable value thereof estimated in lawful currency of the United States of America for the purpose of paying the interest and principal on the several outstanding debt issues of the City of San Juan, Texas, such levy being in conformity with the requirement of the levy of taxes heretofore made by ordinance and orders of the Board of Commissioners of the said City of San Juan, Texas relating to such indebtedness.

SECTION II: All ordinances or parts of ordinance in conflict herewith are hereby repealed.

SECTION III: This Ordinance shall be and remain in full force and effect from and after its passage by the Board of Commissioners.

SECTION IV: The City Secretary is hereby authorized and directed to cause the caption of this ordinance to be published in a newspaper having general circulation in San Juan, Hidalgo County, Texas in accordance with the Home Rule Charter of the City of San Juan, Texas, Section 2.15 (C) **Printing of Ordinances and Resolutions:** but it shall not be published in the Code of Ordinances of the City of San Juan as it is not amendatory thereof; however, it shall be cited in the appropriate appendix of the Code of Ordinances.

SECTION V: If any part or parts of this Ordinance are found to be invalid or unconstitutional by a court having competent jurisdiction, then such invalidity or unconstitutionality shall not affect the remaining parts hereof and such remaining parts shall remain in full force and effect, and to the extent this Ordinance is considered severable.

READ, CONSIDERED, PASSED and APPROVED on FIRST READING at a regular meeting of the City Commission of the San Juan, Texas at which a quorum was present and which was held in accordance with Chapter 551 of the Texas Government Code on this **23 day of August 2022**.

CITY OF SAN JUAN

By: _____
Mario Garza, Mayor

ATTEST:

By: _____
Brenda Escalante, City Secretary

AGENDA ITEM AND RECOMMENDATION SUMMARY
CITY COMMISSION REGULAR MEETING
AUGUST 23, 2022

Consideration and Action Amending Chapter 4 Business Regulations, Article 4.04 Wrecker Businesses of the City of San Juan's Code of Ordinances to Update the Procedures and Requirements to Conduct Wrecker Services within the City Limits of San Juan and Fees Related to such Services by Deleting, Replacing and Updating the City's Current Provisions under Article 4.04 and Renaming Article 4.04 from Wrecker Businesses to Wrecker Services.

STAFF COMMENTS AND RECOMMENDATIONS:

The purpose of ordinance is to amend Chapter 4, Article 4.04 Wrecker Businesses a the San Juan's Code of Ordinances by updating the procedures, requirements, rates and fees and renaming article 4.04 from Wrecker Businesses to Wrecker Service.

RECOMMENDATION:

Staff recommends approval.

PREPARED BY:

Daniel Tijerina,
Planning Director

APPROVED BY:

Benjamin Arjona, City
Manager



ORDINANCE NO. 2022-_____

AN ORDINANCE AMENDING CHAPTER 4 BUSINESS REGULATIONS, ARTICLE 4.04 WRECKER BUSINESSES OF THE CITY OF SAN JUAN'S CODE OF ORDINANCES, TO UPDATE THE PROCEDURES AND REQUIREMENTS TO CONDUCT WRECKER SERVICES WITHIN THE CITY AND THE FEES RELATED TO SUCH SERVICES BY DELETING THE CITY'S CURRENT PROVISIONS UNDER ARTICLE 4.04 IN ITS ENTIRETY AND REPLACING SUCH PROVISIONS WITH THE NEWLY UPDATED PROVISIONS AND TO RENAME ARTICLE 4.04 FROM WRECKER BUSINESSES TO WRECKER SERVICE; PROVIDING FOR EFFECTIVE DATE; PROVIDING FOR PUBLICATION; PROVIDING FOR CODIFICATION; PROVIDING FOR A SEVERABILITY CLAUSE; AND PROVIDING FOR A REPEALER CLAUSE.

WHEREAS, the City of San Juan, Texas is home rule city incorporated under the laws of the State of Texas whose purpose includes improving the quality of life for its citizens; and

WHEREAS, pursuant to Subchapter E of Chapter 2308 of the Texas Occupations Code, the City Commission is granted the authority to regulate towing and booting within the City's jurisdiction; and

WHEREAS, the City currently regulates wrecker services under Article 4.04 Wrecker Businesses of Chapter 4 Business Regulations of the City's Code of Ordinances; and

WHEREAS, the City Commission desires to amend such Wrecker Ordinance to update the procedures and requirements to conduct wrecker services within the City and the fees related to such services; and

WHEREAS, the City Commission deems it necessary and to be in the best interest of the citizens of the City of San Juan.

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

SECTION 1: The City Commission hereby orders that ARTICLE 4.04 WRECKER BUSINESSES of CHAPTER 4 BUSINESS REGULATIONS be amended by deleting the current provisions under Article 4.04 in its entirety.

SECTION 2: The City Commission further orders that ARTICLE 4.04 WRECKER BUSINESSES of CHAPTER 4 BUSINESS REGULATIONS be renamed and titled to read WRECKER SERVICE and that the newly added provisions underlined below be added:

ARTICLE 4.04. WRECKER SERVICE

Sec. 4.04.001 Purpose of article; applicability.

To establish procedures for wrecker and other related services located within the city; requirement of proof and compliance with safety, insurance, and occupational requirements; to establish voluntary wrecker rotation listings within the city in furtherance of the expediency of health and safety and city business; and designate maximum rates for wrecker and related services. This article shall apply to all persons engaged in commerce that operate a wrecker company, wrecker business or provide wrecker services within the municipal boundaries of the city.

Sec. 4.04.002 Definitions.

For the purpose of this article, the following terms shall have the definitions indicated:

Consent tow. Any tow of a motor vehicle initiated by the owner or operator of the vehicle or by a person who has possession, custody, or control of the vehicle. The term does not include a tow of a motor vehicle initiated by a peace officer investigating a traffic accident or a traffic incident that involves the vehicle.

Disabled vehicle. A vehicle that is considered to be unsafe to be driven as a result of some occurrence other than a wreck, including but not limited to mechanical failure, breakdown, fire, vandalism, or a vehicle that is in a safe driving condition, but the owner is not present, able, or permitted to drive, so as to reasonably require that the vehicle be removed by a wrecker.

Drop fee. The price to be charged in lieu of a towing fee where, after wrecker or tow truck has been dispatched to, or is at the scene of a tow, and has physically attached or connected the vehicle to the wrecker or tow truck, and the vehicle has not been towed from the property when the vehicle owner requests its release. A wrecker company or business shall release the vehicle at the scene for a fee not to exceed the drop fee as indicated in the provision designating the maximum rates.

Incident management tow. Any tow of any vehicle in which the tow truck is summoned because of a traffic collision or to an incident or any tow initiated by law enforcement.

Motor vehicle. Every vehicle which is self-propelled.

Nonconsent tow. Any tow of a motor vehicle that is not a consent tow.

Operator. Any person operating a motor vehicle.

Owner. Any person who holds the legal title of a motor vehicle and has the legal right of possession of such vehicle.

Parking facility. A public or private property used, in whole or in part, for restricted or paid vehicle parking. The term includes:

- (1) A restricted space on a portion of an otherwise unrestricted parking facility; and

- (2) A commercial parking lot, a parking garage, and a parking area serving or adjacent to a business, church, school, home, apartment complex, property governed by a property owner's association, or government-owned property leased to a private person, including:
- a. A portion of the right-of-way of a public roadway that is leased by a governmental entity to the parking facility owner; and
 - b. The area between the facility's property line abutting a county or municipal public roadway and the center line of the roadway's drainage way or the curb of the roadway, whichever is farther from the facility's property line.

Parking facility owner. A person, business, corporation, or other entity that includes but is not limited to:

- (1) An owner or operator of a parking facility, including a lessee, employee, or agent of an owner or operator;
- (2) A property owner's association having control under a dedicatory instrument over assigned or unassigned parking areas; or
- (3) A property owner having an exclusive right under a dedicatory instrument to use a parking space.

Private property tow. Any tow of a vehicle authorized by the owner of a parking facility, (for example, an apartment, building parking, restaurant, paid parking lot) without the consent of the owner or operator of the vehicle.

Response time. The wrecker company must be able to immediately advise the city of the availability of a wrecker. The wrecker permit holder must have two-way voice communications between the wreckers and the wrecker service office.

Street. Any street, alley, avenue, lane, or highway within the corporate limits of the city.

Twenty-four-hour wrecker service. In order to be categorized as a 24-hour wrecker service the permit holder must have two telephone lines listed with the city, one of which is answered 24 hours a day, seven days a week.

Unauthorized vehicle. A vehicle parked, stored, or located on a parking facility without the consent of the parking facility owner.

Vehicle. Every device in, on, or by which any person or property is or may be transported on public roadways. The term includes an operable or inoperable automobile, truck, motorcycle, recreational vehicle, or trailer, but does not include a device moved only by human power or used exclusively upon stationary rails or tracks.

Vehicle storage facility (VSF). A facility operated by a person or entity licensed under V.T.C.A., Occupations Code ch. 2303, as well as 16 Texas Administrative Code, chs. 85, 86, as may be amended from time to time.

Voluntary wrecker rotation list. The rotation listings of persons and wrecker companies prepared and used by the city police department.

Wrecked vehicle. A vehicle that has been damaged as the result of overturning or colliding with another vehicle or object so as to reasonably necessitate that the vehicle be removed by a wrecker.

Wrecker or tow truck. Any motor vehicle used for the purpose of towing, moving or removing vehicles. Where the word "wrecker" appears herein, it shall also include tow truck.

Wrecker business. A person or entity that is in the business of towing, moving or removing vehicles on or from the public streets, regardless of whether the purpose of the towing is to remove, repair, wreck, store, trade, or purchase such vehicle, to remove a wrecked or disabled vehicle from the scene of a collision, at the instance or request of the owner thereof, or the police department, or to remove a vehicle from an unlawfully parked position, at the instance or request of the owner thereof, or the police department, or fire department.

Wrecker company. Any person or entity engaged in the wrecker business.

Cumulative and plurality: Where the words "wrecker business," "wrecker company," appears for purposes of interpreting or enforcing this article, it shall also include towing company and/or person engaged in similar activities.

This article also incorporates any and all statutory definitions and applications as may be adopted from time to time as if fully set out herein. If any definition or provision of this article conflicts or is superseded by any state or federal law, the state or federal law shall govern for purposes of this article.

Sec. 4.04.003 Registration required for nonconsent tows.

The following requirements are in addition to the requirements as set forth by the state department of licensing and regulations:

- (1) State registration required. Any auto wrecker that is used to perform any nonconsent tow shall be registered as a tow truck under applicable provisions of state law, including, without limitation, V.T.C.A., Occupations Code ch. 2308.
- (2) City registration required. Any auto wrecker that is used to perform any nonconsent tow on private property in the city must be registered with the police department, regardless of whether the owner of the auto wrecker has a place of business in the city.
- (3) Application for city registration. A tow operator may apply to the police department for registration of an auto wrecker by i) submitting a completed application on a form promulgated by the police chief; ii) paying the \$15.00 fee to the police department; iii) providing verification that the auto wrecker is equipped to tow light-duty or heavy-duty motor vehicles according to the manufacturer's guidelines; and iv) providing proof of insurance that meets the requirements of 16 Texas Administrative Code § 86.400.
- (4) Inspection; proof of registration. Upon receipt of an application, the police department will inspect the auto wrecker to determine compliance with the

requirements of subsection (5) of this section and, if the auto wrecker is found in compliance, shall issue a permit/proof of registration to the applicant. The proof of registration (a medallion) shall be attached to the auto wrecker for which it is issued, at the place on the vehicle designated by the police chief. It shall be unlawful for any person to drive or operate an auto wrecker without the proof of registration being so attached.

(5) Requirements for city registration:

- a. Each tow operator must meet the signage, safety equipment, safety clothing, and identification requirements of 16 Texas Administrative Code §§ 86.701, 86.1000, and 86.1001.
- b. Each auto wrecker shall meet the following minimum requirements:
 1. Except for heavy duty wreckers, the auto wrecker's chassis cab shall be rated at no less than one ton by the manufacturer and will be equipped by the manufacturer with dual wheels and tires at each end of the rear axle;
 2. The auto wrecker at all times shall carry tow lights with appropriate cable (unless wireless) and cushions to protect a vehicle's finish; and
 3. The auto wrecker at all times shall be equipped with safety (mud) flaps with the bottom edge of the mud flap no more than eight inches from the surface of the road.

(6) Renewal of registration. The registration for each auto wrecker that is used to perform non-consent tows subject to this section shall be renewed annually by payment of \$15.00 to the police department, which shall verify that the auto wrecker is still in compliance with this section.

(7) Revocation, suspension, and refusal to renew. The chief of police may suspend or revoke a wrecker permit if:

- a. Any information supplied in the license application was materially false or incorrect;
- b. The permit was issued through error;
- c. The permit holder has failed to comply with any applicable provision of the permit or this article;
- d. The permit holder has been convicted of violating state laws or city ordinances; or
- e. The permit holder is under indictment for or has a charge pending for an offense pertaining to wrecker drivers.
- f. Any wrecker company or tow truck whose wrecker permit has been revoked, suspended, or denied renewal is not eligible to re-apply for a permit within six months of having its permit suspended, revoked or denied renewal.

Sec. 4.04.004 Safety and insurance compliance certificate to engage in wrecker business required for certain wreckers; application required; fees established.

- (a) Every person desiring to have a wrecker or tow truck yard, vehicle storage facility, wrecker business or wrecker company located in the city or who seeks to be on the city's wrecker rotation list shall make an application in writing to the planning department or its designee for a business permit and a safety and insurance compliance certificate to engage in the wrecker business for each wrecker company to be located in the city.
- (b) Such application shall contain the name, address, telephone number, date of birth, driver's license number and social security number of the applicant and the owners of the wrecker business if different from the applicant; tax identification number, operating or commercial licenses, the number and types of wrecker equipment operated, the other information and documents indicated herein, and a statement that the applicant does or does not desire to appear on the wrecker rotation list.
- (c) Every application shall be sworn to by the applicant.
- (d) All licenses shall expire one year from date of issuance unless revoked earlier pursuant to the terms of this article.
- (e) The following fees shall be imposed: initial application/license/certificate fee of \$350.00 for each wrecker company or wrecker business to be located in the city; annual renewal fee of \$100.00; initial fee of \$25.00 for each wrecker inspected and an annual renewal fee of \$25.00 per wrecker operated by the company; and governmental entity/ law enforcement fee of \$10.00 per vehicle towed. (This fee shall be deposited, upon recovery, in the police department's accounts and utilized for any and all efforts for the enforcement of this article for both consent and non-consent tows, and general traffic safety.)

Sec. 4.00.005 Safety and insurance compliance certificate issuance; minimum requirements to be met.

- (a) The planning department or its designee shall issue a safety and insurance certificate to engage in the wrecker business to each applicant complying with the provisions of this article for each wrecker to be located in the city.
- (b) No safety and insurance compliance certificate authorizing the operation of a wrecker business or authorizing the operation of a wrecker in the city limits of the city shall be issued unless the following requirements are met:

 - (1) Every wrecker proposed to be used by the applicant in the city shall comply with the following minimum requirements:

 - a. Be not less than three-quarters of a ton in size and be equipped with booster brakes;
 - b. Be equipped with a power winch line and boom with a factory-rated capacity of not less than 5,000 pounds, single line capacity.

- (2) Each tow truck must carry proper safety equipment. Proper equipment includes, but is not limited to, the following:
 - a. At least one ten-pound or two five-pound multiple purpose fire extinguishers, in good working condition;
 - b. Magnetic tow lights, unless wireless, with appropriate cable and cushions to protect a vehicle's finish;
 - c. Tow dollies as appropriate;
 - d. Straps and tie downs as specified by the tow truck manufacturer;
 - e. Gloves;
 - f. Wheel chocks;
 - g. Five gallon trash receptacle;
 - h. Broom and shovel;
 - i. Thirty-six inch crow bar; and
 - j. Triangle reflectors, flares, cones, safety lights or other appropriate safety signals.
- (3) Each tow truck shall:
 - a. Have a legible manufacturer's data plate indicating the capacity of the boom, the winch or the carry mechanism; or
 - b. Have a document in the truck from the manufacturer stating the capacity of the boom, the winch or the carry mechanism.
- (4) Every hydraulic line on each tow truck must be free of leaks and be in good working condition free of defects.
- (5) The winch must not exceed the capacity of the boom or leak oil.
- (6) The cables must be as specified by the manufacturer and be in good condition, within manufacturer guidelines.
- (7) Each tow truck must have a copy of the annual state inspection.
- (8) Tow trucks placed in service after May 1, 2008, must contain the original manufacturer's warning labels on the truck, truck bed, winches, and all other accessories; and
 - a. Each wrecker shall provide that its impoundment area, be located in the city, be fenced for security, with a minimum of a six foot chain link fence with three strands of barbed wire at the top of such fence and such fence surround all impoundment areas.
 - b. The impoundment area, if located outside of the city, shall comply with the provisions above and be within and not exceed a seven-mile radius from the main police station.

- b. Have a drug test policy in effect as set by the guidelines of the state, administered by the state department of licensing and regulation.

(9) Towing operator safety clothing and identification.

- a. Towing operators, as a condition of their license must comply with the protective clothing policy.
- b. Towing operators must wear at all times when using or assisting in the use or operation of a licensed tow truck on a road or road related area:
 - 1. A uniform, clearly marked with the tow company's name as it appears on department records.
 - 2. A reflective vest or reflective jacket at all times while working outside the tow truck; the reflective vest or reflective jacket must meet the ANSI/ISEA 207-2006 requirements for high visibility safety apparel.
- c. During daylight hours, a fluorescent shirt may be worn instead of the reflective vest or jacket; the fluorescent shirt must meet the ANSI/ISEA 207-2006 requirements for high visibility safety apparel.
- d. When performing towing operations, all tow truck operators must carry and openly display the appropriate TDLR issued original towing operator license.
- e. Tow operators permitted under Texas Administrative Code § 86.210 are exempt from the requirements of subsection (b)(1).

(10) The wrecker company or wrecker business shall obtain and keep in full force and effect a policy of public liability and property damage insurance issued by a casualty insurance company authorized to do business in the state in the standard form approved by the board of insurance commissioners of the state, insuring the public from any loss or damage that may arise to any person or property by reason of the operation of a wrecker of such company and providing that the amount of recovery shall be limits of not less than the following sums:

- a. *Incident management towing.*
 - 1. A minimum of \$500,000.00 liability insurance per tow truck per incident, which is combined single limit liability for bodily injury to or death of an individual per occurrence, loss or damage (excluding cargo) per occurrence, or both; and
 - 2. A minimum of \$50,000.00 of cargo or cargo on hook insurance per tow truck per incident.
- b. *Private property towing.*
 - 1. A minimum of \$1,00,000.00 of liability insurance per tow truck per incident, which is combined single limit liability for bodily injury to

or death of an individual per occurrence, loss or damage (excluding cargo) per occurrence, or both; and

2. A minimum of \$50,000.00 of cargo or cargo on hook insurance per tow truck per incident.

c. Consent towing.

1. A minimum of \$300,000.00 of liability insurance per tow truck per incident, which is combined single limit liability for bodily injury to or death of an individual per occurrence, loss or damage (excluding cargo or cargo on hook) per occurrence, or both.
2. Insurance covering permitted tow trucks must be kept in full force and effect at all times.

(11) No delinquent taxes of any type shall be due to the city upon any property of applicant or any wrecker for which a license is sought, and the applicant shall not have failed to render any property located within the city for ad valorem taxation.

(12) A copy of all licenses and/or certificates issued by the state allowing the applicant to operate a tow truck, impound yard or vehicle storage facility shall be required upon payment of annual fees per wrecker company or wrecker unit. A copy of all required proof of insurance shall also be provided to the city upon application and renewal.

(13) No owner of a wrecker company, not licensed by the city, shall intercept any message emanating through the medium of the fire or police department radio frequency or divulge or publish the existence, contents, substance, purpose, effect or meaning of such intercepted communications; and no person, not being entitled thereto, shall receive or assist in receiving any information therein contained, for his own benefit or for the benefit of another person.

Sec. 4.04.006 Indemnification of city, its officers, agents and employees.

Every wrecker business and wrecker company and agent thereof to obtain a safety and insurance compliance certificate to operate a wrecker service in the city shall be required to accept these conditions to this agreement which are attached to this application wherein the applicant agrees to indemnify and hold harmless the city, its officers, agents and employees from any and all claims, demands, actions and causes of actions arising from the granting of a license to operate a wrecker service or to operate a wrecker by the city and/or the operation of the wrecker service or any wrecker by the applicant in the city.

Sec. 4.04.007 State inspection required before issuance of safety and insurance compliance certificate.

Each application for a safety and insurance compliance certificate for a wrecker shall state that such wrecker has been inspected and approved under the direction of the state department of public safety and a current inspection sticker shall be affixed securely to the inside of the windshield of the wrecker.

Sec. 4.04.008 Wrecker to be summoned by owner, operator or police or fire department.

No person shall drive a wrecker to or near the scene of an accident or collision on the streets of the city unless such person has been called to the scene by an owner or operator of a vehicle involved in such accident or collision or by the police or fire department of the city; unless it is necessary to prevent death or bodily injury to any person involved in an accident or collision.

Sec. 4.04.009 Soliciting wrecker business prohibited; presence at scene as evidence of violation.

No person shall solicit in any manner, directly or indirectly, on the streets of the city, the businesses of towing any vehicle which is wrecked or disabled on the public streets, regardless of whether the solicitation is for the purpose of soliciting the business of towing, removing, repairing, wrecking, storing, trading or purchasing such vehicle. The presence of a wrecker at or near the scene of a wreck, accident or collision, within one hour after the occurrence of a wreck, accident or collision without being summoned to the scene by an owner or operator of a vehicle involved in such accident or collision or by the police or fire department of the city, shall be prima facie evidence of a solicitation in violation of this section.

Sec. 4.04.010 Wrecker selection; use of voluntary wrecker rotation list.

- (a) When a police officer investigating an accident, making an arrest, conducting a traffic stop, or otherwise performing duties as a police officer, determines that any vehicle on a roadway is unable to proceed safely under its own power, or determines that the operator therefore is unable to operate such vehicle, such officer shall notify the police department headquarters that the services of a wrecker company are necessary.
- (b) Upon receiving a communication advising the police department of the need for a wrecker from the wrecker rotation listings, the police department headquarters shall notify the wrecker company next on the applicable rotation listings to remove the vehicle involved. If there are no wreckers available at the wrecker service on call or if the police department cannot immediately make contact with the wrecker service on call, the police department shall proceed through the wrecker rotation listings until a wrecker is located that is available and ready to proceed immediately to the scene of the incident requiring a vehicle to be removed.

Sec. 4.04.011 Voluntary wrecker rotation list; procedures and requirements to be placed on list.

- (a) The police department shall maintain wrecker rotation listings, as approved by resolution by the City Commission, and a wrecker rotation schedule indicating which person, wrecker business or wrecker company is on call for services at any time.

- (b) Wrecker companies that want to be placed on the wrecker rotation listings shall provide the following information and documents and comply with the following requirements:
- (1) Have been issued a business permit (if applicable) and a safety and insurance compliance certificate by the city.
 - (2) Have applied to be on the wrecker rotation list and shall register with the city.
 - (3) Have a minimum of two wreckers with lawful drivers readily available located at a site within the city limits of the city to answer calls from the police and fire department during such times that the wrecker service is on call for services.
 - (4) Maintain an office building and storage compound within the city operated on a daily basis (Monday through Friday), with normal working hours from 8:00 a.m. to 5:00 p.m. with an employee physically present at the business during such normal working hours. The office building shall be served by a telephone with a number provided to the police department for calls during such normal working hours. If the office is not manned 24 hours per day, seven days per week, the wrecker service shall also provide the police department with a telephone number for calls after normal working hours, weekends and holidays. Answering service or answering device shall not be used.
 - (5) Facility fencing requirements. Enclosure and security of stored vehicles.
Fencing. If not enclosed by a five-foot high fence on or before September 1, 1985, all VSFs shall be completely enclosed by a fence at least six feet high with a gate, which is locked at all times when the licensee or an agent or employee is not at the storage lot. No two VSFs may operate within the same fenced area.
 - (6) Security of vehicles.
 - a. No vehicle may be stored or kept at any licensed VSF unless it is kept inside the fenced or enclosed area at all times. For purposes of this subparagraph, the term "enclosed" shall mean inside a building.
 - b. A vehicle accepted for storage in a VSF must be secured to prevent theft of the vehicle or its contents, including but not limited to locking doors, closing windows and hatchbacks, and raising or covering convertible tops.
 - (7) Storage lot surface. All VSFs shall have an all-weather surface such as concrete, asphalt, black-top, stone, macadam, limestone, iron ore, gravel, shell, or caliche, that enables the safe and effective movement of stored vehicles upon all portions of the lot, both under their own power and under tow, at all times, regardless of prevailing weather conditions. The surface shall also be free of overgrown vegetation.
 - (8) Storage lot lighting. All VSFs shall maintain illumination levels adequate for nighttime release of vehicles. The term "adequate" shall mean sufficient to allow inspection of a vehicle for damage at the time of release. At a minimum, there must be one lighting fixture containing at least a 250-watt element for each one-quarter acre of storage area.

(9) Storage lot signs.

- a. Facility information. All VSFs shall have a clearly visible and readable sign at its main entrance. Such sign shall have letters at least two inches in height, with contrasting background, shall be visible at ten feet, and shall contain the following information:
 1. The registered name of the storage lot, as it appears on the VSF license;
 2. Street address;
 3. The telephone number for the owner to contact in order to obtain release of the vehicle;
 4. The facility's hours, within one hour of which vehicles will be released to vehicle owners; and
 5. The storage lot's state license number preceded by the phrase "VSF license number."
- b. [Posting of fees.] All VSFs shall have a sign setting out the charge for storage and all other fees, which may be charged by the storage lot, including notification and impoundment fees. The sign shall include all forms of payments the VSF accepts for any charge associated with delivery or storage of a vehicle. The sign must be located so it is clearly visible to a vehicle owner at the place of payment and shall have letters at least one inch in height with a contrasting background.
- c. Non-consent towing fees schedule. All VSFs shall conspicuously place a sign, at the place of payment, which states in one-inch letters that: "Applicable schedules of non-consent towing fees will be provided for viewing upon request by persons claiming vehicles." The non-consent towing fees provided for viewing must match the non-consent towing fees schedule on file with the department, as provided in 16 Texas Administrative Code ch. 86, § 86.500 (relating to Reporting Requirements—Towing Company). And must not exceed the maximum rates allowable by section 4.04.013 of this article.
- d. Instruments accepted for release of vehicle. All VSFs shall have a sign describing the documents that may be presented by the vehicle owner or his/her authorized representative to obtain possession of the vehicle. This sign shall list all instruments as described in this chapter, and shall also state: "Affidavit of Right of Possession Furnished Upon Request." This sign shall be located so it is clearly visible to a vehicle owner at the place of payment, and have letters at least one inch in height with a contrasting background.
- e. Combination signs. A VSF may combine the signs described in subsections (b), (c), and (d), if the combination sign meets the requirements of each of the separate signs.

1. The owner or operator of the wrecker company shall immediately notify the chief of police or his designated representative of any changes in status as it relates to any insurance, certificate, permit or any factor that may impede its ability to comply with this article.
 2. The owner or operator of the wrecker company shall produce a written report upon request listing the status of all vehicles towed for the city. Such request to be made during working hours and promptly prepared.
- f. If there are no wreckers available at the wrecker service on call or if the police department cannot immediately make contact with the wrecker service on call, the police department shall proceed through the applicable wrecker rotation listings until a wrecker is located that is available and ready to proceed immediately to the scene of the incident requiring a vehicle to be removed.
- g. Any wrecker service company appearing on either of the wrecker rotation listings should be able to respond to calls according to the following schedule:
1. During the normal work week, Monday through Friday,
8:00 a.m. to 5:00 p.m.:
Within city limits—45 minutes
Outside city limits—45 minutes
 2. After normal working hours, on weekends or holidays:
Within city limits—45 minutes
Outside city limits—45 minutes
- A person or wrecker service or business company failing to respond within five minutes of the above schedule shall have its call cancelled and the next wrecker service company on the applicable wrecker rotation listing shall be called.
- h. In the event the vehicle to be towed, moved or removed exceeds the capacity of the wreckers operated by the wrecker service company on the wrecker rotation list, or in the event of an emergency wherein life or property are threatened or in circumstances where the situation requires immediate action to protect life or property, the police department may call any wrecker service with the capability to provide the service needed.
- i. Any wrecker rotation listing shall not contain the name of any wrecker company or business or person that failed or refused to tow any vehicle to the city pound when officially requested by the police department or other place designated by the owner thereof. Such conduct may result in removal from any listing.

- j. Any wrecker service company on the wrecker rotation listing shall keep a record of all calls made in response to requests from the city, which records shall include the following information:
 - 1. Date and time of call;
 - 2. Location of vehicle to be towed/removed;
 - 3. Response time;
 - 4. Vehicle owner/operator;
 - 5. Description of vehicle;
 - 6. Disposition of vehicle;
 - 7. Charges involved;
 - 8. Status of payment for charges.
- k. The wrecker rotation schedules maintained by the police department shall list all wrecker companies in compliance with this article. The master list shall be in alphabetical order. The rate and times of rotation shall be determined by the chief of police.
- l. From and after the effective date of this article, the police department or whatever department provides for the placement of wrecker services on the rotation listings shall not place any additional wrecker services on such list until authorized by ordinance by the board of commissioners. The chief of police is hereby authorized and directed to initiate and complete a study into the determination of the maximum number of wrecker services on such list which will result in efficient and safe service for the citizens of the city, taking into consideration the economic vitality of the companies involved.
- m. No license or certificate issued under the terms of this article shall be transferred to any other person or business, nor shall such license be used for the operation of any vehicle except for the vehicle for which the license is issued.
- n. All persons and entities operating or that seek to operate shall provide any and all records to the city upon request. Upon application and renewal of any and all licenses and certificates, the city shall be provided with the name of all interested owners and drivers. Should any changes be made related to the owners or drivers during the license period, such changes shall be provided to the city without delay.

Sec. 4.04.012 Police officer, firefighter or other city employee not to influence selection of wrecker service; may direct that the vehicle be taken to the city police department.

No police officer, firefighter, or other city employee who is investigating or present at the scene of a traffic stop, any accident or collision on a public street shall, directly or indirectly, either by word, gesture, sign or otherwise, recommend any person the name of

any particular person engaged in the wrecker service businesses, nor shall any such person influence or attempt to influence in any manner the decision of any person in choosing or selecting a wrecker or repair service; provided, that any police officer, in the exercise of his discretion as a police officer, may direct that any vehicle, whether towed by a wrecker selected by the owner or operator of the vehicle or from the wrecker rotation list, shall be taken to the police department or such other location designated by the police officer to be held by the city for any lawful purposes.

- (1) When a peace officer at an accident scene determines that a vehicle needs to be towed from the scene, and when the disabled vehicle does not interfere with the flow of vehicular traffic and is not a danger or hazard to the public may allow the operator or owner of the disabled vehicle to summon the wrecker company of his/her choice, as long as the wrecker responds within the time limit set by the city of 30 minutes:
- (2) The peace officer at an accident scene shall inform the operator of a disabled vehicle that the department will contact the next available towing company on the rotation list to remove the vehicle if the operator's preferred towing company does not respond within five minutes of notification by the police department.

Sec. 4.04.013 Maximum rates.

(a) Any person, wrecker company or wrecker business that appears on any rotation listing or that receives a request to haul unauthorized vehicles from any roadway, or public or private parking facility, within the boundaries of the city shall not charge more than the maximum rates provided in this subsection as follows:

(1) *Light duty vehicles:* Gross weight of 10,000 pounds or less:

- a. Towing a wrecked, disabled vehicle or illegally parked vehicles \$300.00
- b. Towing of disabled vehicle from high water: Up to a maximum fee per hour, per wrecker \$50.00

(Any person requesting that their vehicle be removed to a garage or other area will be responsible for paying the wrecker fee.)

c. Towing vehicle from outside the city limits \$140.00

Plus, per mile to and from location of vehicle \$7.50

d. Pickup and delivery of vehicle to city pound (official police business):

1. Daytime delivery – No charge
2. Nighttime delivery – No charge

The total fee charged will be made up of the applicable towing fees found in subsection a., or b. or c. or d., and storage fees, impoundment initial fees and notification fees if any. (See subsection (b) below.)

Drop fee (light duty vehicle) \$150.00 for non-accident / \$250.00 for accident (Not to exceed \$500.00)

e. If owner arrives at the scene of the tow, the owner will be charged this fee, no storage fees or towing fees shall be charged.

(2) *Medium duty vehicle:* Gross weight rating of more than 10,000 pounds but less than 25,000 pounds:

a. Towing a wrecked, disabled vehicle or illegally parked commercial vehicle \$650.00 per hour max 2 hours

b. Towing a wrecker, disabled vehicle or accident \$1,250.00 per hour

c. Drop fee (medium duty vehicle) \$325.00

If owner arrives at the scene of the tow, the owner will be charged this fee, no storage fees or towing fees shall be charged.

(3) *Heavy duty vehicle:* Gross weight rating that exceeds 25,000 pounds:

a. Towing a wrecked, disabled vehicle or illegally parked commercial vehicle \$1,500.00..... per hour max 8 hours

b. Towing a wrecked, disabled vehicle or accident \$2,000.00..... per hour

c. Drop fee (heavy duty vehicle) \$750.00

If owner arrives at the scene of the tow, the owner will be charged this fee, no storage fees or towing fees shall be charged.

(b) The cost of impounding a vehicle and storing a vehicle shall not exceed the following schedule:

(1) *Impounding vehicle:* Initial fee (not including towing charges but including first day's storage charge) \$21.03 as per TDLR Regulations

(2) *Daily storage fees:*

a. At a facility licensed by the State Department of License and Regulation

(3) *Notification fee:*

a. A VSF may not charge a vehicle owner more than \$50.00 for notification under these rules. If a notification must be published, and the actual cost of publication exceeds 50 percent of the notification fee, the VSF operator may recover the additional amount of the cost of publication. The publication fee is in addition to the notification fee.

b. If a vehicle is removed by the vehicle owner within 24 hours after the date the VSF receives the vehicle, notification is not required by these rules.

c. If a vehicle is removed by the vehicle owner before notification is sent or within 24 hours from the time VSF receives the vehicle, the VSF operator may not charge a notification fee to the vehicle owner.

(4) *No additional fees are allowed by the laws of the state.* Where any state law, rule or regulation requires a different rate for services rendered by a wrecker service and/or storage facility or any other type of business entity regulated

under this article, as provided for in this article, then such state-regulated rate shall be followed without the necessity of further amendment of this article.

- (c) All city-owned vehicles while in furtherance of city business shall be exempt from charges and service fees by any person, wrecker business, wrecker company, or vehicle storage facility as authorized by law or this article.
- (d) A wrecker company that has been randomly selected to provide services shall be entitled to recover applicable fees pursuant to this section for any and all actual services provided up to the time of a cancellation.

Sec. 4.04.014 Safety precautions.

Each wrecker shall follow standard safety precautions and operations generally recognized in the wrecker business to proceed to and from the scene of an accident or collision and shall comply with all ordinances of the city. Each wrecker present at the scene of any accident or collision shall follow standard safety precautions and procedures generally recognized in the wrecker business, to include the prompt removal of debris from accidents or collisions occurring on the public right-of-way.

Sec. 4.04.015 Revocation or suspension of certificate; removal from wrecker rotation list, hearing.

- (a) Upon a finding of a violation of the motor vehicle laws or the criminal laws of the state or a violation of the requirements of this article, the municipal judge may revoke or suspend a certificate or remove a wrecker from the rotation list.
- (b) Upon written complaint by any person against any wrecker service on the wrecker rotation list or against any agent or employee of a wrecker service on the wrecker rotation list filed with the chief of police, or upon written complaint by the chief of police, the municipal judge shall conduct a hearing as set out herein:
 - (1) The hearing shall be conducted in municipal court within 30 days of the filing of the complaint.
 - (2) Written notice shall be given to the wrecker service involved, to all other persons involved and to the chief of police at least 20 days prior to the hearing.
 - (3) Parties may be represented by attorneys at their own expense.
 - (4) The chief of police may be represented by the city attorney or designated assistant.
 - (5) The burden of proof shall be on the complainant or chief of police to prove the allegations by a preponderance of the evidence.
 - (6) All witnesses shall be sworn.
 - (7) Only evidence admissible under the law and rules of evidence of the state shall be admissible.
 - (8) All witnesses shall be subject to cross-examination by all opposing parties.
 - (9) All evidence shall be subject to objection by all opposing parties.

- (10) Parties shall be permitted to offer evidence and argue to the court.
- (11) The municipal judge or his or her alternate shall decide all questions of law and fact and determine whether to suspend for a specified period or revoke the certificate of the service company from the wrecker rotation list. The determination of the municipal judge is final and not appealable to the county court at law.
- (12) The above procedure is applicable only to hearings involving the revocation or suspension of a certificate or removal from the wrecker rotation list. Normal court procedures shall be followed when charges are filed seeking imposition of the fine authorized by this article.

Sec. 4.04.016 Penalty for violations; civil suit authorized.

- (a) Any person, firm, corporation, company or association that violates any provision of this article or suffers or allows the same to be violated, shall, upon conviction therefore, be subject to a fine of not less than \$100.00 nor more than \$1,000.00. A violation may also result in removal from the voluntary wrecker rotation list. Any violation of this article shall be subject to both civil and criminal penalties. A criminal conviction shall be a class C misdemeanor. A violator shall also be subject to the maximum penalties allowed by law for failing to appear in court when charged with an offense as described herein. If conduct constituting an offense under this article also constitutes an offense under another law, the person may be prosecuted under all applicable laws.
- (b) The city attorney is hereby authorized to file a civil suit in state district court or any court of competent jurisdiction to enjoin any violations of this article or seek any remedy available. Should any person or business violate the prohibitions contained herein, or allow the commission of any act or condition that proximately resulted in a violation of this article, the city attorney may take any action to enforce this or any ordinance to prevent and summarily abate the action and remove or seize any objects used to violate this article. These actions may also include but not be limited to allowing for municipal resources and personnel to: abate any premises or property, closure, condemn, remove any person or thing, court action, suspend, cancel, or void any license or permit issued by the city or a state or federal agency, and any and all other relief as may be necessary. Any civil actions by the city attorney shall not be deemed a waiver of any rights and entitlements of any person that has suffered harm or damages as a result of any act or omission prescribed by this article.

Sec. 4.04.017 Establishing a limit on the number of wrecker companies.

- (a) The number of wrecker companies on either of the rotation listings shall be based on the annual population census at one person, wrecker company or business per each full 5,000 residents in population. A person or entity with an interest in a wrecker company shall be restricted to one wrecker company on either of the rotation listings as may be selected.
- (b) The city planning department is hereby charged with the responsibility of determining the yearly population of the city. Such report shall be generated within

the first six months of each calendar year. Such population report shall thereafter be approved by the City Commission at a regular meeting of such Commission. The number of wrecker companies on the list shall not be increased until such population report has been received, and approval has been made by resolution by the City Commission.

- (c) This article shall not affect the right of any person, business, or entity to contract. The city may also contract to terms and conditions for other services that may be specialized in nature unaffected by this article.

SECTION 10. EFFECTIVE DATE. This ordinance shall take effect after a second reading, where it is read, considered and adopted by the City Commission and until the fifteen (15) days has passed after its first reading.

SECTION 11. PUBLICATION. The City Secretary of the City of San Juan is hereby authorized and directed to cause the caption of this ordinance to be published in a newspaper having general circulation in San Juan, Texas, and in accordance with the applicable laws of this State.

SECTION 12. CODIFICATION. The City Secretary is hereby directed to cause this Ordinance to be codified in the Code of Ordinances of the City of San Juan, Texas, and in accordance with the applicable laws of this State.

SECTION 13. SEVERABILITY. If any section, part, or provision of this Ordinance is declared unconstitutional or invalid, by a court of competent jurisdiction, then, in that event, it is expressly provided, and it is the intention of the City Commission in passing this Ordinance that its parts shall be severable and all other parts of this Ordinance shall not be affected thereby and they shall remain in full force and effect.

SECTION 14. REPEALER CLAUSE. This Ordinance shall be cumulative of all other ordinances dealing with the same subject and any provision of any ordinance in direct conflict with any provision of this Ordinance is hereby repealed and the provisions of this Ordinance shall supersede any provisions in conflict herewith; all provisions of any other ordinance not in conflict herewith shall remain in full force and effect.

READ, PASSED AND APPROVED ON FIRST READING at a regular meeting of the City Commission of the City of San Juan, Texas, at which a quorum was present and which was held in accordance with Vernon's Texas Codes Annotated, Government Code, Section 551.041 on the 23rd day of August, 2022.

READ, PASSED AND APPROVED IN SECOND READING at a regular meeting of the City Commission of the City of San Juan, Texas, at which a quorum was present and which was held in accordance with Vernon's Texas Codes Annotated, Government Code, Section 551.041 on the ____ day of _____ 2022.

CITY OF SAN JUAN, TEXAS

BY: _____
Mario Garza, Mayor

ATTEST:

BY: _____
Brenda Escalante, City Secretary

APPROVED AS TO FORM:
Palacios Garza & Thompson, P.C.

BY: _____
City Attorney

AGENDA ITEM AND RECOMMENDATION SUMMARY
CITY COMMISSION REGULAR MEETING
AUGUST 23, 2022

Consider the Nomination and Appointment of Board Member(s) Related to the Planning and Zoning Board.

STAFF COMMENTS AND RECOMMENDATIONS:

The Planning and Zoning Board consists of seven (7) members serving a two (2) year staggered term. As per the Planning and Zoning Bylaws, if absent more than three (3) consecutive times, the individual shall be automatically dropped from membership. Vacancies occurring on the planning commission shall be filled within thirty (30) days by the City Commission for the remainder of the unexpired term for Mr. Eddie Alaniz.

RECOMMENDATION:

Consider Appointment/Reappointment/Removal from the Planning and Zoning Board.

PREPARED BY:

Brenda Escalante,
City Secretary

APPROVED BY:

Benjamin Arjona, City
Manager

PLANNING AND ZONING BOARD

#	NAME	POSITION	EMPLOYMENT/ BUSINESS	INITIAL TERM	INITIAL DATE	DATE TERM EXPIRES	MOBILE NUMBER	EMAIL ADDRESS	ADDRESS
1	Irma Castillo	Chairwoman	Hidalgo County Planning Dept.	2 Yrs.	3/26/2019	4/12/2024	(956) 802-2951	irma.castillo@co.hidalgo.tx.us	PO Box 1611
2	Eddie Alaniz	Vice-Chairman	Mission ISD	2 Yrs.	2/27/2018	4/12/2024	(956) 784-2537	lonestar-survivor@yahoo.com	2701 Hibiscus Dr.
3	Cesar Cantu			2 Yrs.	10/26/2021	10/26/2023	(956) 929-6000	ccantu71@yahoo.com	1501 Foster St.
4	Eliza Yzaguirre		Texas Gas Services	2 Yrs.	7/9/2019	4/12/2024	(956) 467-9775	e.yzaguirre@icloud.com	1217 S. Standard Ave.
5	Adan Magallan		Retired	2 Yrs.	2/27/2018	4/12/2024	(956) 279-4115	amagallan@rgv.rr.com	220 Stella Drive
6	Valerie Cardenas		Texas National Bank	2 Yrs.	2/27/2018	4/12/2024	(956) 331-6313	vcardenas@texasnational.com	205 Campo Verde
7	Victor Perez, Jr.		Eli Lilly	2 Yrs.	7/9/2019	4/24/2024	(956) 483-5850	viper5119@gmail.com	1218 Rio Blanco St.
8	Benjamin Arjona	Ex-Officio							

*Board consist of 7 members and 1 Ex-officio

*7 members serve a two-year staggered term.



PLANNING AND ZONING COMMISSIONERS
ATTENDANCE FORM
2022

Commissioners	JAN 1/13	FEB 2/3	FEB 2/17	MAR 3/3	APR 4/7	APR 4/21	JUN 6/2	JUN 6/16	JUL 7/7	JUL 7/18	AUG 8/4		% of Attendance
Irma Castillo	X	√	X	X	√	√	√	-	√	√	√		70%
Eddie Alaniz	√	√	√	√	√	√	X	-	X	-	-		-
Adan Magallan	√	√	√	√	√	√	√	-	√	√	√		100%
Valerie Cardenas	√	√	X	√	√	√	√	-	√	√	X		80%
Eliza Yzaguirre	√	√	√	X	√	√	√	-	√	√	√		90%
Victor Perez	X	√	X	√	X	√	√	-	X	X	√		50%
Cesar Cantu	√	√	√	√	√	√	√	-	X	√	X		80%

City of San Juan

Application for Appointment



Date: 10/28/2021

Board / Commission / Committee: Planning and Zoning

Name: Laura Ann Martinez

Mailing Address: 503 E. 12th Street, San Juan, Texas 78589

Preferred Phone and Fax: (716) 400-1615

Employer: PSJA ISD Occupation: Clerk

Email Address: Lauramtz05@yahoo.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? 10

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)

St. John the Baptist Parishioner

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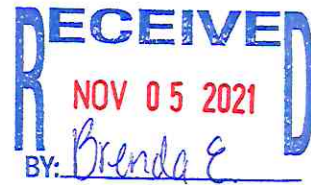
Experience / Knowledge Pertaining to Board / Commission / Committee of Interest:

Planning and Zoning Boards work closely with the city council in making recommendations on the development and regulation of land use in the city. As a board member I would use my analytical skills to collect data and ensure best practices are followed as it pertains to city planning and zoning. I would utilize my strategic communication skills to ensure the boards comprehensive plans and recommendations are communicated clear and concisely to ensure we maximize every opportunity to develop our city.

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 nguerrero@sjtx.us

City of San Juan

Application for Appointment



Date: 11/3/2021

Board / Commission / Committee: Planning and Zoning

Name: Laura Fonseca

Mailing Address: 506 E 11th street San Juan, Texas 78589

Preferred Phone and Fax: 956-460-2392

Employer: City of Pharr Occupation: Code Compliance Officer

Email Address: lagafa31@gmail.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?

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)

Girl Scout Leader

Cotillion Member

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

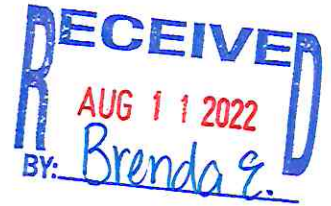
10 year experience as troop advisor for Girl Scout of Greater South Texas, assisting girls to obtain their Bronze award and Silver Award by contributing to their community by doing a service project and serving community hours.

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 nguerrero@sjtx.us



City of San Juan

Application for Appointment



Date: 8/11/2022

Board / Commission / Committee: Planning and Zoning Advisory Board

Name: Isaac J Gonzalez

Mailing Address: 304 Campo Verde Circle, San Juan, Tx

Preferred Phone and Fax: 956-460-2608

Employer: Hidalgo County Drainage District No. 1

Occupation: Engineer

Email Address: ijgonzalez0@yahoo.com

Are you or can you be qualified to vote in a City of San Juan Election? Yes

Are you a City of San Juan resident? ☒ Yes ☐ No How long? 7 years 4 months

Have you ever represented any other private person, group or entity for compensation before the City Commission or any department, commission, board of committee 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 of professional or social membership(s)

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

--

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 City Secretary Brenda Escalante at: bescalante@sjtx.us

AGENDA ITEM AND RECOMMENDATION SUMMARY
CITY COMMISSION REGULAR MEETING
AUGUST 23, 2022

Preliminary and Final Plat Approval of the San Juan Oaks Subdivision being a 5.66 acre tract of land out of Lot 9, Block 35, Alamo Land and Sugar Company's Subdivision, located at the Southeast corner of Zapata and 4th Street, as Requested by Nain Engineering, LLC.

STAFF COMMENTS AND RECOMMENDATIONS:

The developer is proposing to subdivide 5.66 acre tract of land along East 4th Street. They are proposing a twenty-three (23) lot subdivision with entrance/exit along 4th Street. The subdivision is located in a flood zone "X", outside of special flood hazard areas, according to the FEMA Map.

It is noted that project engineer is requesting a variance to not comply with the minimum 60 feet minimum lot requirement; they have some lots of 54 feet, 55 feet and 58 feet.

Water and sewer services will be provided by the City of San Juan. Additional fire hydrants shall be located every 500 feet of the existing fire hydrant. Water lines shall be looped to the 8-inch water line as per San Juan Fire Department requirements. All entrance/exit must be 26 feet wide.

RECOMMENDATION:

Staff recommends approval.

PREPARED BY:

Daniel Tijerina,
Planning Director

APPROVED BY:

Benjamin Arjona, City
Manager

MEETING DATES:
PLANNING AND ZONING COMMISSION – 08/18/2022
CITY COMMISSION – 08/23/2022
DATE PREPARED – 08/15/2022

PAGE 1

STAFF REPORT
GENERAL INFORMATION

APPLICATION: Preliminary and Final Plat Approval of the San Juan Oaks Subdivision

APPLICANT: Eliza Rodriguez

AGENT: Nain Engineering, LLC.

LEGAL: Being a 5.66 acre tract of land out of Lot 9, Block 35, Alamo Land and Sugar Company Subdivision

LOCATION: The property is located at the Southeast corner of Zapata and 4th Streets

CURRENT USE OF PROPERTY: Vacant

PROPOSED USE OF PROPERTY: Residential Subdivision

**EXISTING LAND USE/
ADJACENT ZONING:** North – Residential; Single-Family Residence District (R-S)
South – School; Single-Family Residence District (R-S) / General Business District (C-2)
East – Residential; Single-Family Residence District (R-S)
West – Residential; Single-Family Residence District (R-S)

ACCESS AND CIRCULATION: The property has access along 4th Street.

PUBLIC SERVICES: Water and sewer services are provided by the City of San Juan.

VARIANCE REQUEST: The applicant is requesting the following variances (see enclosed letter):
1. To not comply with the 60 feet minimum width lot requirement.

RECOMMENDATION: Staff recommends approval.

EVALUATION AND CONDITIONS FOR APPROVAL

The developer is proposing to subdivide 5.66 acre tract of land along East 4th Street. They are proposing a twenty-three (23) lot subdivision with entrance/exit along 4th Street. The subdivision is located in a flood zone “X”, outside of special flood hazard areas, according to the FEMA Map.

It is noted that project engineer is requesting a variance to not comply with the minimum 60 feet minimum lot requirements; they have some lots of 54 feet, 55 feet and 58 feet.

Water and sewer services will be provided by the City of San Juan. Additional fire hydrants shall be located every 500 feet of the existing fire hydrant. Water lines shall be looped to the 8-inch water line as per San Juan Fire Department requirements. All entrance/exit must be a 26 feet wide.

ATTACHMENTS:

Location Map
Aerial Photo
Zoning Map
Variance Letter
Subdivision Plat and Utilities Plan

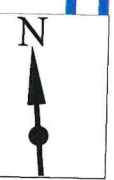


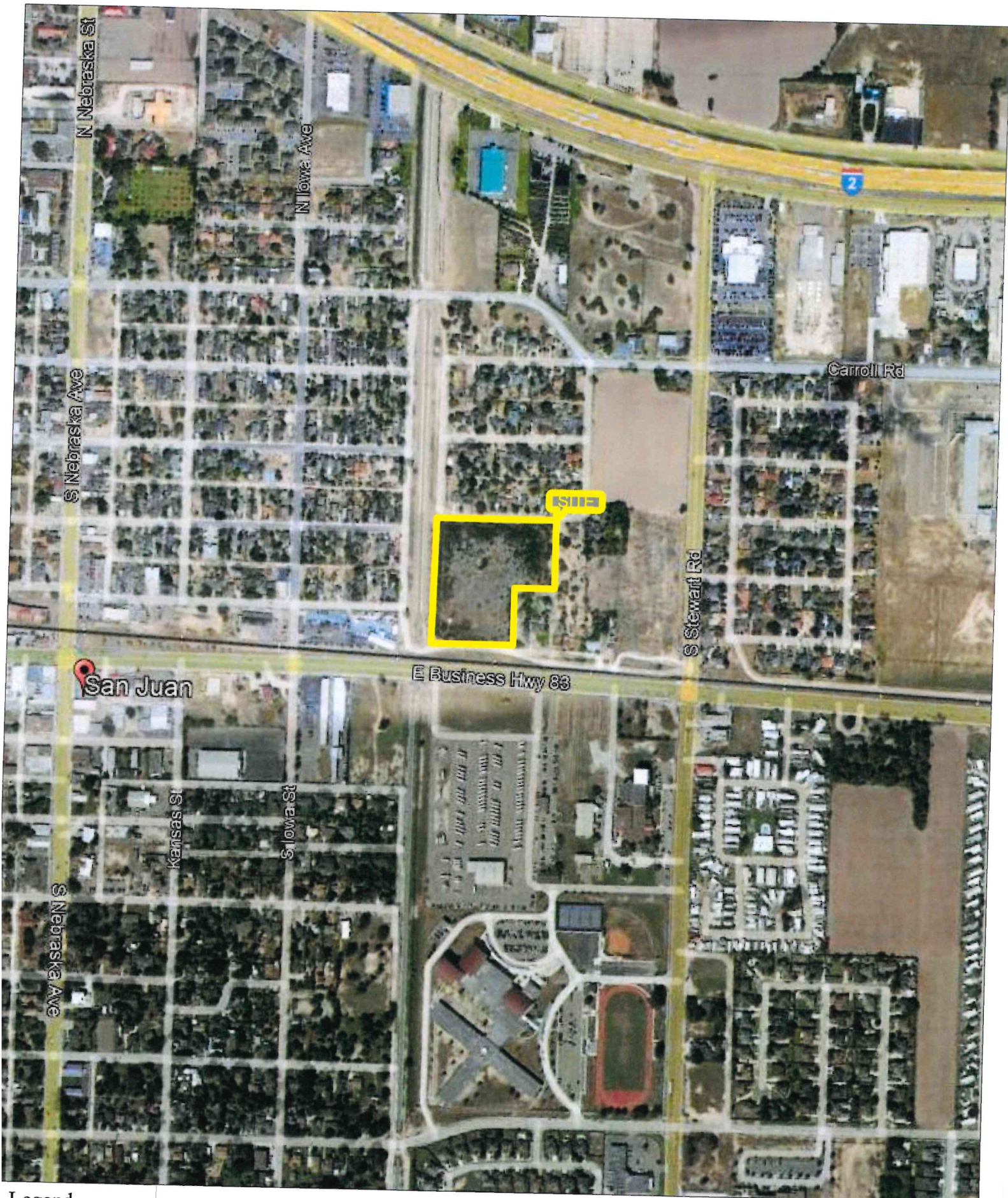
Proposed Site



- Legend**
- CITY LIMITS
 - Proposed area

Preliminary and Final Plat Approval of the San Juan Oaks Subdivision being a 5.66 acre tract of land out of Lot 9, Block 35, Alamo Land and Sugar Company Subdivision, as Requested by Nain Engineering, LLC.

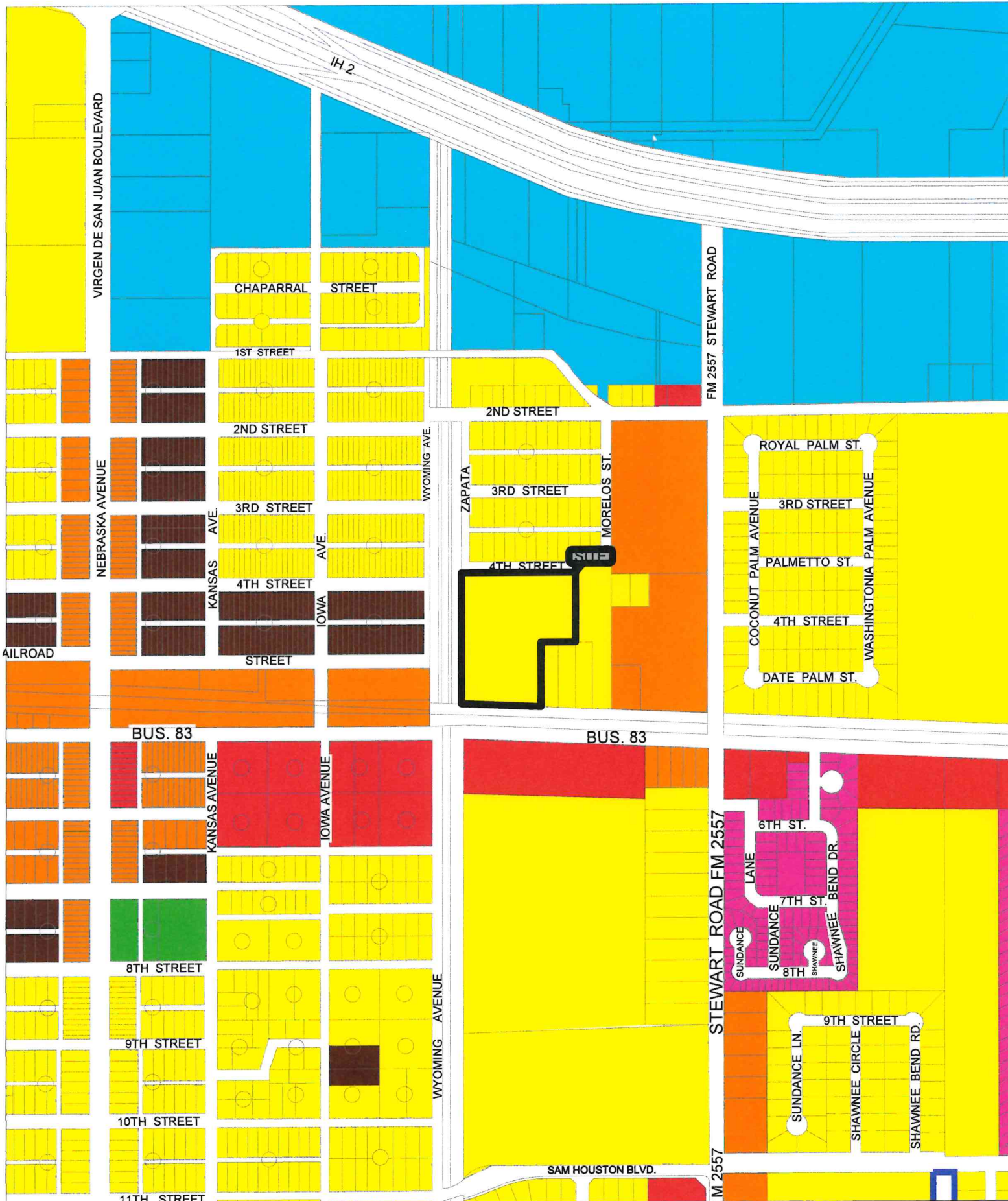




- Legend**
- CITY LIMITS
 - Proposed area

Preliminary and Final Plat Approval of the San Juan Oaks Subdivision being a 5.66 acre tract of land out of Lot 9, Block 35, Alamo Land and Sugar Company Subdivision, as Requested by Nain Engineering, LLC.





Zoning Districts	
 Single Family Residential (R-S)	 Heavy Commercial (C-3)
 Manufactured Home (R-MH)	 Light Industrial (I-1)
 Multi-Family Residential (R-MF)	 Heavy Industrial (I-2)
 Neighborhood Commercial (C-1)	 Open Space (O)
 General Business (C-2)	 Exp. Corridor (EC)

Preliminary and Final Plat Approval of the San Juan Oaks Subdivision being a 5.66 acre tract of land out of Lot 9, Block 35, Alamo Land and Sugar Company Subdivision, as Requested by Nain Engineering, LLC.



NAIN ENGINEERING, L.L.C.
CONSULTING ENGINEER
526 N. 5TH STREET, DONNA, TEXAS. 78537 PH. (956) 784-0218
FIRM No. F-90050

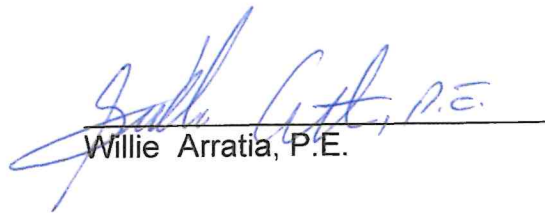
August 1, 2022

To: Monica Gomez
City of San Juan
Planning Department

Re: SAN JUAN OAKS SUBDIVISION

Dear Ms Gomez

As agent for the owner of the above reference subdivision, I hereby request a Variance for the required minimum lot width of 60 feet, we have 54.75' , 55.00' and 58.00'.


Willie Arratia, P.E.



SAN JUAN OAKS

A 5.66 ACRE TRACT OF LAND OUT OF LOT 9, BLOCK 35, ALAMO LAND AND SUGAR COMPANY SUBDIVISION, ACCORDING TO THE MAP RECORDED IN VOLUME 1, PAGES 24-26, MAP RECORDS, HIDALGO COUNTY TEXAS.

METES AND BOUNDS

A 5.66 ACRE TRACT OF LAND OUT OF LOT 9, BLOCK 35, ALAMO LAND AND SUGAR COMPANY'S SUBDIVISION, ACCORDING TO THE MAP RECORDED IN VOLUME 1, PAGES 24-26, MAP RECORDS, HIDALGO COUNTY, TEXAS AND BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

THE POINT OF COMMENCEMENT (P.O.C.) BEING AT POINT OF REFERENCE ON THE APPARENT NORTHWEST CORNER OF SAID LOT 9, BLOCK 35; THENCE, S 81°25'21" E, WITH THE APPARENT NORTH LOT LINE OF SAID LOT 9, BLOCK 35, A DISTANCE OF 145.00 FEET TO A POINT ON THE APPARENT 60.00' RIGHT OF WAY CENTERLINE OF ZAPATA STREET; THENCE S 08°34'39" W, PARALLEL TO AND 145.00 FEET EAST OF THE APPARENT WEST LOT LINE OF SAID LOT 9, BLOCK 35, AND WITH THE SAID ZAPATA STREET EXISTING R.O.W. CENTERLINE A DISTANCE OF 750.00 FEET TO A FOUND NO. 4 REBAR WITH PLASTIC CAP STAMPED "MBH" FOR THE APPARENT NORTHWEST CORNER OF SAID 5.66 ACRE TRACT AND BEING THE POINT OF BEGINNING (P.O.B.) OF SAID 5.66 ACRE TRACT OF LAND HEREIN DESCRIBED:

THENCE: S 81°25'21" E, PARALLEL TO THE SAID NORTH LINE OF LOT 9, BLOCK 35, AND WITH THE APPARENT NORTH LINE OF SAID 5.66 ACRE TRACT AND THE APPARENT EXISTING SOUTH R.O.W. LINE OF E. 4TH STREET, A DISTANCE OF 505.45 FEET TO A SET NO. 4 REBAR WITH PLASTIC CAP STAMPED "2791" FOR THE APPARENT NORTHEAST CORNER OF SAID 5.66 ACRE TRACT OF LAND HEREIN DESCRIBED:

THENCE: S 08°34'39" W, PARALLEL TO SAID WEST LINE OF LOT 9, BLOCK 35, A DISTANCE OF 295.29 FEET TO A SET NO. 4 REBAR WITH PLASTIC CAP STAMPED "2791" FOR THE APPARENT NORTHERNMOST SOUTHEAST CORNER OF SAID 5.66 ACRE TRACT OF LAND HEREIN DESCRIBED:

THENCE: N 78°39'21" W, PARALLEL TO THE APPARENT SOUTH LINE OF SAID LOT 9, BLOCK 35, ALONG THE APPARENT EASTERNMOST SOUTH LOT LINE OF SAID 5.66 ACRE TRACT, A DISTANCE OF 160.00 FEET TO A FOUND NO. 4 REBAR FOR AN INSIDE CORNER OF SAID 5.66 ACRE TRACT OF LAND HEREIN DESCRIBED:

THENCE: S 08°34'39" W, PARALLEL TO SAID WEST LOT LINE OF LOT 9, BLOCK 35, AND THE APPARENT WESTERNMOST EAST LINE OF SAID 5.66 ACRE TRACT, A DISTANCE OF 300.00 FEET TO A NO. 4 REBAR FOUND ON THE SOUTH LOT LINE OF LOT 9, BLOCK 35, AND THE APPARENT EXISTING RAIL ROAD NORTH R.O.W. LINE TO THE WESTERNMOST SOUTHEAST CORNER OF SAID 5.66 ACRE TRACT OF LAND HEREIN DESCRIBED:

THENCE: N 78°39'21" W, WITH SAID SOUTH LOT LINE OF LOT 9, BLOCK 35, AND THE WESTERNMOST SOUTH LINE OF SAID 5.66 ACRE TRACT, A DISTANCE OF 346.04 FEET TO A FOUND NO. 4 REBAR ON THE APPARENT EXISTING EAST LINE OF HIDALGO COUNTY IRRIGATION DISTRICT NO. 2 CANAL R.O.W. FOR THE APPARENT SOUTHWEST CORNER OF SAID 5.66 ACRE TRACT OF LAND HEREIN DESCRIBED:

THENCE: N 08°34'39" E, PARALLEL TO AND 145.00 FEET EAST OF SAID WEST LINE OF SAID LOT 9, BLOCK 35, AND WITH SAID HIDALGO COUNTY IRRIGATION DISTRICT NO. 2 CANAL EXISTING EAST R.O.W. LINE AND THE APPARENT WEST LOT LINE OF SAID 5.66 ACRE TRACT, A DISTANCE OF 570.86 FEET TO A FOUND NO. 4 REBAR WITH PLASTIC CAP STAMPED "MBH" FOR THE SAID NORTHWEST CORNER OF SAID 5.66 ACRE TRACT OF LAND HEREIN DESCRIBED AND THE POINT OF BEGINNING, CONTAINING A GROSS OF 5.66 ACRES OF LAND MORE OR LESS.

GENERAL NOTES:

- MINIMUM BUILDING SETBACK LINES SHALL BE AS FOLLOWS:
FRONT: 25.0'
REAR: 15.0' OR GREATER FOR EASEMENTS
SIDE: 6.0' OR GREATER FOR EASEMENTS
SIDE CORNER: 10.0' OR GREATER FOR EASEMENTS
NO STRUCTURE SHALL BE PERMITTED OVER ANY EASEMENT.
- MINIMUM PERMISSIBLE FINISHED FLOOR ELEVATION: 18" ABOVE CENTERLINE OF STREET MEASURED AT THE FRONT CENTER OF THE LOT.
- FEMA FLOOD MAP HAVE NOT BEEN PUBLISHED FOR THE CITY OF SAN JUAN, TEXAS BECAUSE IT IS ALL IN ZONE C AND ZONE X AND THEY ARE OUTSIDE FLOOD HAZARDS AREAS.
- -DENOTES 1/2" IRON ROD FOUND UNLESS OTHERWISE NOTED.
O -DENOTES 1/2" IRON ROD SET UNLESS OTHERWISE NOTED.
P -DENOTES NAIL FOUND UNLESS OTHERWISE NOTED.
- DRAINAGE DETENTION: 20,879 CF (0.48 AC-FT)
THE DEVELOPER SHALL BE RESPONSIBLE FOR DETAINING, MAINTAINING AND ACCOMMODATING MORE THAN THE DETAINED VOLUME SHOWN ON THIS PLAT IF IT IS DETERMINED, AT THE PERMIT STAGE, THAT THE DETENTION REQUIREMENTS ARE GREATER THAN STATED ON THIS PLAT, DUE TO THE IMPERVIOUS ARE BEING GREATER THAN THE PLAT ENGINEER CONSIDERED IN THE HYDRAULIC CALCULATIONS FOR THIS SUBDIVISION.
- BENCH MARK: NAIL IN POWER POLE, LOCATED AT THE SOUTHWEST CORNER OF THIS SUBDIVISION ON THE EAST R.O.W. LINE ELEV. = 112.75 (NAVD 88)
- ALL UTILITY EASEMENTS AND RIGHT-OF-WAYS SHALL BE PROPERLY MAINTAINED BY OWNER PER CITY REQUIREMENTS.
- 5.0' CONC. SIDEWALK WILL BE CONSTRUCTED ON THE SOUTH SIDE OF E. 4TH STREET DURING CONSTRUCTION

STATE OF TEXAS
COUNTY OF HIDALGO

WE, THE UNDERSIGNED, OWNER(S) OF THE LAND ON THIS PLAT, AND DESIGNATED HEREIN AS SAN JUAN OAK SUBDIVISION TO THE CITY OF SAN JUAN, COUNTY OF HIDALGO, TEXAS AND WHOSE NAME IS SUBSCRIBED HERETO, HEREBY DEDICATED TO THE USE OF THE PUBLIC ALL STREETS, ALLEYS, PARKS, DRAIN, EASEMENTS, WATER COURSES, EASEMENTS, AND PUBLIC PLACES THEREON SHOWN FOR THE PURPOSE AND CONSIDERATION THEREIN EXPRESSED.

OWNER: ELIZA RODRIGUEZ
ADDRESS: 505 W 10TH STREET
SAN JUAN, TEXAS. 78589

STATE OF TEXAS
COUNTY OF HIDALGO

BEFORE ME, THE UNDERSIGNED AUTHORITY, ON THIS DAY PERSONALLY APPEARED ELIZA RODRIGUEZ, KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME FOR THE PURPOSED AND CONSIDERATIONS THEREIN GIVEN UNDER MY HAND AND SEAL OF OFFICE, THIS THE _____ DAY OF _____, 20____.

NOTARY PUBLIC, FOR THE STATE OF TEXAS
MY COMMISSION EXPIRES: _____

THIS PLAT IS HEREBY APPROVED BY THE HIDALGO COUNTY IRRIGATION DISTRICT No. 2

ON THIS THE _____ DAY OF _____, 20____.

NO IMPROVEMENTS OF ANY KIND (INCLUDING WITHOUT LIMITATION, TREES, FENCES, AND BUILDINGS) SHALL BE PLACED UPON HIDALGO COUNTY IRRIGATION DISTRICT No. 2 RIGHTS-OF-WAYS OR EASEMENTS.

ATTEST:

PRESIDENT

SECRETARY

APPROVED BY DRAINAGE DISTRICT:

HIDALGO COUNTY DRAINAGE DISTRICT NO. 1 HEREBY CERTIFIES THAT THE DRAINAGE PLANS FOR THIS SUBDIVISION COMPLY WITH THE MINIMUM STANDARDS OF THE DISTRICT ADOPTED UNDER TEXAS WATER CODES 49.211(c). THE DISTRICT HAS NOT REVIEWED AND DOES NOT CERTIFY THAT THE DRAINAGE STRUCTURES DESCRIBED ARE APPROPRIATE FOR THE SPECIFIC SUBDIVISION, BASED ON GENERALLY ACCEPTED ENGINEERING CRITERIA. IT IS THE RESPONSIBILITY OF THE DEVELOPER AND HIS ENGINEER TO MAKE THEIR DETERMINATIONS.

HIDALGO COUNTY DRAINAGE DISTRICT NO. 1

RAUL E. SESIN, P.E., C.F.M.
GENERAL MANAGER

DATE

I, THE UNDERSIGNED, MAYOR OF THE CITY OF SAN JUAN, TEXAS, HEREBY CERTIFY THAT THIS SUBDIVISION PLAT CONFORMS WITH ALL REQUIREMENTS OF THE SUBDIVISION REGULATIONS OF THIS CITY WHEREIN MY APPROVAL IS REQUIRED.

CITY SECRETARY

MAYOR

DATE

THIS PLAT OF SAN JUAN OAKS HAS BEEN SUBMITTED TO AND CONSIDERED BY THE PLANNING AND ZONING COMMISSION OF THE CITY OF SAN JUAN, TEXAS AND IS HEREBY APPROVED BY SUCH COMMISSION.

DATED THIS _____ DAY OF _____, 2022.

CHAIRMAN

I, HOMERO LUIS GUTIERREZ, A REGISTERED PROFESSIONAL LAND SURVEYOR IN THE STATE OF TEXAS HEREBY CERTIFY THAT THIS PLAT IS TRUE AND CORRECTLY MADE AND IS PREPARED FROM AN ACTUAL SURVEY ON THE PROPERTY MADE UNDER MY SUPERVISION ON THE GROUND AND THAT THE CORNER MONUMENTS WERE PROPERLY PLACED UNDER MY SUPERVISION.

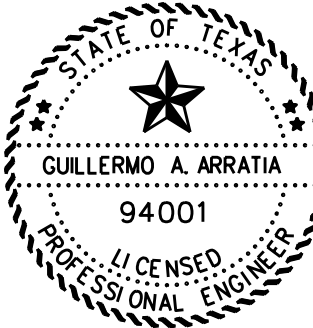
HOMERO LUIS GUTIERREZ
REGISTERED PROFESSIONAL LAND SURVEYOR No. 2791
2600 SAN DIEGO
MISSION, TEXAS 78572

STATE OF TEXAS
COUNTY OF HIDALGO

I, THE UNDERSIGNED, GUILLERMO A. ARRATIA, A LICENSED PROFESSIONAL ENGINEER, IN THE STATE OF TEXAS, DO HEREBY CERTIFY THAT THE PROPER ENGINEERING CONSIDERATION HAS BEEN GIVEN TO THIS PLAT.

Guillermo Arratia, P.E.
GUILLERMO A. ARRATIA
LICENSED PROFESSIONAL ENGINEER • 94001
526 N. 5TH ST.
DONNA, TEXAS. 78537

8/14/2022



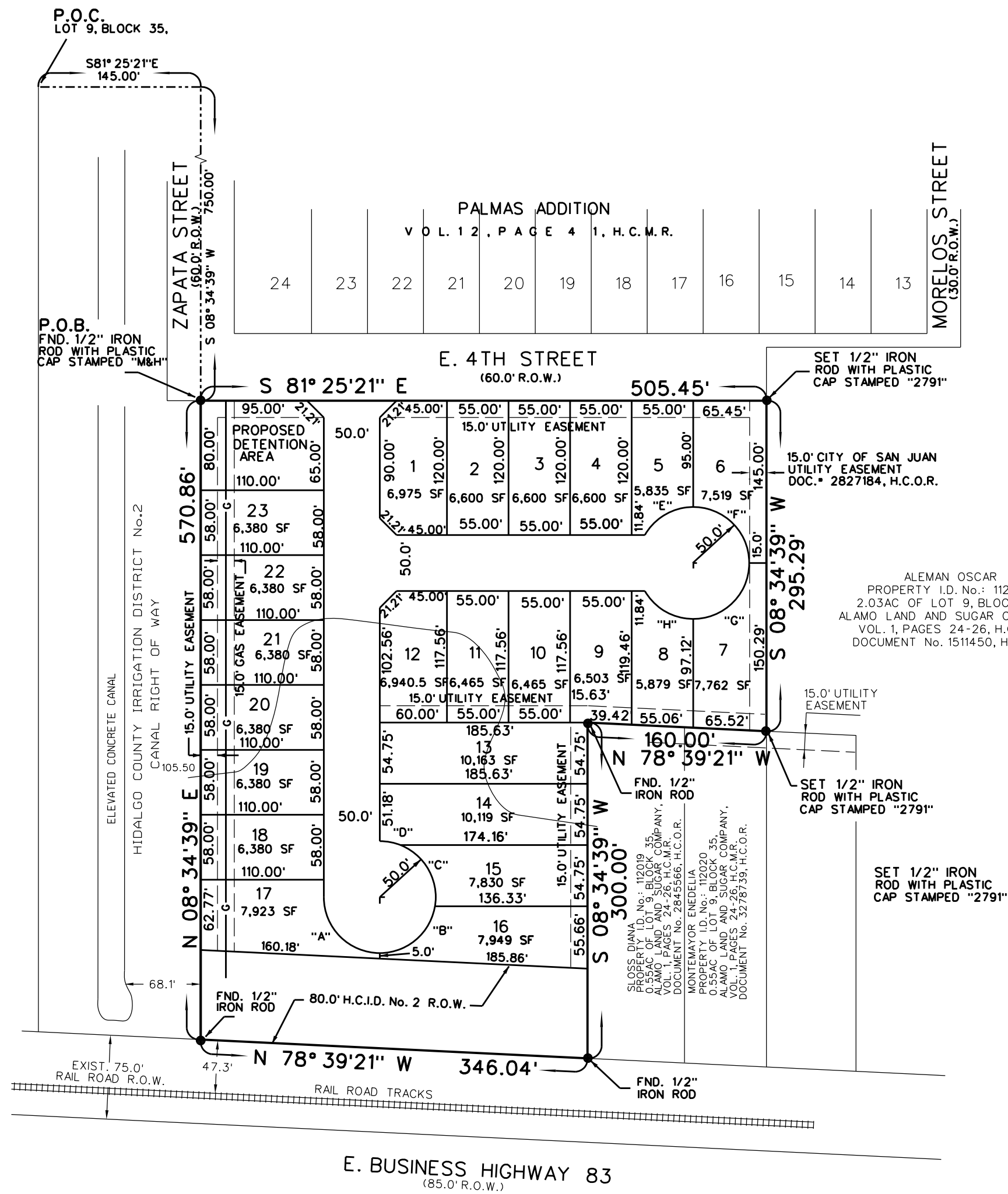
DATE PREPARED: JUNE 26, 2022

NAIN ENGINEERING, L.L.C.
CONSULTING ENGINEER

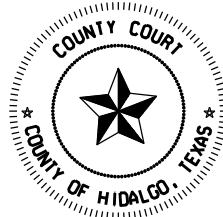
526 N. 5TH STREET
DONNA, TEXAS. 78537

FIRM NO. F-9050

PH. (956) 784-0218
E-MAIL: NAINENGINEERING@AHO.COM



CURVE DATA TABLE				
CURVE	DELTA	RADIUS	LENGTH	CHORD
A	50°22'51"	50.00'	43.96'	42.56'
B	63°58'51"	50.00'	55.83'	52.98'
C	69°32'20"	50.00'	60.68'	57.02'
D	72°10'19"	50.00'	62.98'	58.90'
E	39°43'40"	50.00'	34.66'	33.97'
F	45°18'00"	50.00'	34.23'	38.51'
G	51°25'08"	50.00'	38.50'	43.83'

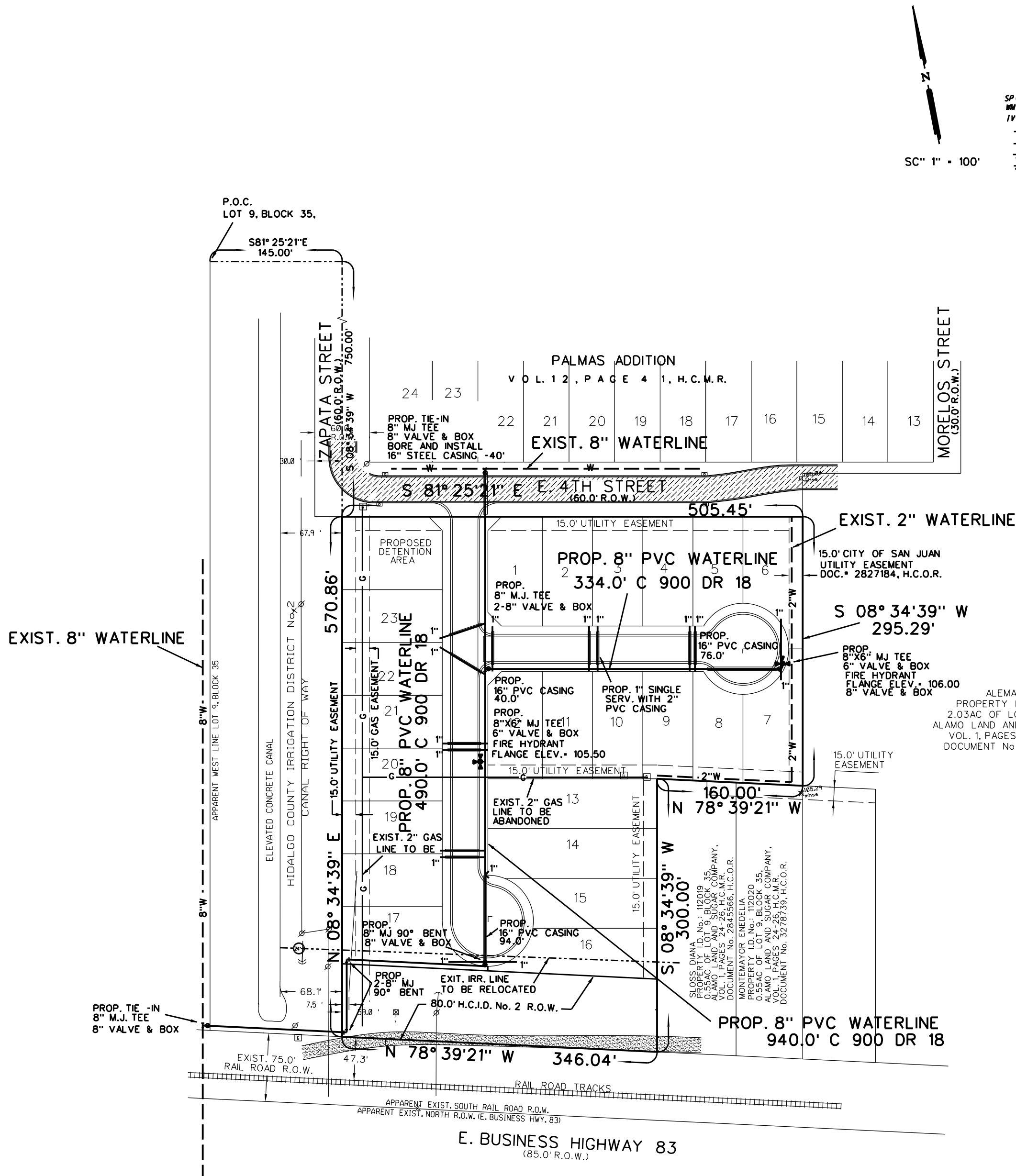


FILED FOR RECORD IN
HIDALGO COUNTY
ARTURO GUJARDO, JR.
HIDALGO COUNTY CLERK

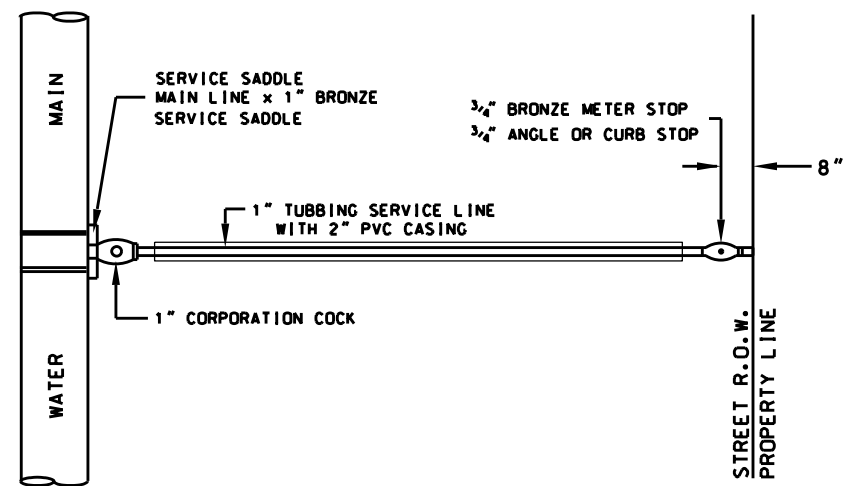
ON: _____ AT _____ AM/PM

INSTRUMENT NUMBER _____
OF THE MAP RECORDS OF HIDALGO COUNTY, TEXAS

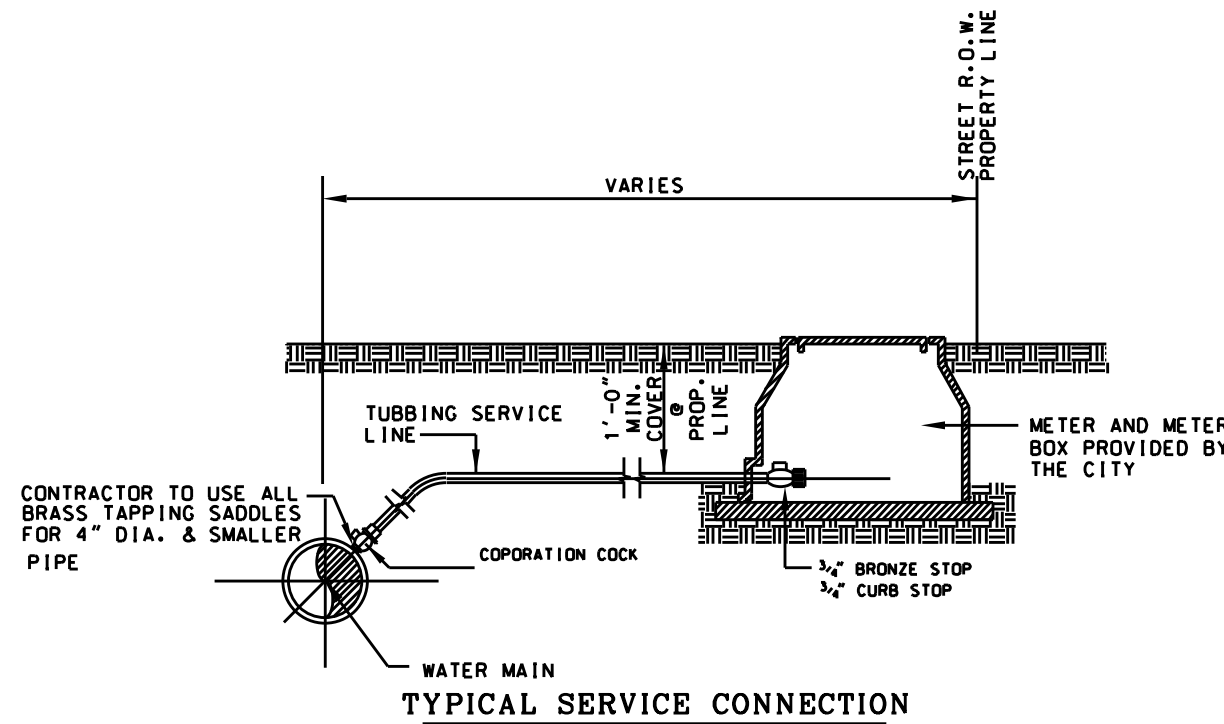
BY: _____ DEPUTY



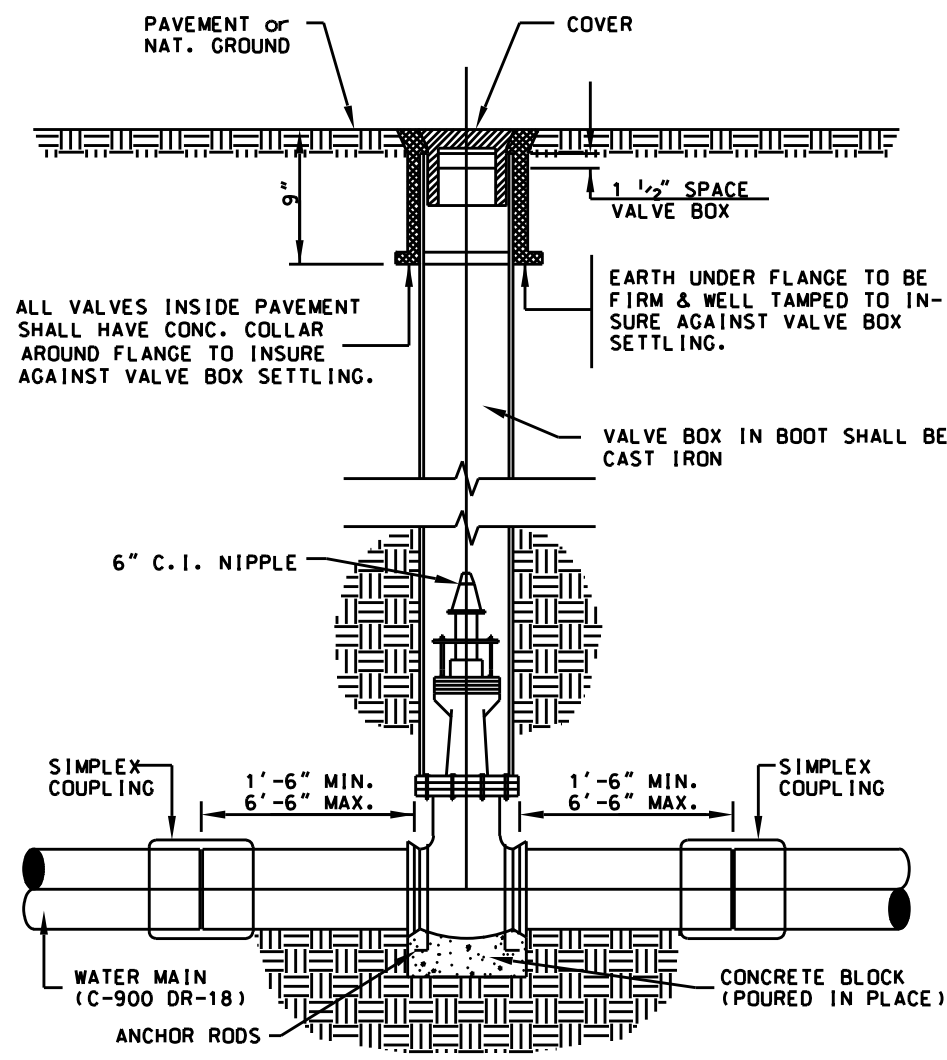
- LEGEND
- Found 1/2" Iron rod
 - Set 1/2" Iron rod with a plastic cap stamped "R&A"
 - Power pole
 - Light pole
 - Stand pipe
 - Water meter
 - Irrigation valve
 - Chain link fence
 - Hogwire fence
 - Wood fence
 - Iron fence
 - Electrical box



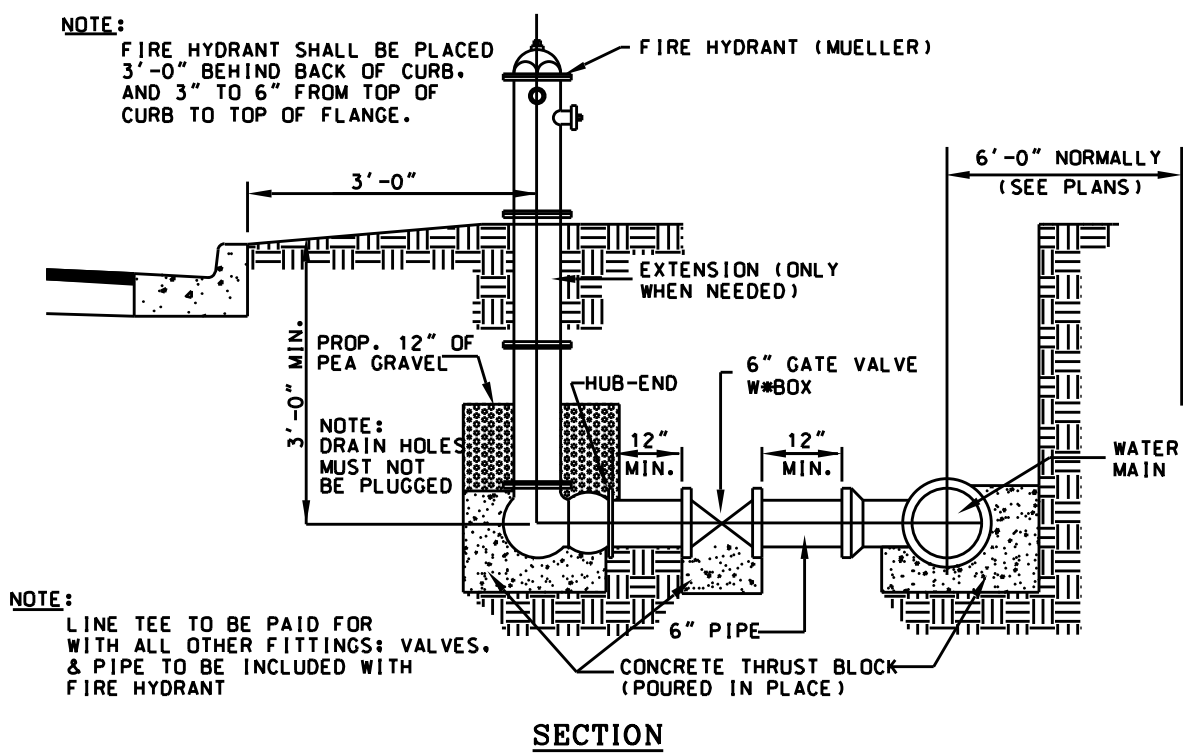
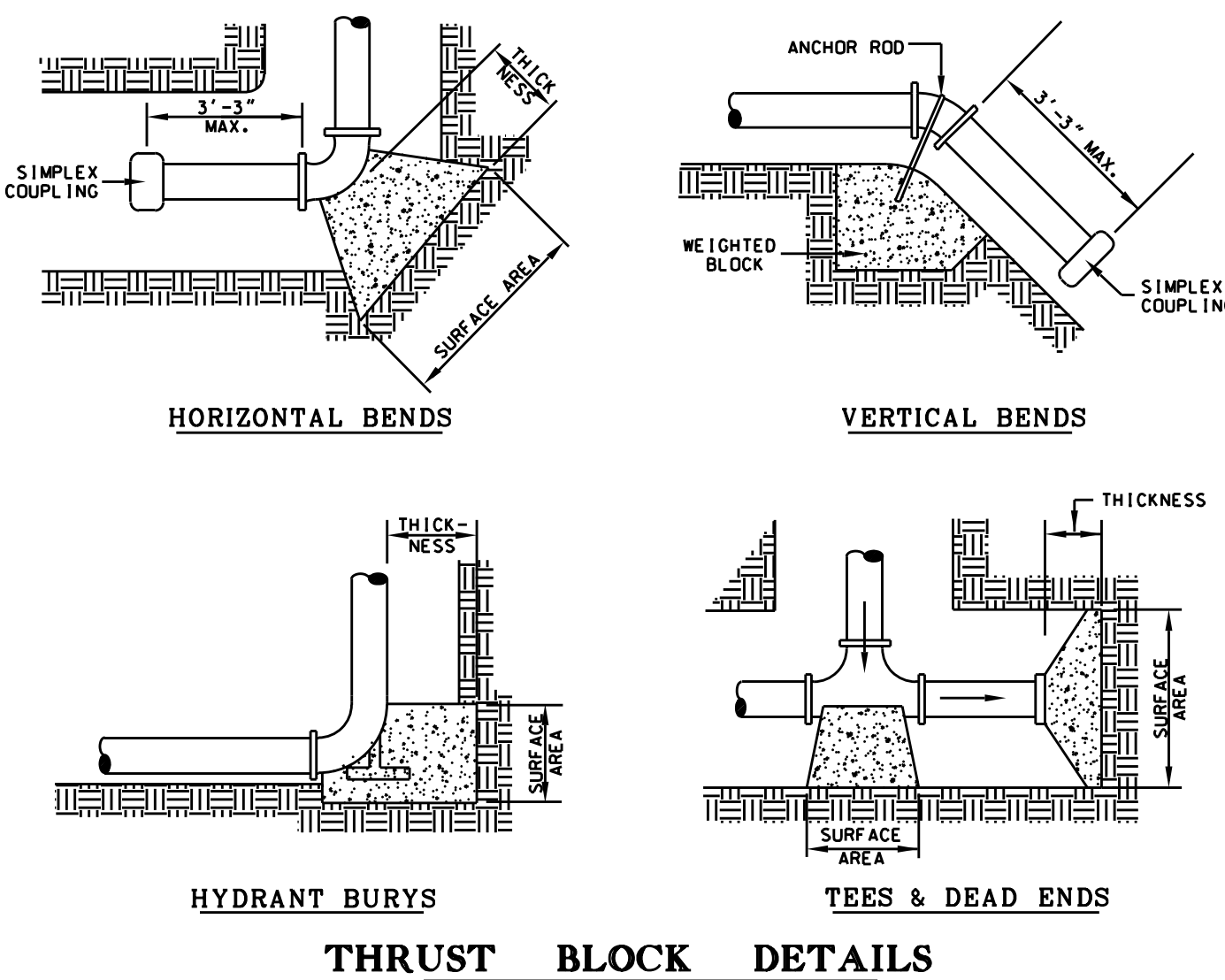
SINGLE WATER SERVICE CONNECTION



TYPICAL WATER SERVICE CONNECTIONS

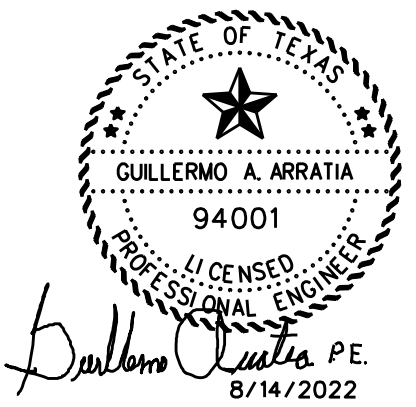


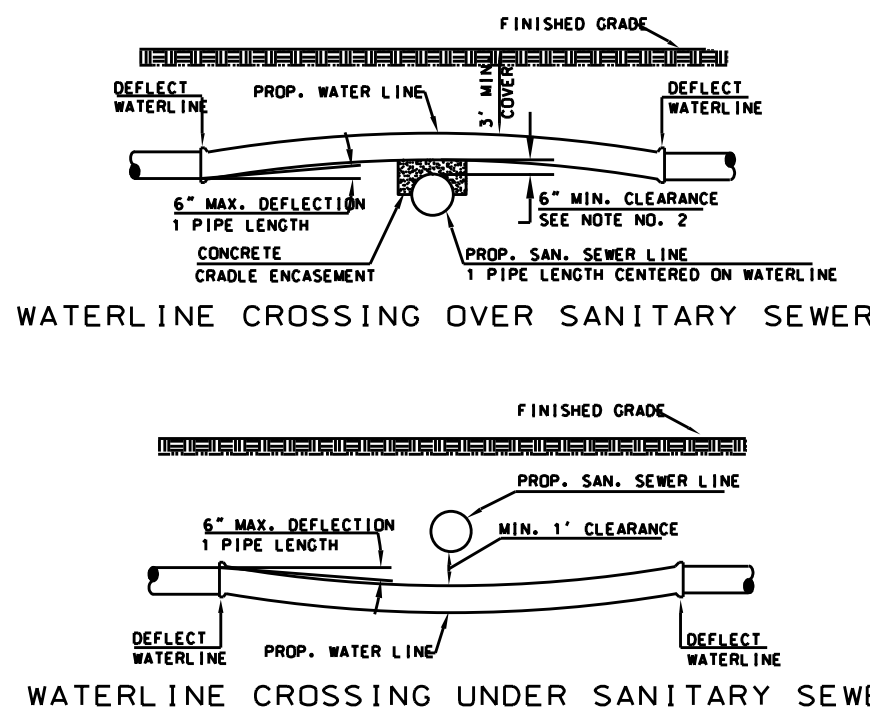
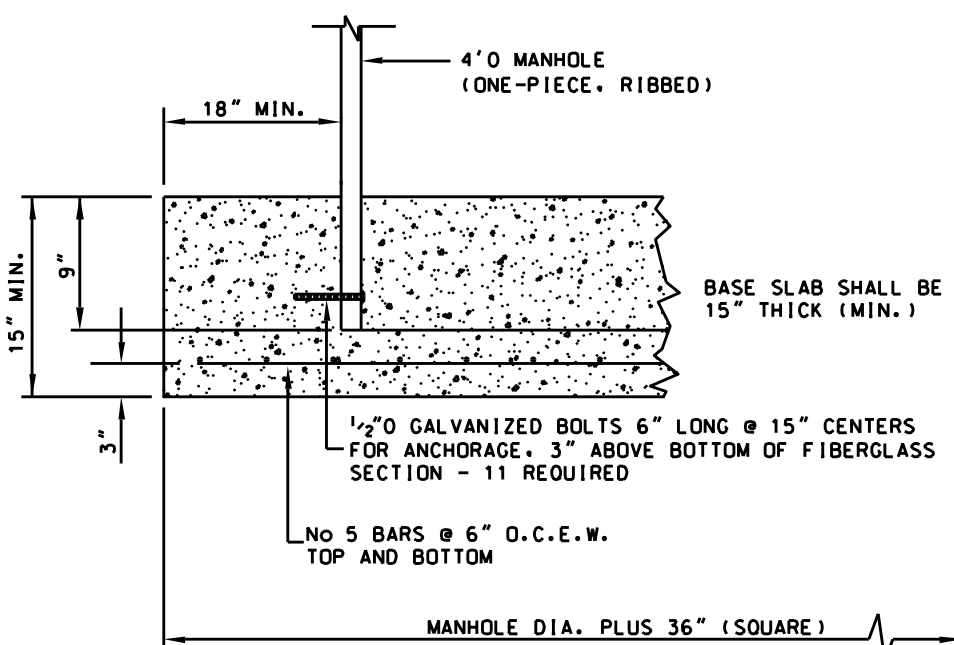
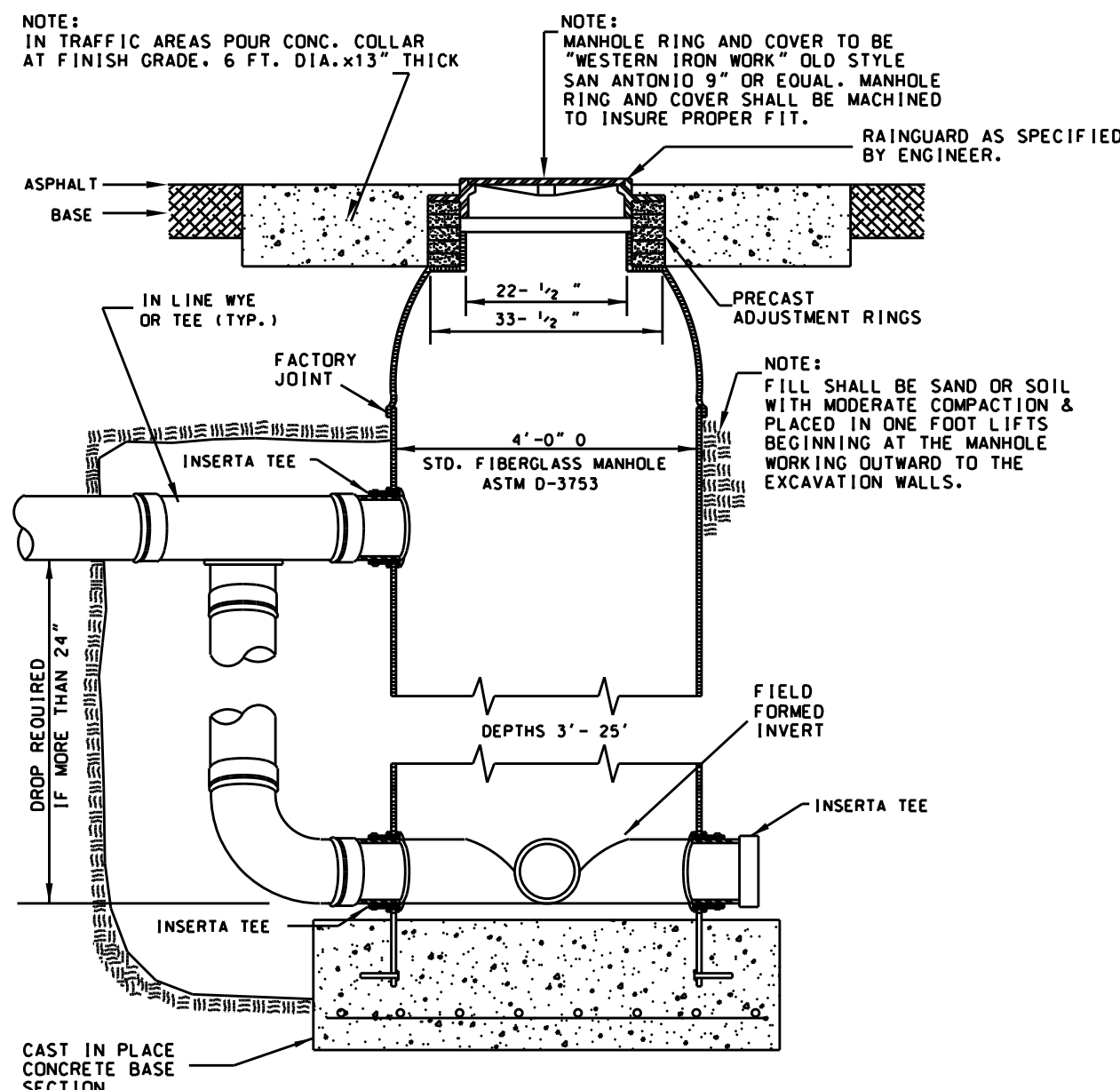
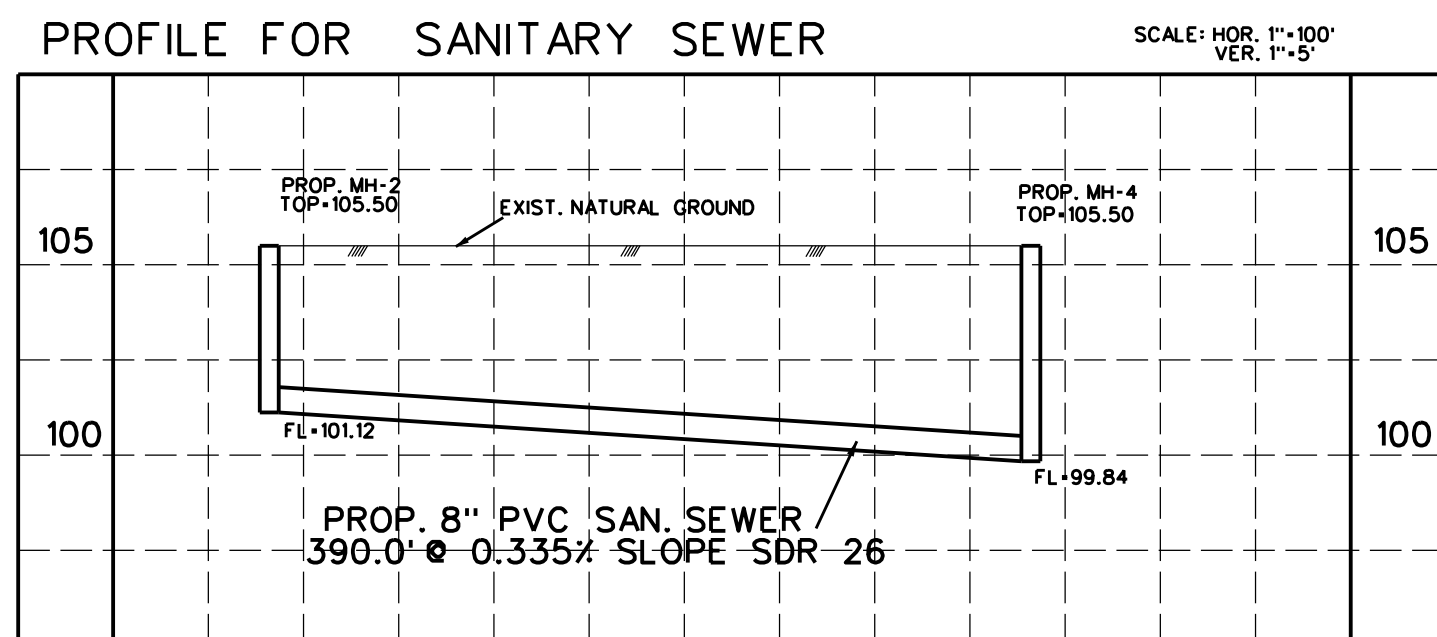
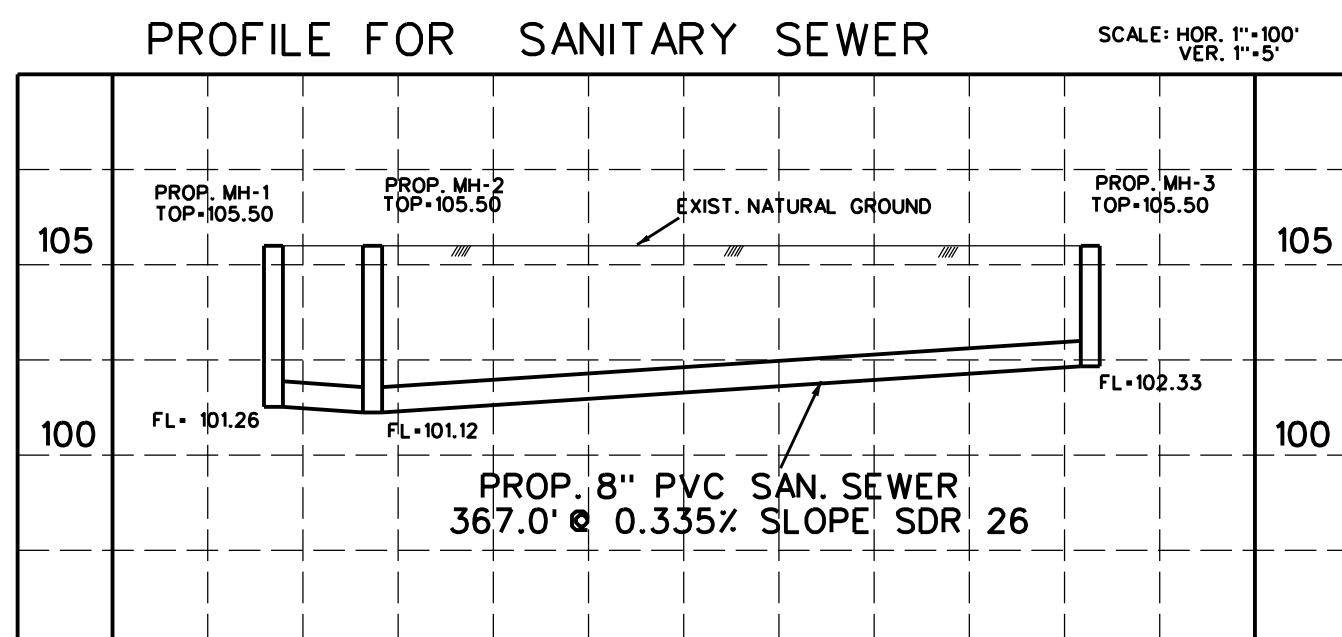
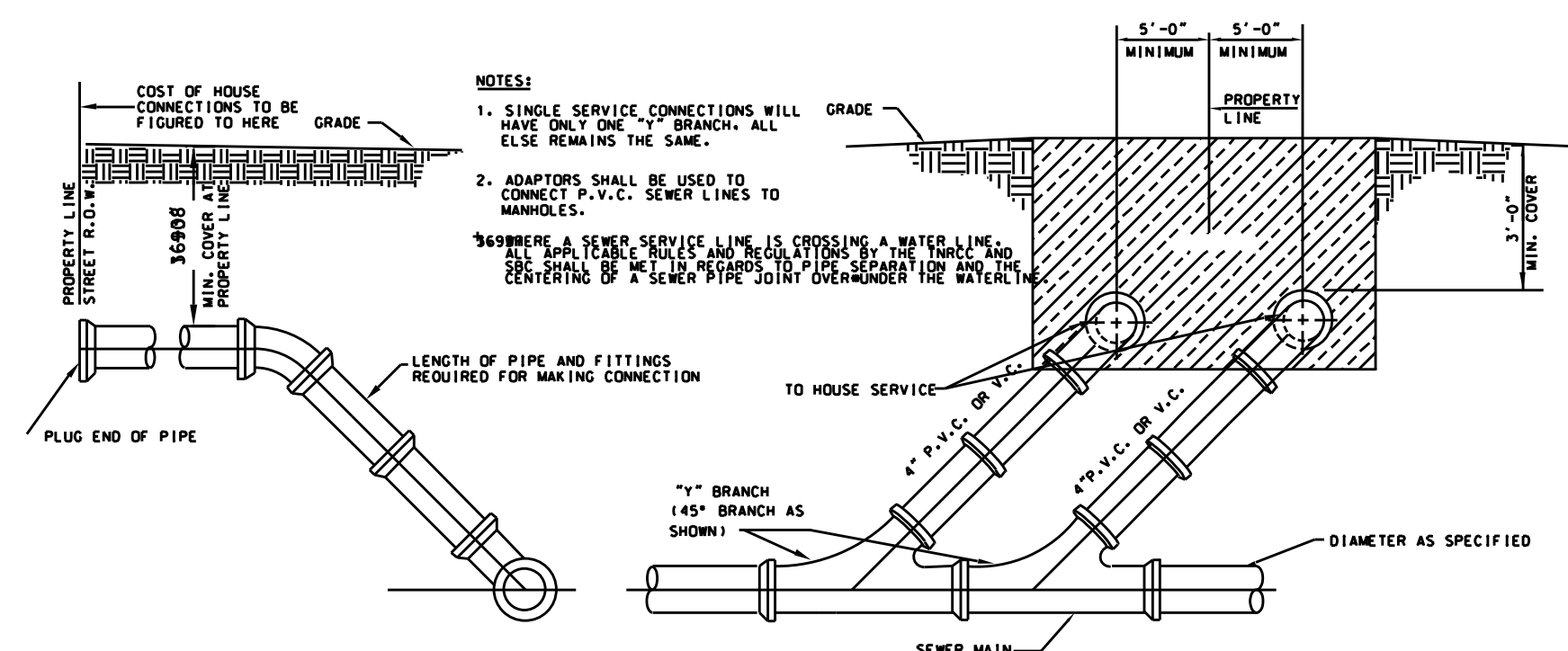
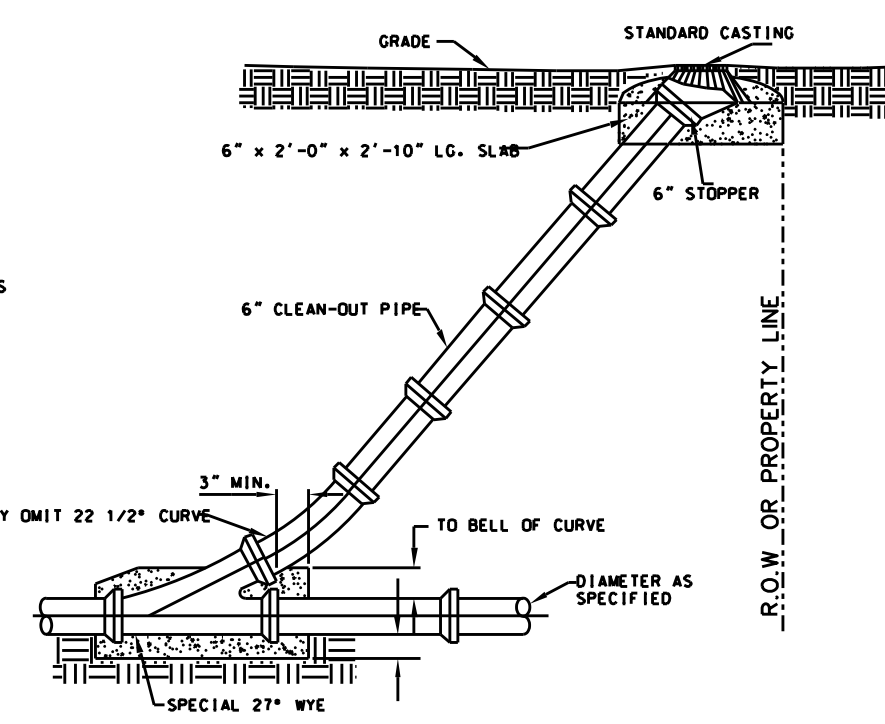
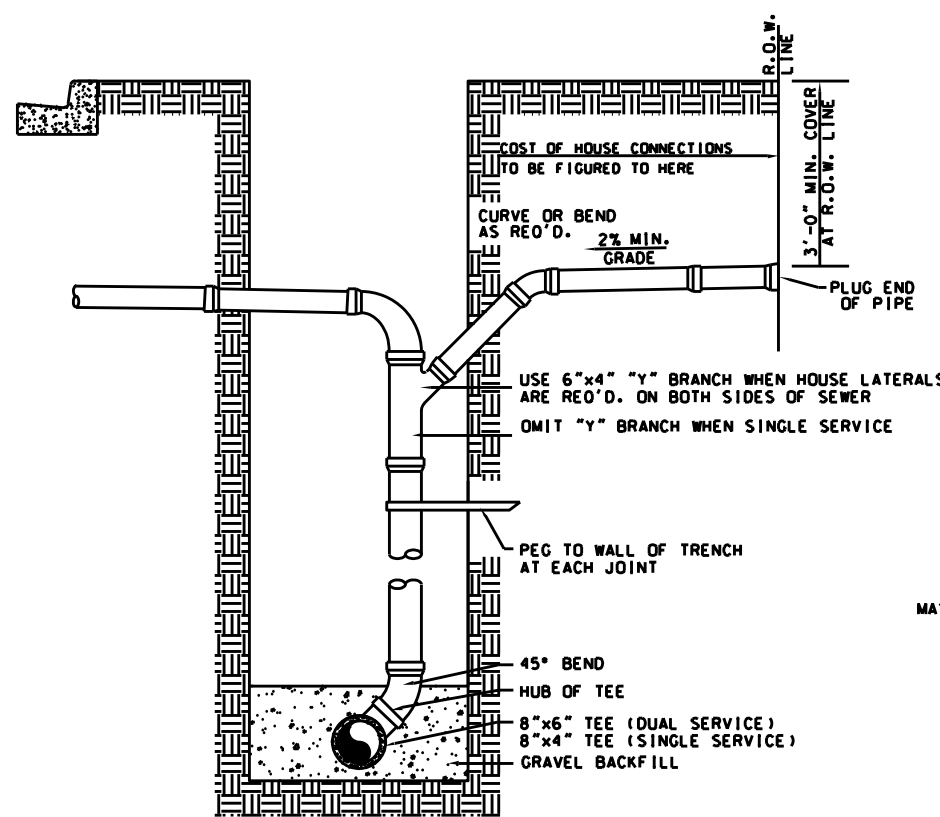
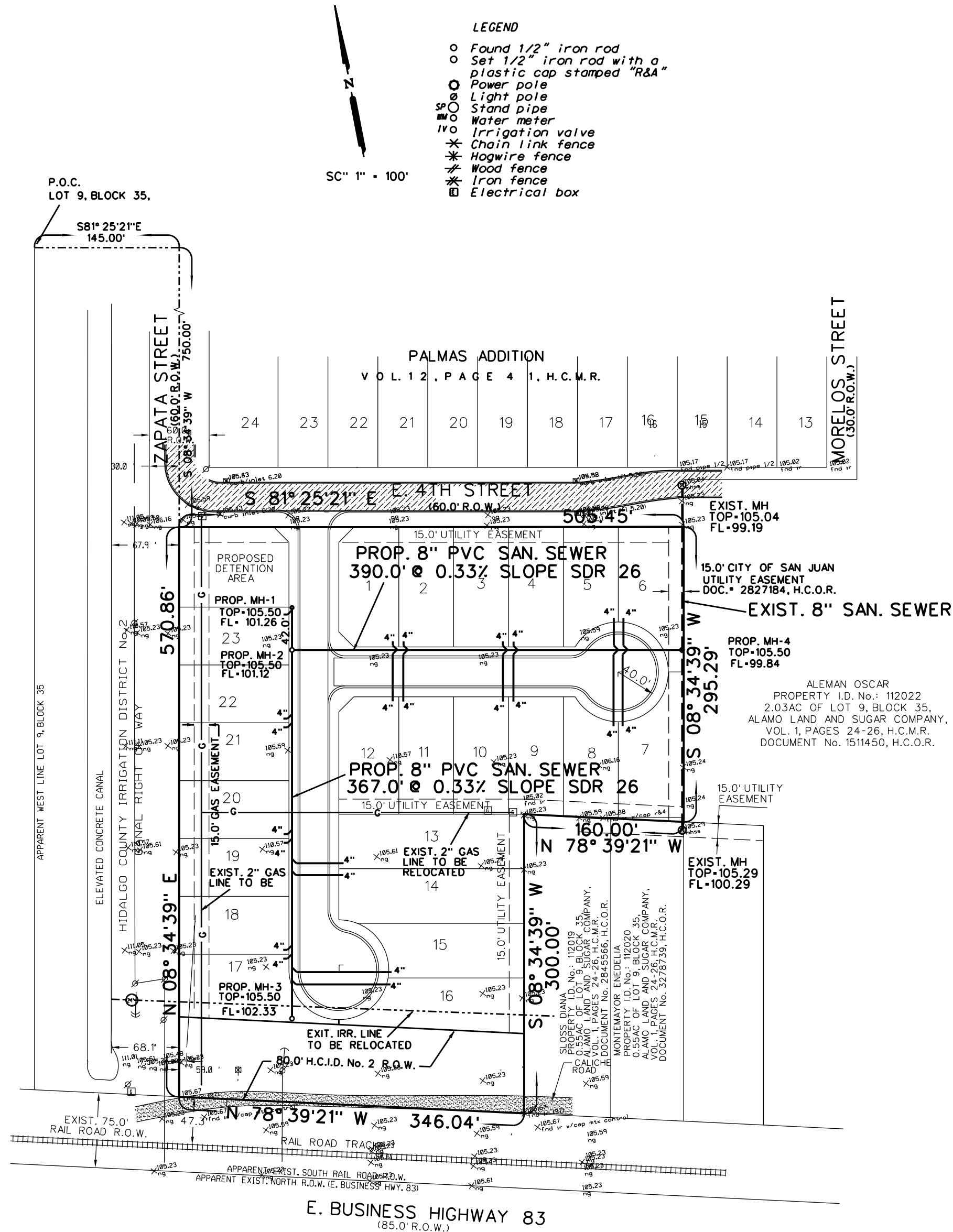
TYPICAL VALVE and VALVE BOX INSTALLATION



TYPICAL FIRE HYDRANT INSTALLATION

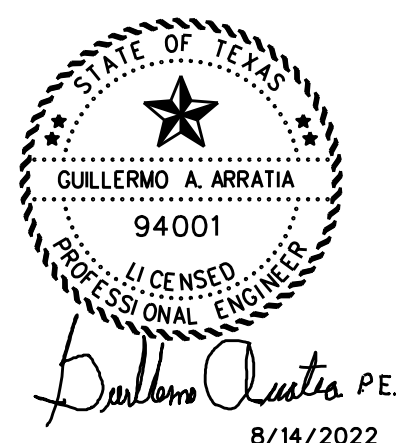
- GENERAL NOTES:
- IT SHALL BE THE CONTRACTORS RESPONSIBILITY TO CONTACT ALL UTILITY COMPANIES PRIOR TO START OF CONSTRUCTION.
 - IT SHALL BE THE CONTRACTORS RESPONSIBILITY TO LOCATE UNDERGROUND UTILITIES, WHETHER SHOWN OR NOT SHOWN ON THE DRAWINGS, SUFFICIENTLY IN ADVANCE OF OPERATIONS TO PRECLUDE DAMAGE TO SAME.
 - WATER, SEWER, OR OTHER UTILITY SERVICES NOT BE INTERRUPTED, ANY DAMAGES TO EXISTING UTILITIES WILL BE THE CONTRACTOR'S RESPONSIBILITY.
 - IN THE EVENT OF DAMAGE TO UNDERGROUND FACILITIES, WHETHER SHOWN OR NOT SHOWN IN THE DRAWINGS, THE CONTRACTOR SHALL MAKE THE NECESSARY REPAIRS TO PLACE THE FACILITIES BACK IN SERVICE AT NO INCREASE IN THE CONTRACTOR'S PRICE AND ALL SUCH REPAIRS SHALL CONFORM TO THE REQUIREMENTS OF THE COMPANY OR AGENCY SERVICING THE FACILITY.
 - THE CONTACTOR SHALL EXERCISE EXTRA CARE TO PREVENT DAMAGE TO ALL OTHER STRUCTURES IN THE AREA INCLUDING BUILDINGS, FENCES, ROADS, PIPELINES UTILITIES, ETC., WHETHER PUBLICLY OR PRIVATELY OWNED.
 - UNTIL ACCEPTANCE BY THE ENGINEER OF ANY PART OR ALL OF THE CONSTRUCTION AS PROVIDED FOR IN THE PLANS AND THESE SPECIFICATION, IT SHALL BE UNDER THE CHARGE AND CARE OF THE CONTRACTOR, AND HE SHALL TAKE EVERY NECESSARY PRECAUTION AGAINST INJURY OR DAMAGE TO ANY PART OF THE WORK. THE CONTRACTOR SHALL REBUILD, REPAIR, RESTORE AND MAKE GOOD, AT HIS OWN EXPENSE, ALL INJURIES OR DAMAGE TO ANY PORTION OF THE WORK BEFORE ITS COMPLETION AND ACCEPTANCE.
 - CONTRACTOR WILL BE RESPONSIBLE FOR TRAFFIC CONTROL PLAN.
 - NO OPEN TRENCHES OR EXCAVATION SHALL BE LEFT OPEN OVERNIGHT.
 - PROPOSED TRENCH PROTECTION FOR SANITARY SEWER LINE.
 - IT SHALL BE THE CONTRACTORS RESPONSIBILITY TO CONTACT CITY OF SAN JUAN TO VERIFY ALL EXISTING UTILITIES PRIOR TO START OF CONSTRUCTION.





GENERAL NOTES:

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NAIN ENGINEERING, L.L.C.
CONSULTING ENGINEER

526 N. 5TH STREET
DONNA, TEXAS. 78537

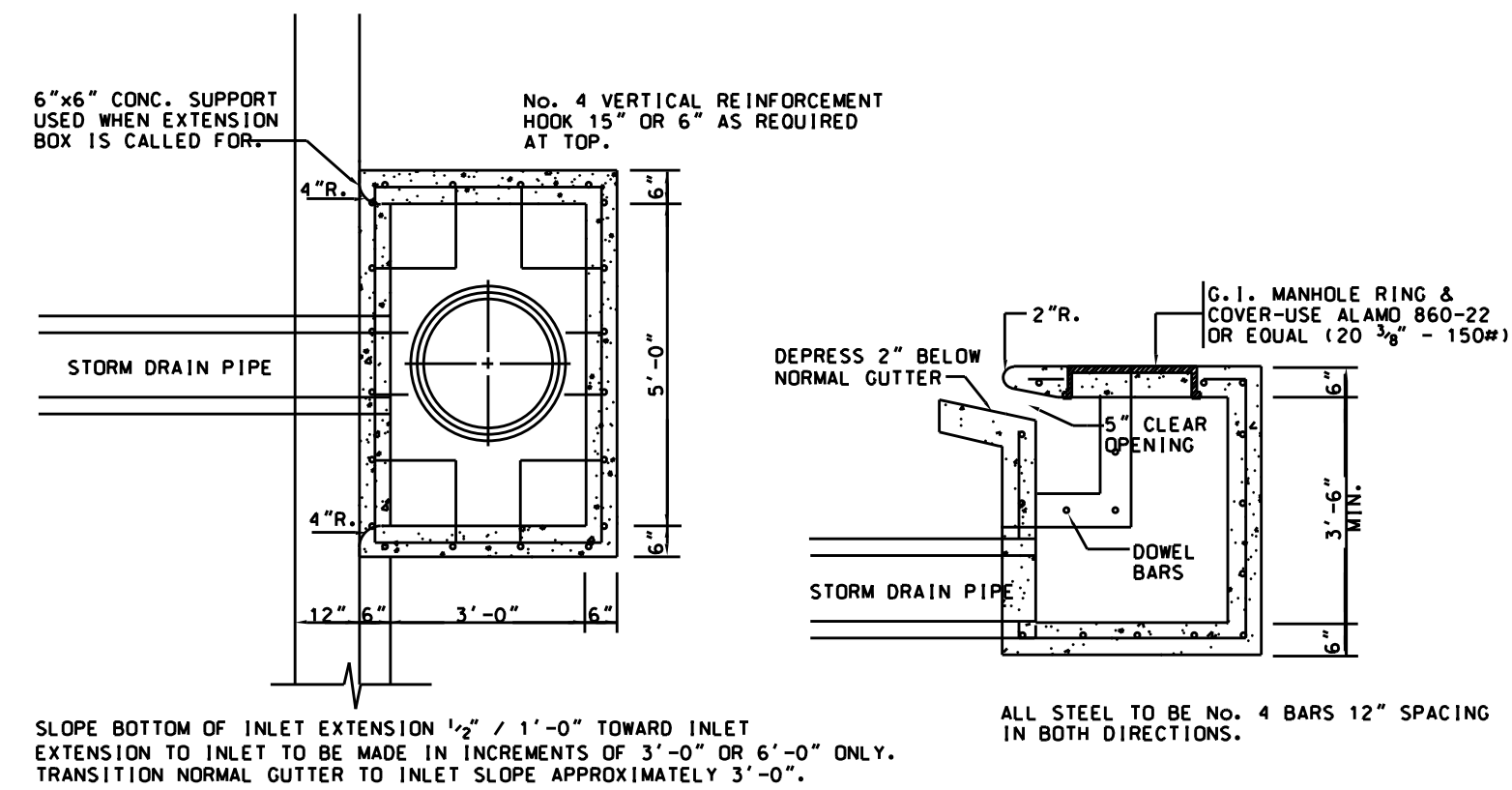
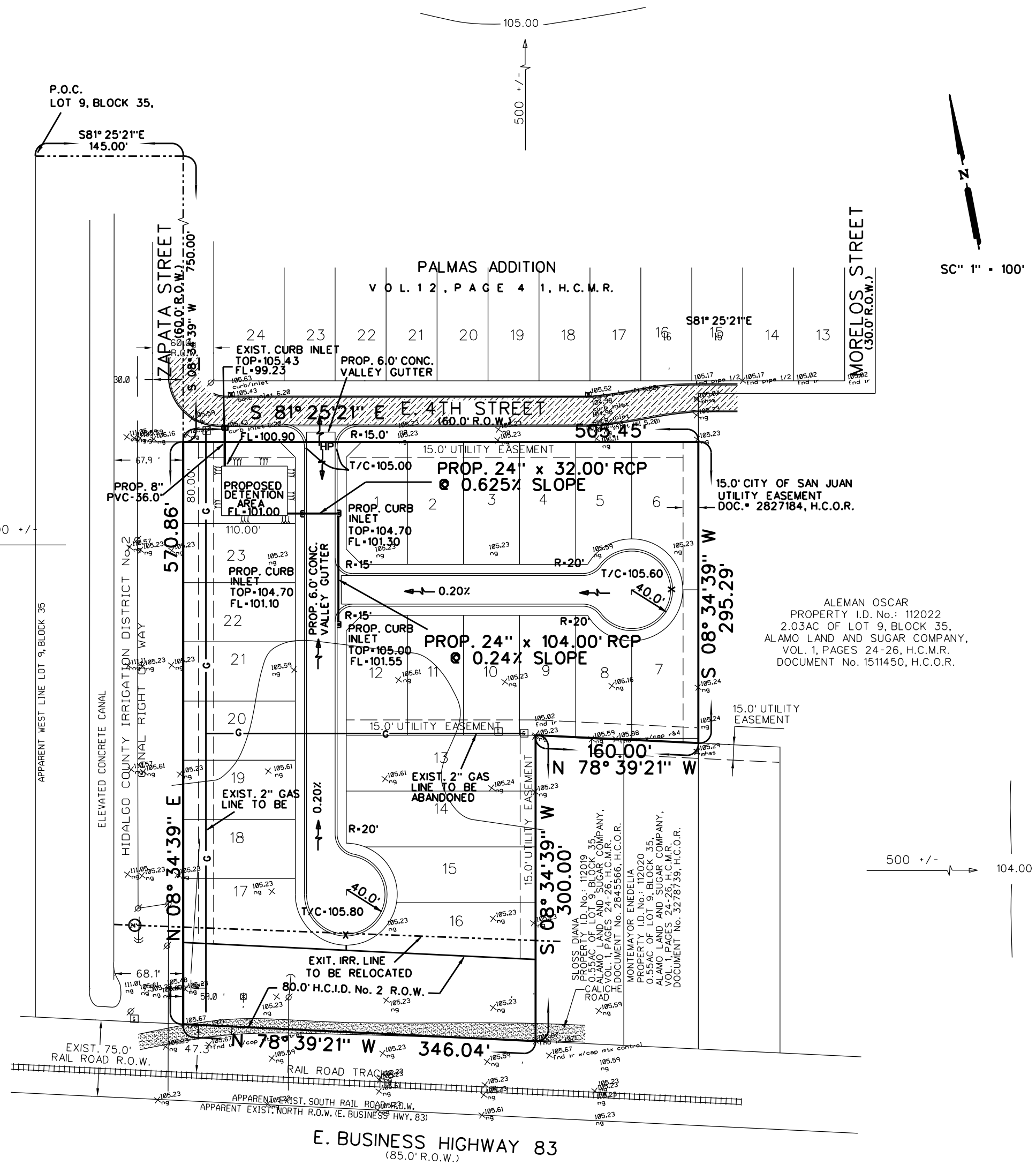
FIRM NO. F-9050

PH. (956) 784-0218

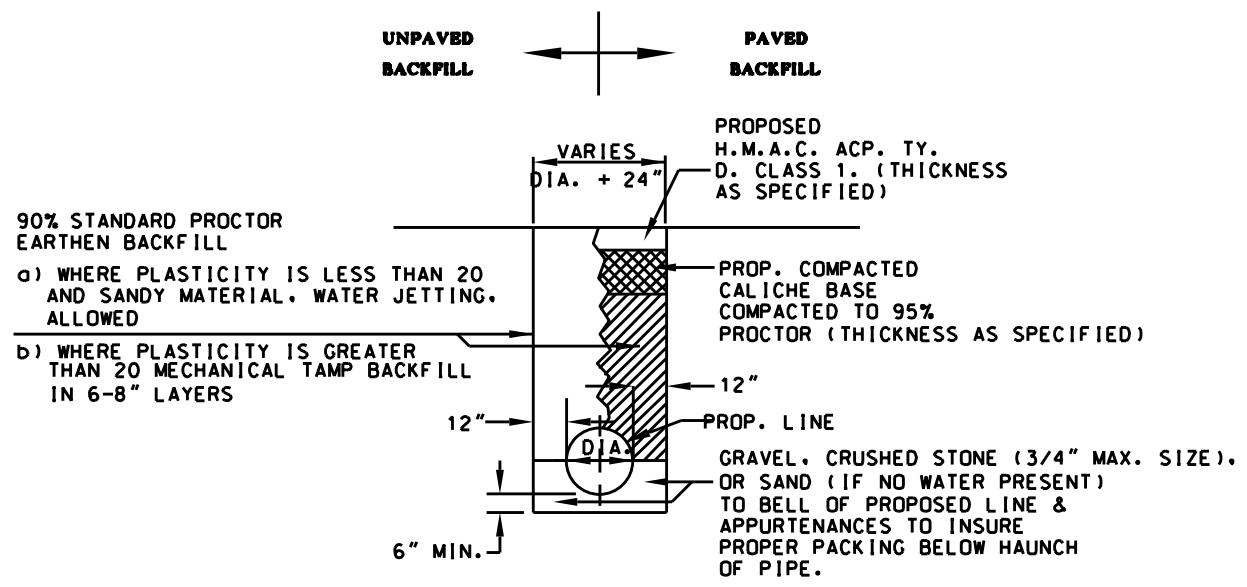
E-MAIL: NAINENGINEERING@YAHOO.COM

SAN JUAN OAKS

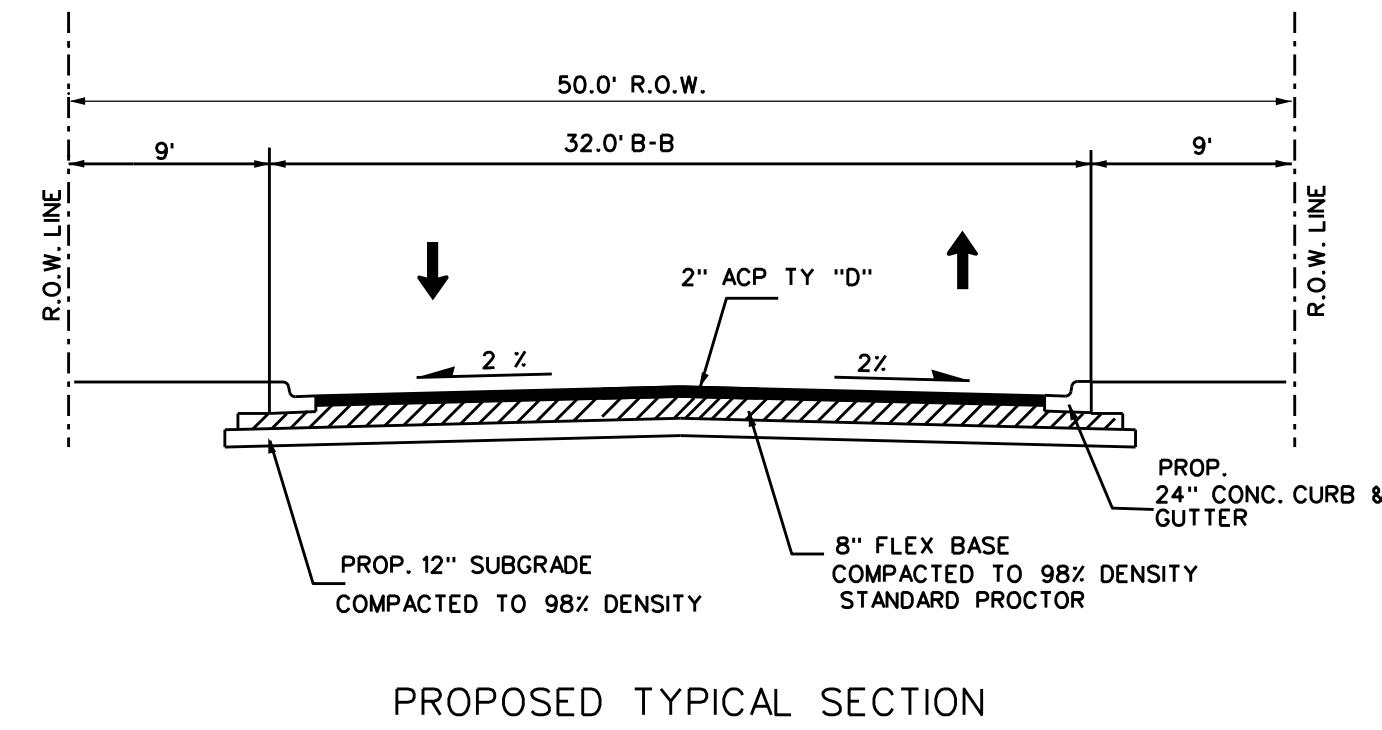
SANITARY SEWER LAYOUT



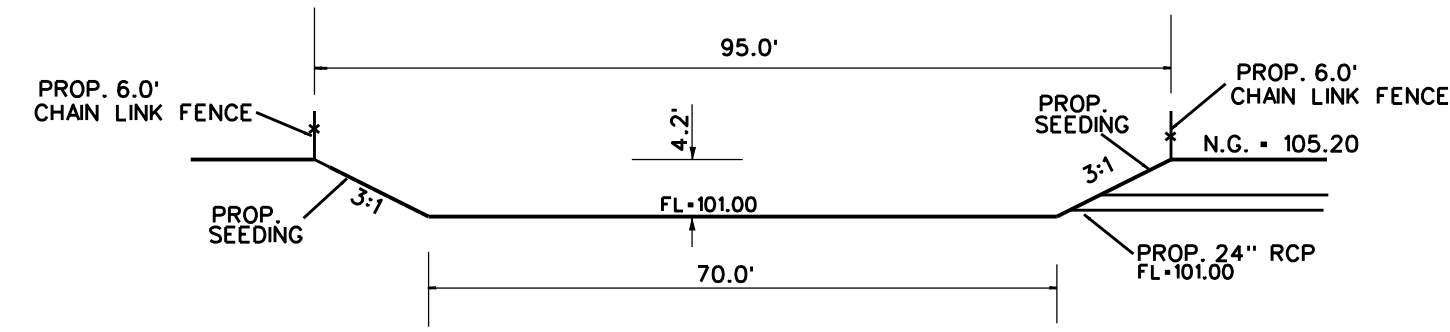
PLAN
SECTION
TYPE "A" INLET



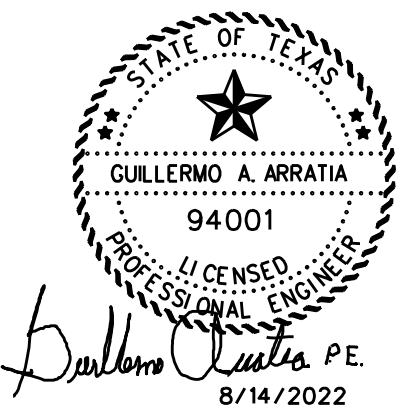
PIPE BEDDING DETAILS

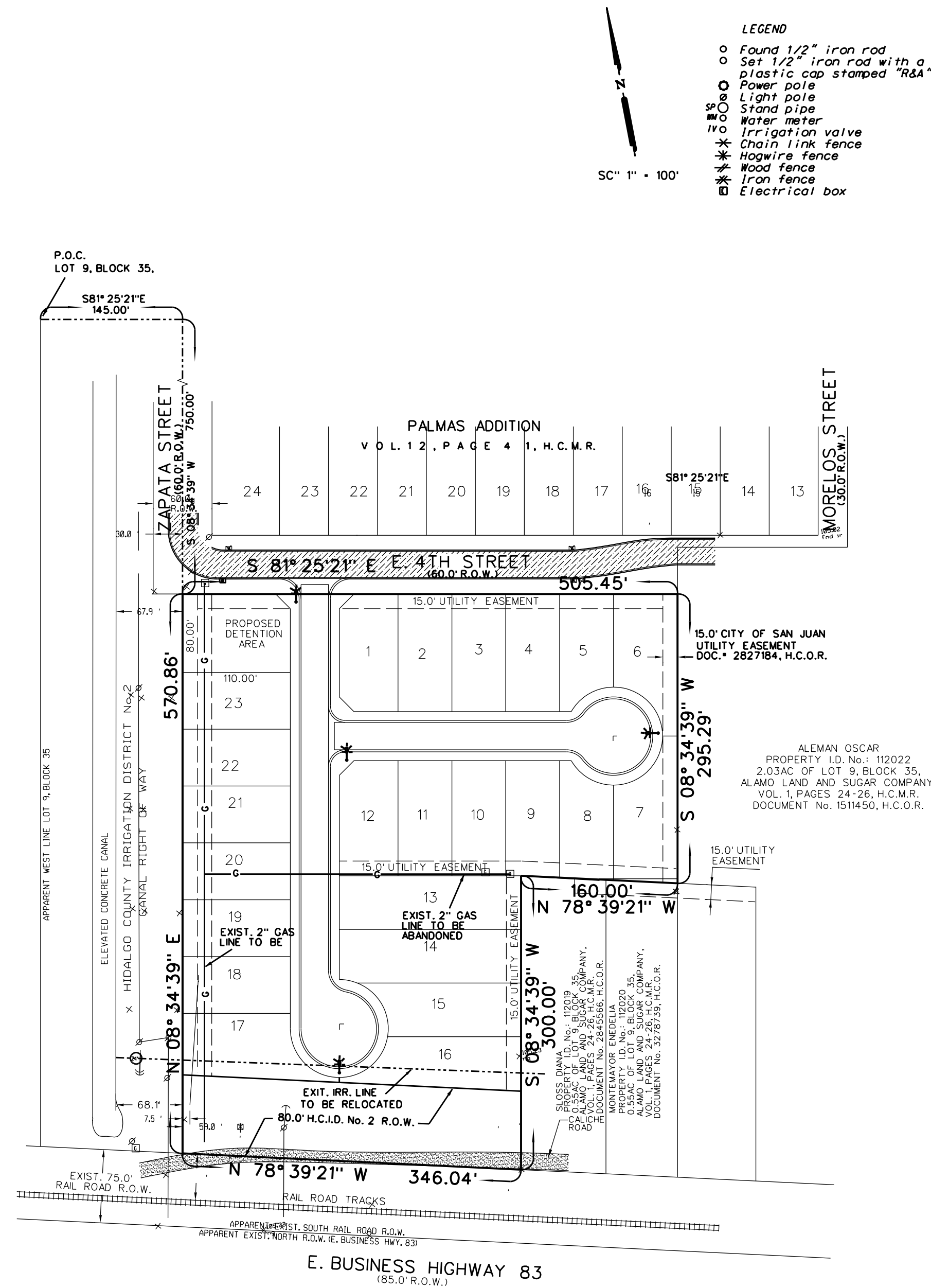


PROPOSED TYPICAL SECTION

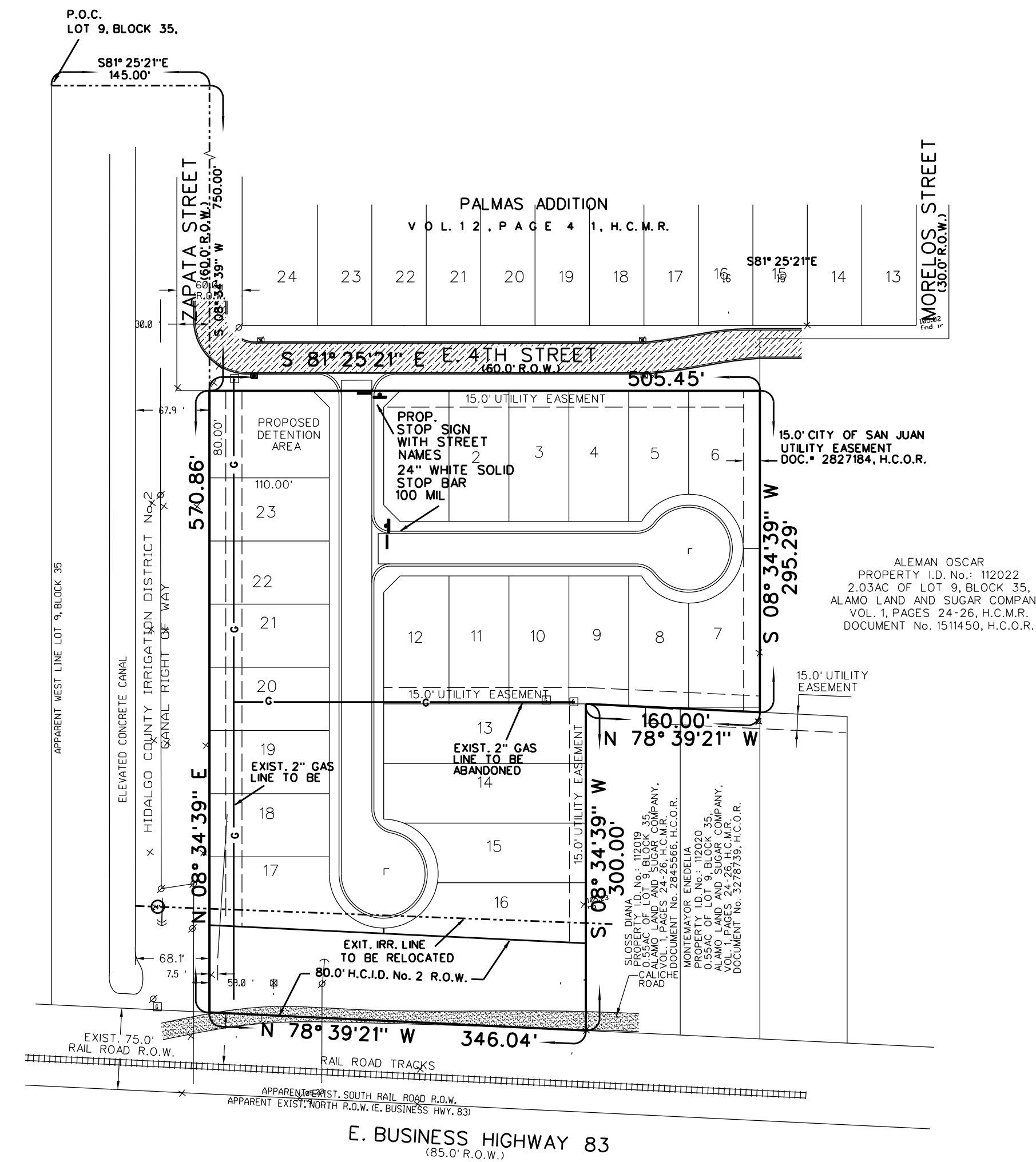


DETENTION AREA DETAIL
DRAINAGE RETENTION REQUIRED: 20,879 CF
TOTAL DRAINAGE RETENTION PROVIDED: 26,400 CF

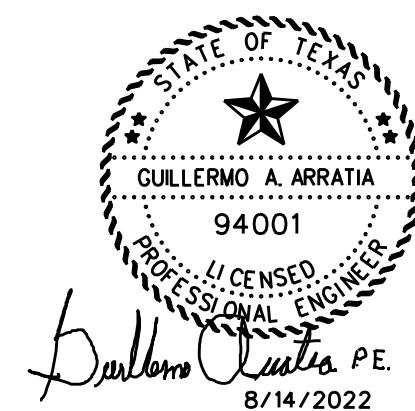




STREET LIGHTING



SIGNING LAYOUT



NAIN ENGINEERING, L.L.C.
CONSULTING ENGINEER
526 N. 5TH STREET
DONNA, TEXAS. 78537
FIRM NO. F-9050
PH. (956) 784-0218
E-MAIL: NAINENGINEERING@YAHOO.COM

**STREET LIGHTING
SIGNING LAYOUT**

SAN JUAN OAKS

AGENDA ITEM AND RECOMMENDATION SUMMARY
CITY COMMISSION REGULAR MEETING
AUGUST 23, 2022

Discussion and approval of the Interagency MOU Children's Advocacy Center of Hidalgo and Starr Counties (CACHSC) and the City of San Juan. Hidalgo County continues to experience an increase in the reported incidents of child abuse, a trend that has been seen nationwide. In responding to these reports, the CACHSC along with partner agencies will commit to working collaboratively to better serve child abuse cases and provide an intervention response. The undersigned head of department agencies and offices in Hidalgo County agrees to maintain and continue to support the Children's Advocacy Center of Hidalgo and Starr Counties.

STAFF COMMENTS AND RECOMMENDATIONS:

Discussion and approval of the Interagency MOU Children's Advocacy Center of Hidalgo and Starr Counties (CACHSC) and the City of San Juan.

RECOMMENDATION:

Approve MOU

PREPARED BY:

Ruben Morin, Chief
of Police

APPROVED BY:

Benjamin Arjona, City
Manager

CHILDREN'S ADVOCACY CENTER OF HIDALGO AND STARR COUNTIES

INTERAGENCY MEMORANDUM OF
UNDERSTANDING
&
INTERAGENCY WORKING PROTOCOL

HIDALGO COUNTY



EFFECTIVE 9/1/2022

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INTERAGENCY MEMORANDUM OF UNDERSTANDING

Memorandum

The UNDERSIGNED participating agencies agree to the following policy to support and maintain Children's Advocacy Center of Hidalgo and Starr Counties (CACHSC) as identified in the Texas Family Code Section 264 Subchapter E.

WHEREAS, Hidalgo County continues to experience an increase in the reported incidents of child abuse, a trend which has been seen nationwide. In responding to these reports, the CACHSC along with partner agencies will commit to working collaboratively to better serve child abuse cases and provide an intervention response. The undersigned head of department agencies and offices in Hidalgo County agree to maintain and continue to support Children's Advocacy Center of Hidalgo and Starr Counties.

WHEREAS citizens of Hidalgo County have developed a multidisciplinary team (MDT) approach for the investigation of child abuse and neglect cases to better protect children and provide services. In efforts to facilitate an MDT approach, Children's Advocacy Center of Hidalgo and Starr Counties will enhance the cooperation and coordination of the partner agencies involved in the investigation and prosecution of crimes against children.

WHEREAS to better protect the children of Hidalgo County, the undersigned agencies have agreed to the following:

1. To minimize re-victimization of alleged abuse and neglect victims and non-offending family members through the investigation, assessment, intervention, and prosecution processes; and
2. To maintain a cooperative, team approach to facilitate successful outcomes in both the criminal and child protection systems through shared fact finding and strong, collaborative case development; and
3. To develop, maintain and support the Children's Advocacy Center, an environment that emphasizes the best interests of the children in Hidalgo County and that provides investigative and rehabilitative programs services.

NOW THEREFORE, the undersigned agencies have agreed to support the concept and philosophy of Children's Advocacy Center of Hidalgo and Starr Counties.

All State and Federal confidentiality laws will be followed in connection with this agreement.

This agreement can be terminated by any party without cause by giving written notice to the other parties.

The MOU must be reviewed, revised as needed, and re-executed, at a minimum, every three years, upon significant changes to the document, or upon a change of authorized partner agency signatories.

We the undersigned have reviewed and accepted the Children's Advocacy Center of Hidalgo and Starr Counties Interagency Memorandum of Understanding.

EXECUTED this 1 day of September 2022.

Signatures:

Alamo Police Department
Richard Ozuna, Police Chief

Alton Police Department
Jonathan Flores, Police Chief

Edcouch Police Department
Javier Garza, Police Chief

Edinburg Police Department
Jaime Ayala, Police Chief

Edinburg CISD Police Department
Ricardo Perez, Jr., Police Chief

Elsa Police Department
Vacant

Hidalgo County Criminal District Attorney's Office
Ricardo Rodriguez, Jr., District Attorney

Donna Police Department
Gilbert Guerrero, Police Chief

Donna ISD Police Department
Daniel Walden, Police Chief

Hidalgo County Sheriff's Office
Eddie Guerra, Sheriff

Hidalgo Police Department
Romeo Rodriguez, Police Chief

Judge Mario E. Ramirez Jr. Juvenile Justice Center
Maryann Denner, Director/Chief Juvenile Probation

La Villa Police Department
Feliciano Ramos, Police Chief

La Grulla Police Department
Desi Olivarez, Police Chief

La Joya Police Department
Ramon Gonzalez, Police Chief

Progreso Police Department
Cesar Solis, Police Chief

McAllen Police Department
Victor Rodriguez, Police Chief

San Juan Police Department
Ruben Morin, Police Chief

McAllen ISD
Jose Silva, Police Chief

Sullivan City Police Department
Reynaldo Cortez, Police Chief

Mercedes Police Department
Pedro Estrada, Police Chief

Children's Advocacy Center of Hidalgo and Starr Counties
Jesus A. Sanchez, Executive Director

Mission Police Department
Cesar Torres, Police Chief

Texas Department of Family and Protective Services
Denise Barrera, Child Protective Services, Regional Director

Palmview Police Department
Gilbert Zamora, Police Chief

Texas Department of Family and Protective Services
Robert Vela, Special Investigator, Regional Director

Penitas Police Department
Romeo Bernea, Police Chief

Texas Department of Family and Protective Services
Marina Izaguirre, Child Protective Investigations, Regional Director

Pharr Police Department
Andy Harvey, Police Chief

Palmhurst Police Department
Michael Vela, Police Chief

Doctor's Hospital at Renaissance Health System
Manish Singh, M.D, Chief Executive Officer

Weslaco Police Department
Joel Rivera, Police Chief

CHILDREN'S ADVOCACY CENTER OF HIDALGO AND STARRR COUNTIES
INTERAGENCY WORKING PROTOCOL

MISSION STATEMENT

To reduce the emotional trauma of child abuse victims by facilitating a multidisciplinary team approach which supports the prevention of child abuse through community education and promotes the effective prosecution of those who perpetrate crimes against children.

GOALS

1. The CACHSC will strive to reach every child within the overall CACHSC case acceptance criteria.
2. The CACHSC will strive to provide every service a child needs and recommend services identified through a need's assessment.
3. The CACHSC will strive to make every effort to ensure all Core CACHSC services are provided to children and their non-offending caregivers.

OBJECTIVES

1. The CACHSC will make a concerted effort to review all Hidalgo County Statewide intake reports generated by the Texas Department of Family and Protective Services (TDFPS), and will review referrals from the community, and partner agencies in order to recommend services through an MDT approach so every child can be reached.
2. The CACHSC will identify through a needs assessment and professionally recommend services to include: a forensic interview, a child abuse forensic medical evaluation, a mental health referral, involvement from a Victim Advocate Team Member, and conduct an MDT Case Review to ensure every service is provided to a child victim and their non-offending caregivers.

3. The CACHSC will ensure all core CACHSC services are evidence-based, meets, or exceeds Texas Family Standards and quality metrics identified for each CACHSC service.

SPECIFIC CRITERIA FOR REFERRAL OF CASES TO BE REFERRED FOR AN MDT RESPONSE AND SPECIFIC CRITERIA FOR THE REFERRAL AND PROVISION OF EACH SERVICE

TARGET POPULATION

The CACHSC overall target population consists of child victims for all types of maltreatment to include; sexual abuse, physical abuse, human trafficking, and witness to violent crimes as well as adults with substantial impairment (with the direction of the District Attorney's Office) referred by Law Enforcement Agencies or Texas Department of Family and Protective Services-Child Protective Investigations, Child Protective Services, Adult Protective Services In-Home Investigations and Child Care Investigations. Services will also be provided to cases involving a child fatality, child endangerment, neglect, or children at risk of abuse. In unique circumstances, the CACHSC along with MDT partner agencies, reserves the right to provide services outside of the target population (with the direction of the District Attorney's Office). Mental Health and Victim Advocacy services will also be provided to non-offending caregivers who meet the overall case criteria for an MDT response. In addition, Mental Health Services will be provided on a case-by-case basis to children and/or family members from the community when approved by the Executive Director.

MULTIDISCIPLINARY TEAM (MDT)

COMPOSITION OF MULTIDISCIPLINARY TEAM

The Multidisciplinary Team (MDT) is composed of representatives from Law Enforcement Agencies located within Hidalgo County, Texas Department of Family and Protective Services, The Hidalgo Criminal District Attorney's Office, Children's Advocacy Center of Hidalgo and Starr Counties, Judge Mario E. Ramirez, Jr. Juvenile Justice Center (Juvenile Probation Office), Forensic Interviewers, Victim Support and Advocacy, Sexual Assault Nurse Examiners (SANES). As well as participating Mental Health and Medical Providers who have signed the CACHSC Memorandum of Understanding.

PARTICIPATING AGENCIES

- Alamo Police Department
- Alton Police Department
- Doctor's Hospital at Renaissance Health System
- Donna ISD Police Department
- Donna Police Department
- Edcouch Police Department
- Edinburg CISD Police Department
- Edinburg Police Department
- Elsa Police Department
- Hidalgo County District Attorney's Office
- Hidalgo County Sheriff's Office
- Hidalgo Police Department
- Judge Mario E. Ramirez Jr. Juvenile Justice Center
- La Joya Police Department
- La Villa Police Department
- McAllen ISD
- McAllen Police Department
- Mercedes Police Department
- Mission Police Department
- Palmhurst Police Department
- Palmview Police Department
- Penitas Police Department
- Pharr Police Department
- Progreso Police Department
- San Juan Police Department
- Sullivan City Police Department
- Texas Department of Family and Protective Services
- The Children's Advocacy Center of Hidalgo County
- Weslaco Police Department

AGENCY ROLES

Each of the partner agencies involved with the CACHSC has agreed to participate as a member of a multi-disciplinary team (MDT). Cases will focus primarily on the child victim's individual needs; followed by the needs of the non-offending caregivers who are supportive of the child and whose concerns are consistent with the best interest of the child; and finally, on law enforcement, prosecution and civil proceedings involving the case. However, each of these partner agencies also have specific responsibilities and duties unique to their discipline, which are briefly outlined below:

A. Law Enforcement

- Will refer maltreatment cases that meet the overall acceptance criteria for an MDT response.

- Law enforcement investigators will investigate and determine whether a crime has been committed and present information to the proper authorities for prosecution.
- Will be present and collaboratively participate with the forensic interview process conducted at the CACHSC and satellite offices. In the event, an agency is not able to participate in the forensic interview, it is the responsibility of the assigned agency to make arrangements to receive a link of the forensic interview from the CACHSC or the District Attorney's Office.
- Contact the CACHSC in the event an emergency forensic interview is needed after hours and remain on the premises at the center or satellite offices until all services with the child victim and non-offending caregivers is completed.
- **Will schedule** a Sexual Assault Nurse Examination (SANE) with the CACHSC or a Safe Ready Medical Facility (SAFE) for any child or an adult with substantial impairment who has; made an outcry or there *is a report* (section 4. Article 56A.251, Code of Criminal Procedure) of suspected sexual abuse by a **family member** and/or meets the overall acceptance criteria for an MDT response.
- Will refer physical abuse and neglect cases for an MDT response that meets the overall acceptance criteria to **determine the need for further evaluation**.
- Provide all relevant information/reports when appropriate (Texas Family Code 264.406); provide center staff with ongoing information pertaining to the direction and status of the criminal investigation.
- Facilitate, as necessary, the safe transportation of children and non-offending caregivers to the CACHSC, satellite offices, and other program services.
- Advise the prosecutors(s) on the outcome of the forensic interview and/or the sexual/medical assault exam in a timely manner following its conclusion.
- Provide direction when deemed appropriate regarding the sharing of case information/specifics with the victim's non-offending caregivers.
- Conduct and complete witness interviews and evidence collection pertaining to child abuse investigations by using the collaborating sheet (recommended).
- Attend all scheduled MDT Case review meetings and participate in the sharing of information regarding current case status and plan for continued investigative activity with MDT members (Texas Family Code 264.406). If unavailable, contact the CACHSC in advance to provide pertinent information or send a representative from the investigative agency that is prepared to update team.
- Participate in individual case review/staffing prior to and following the forensic interviews.
- Coordinate with the CACHSC and report suspected child abuse to TDFPS.
- Participate in CACHSC activities including professional education, community educational efforts, and team building programs.

- Provide feedback and suggestions regarding procedures and operations of CACHSC and the MDT process.

B. District Attorney (Prosecution)

- Will represent the state in prosecuting child abuse felony cases.
- Work with law enforcement officers in the investigation of criminal child abuse cases.
- Will present cases to the grand jury.
- Represent victims of violence in protective orders and represent the state in removing children from abusive household.
- Coordinate efforts for trial preparation and court accompaniment with CACHSC staff and conduct criminal prosecution proceedings.
- Attend all scheduled MDT case review meetings and participate in the sharing of information regarding case status and plans for future court proceedings with other MDT members (Texas Family Code 264.406).
- Share information with other team members concerning the status of child abuse cases as they move through the legal system.
- Prosecution when appropriate, will assist CACHSC in the review of conflict cases prior to providing services at the CACHSC.
- Participate in CACHSC activities including professional education, community education efforts, and team building programs.
- Provide feedback and suggestions regarding procedures and operations of CACHSC and the MDT process.

C. Judge Mario E. Ramirez Jr. Juvenile Justice Detention Center

- Juvenile Justice Detention Center will provide CACHSC staff with information pertaining to the direction, scope and status of a case when deemed appropriate.
- Responsible for referring any allegations of child abuse in the juvenile system to local authorities and TDFPS as defined in Texas Family Code Sec. 261-101. PERSONS REQUIRED TO REPORT; TIME TO REPORT.
- Schedule services for the child victim that may include a Sexual Assault Nurse Examination (SANE), Forensic Interview, and/or a Medical *Assessment* for Physical Abuse and Neglect Cases.
- Facilitate, as necessary, the safe transportation of children to the CACHSC.
- In cases where a mobile interview is being requested, it is the responsibility of the Juvenile Justice Detention Center to secure a location for the interview to be conducted. The location must be agreed upon by both parties. Additionally; when a mobile interview is requested, the forensic interview will be scheduled at the earliest time available.

- May observe forensic interviews where the alleged offender is a juvenile, so an informed decision can be made in cases where law enforcement plans to file a criminal case.
- Cooperate with law enforcement on those cases when the alleged offender will be placed in detention where a criminal offense will be filed.
- Solicits information to assist in making recommendations or treatment decisions during case disposition where the alleged offender/respondent is a juvenile.
- Participate in CACHSC activities including professional education, community educational efforts, and team building programs.
- Provide feedback and suggestions regarding procedures and operations of CACHSC and the MDT process.

D. Texas Department of Family and Protective Services (TDFPS); Child Protective Investigations (CPI), Child Protective Services (CPS) Adult Protective In-Home Investigations (APS), and Child Care Investigations (CCI).

MULTIDISCIPLINARY TEAM RESPONSE REQUIRED.

(a)The department shall refer a case to a center and the center shall initiate a response by a center's multidisciplinary team appointed under Section 264.406 when conducting an investigation of:

(1) a report of abuse or neglect that is made by a professional as defined by Section 261.101 and that:

(A)alleges sexual abuse of a child; or

(B)is a type of case handled by the center in accordance with the working protocol adopted for the center under Section 264.4031 [264.411(a) (9)]; or

(2)a child fatality in which there are surviving children in the deceased child's household or under the supervision of the caregiver involved in the child fatality.

(b)Any interview of a child conducted as part of the investigation under Subsection (a) must be a forensic interview conducted in accordance with the center's working protocol adopted under Section 264.4031 unless a forensic interview is not appropriate based on the child's age and development or the center's working protocol adopted under Section 264.4031.

(c)Subsection (a) applies only to an investigation of abuse or neglect in a county served by a center that has executed an interagency memorandum of understanding under Section 264.403. If a county is not served by a center that has executed an interagency memorandum of understanding, the department may, if appropriate, directly refer a case to a center in an adjacent county to initiate a response by that center's multidisciplinary team [, if appropriate].

Child Protective Investigations (CPI)

- Child Protective Investigations **will schedule** a forensic interview of children who are listed as victims in the Statewide Intake for a Priority One and Priority Two, who meets the overall acceptance criteria in accordance with the working protocols, and the report is made by a **professional reporter** as defined by TFC Section [261.101](#).
- Will be present and collaborative participate with the forensic interview process conducted at the CACHSC and satellite offices along with any other program services.
- Contact the CACHSC in the event an emergency forensic interview is needed after hours and remain on the premises at the CACHSC or satellite offices along with any other program services.
- Facilitate, as necessary, the safe transportation of children and non-offending caregivers to the CACHSC.
- Provide all relevant information/reports when appropriate (Texas Family Code 264.406);
- Participate in individual case review/staffing prior to and following the forensic interviews.
- **Coordinate** with the CACHSC, law enforcement, as well as medical staff if the children who have made an outcry or *there is a report* (section 4. Article 56A.251, Code of Criminal Procedure) of suspected sexual abuse by a **family member** and/or meets the overall acceptance criteria for an MDT response with the consent of the victim or an employee of TDFPS.
- Provide direction when deemed appropriate regarding the sharing of case information/specifics with the victim's non-offending caregivers regarding any placement of and protection of the child, advise CACHSC staff of any plans for mental, health, medical or other social services referrals for the child victim and/or family members.
- Report referrals to law enforcement and conduct joint investigations as required by law.
- Attend all scheduled MDT Case review meetings and participate in the sharing of information regarding current case status and plan for continued investigative activity with MDT members (Texas Family Code 264.406). If unavailable, contact the CACHSC in advance to provide pertinent information or send a representative from the investigative agency that is prepared to update team.
- Participate in CACHSC activities including professional education, community educational efforts, and team building programs.
- Provide feedback and suggestions regarding procedures and operations of CACHSC and the MDT process.

Adult Protective Services In-Home Investigations (APS)

- Adult Protective Investigations **will schedule** a forensic interview of elder and disabled individuals who are listed as victims on Statewide Intake for a Priority One and Priority Two, who meets the overall acceptance criteria in accordance with the working protocols; and the report is made by a **professional reporter** as defined by TFC Section 261.101.
- Will be present and collaboratively participate with the forensic interview process conducted at the CACHSC and satellite offices along with any other program services.
- Contact the CACHSC in the event an emergency forensic interview is needed after hours and remain on the premises at the CACHSC or satellite offices until all services with the child victim and non-offending caregivers are complete.
- Provide all relevant information/reports when appropriate (Texas Family Code 264.406)
- Participate in individual case review/staffing prior to and following the forensic interviews.
- **Coordinate** with the CACHSC, law enforcement, as well as medical staff if the children who have made an outcry or *there is a report* (section 4. Article 56A.251, Code of Criminal Procedure) of suspected sexual abuse by a **family member** and/or meets the overall acceptance criteria for an MDT response with the consent of the victim or an employee of TDFPS.
- Provide direction when deemed appropriate regarding the sharing of case information/specifics with the victim's non-offending caregivers regarding any placement of and protection of the child, advise CACHSC staff of any plans for mental health, medical, or other social services referrals for the child victim and/or non-offending caregivers.
- Attend all scheduled MDT case review meetings and participate in the sharing of information regarding case status and plans for continued family involvement with other MDT members (Texas Family Code 264.406). If unavailable, contact CACHSC Coordination Staff in advance to provide pertinent information or send a representative that is prepared to update the team.
- Report referrals to law enforcement and conduct joint investigations as required by law.
- Participate in CACHSC activities including professional education, community education efforts and team building programs.
- Provide feedback and suggestions regarding procedures and operations of CACHSC and the MDT Process.

Child Care Investigations (CCI)

- Child Care and Registered Child Care Investigations **will schedule** a forensic interview for victims of abuse and neglect in child-care operations, and child placing agencies facilities, who are listed as on the Statewide Intake for a Priority One and Priority Two, who meets

the acceptance criteria in accordance with the working protocols, and the report is made by a **professional reporter** as defined by TFC Section 261.101.

- Will be present and collaboratively participate with the forensic interview process conducted at the CACHSC and satellite offices along with any other program services.
- Contact the CACHSC in the event an emergency forensic interview is needed after hours and remain on the premises at the CACHSC or satellite offices until all services with the child victim and non-offending caregivers are completed.
- Facilitate, as necessary, the safe transportation of children and non-offending caregivers to the CACHSC and satellite offices.
- Provide all relevant information/reports when appropriate (Texas Family Code 264.406);
- Participate in individual case review/staffing prior to and following the forensic interviews.
- **Coordinate** with the CACHSC, law enforcement, as well as medical staff if the children who have made an outcry or *there is a report* (section 4. Article 56A.251, Code of Criminal Procedure) of suspected sexual abuse by a **family member** and/or meets the overall acceptance criteria for an MDT response with the consent of the victim or an employee of TDFPS.
- Provide direction when deemed appropriate regarding the sharing of case information/specifics with the victim's non-offending caregivers regarding any protection of the child, advise CACHSC staff of any plans for mental health, medical or other social services referrals for the child victim and/or non-offending caregivers.
- Report referrals to law enforcement and conduct joint investigations as required by law.
- Attend all scheduled MDT Case review meetings and participate in the sharing of information regarding current case status and plan for continued investigative activity with MDT members (Texas Family Code 264.406). If unavailable, contact the CACHSC in advance to provide pertinent information or send a representative from the investigative agency that is prepared to update the team.
- Participate in CACHSC activities including professional education, community educational efforts, and team building programs.
- Provide feedback and suggestions regarding procedures and operations of CACHSC and the MDT Process.

E. Medical Roles

- A Sexual Assault Nurse Examiner (SANE), Physicians, Nurse Practitioners, Physician's Assistant, who has met the training standards, has pediatric experience, and child abuse expertise will conduct a comprehensive medical exam to sexual/physical and neglect

abuse patients to include photo and written documentation of injuries/and or other physical findings and collect evidence.

- **Acute** SANE exams (less than 120 hours since the sexual assault occurred) will be performed at the nearest sexual assault forensic exam ready medical facility (SAFE) to ensure evidence is collected, the need for emergency contraception, and post-exposure prophylaxis for sexually transmitted infections (STI'S), pain management, and document evidence or complaint of anogenital bleeding or injury; and/or the need for a mental health evaluation.
- **Chronic** SANE exams (more than 120 hours since the sexual assault occurred) will be performed through a scheduled appointment at the CACHSC or satellite offices by a CACHSC SANE Nurse and/or referred to the closest SAFE ready medical facility. The medical sexual assault examination will consist of history/narrative of the alleged incident, a full body and a detailed anogenital exam, collection of photographic evidence, and/or the need for a mental health evaluation.
- They will actively and collaboratively participate with program services when appropriate.
- Provide direction when deemed appropriate regarding the sharing of case information/ specifics with the victim's non-offending caregivers regarding medical evaluation, advice CACHSC staff of any plans for mental health, medical or other social services referrals for the child victim and /or non-offending caregivers.
- Attend all scheduled MDT Case review meetings and participate in the sharing of information regarding current case status and plan for continued investigative activity with MDT members (Texas Family Code 264.406). If unavailable, contact the CACHSC in advance to provide pertinent information or send a representative from the investigative agency that is prepared to update the team.
- Participate in CACHSC activities including professional education, community educational efforts, and team-building programs.
- Provide feedback and suggestions regarding procedures and operations of the CACHSC and the MDT process.
- Cases of child victims of alleged abuse who receive medical care from a non-MDT medical provider and/or a medical provider who does not specialize in child abuse will be reviewed by the designated MDT Medical Provider to assess the need for further evaluation/and or treatment.
- A medical facility who will be providing services as part of a multidisciplinary approach for the purpose of child abuse cases will have an additional linkage agreement detailing their roles and responsibilities.

F. Mental Health Providers

- Off-site participating Mental Health Providers with a CACHSC Memorandum of Understanding will share pertinent information regarding victims, which may include progress in treatment, attendance, and other information deemed appropriate for sharing with MDT involved.
- Off-site Mental Health Providers will also be advised and encouraged to attend any MDT Case Review meetings, where their client's case will be discussed.
- Provide a clinical tracking form explaining the treatment goals, progress, or lack of progress in treatment, and any concerns needing to be addressed by the MDT, during the initial month, and every three months thereafter as part of the MHP-MOU requirements.

G. Children's Advocacy Center

- The CACHSC will serve as an interagency coordinated response center in order to facilitate an MDT approach with Law Enforcement, Texas Department of Child Protective Services, Juvenile Justice Center, and Doctor's Hospital at Renaissance Health System, The District Attorney's Office and off-Site Mental Health Providers.
- Will help to coordinate through a multi-disciplinary approach the investigation, prosecution, and intervention efforts of child abuse cases.
- Provide a child-focused setting designed to provide a safe, comfortable, and neutral place for victims and their non-offending caregivers.
- Provide trained Forensic Interviewers to conduct legally sound, non-leading, neutral interviews for the purpose of investigations.
- Provide Victim Support and Advocacy services to the children and families who are referred to our center.
- Assist families with Mental Health and Medical Referrals.
- Provide a place for MDT Members to meet with the child and non-offending caregivers.
- Provide a facility at which a Multidisciplinary Team can meet to facilitate the efficient and appropriate disposition of child abuse cases through the civil and criminal justice systems on a monthly or as needed basis.
- Will receive and review TDFPS Statewide Intakes for acceptance criteria and collaboration between MDT members.
- Track each case as it moves through the investigative and legal process until final disposition.
- Advocate and provide support for the children and families served by the CACHSC.
- Assist families with crime victim applications, as needed, and maintain contact to monitor the progress of any victim services provided.
- Provide continued support to clients and non-offending caregivers.

- Provide Mental Health Therapists who meet the qualifications to conduct trauma-based counseling services.
- The CACHSC will serve as a clinical consultant and will support and monitor the treatment progress and outcomes of any child victim and their non-offending caregivers.

CONFLICT RESOLUTION

In the event of a conflict arising between team members regarding management of cases, conducting of interviews, staffing of cases, etc. the CACHSC Executive Director shall contact the agency supervisors who have authority over the individuals involved in the conflict/complaint. The Executive Director will provide in writing specific information about the nature and context of the conflict/complaint. Each agency supervisor will have sole authority in determining what, if any, action will be taken toward the individual team members involved, in effort to resolve the conflict. In the event either agency involved deems a greater urgency, a called meeting of all agency supervisors may be requested, scheduled, and conducted.

CONFIDENTIALITY

The files, reports, records, communications, and working papers used or developed in providing communications, and working papers used or developed in providing services under this Chapter are confidential and not subject to public release under Chapter 552, Government Code, and may only be disclosed for purposes consistent with Chapter 264. All State and Federal confidentiality laws will be followed in connection with this agreement.

Disclosure may be to:

1. The Texas Department of Family and Protective Services (TDFPS), department employees, law enforcement agencies, prosecuting attorneys, medical professionals, and other state agencies that provide services to children and families; and,
2. The attorney for the child who is the subject of the records and a court-appointed volunteer advocate appointed for the child under Section 107.031. Information related to the investigation of a report of abuse or neglect under Chapter 261 and services provided as a result of the investigation is confidential as provided by Section 261.201.
3. TDFPS, a law enforcement agency, and a prosecuting attorney may share with center information that is confidential under Section 261.201 as needed to provide services under this Chapter. Confidential information shared with or provided to the center remains the property of the agency that shared or provided the information to the center.

4. Courtesy services will be provided to other federal and state law enforcement agencies other than those identified in this protocol when appropriate. These agencies will be required to sign a statement of confidentiality prior to participating in any program service.

5. The video and audio interview of a child made at the center will become property of the prosecuting attorney involved in the criminal prosecution of the case involving the child. If no criminal prosecution occurs, the video recorded interview is the property of the attorney involved in representing the department in a civil action alleging child abuse or neglect. If the department is not investigating or has not investigated the matter, the video recorded interview is the property of the agency that referred the matter to the center.

FACILITY

ALLEGED PERPETRATORS

The CACHSC will provide a safe, neutral, child-focused facility for children and their non-offending caregivers.

No alleged or confirmed perpetrators will be allowed in the facility and/or the CACHSC premises. Only caregivers/family members who are directly involved with a case will be allowed in the facility and or the CACHSC premises. Involvement is defined as a caregiver/family member who is supportive of the child victim and/or caregiver/family member. The CACHSC staff may limit the amount of caregivers/family members in the facility.

No interviews of alleged or confirmed perpetrators (adult or child) will be conducted at the CACHSC facility. Juvenile (ages 10 years or older) will be allowed in the facility when services are provided to them as a child victim. CACHSC coordination staff will ensure that the victim is scheduled on a different day and/or time from their alleged juvenile's perpetrator's appointment. Consideration will be given to allow alleged confirmed perpetrators in the facility, if their participation in mental health and *medical services* are conducive to the victim's treatment.

Every effort will be made to avoid the presence of known perpetrators on site at the CACHSC whenever possible. In some situations, it may be allowable for a parent/guardian or caregiver that is an alleged or confirmed offender of neglectful supervision, but not for sexual/physical abuse to bring the child to the center for a forensic interview or SANE exam concerning sexual abuse or a medical evaluation concerning physical abuse or neglect.

Presence of Other Individuals

Every effort will be made to avoid the presence of any known defense attorneys and/or lawyers representing a caretaker/alleged perpetrator on-site at the CACHSC facility/premises. CACHSC will seek further advisement from the Hidalgo County District Attorney's Office.

Agencies Other than Hidalgo County Utilizing CACHSC Services

Upon request from our signature agencies, the CACHSC will extend program services to other agencies of Hidalgo County.

When services are scheduled by TDFPS for a Law Enforcement agency outside of Hidalgo County, TDFPS will coordinate the appointment with a local Law Enforcement agency as a courtesy when available. Should a local Law Enforcement agency not be available, TDFPS may assign a Special Investigator to be present for the scheduled appointment.

INTAKE AND CASE COORDINATION

The Children's Advocacy Center of Hidalgo County, Inc. receives case intakes in any of the following manners:

- A. Direct referral from local law enforcement partner agencies via phone, email etc.
- B. Direct referral from local TDFPS partner agency via phone, email, etc.
- C. Referral from TDFPS Statewide Intake/Hotline via email

Regardless of method of receipt, the CACHSC Coordination Staff will work to assist in coordination of joint investigations for any and all cases that meet the agreed upon case criteria within these MDT Protocols. The CACHSC will strive to communicate with and connect the appropriate investigative agencies with one another and assist, as requested with the scheduling of any and all of the following core CAC services/activities appropriate for the respective cases: Forensic Interview, Victim Support and Advocacy, Medical Evaluations, Mental Health Evaluations and/or MDT Case Review.

For Intakes received via the TDFPS Statewide Intake/Hotline System

The CACHSC MDT Coordination Staff will read, review, and log all SWI reports received to determine if the Intake meets the agreed upon criteria for a multidisciplinary response and/or CACHSC services, the MDT Coordination Staff will check to determine whether or not the case has already been referred by local law enforcement and/or TDFPS. For cases that have not yet been referred to the CACHSC for a multidisciplinary team response and/or CACHSC services, the MDT Coordination Staff will contact the appropriate investigatory agencies to:

- Alert them about the intake.

- Communicate how the case appears to meet agreed upon case criteria for an MDT response and/or CACHSC services.
- Inquire as to what actions the investigating agencies wish to take at that time.

This outreach to the investigating agencies will be conducted through email, phone and/or text within 72 hours.

Coordination Staff will assist with communication and coordination among investigating agencies regarding the Intake and also offer to assist with scheduling services, as directed by the agencies. The MDT Coordination Staff will log details of the Intake through Collaborate (Pre-Intake function) as well as any actions determined to be taken at that time.

In the event an Intake meets the agreed upon case criteria for an MDT response and/or CACHSC services, but the investigating agencies, for whatever reason, advise that no further action is needed/will be taken, the Investigator will provide the reason for dismissal of the Intake and that information will also be logged into the case record for future reference, as needed.

The CACHSC's role in reviewing the reports is to review and identify Statewide Intake reports within the overall case acceptance criteria as defined by the Children's Advocacy Center's Working Protocol and facilitate the CACHSC's multidisciplinary team services related to case investigation, assessment, and intervention. In addition, we understand that the CACHSC's access to the Statewide Intake reports shall not be construed to change, reduce, or expand the authority or jurisdiction of the Children's Advocacy Center or any multidisciplinary team partner agency as it relates to initiating and conducting investigations, assessments, and/or interventions.

The CACHSC will store, retain, and destroy all Intake Reports in accordance with the CACHSC Records Retention Policy.

COLLABORATIVE ACTIVITIES AND PROGRAM SERVICES

SPECIFIC CASE CRITERIA FOR SERVICES FOR FORENSIC INTERVIEWS, MEDICAL EXAMS, MENTAL HEALTH, AND VICTIM SUPPORT AND ADVOCACY.

Children's Advocacy Center of Hidalgo and Starr Counties (CACHSC) is committed to providing collaboratively activities and program services with the following overall criteria outlined within these MDT Protocols.

The following cases that meet the overall criteria will be referred for an MDT response:

Priority One Criteria

1. Sexual Abuse allegations to include, but not limited to (as defined in the Texas Penal Code):

- a. Aggravated Sexual Assault (Sec.22.021)
- b. Sexual Assault (Sec. 22.011)
- c. Continuous Sexual Abuse of a child (Sec.21.02)
- d. Indecency with a Child (Sec.21.11)
- e. Prohibited Sexual Conduct (Sec. 25.02)
- f. Indecent Exposure (Sec.43.25)
2. Possession of promotion of Child Pornography (Sec.43.26)
3. Sexual Performance by a child (Sec.43.25)
4. Trafficking of Persons (Sec.20A.02)
5. Human Smuggling (Sec.20.05)
6. Solicitation of a child (Sec.22.06)
7. Injury to a Child (Sec.22.04)

Priority Two Criteria

1. Allegations of Physical Abuse
2. Child Fatality
3. Child Witness to a Crime
4. Allegations of Neglect
5. Child at Risk of Abuse

Collateral/Witness Interviews by Partner Agencies

Partner Agencies are encouraged to conduct all interviews of non-offending caregivers/siblings at the CACHSC whenever space and schedule permits.

After Hours Overall MDT Respond

The CACHSC will be available during business hours from 8:00 AM to 5:00 PM and after business hours to respond to TDFPS cases related to a report of abuse that is made by a professional reporter and that alleges sexual abuse of a child; or is a type of case handled by the center in accordance with the case criteria outlined in these working protocols; or a child fatality in which there are surviving children in the deceased child's household or under the supervision of the caregiver involved in the child fatality.

FORENSIC INTERVIEWS

TARGET POPULATION

The CACHSC target population for forensic interviews consists of child victims of maltreatment to include sexual abuse, physical abuse, human trafficking, and witness to a violent crime ages 2-17, as well as adults with substantial impairment (with the direction of the District Attorney's Office).

A forensic interview is a developmentally sensitive and legally sound method of gathering factual information regarding allegations of abuse and/or exposure to violence using a semi-structured narrative process and are coordinated to avoid multiple interviews. Interviews are conducted by a competently trained, neutral professional utilizing research and practice informed techniques as part of a larger investigative process.

All interviews shall be conducted by a trained CACHSC Forensic Interviewer with specialized training in conducting forensic interviews at the CACHSC, satellite offices, or approved mobile site via scheduled appointments in a CACHSC interview room. All forensic interviews will be conducted utilizing the CAC of Texas Semi-Structured Narrative Interview Process or a Nationally Recognized process. A CACHSC interview room is defined at any location that has been established by the CACHSC.

A. Appointment/CACHSC Intake Process

MDT members requesting a Forensic Interview are required to schedule an appointment with CACHSC Coordination Staff. Coordination Staff will gather pertinent information from the referring agency necessary to complete the intake process.

Appointment will be scheduled at the CACHSC location closest to the victim's residence when possible.

Information Required at Intake:

1. Allegations.
2. Identifying information for victim, non-offending parent, and alleged perpetrator.
3. Known victim's disability.
4. Individual transporting the victim and their date of birth.
5. Victim's address/city.
6. Information regarding additional investigative agency involved (TDFPS or Law Enforcement) case number and investigator assigned.
7. Contact phone number for investigator(s) involved.

B. Joint Investigation Coordination and MDT Notification

It is a policy that victims be exposed to a minimum number of interviews and interviewers pursuant to Section 264.403 of Texas Family Code. Interviews conducted with victims of sexual abuse and serious physical abuse will be conducted jointly by an Investigator from the appropriate TDFPS, and Law Enforcement Agency, pursuant to Section 261.301 of the Texas Family Code. CACHSC Coordination Staff will follow-up and notify team members prior to the

forensic interview of a child victim to ensure all investigative agencies involved are present. The investigative team (TDFPS or Law Enforcement) scheduling the appointment is responsible for all communication with and/or non-offending caregivers/guardian and /or an agency responsible for the transportation of the victim to the appointment.

C. Individual Conducting the Interview

Forensic interviews will be conducted by a CACHSC trained Forensic Interviewer who has completed the required trainings. Only the alleged victim, a forensic interviewer, as well as an interpreter when needed, will be allowed in the interview room.

Forensic interviews will be conducted based on the outlined overall acceptance criteria for Program Services and a trained Forensic Interviewer will be selected for each specific case that fits appropriately to the child victim's needs.

Forensic Interviewers will have successfully completed documentation of timely progress towards or satisfactory completion of the Children's Advocacy Centers of Texas, Inc., Forensic Interviewer Core Curriculum; and/or a curriculum that is a national; and/or state recognized forensic interview trainings and adheres to current research and best practices.

Forensic Interviewers who conduct forensic interviews will participate in a structured peer review process for forensic interviewers a minimum of two (2) times per year. In addition, all Forensic Interviewers will participate in ongoing education in the field of child maltreatment consisting of 8 contact hours annually.

D. Interpreter

In the event the victim and/or a non-offending caregiver require the use of an interpreter, the referring agency will coordinate services. The CACHSC will assist with the coordinating of those services when needed. The interpreter will provide a copy of their credentials, a valid identification, and participate during the forensic interview when needed.

Additionally, the interpreter will be required to read and sign the "Guidelines for Interpreters During an Interview" form as well as a confidentiality agreement.

E. Availability/Presence of MDT Members on Joint Interviews

MDT members with investigative responsibilities **must observe** the forensic interview(s) to ensure necessary preparation, information sharing, and MDT/interviewer coordination throughout the interview and post-interview process.

Law Enforcement and/or a TDFPS investigator **must be present** for the observation of the forensic interview; however, in the event one is unable to be present, the case investigator or their immediate supervisor must give approval for the forensic interview to be conducted in his or her absence.

No interview will be conducted at the CACHSC when **not observed** by at least one Law Enforcement or TDFPS *Investigator*. CACHSC staff will allow 15 minutes after scheduled interview time for all agencies involved to arrive before making alternative arrangements. Should an investigative agency not arrive within the 15 minutes and/or CACHSC is unable to make contact, the CACHSC may proceed with the scheduled interview if they were previously notified of the appointment.

F. Who Observes the Interview

All CACHSC interviews shall be observed by at least one authorized investigative team member (TDFPS, Law Enforcement (local, state, or federal) and a designated/assigned prosecutor from the District Attorney's Office) to ensure the privacy for the victim and minimize the number of witnesses involved directly with the investigation and prosecution.

Those **who may** observe the forensic interview may include:

- Other CACHSC staff such as the Sexual Assault Nurse and CACHSC Mental Health Counselor may observe the forensic interview when appropriate.
- Off-site agency (e.g., Medical, Mental Health, etc.) may observe a forensic interview by court order or with the approval of the District Attorney or the designated prosecutor whenever feasible.

Those **who may not** observe the forensic interview:

- Caretakers, lawyers representing caretaker(s), therapists, social workers, advocates, and/or significant others **shall not** be allowed to be present in the interview room or observation room during a forensic interview.
- An Ad Litem Attorney may not observe the interview.
- A partner agency intern and/or volunteer shall not be allowed to be present in the observation room during the forensic interview unless otherwise approved by the Director or the Program Director of the CACHSC.

G. Pre-Interview Procedures

TDFPS and/or Law Enforcement Investigators should introduce themselves to the non-offending caregivers of the child victim and explain their roles in the investigation process prior to the beginning of the interview.

The Forensic Interviewer, when feasible, will introduce themselves and explain the interview process to the non-offending caregivers. In the event the interviewer is unable to do so, the Victim Advocate may explain the process.

The Victim Advocate may introduce the victim to the interview room prior to the forensic interview. When possible, the Forensic Interviewer and Victim Advocate should assess the child's developmental level and inquire about any known disabilities the child may have with the non-offending caregivers.

The Forensic Interviewer will meet with the case team prior to beginning an interview to discuss any pertinent information regarding the case or alleged victim. Should an audio/video recording and/or written statement have been conducted by TDFPS or a Law Enforcement Agency with the victim(s), the audio/video recording and/or written statement will be provided to the jurisdiction involved in the joint investigation (pursuant to Section 261.301 of the Texas Family Code) case prior to a forensic interview. If the interview is agreed upon by the case team, the case team should agree upon the parameters of this interview.

In the event a child is present for multiple CACHSC services, the case team will discuss and determine which service should be completed first (i.e. medical, interview, etc.).

H. During the Forensic Interview

The case team will observe and take notes as the forensic interview is being conducted. If the case team has any questions during the interview process, they may communicate with the Forensic Interviewer at the time of the interview. In the event the Forensic Interviewer needs to communicate with the case team, the interviewer may step out of the interview room (taking into consideration the victim's age/and or demeanor) to discuss their questions or concerns with the case team.

The Forensic Interviewer may use aids during the interview process which may include male and/or female anatomical drawings and dolls, assessment tools, as well as any other aids deemed necessary by the case team. In some cases, it is necessary for the Forensic Interviewer to introduce evidence when deemed necessary by law enforcement and/or TDFPS.

The case team may request for the Forensic Interviewer when deemed necessary to introduce evidence during the interview. All information to include photographs, and or documentation must come from Law Enforcement and/or TDFPS. The CACHSC will not print, copy, or create documentation. All work products will become part of the forensic interview and will be stored accordingly to policies and procedures and a copy will be provided to law enforcement.

I. Post Interview Procedure

After the interview, the interviewer, victim advocate, law enforcement, and/or TDFPS (case team) (when applicable) will meet to discuss the outcome of the interview, clarify any questions or concerns regarding the case and identify any additional services.

Law enforcement will provide, if any, an offense category for CACHSC record keeping. A Victim Advocate may share information gathered through their assessment of the non-offending caregivers with the case team. Following that meeting, law enforcement/and or TDFPS should meet with the non-offending caregivers to explain the outcome of the interview and answer any questions they may have.

When relevant, the case team will discuss and determine the need for a SANE exam or a medical evaluation. If a SANE exam or medical evaluation was completed, CACHSC will document when and where it was done, if one has not been done, and one is needed, CACHSC staff may facilitate scheduling the SANE exam or medical evaluation with the CACHSC or an approved Safe Ready Medical Facility (SAFE).

J. Subsequent Forensic Interview

A subsequent interview is an interview to supplement the initial, completed forensic interview.

While it is the CACHSC's goal to minimize the number of interviews per child, if an MDT member believes that a subsequent interview is necessary, the procedure shall be as follows:

1. Case Team should confer and discuss the need for a subsequent interview and reach a consensus.
2. If an audio/video recording and/or written statement interview has been conducted by TDFPS or a Law Enforcement Agency with the victim(s), the audio/video recording and/or written statement will be provided to the jurisdiction involved in the joint investigation (pursuant to Section 261.301 of the Texas Family Code) case prior to a subsequent interview.
3. If the follow-up repeat interview is agreed upon by the case team, the case team should agree upon the parameters of this interview.

4. CACHSC will seek the assistance of the District Attorney's Office when a consensus is not met with the case team.
5. A subsequent interview will be conducted by the same Forensic Interviewer when possible.

K. Multi-Session Forensic Interview (MSFI)

A multi-session forensic interview is one forensic interview completed over multiple sessions for children and cases with special considerations. Special considerations include:

1. Children with disabilities
2. Children from diverse cultural backgrounds
3. Preschool children
4. Children who have experienced extreme trauma
5. Children who are victims of human trafficking

The case team should make the decision to have a MSFI conducted in place of a traditional interview. A MSFI should only be conducted with a unanimous case team support for the initial Forensic Interviewer.

Prior to scheduling a MSFI for a courtesy law enforcement jurisdiction, the partner agency scheduling the appointment, or CACHSC staff should consult with the designated investigative agency for MSFI approval.

All MSFI successive sessions will be coordinated through the Forensic Interviewer and will be scheduled promptly.

Multi- Session Forensic Interview Work Product

The original interview will be created and uploaded to the VidaNyx Software after each successive session of a MSFI. The Interview (s) will be uploaded by the forensic interviewer and stored in the VidaNyx software cloud-based system until the MSFI sessions have concluded. A link will be sent to the investigative agency when all sessions have been completed.

The forensic interviewer will make a full color copy of the original work product completed during the MSFI for each successive session. All work products will be stored by the forensic interviewer in the VidaNyx software cloud-based system until the sessions have concluded.

L. Video Recordings

Interviews conducted at the Children's Advocacy Center of Hidalgo and Starr Counties with victims will be video recorded pursuant to Texas Family Code Section 261.302.

Forensic Interviewers will upload all forensic interviews to a secured software cloud-based system called VidaNyx. A link to view and/or download the interview will be provided to each investigative agency.

Each Interview will be stored in the VidaNyx software cloud-based system identifying the following:

- Interviewees (victim (s))
- Date when interview was created
- Interviewee name
- Custodian
- Name of the forensic interviewer
- CACHSC case id number
- Law enforcement case number
- Law enforcement agency
- DFPS case number
- CPS agency
- Jurisdiction if known
- County
- Language
- Interview observers
- Interview type
- Assigned investigator (s)
- Name of the forensic interviewer
- Alleged perpetrator if known
- VidaNyx (video) history
- Work product copy (attachments)
- Shared access with details
- Downloads

TDFPS and Law Enforcement Investigators will acknowledge that an original interview recording was provided through the VidaNyx system. The chain of custody ensures the interview is safe and only accessed by those who need access.

CACHSC will not store any video recording of interviews on local servers. If a case team member is not present for the recording of the forensic interview, a link of the video recordings(s) will be shared with law enforcement and/or TDFPS and/or Prosecutor present at that time of the recording. Interviews will be transferred to the Hidalgo County Criminal District Attorney's office through the VidaNyx System.

A video recording of an interview of a child that is made is the property of the prosecuting attorney involved in the criminal prosecution of the case involving the child. If no criminal prosecution occurs, the video recording is the property of the attorney involved in representing the department in a civil action alleging child abuse or neglect. If the matter involving the child is not prosecuted, the video recording is the property of the department if the matter is an investigation by the department of abuse and neglect. If the department is not investigating or has not investigated the matter, the video recording is the property of the agency that referred the matter to the center (TFC Sec.264.408).

M. After Hour Forensic Interviews

On a case -by-case basis MDT members will assess whether it is in the best interest of the child to conduct a forensic interview after hours (e.g., night and/or weekends). CACHSC on call staff will consider the following when scheduling after hour interviews.

1. Allegations
2. Time of requested interview
3. Child's health and emotional state at the time of request
4. Availability of staff
5. Case details

MDT members will contact the CACHSC through the 24-hour, seven day a week answering service at telephone number 956-287-9754 for emergency Forensic Interviews. When the interview cannot be conducted after hours, priority will be given to the case, and it will be scheduled at the earliest date and time feasible and agreeable to all agencies involved.

On call CACHSC staff will be available in the event of an emergency 24 hours a day 7 days a week. On call staff includes, but is not limited to, a Forensic Interviewer, a Family Support Specialist, a SANE nurse, a Counselor and or Therapist.

N. Off-Site Interviews

Off -site forensic interviews will be available on a case-by-case basis using the CACHSC portable equipment. Off-site forensic interviews will be conducted in an appropriate environment

conductive to audio and video recording. CACHSC Coordination Staff and MDT members will ensure the location of where the interview will be conducted will be to the best of their ability and appropriate for the child to be interviewed. CACHSC staff may include, but it's not limited to: A Forensic Interviewer and a Family Support Specialist.

O. Equipment

A portable laptop, camera, and microphone will be taken to an off-site approved location. The off-site location will be approved by the Director and/or assigned supervisor of the CACHSC. The equipment will be operated by a trained Forensic Interviewer.

The following guidelines will be used when choosing a site:

- Interview Room
- Observation room
- Waiting room

The following guidelines will be strictly enforced when conducting interviews using the mobile equipment:

- Maintaining Confidentiality
- Signs on doors when necessary
- Location of site
- Monitoring of parents
- Confidentiality agreements signed with interview site

P. Tracking of Portable Forensic Interviews

CACHSC Coordination Staff will document the location of the forensic interview in the CAC's data base as well as in the VidaNyx system. When an interview is recorded a link of the interview will be shared with Law Enforcement and TDFPS Investigator. After 30 days all interviews stored in the VidaNyx System will be transferred to the District Attorney's Office.

No copies of the mobile interview will be stored in the mobile laptop hard drive.

VICTIM SUPPORT AND ADVOCACY

The CACHSC target population for victim support and advocacy consists of child victims of maltreatment to include sexual abuse, physical abuse, human trafficking, and witness to a violent crime ages 2-17, as well as adults with substantial impairment (with the direction of the District Attorney's Office). Victim Advocacy services will also be provided to non-offending family

members who meet the overall case criteria for an MDT response. In addition, Victim Support and Advocacy Services will be provided on a case-by-case basis to children and/or family members from the community when approved by the Executive Director.

The focus of victim support and advocacy is to help reduce trauma for the victim child and non-offending caregivers and to improve outcomes. Coordinated victim advocacy services encourage access to and participation in investigation, prosecution, treatment, and support services through the life of the case and thus are a necessary component in the MDT's response.

Victim Advocate

A Victim Advocate or trained MDT member who has the specialized training in victim advocacy will provide victim support to child victims and their non-offending caregivers.

A Victim Advocate or trained MDT member will demonstrate that they have successfully completed a minimum of 24 hours of instruction within 6 months of hire. The training must consist of specific criteria as outlined by the CAC of Texas and/or appropriate training requirements specific to the services they provide, if an individual provides victim support and advocacy services as part of the CACHSC/MDT response.

A Victim Advocate or trained MDT member will demonstrate participation in on going education in the field of Victim Advocacy and Child Maltreatment consisting of eight (8) contact hours annually.

A. Greeting and Orientation

The Victim Advocate will greet and provide an orientation to children/and their non-offending caregivers and will be available during the forensic interview to provide support to non-offending caregivers and may participate in pre and post interview case staffing when applicable.

B. Assessment

A Victim Advocate will conduct an assessment with the parent/legal guardian present to determine the need for services relating to the investigation of abuse for their child and or parent/legal guardian. They will also assess the child(s) and non-offending family caregiver's/family's mental state and feelings about participation in the investigation/prosecution.

C. Crisis Intervention

A Victim Advocate may provide crisis intervention and support at all stages of the investigation and prosecution process of the victim and their non-offending caregivers.

D. Information and Referral

The Victim Advocate will provide relevant educational literature/information, which may include:

- Information about the Children's Advocacy Center
- Educational literature/information related to child abuse and services provided
- Off-site available resources
- Referrals for counseling services on-site or off-site
- Victim's Rights
- Assistance with procuring services (housing, protective orders, domestic violence intervention, food, transportation, public assistance)
- Provide information about the investigation process
- Texas Crime Victim's Compensation as well as assistance with the completion and submission of the application.
- Victim Information and Notification Everyday (VINE) as well as assistance with the registration process

E. MDT Case Review Meetings

The Victim Advocate will attend and/or coordinate MDT case review meetings. They will provide updates to non-offending caregivers on case status, continuances, dispositions, sentencing, and offender release from custody when appropriate. The Victim Advocate will also provide MDT updates regarding the victim and/or the caregiver/family status during case review meetings.

F. Family Follow Up

The Victim Advocate and/or other CACHSC staff will conduct a follow-up telephone calls with the victim or the victim's protective family member/caregiver after their visit to the CACHSC and thereafter.

G. Accompaniment

The Victim Advocate may be available to the victim and/or non-offending caregivers for accompaniment to court, medical and/or other types of accompaniments related to the investigation or prosecution of their case.

MENTAL HEALTH SERVICES

The CACHSC target population for mental health services consists of child victims of maltreatment to include sexual abuse, physical abuse, human trafficking, and witness to a violent crime ages 2-17, as well as adults with substantial impairment (with the direction of the District

Attorney's Office). Mental health services will also be provided to non-offending caregivers who meet the overall case criteria for an MDT response. In addition, mental health services will be provided on a case-by-case basis to children and/or family members from the community when approved by the Executive Director.

Mental health services to include debriefings, screenings, crisis intervention, and specialized trauma-focused and evidence-based treatment are eligible to child victims of abuse and their non-offending caregivers. Priority will be given to victims that have received other CACHSC services; however, outside referrals will be allowed on a case-by-case basis. Additionally, all mental health services to child victims and their non-offending caregivers will be free of charge for clients referred to the CACHSC as part of an MDT response.

Mental health services are separate from the forensic process of gathering evidentiary information. Child victims and their non-offending caregivers are eligible to receive mental health treatment to assess and mitigate the long-term impacts of trauma or other diagnosable mental health conditions.

A. Post Debrief:

CACHSC personnel will conduct debriefings with victims and non-offending caregivers after a forensic interview and medical exam. This will allow the victim to express their experience and feelings about the forensic interview and/or medical exam. During the process CACHSC personnel will identify the needs for mental health services, evaluate the need for immediate crisis intervention, and formulate recommendations for additional services.

B. Crisis Interventions:

A trained CACHSC personnel will evaluate the victim and/or non-offending caregivers for risk of self-harm or suicide when appropriate. CACHSC trained personnel will discuss findings, concerns and/or action plans with the non-offending caregivers and/or investigators present. If applicable and a safety plan is needed, CACHSC trained personnel will follow-up as needed with the victim and guardian/parent to ensure the child's mental health concerns are addressed and take the necessary steps if additional intervention is needed.

C. On-site Counseling:

1. Referrals:

A request for mental health services must be made by completing a Counseling Referral Form. Internal referrals will be made by the Victim Advocate. Partner agencies wishing to make outside referrals can contact a member of the CACHSC Mental Health Department to make a referral.

Information required to indicate a referral:

- a. Victim name, date of birth, home address.
- b. Legal guardian name and phone number.
- c. Identified symptoms/behavior changes
- d. Contact information for TDFPS and Law Enforcement investigators (if applicable)
- e. Date of CACHSC Interview (if applicable)
- f. Alleged Offense (if applicable)
- g. Name/Relation of Alleged Perpetrator (if applicable)

2. Intake Appointment:

The following documentation is required (if applicable) prior to the intake appointment:

- a. Divorce Decree /Parenting Decree
- b. Child Support Order
- c. Crime's Victim's Compensation Approval Letter

3. Screenings:

CACHSC trained Mental Health Personnel will conduct a screening after receiving a completed referral form. The screening will consist of indicators to ensure that a child victim and non-offending member meets the criteria for counseling.

4. Counseling:

CACHSC trained Mental Health Personnel will provide individual, group, and family counseling to victims of abuse and non-offending caregivers. Evidenced-based and other practices will be used to reduce the emotional trauma and the risk of future abuse to help victims overcome their psychological difficulties and achieve optimal growth and development.

On a case-by-case basis counseling services may be provided to victims and non-offending caregivers off-site at their home or school of residence. Victims and non-offending caregivers needing specialized treatment and/or extended therapeutic treatment will be referred to other professionals in the community, if their need cannot be met at the center.

D. Referrals to Off-Site Mental Health Providers:

A separate Mental Health Provider Memorandum of Understanding (MHP-MOU) is established between the CACHSC and local Mental Health Providers to provide individual, group, and /or family counseling to victims of abuse including children and their protective caregivers/family members.

CACHSC personnel will coordinate the initial appointment for the off-site service to assist family members, before leaving the center. A referral list of Mental Health Providers will be provided to the non-offending caregivers, should they decline services at the CACHSC and/or do not leave with an initial appointment made with the off-site service.

CACHSC personnel will refer child victims for therapy to address trauma related to the abuse/assault within our members of our CACHSC/MDT staff. In the event the CACHSC has a waiting list, a referral for a Mental Health Provider will be initiated by our CACHSC staff and all pertinent information will be provided to non-offending caregiver

Local Mental Health Providers are requested to submit a clinical tracking form explaining the treatment goals, progress, or lack of progress in treatment, and any concerns needing to be addressed by the Multi-Disciplinary Team, during the initial month, and every three months thereafter as part of the MHP-MOU requirements.

E. MDT Case Review Meetings

CACHSC Mental Health Personnel will be involved with case management and case review (i.e., referral, follow-up, communication with Mental Health Providers, and continued communication with Multi-Disciplinary Team Members) to ensure clients' needs have been met.

F. Mental Health Records

CACHSC will keep clinical/mental health records in accordance with state and federal laws and board policy regarding Retention of Records. Client's Mental Health records are kept confidential. CACHSC will not release client information without the proper authorization by the client/client's guardian. Mental Health records may be legally available to other medical providers for the purpose of needed treatment of the patient and to those agencies mandated to respond to a report of alleged child abuse. A log of all disclosures will be maintained with the medical record, in accordance with federal privacy rules.

Record requests will be reviewed in accordance with CACHSC record retention policies.

MEDICAL EVALUATION SERVICES

The CACHSC will recommend and facilitate SANEs and medical referrals for physical and neglect cases as part of the multidisciplinary response medical treatment for child victims of alleged abuse. CACHSC provides a 24-hour, seven day a week answering services telephone number (956-287-9754) for partner agencies (MDT members) to call for emergency medical evaluations. The investigative agency will set up an appointment, preferably after the child forensic interview. The MDT members discuss and agree to the need for medical exams to be scheduled on the same day as the interview (when feasible). MDT (Law Enforcement and TDFPS Investigators) members

will inform the parents that a medical examination is needed. The victim will be seen at the CACHSC, satellite offices, or at a SAFE ready medical facility. Calls received by the CACHSC that are classified as an acute case will be recommended to be scheduled with a SAFE ready medical facility.

MDT members should schedule a SANE exam/medical evaluation when a child has disclosed sexual, physical or neglect abuse, or is suspected of being sexually abused by a family member and meets the overall acceptance criteria for an MDT response; however, children should never be forced to undergo the examination.

MDT members requesting a sexual assault or medical examination are required to schedule an appointment with CACHSC Coordination Staff. The CACHSC Coordination Staff will gather pertinent information from the referring agency necessary to complete the intake process.

Information Required at Intake:

- a. History of the incident.
- b. Identifying information for victim, protective family member, and alleged perpetrator.
- c. Type of exam requesting.
- d. Individual transporting children.
- e. Victim's address/city.
- f. Additional investigative agency involved (TDFPS or Law Enforcement), case number, and investigator assigned.
- g. Contact phone number for investigator (s) involved.
- h. Case priority.
- i. History of mental health for the victim.

A. On-site Sexual Assault Exam

A CACHSC SANE Nurse who is trained and meets the eligibility requirements will conduct all non-acute SANE examinations on a scheduled basis and will seek guidance from the CAC's Medical Director and/or someone who is part of the multidisciplinary response team who meets the eligibility standards. In the event the CACHSC SANE Nurse is not available, the investigative agency with legal jurisdiction will be responsible to coordinate with a SAFE medical ready facility who employs a provider who is trained and meets the eligibility standards.

MDT members requesting a sexual assault examination are required to schedule an appointment with CACHSC Coordination Staff. The CACHSC Coordination Staff will gather pertinent information from the referring agency necessary to complete the intake process.

B. Non-Acute Examinations

A sexual assault incident occurring more than 120 hours from the incident will be scheduled through the CACHSC and conducted by a SANE Nurse at the CACHSC or satellite offices. In the event the CACHSC's schedule cannot accommodate a SANE, the investigative agency with legal jurisdiction in the case will schedule the exam with a SANE Nurse at a SAFE ready medical facility.

C. Acute Examinations

A sexual assault incident occurring less than 120 will be performed at the nearest sexual assault forensic exam ready medical facility (SAFE).

1. CASES PRESENTING INITIALLY TO LAW ENFORCEMENT OR CHILD PROTECTIVE SERVICES: The agency receiving the initial report will refer the child to a SAFE ready medical facility for immediate assessment and treatment. When necessary, law enforcement will transfer the child to the hospital for treatment.

2. CASES PRESENTING INITIALLY TO HOSPITAL EMERGENCY ROOM: ER personnel should attempt to contact SANE staff, and if available, request their participation with the examination.

D. Off- Site Sexual Assault Exams

When a CACHSC Sexual Assault Nurse is not available, assistance by CACHSC will be provided for an off-site SAFE ready medical facility.

In the event a child victim of alleged abuse is treated by a non- MDT medical provider and/ or a medical provider who does not specialize in child abuse a designated MDT medical provider will review and assess the need for additional evaluation and/or follow up care if deemed necessary.

E. Medical evaluations for child victims of alleged physical/neglect abuse

The CACHSC Nurse will review information about a case for signs of maltreatment (physical/neglect abuse), medical conditions, and mental health concerns and will take the following steps.

- If the victim child has sustained physical injuries or there are signs of neglect and/or physical abuse, the CACHSC SANE Nurse will refer the victim child to a SAFE ready medical facility for immediate assessment and treatment by ER personnel. When necessary, law enforcement will transfer the child to the hospital for further evaluation and medical treatment.
- If the victim child is thought to have a medical condition, the CACHSC SANE Nurse will refer the victim child to their Primary Care Physician and/or the nearest SAFE ready medical facility for further evaluation and medical treatment.

- When necessary, the CACHSC staff will notify the appropriate agencies if there is knowledge or suspected signs of abuse and neglect.
- The CACHSC SANE Nurse and/or CACHSC staff will conduct a 72-hour follow-up phone call with a non-offending caregiver to ensure the victim child received the necessary treatment and there are no concerns.

F. Documentation of Medical Findings

All medical findings to include medical history and physical evaluation will be carefully, thoroughly recorded, and legibly documented by the CACHSC SANE Nurse and CACHSC staff. The medical record will include a statement as to the significance of the findings and treatment plan. The CACHSC SANE Nurse is responsible for all photo documentation and will be completed in all cases when the SANE or a medical evaluation is conducted at the CACHSC.

In the event a SANE or medical evaluation is conducted outside of the CACHSC, it is the responsibility of the investigative team who has jurisdiction over the case to ensure all documentation is obtained and shared with all investigatory agencies, who are mandated to respond to a report of alleged child abuse and be made available to other medical providers for the purpose of needed treatment of the patient.

G. Record Keeping, Confidentiality of SANE Exams, Medical Evaluations, and Subpoenas

Medical records will be maintained in compliance with federal rules governing protection of patient privacy. Medical records may be legally available to other medical providers for the purpose of needed treatment of the patient and to those agencies mandated to respond to a report of alleged child abuse. In some circumstances a written consent or court order will be required. A log of all disclosures will be maintained with the medical record, in accordance with federal privacy rules.

All medical records will be stored under double lock and key and only authorized CACHSC staff will have access to the records. Medical records will be labeled with the child's first, middle (if applicable), and last names. Photos/ videos will be stored in a separate protective sleeve to ensure no damage occurs.

H. MDT Case Review Meetings

CACHSC Medical Health personnel will be involved with case management and case review (i.e., referral, follow-up, communication with Mental Health Providers, and continued communication with Multi-Disciplinary Team Members) to ensure clients' needs have been met.

MDT CASE REVIEW MEETINGS

MDT case review meetings are required by the Texas Family Code Section 264.408 and CAC of Texas Standards. The purpose of case review meetings is to ensure that each case is worked from its onset through a cooperative and effective effort by the signatory agencies and CACHSC staff.

A. Location of Meetings

MDT case review meetings will be conducted at the CACHSC or other announced locations, such as CACHSC satellite offices, or District Attorney's Office. Case review discussions *will also* be facilitated with the aid of technology (conference calls or video conferencing).

B. Coordination and Facilitation

Case review meetings will be coordinated and facilitated by CACHSC Coordination Staff Members.

C. Attendees

The following MDT members will attend and participate during the staffing of their case or have someone sit in with knowledge of the case:

- Law Enforcement
- Child Protection
- Prosecution
- Medical
- Mental Health
- Victim Support and Advocacy
- Forensic interviewing
- Children's Advocacy Center

D. Case Criteria Selection Categories

Cases will be selected for review based on offense/outcry after a forensic interview, SANE exam and/or a medical referral. The CACHSC MDT will review every open case to identify and initiate the need of an MDT review.

E. Special Case Review Meetings referred by MDT

An MDT member wishing to refer a case for case review will contact the CACHSC and provide the details of the case. CACHSC Coordinating staff will gather all pertinent information and schedule a Case Review. The timeline of when the Case Review will happen will be based on the MDT's recommendation.

F. Frequency of Meetings

Case review meetings will typically be scheduled biweekly, however, no less than once a month.

G. Agendas

The CACHSC will prepare an agenda with identified cases to be reviewed and distribute to identified MDT members involved with those cases. The agenda will be distributed only to those identified MDT members through a secured business e-mail.

H. Case Review Recommendations

Designated CACHSC staff will follow-up on MDT recommendations identified during MDT case review meetings.

I. Case Tracking

The CACHSC monitors and tracks each case progress throughout the multidisciplinary interagency response. A database has been put in place to connect pertinent information for decision making and service provision to children and families at the CACHSC. Information is maintained in a case log and can be retrieved by the CACHSC Coordination Staff for the purposes of reporting statistical information to be shared with oversight agencies, CACTX, and/or state funding.

MDT partners wishing to access the database will contact the CACHSC and request in writing details of the information needed and a timeline of when the information is needed.

COURT ACCOMPANIMENT AND COURT PREPARATION

A CACHSC Victim Advocate who is familiar with the victim and their family may be available to accompany victims to court and provide them support during trials and/or hearings. The prosecuting attorney assigned should notify the CACHSC Victim Advocate when the case is scheduled for a trial/and or hearing that the child victim will be required to attend.

The CACHSC will promote the highest levels of performance and integrity. They will provide services to a diverse population regardless of gender, ethnicity, race, color, creed, religion, sexual orientation, marital status, or any other cultural descriptions.

CULTURAL COMPETENCY AND DIVERSITY

Cultural competency is defined as the capacity to function in more than one culture, requiring the ability to appreciate, understand and interact with members of diverse populations within the local community.

VOLUNTEER AND INTERNSHIP PROGRAM

A CACHSC volunteer/intern must be 18 years of age or older to provide direct services. Volunteers under the age of 18 may assist with duties that do not include direct services to victims or the non-offending caregivers.

The CACHSC Executive Director may approve the volunteer/intern candidate upon completion of the following:

1. Completed CACHSC volunteer/internship application
2. Successfully pass a Child Abuse/Neglect registry and DPS Criminal History Check
3. Reference check
4. Personal interview
5. Current Resume/Curriculum Vitae
6. Signed Pledge of Confidentiality
7. Sex Offender Registry Check
8. National Sex Offender Data Base

Once accepted as a CACHSC Volunteer/Intern, they will participate in a CACHSC orientation and training.

REVIEW, REVISION, RE-EXECUTION OF MDT INTERAGENCY WORKING PROTOCOL

In order to maintain compliance with the Texas Standards for the Children's Advocacy Centers, the CACHSC Interagency working protocol must be reviewed, revised, and re-executed by partner agencies, at a minimum every three years or upon significant changes to the document or upon a change of authorized partner agency signatories. This agreement can be terminated by any party without cause by given written notice to the other parties.

All partner agencies, MDT members and CACHSC staff will be notified of the review and revision process.

We the undersigned have read and understood the interagency protocols for case processing and management for the Children's Advocacy Center of Hidalgo County, Inc. as partner agencies to fully execute the Interagency Working Protocol.

EXECUTED THIS 1 DAY OF September 2022 and will be in force for three (3) years.

Signatures:

CHILDREN'S ADVOCACY CENTER OF HIDALGO AND STARR COUNTIES

Alamo Police Department
Richard Ozuna, Police Chief

Donna Police Department
Gilbert Guerrero, Police Chief

Alton Police Department
Jonathan Flores, Police Chief

Donna ISD Police Department
Daniel Walden, Police Chief

Edcouch Police Department
Javier Garza, Police Chief

Hidalgo Police Department
Romeo Rodriguez, Police Chief

Edinburg Police Department
Jaime Ayala, Police Chief

Judge Mario E. Ramirez Jr. Juvenile Justice Center
Maryann Denner, Director/Chief Juvenile Probation

Edinburg CISD Police Department
Ricardo Perez, Jr., Police Chief

La Villa Police Department
Feliciano Ramos, Police Chief

Elsa Police Department
Vacant

La Grulla Police Department
Desi Olivarez, Police Chief

Hidalgo County Criminal District Attorney's Office
Ricardo Rodriguez, Jr., District Attorney

La Joya Police Department
Ramon Gonzalez, Police Chief

Hidalgo County Sheriff's Office
Eddie Guerra, Sheriff

McAllen Police Department
Victor Rodriguez, Police Chief

McAllen ISD
Jose Silva, Police Chief

Mercedes Police Department
Pedro Estrada, Police Chief

Mission Police Department
Cesar Torres, Police Chief

Palmview Police Department
Gilbert Zamora, Police Chief

Penitas Police Department
Romeo Bernea, Police Chief

Pharr Police Department
Andy Harvey, Police Chief

Progreso Police Department
Cesar Solis, Police Chief

Palmhurst Police Department
Michael Vela, Police Chief

San Juan Police Department
Ruben Morin, Police Chief

Sullivan City Police Department
Reynaldo Cortez, Police Chief

Children's Advocacy Center of Hidalgo and Starr Counties
Jesus A. Sanchez, Executive Director

Texas Department of Family and Protective Services
Denise Barrera, Child Protective Services, Regional Director

Texas Department of Family and Protective Services
Robert Vela, Special Investigator, Regional Director

Texas Department of Family and Protective Services
Marina Izaguirre, Child Protective Investigations, Regional Director

Doctor's Hospital at Renaissance Health System
Manish Singh, M.D, Chief Executive Officer

Weslaco Police Department
Joel Rivera, Police Chief

AGENDA ITEM AND RECOMMENDATION SUMMARY
CITY COMMISSION REGULAR MEETING
AUGUST 23, 2022

Discussion and Possible Action on Amending the Keep San Juan Beautiful Board Bylaws.

STAFF COMMENTS AND RECOMMENDATIONS:

The Keep San Juan Beautiful Board has discussed and amended the Membership Composition section to the bylaws.

RECOMMENDATION:

Approve amendment to the Keep San Juan Beautiful Board Bylaws.

PREPARED BY:

Benjamin Arjona,
City Manager

APPROVED BY:

Benjamin Arjona, City
Manager

SECTION 1
KEEP SAN JUAN BEAUTIFUL BOARD

1. AUTHORITY: Created by Ordinance # _____, adopted by City Commission on _____.
2. PURPOSE OF THE BOARD: Specific functions and responsibilities of the Keep San Juan Beautiful Board are outlined in Section 2 of this manual. The overall purpose of the Keep San Juan Beautiful Board is to:
 - a. Assist the City Commission in establishing a citywide policy for decreasing the amount of litter in the city.
 - b. Develop citywide refuse and environmental policy plan(s).
 - c. Evaluate City actions in light of environmental policy.
 - d. Recommend enforcement and additional program alternatives.
 - e. Monitor City performance from data collected and examined under the Keep American Beautiful, Inc. Affiliate System guidelines and make an annual report to the City Commission; and
 - f. Carry out such other tasks as the City Commission may designate.
3. MEMBERSHIP COMPOSITION: The Board shall consist of five ~~(5)~~ **7** members, each to be a resident of the City of San Juan, or work in or operate a business in the city, and shall be at least eighteen (18) years of age, and of good moral character and standing in the community.
 - a. APPOINTMENT: With the recommendation of the Keep San Juan Beautiful Board, members shall be appointed by the Mayor and members of the City Commission.
 - b. TERM OF MEMBERS: Initial membership shall draw lots to determine which three ~~(3)~~ **4** members will serve an initial one two-year term and which two ~~(2)~~ **3** members will serve an initial two one-year term. Subsequent membership terms shall be two (2) year terms.
4. OFFICERS AND DUTIES: There shall be four officers on the Board, consisting of a President, Vice President, Secretary, and an Ex-Officio. Their duties are as follows:
 - a. PRESIDENT (1-year term): The President shall preside at all Board meetings and exercise parliamentary control in accordance with Roberts Rules of Order. The President shall, and in accordance with the requirements of these bylaws, set the agenda for each meeting.
 - b. VICE PRESIDENT (1-year term): Shall act in place of the President in the event of the President's absence, inability, or refusal to act, and shall exercise and discharge such other duties as may be required by the Keep San Juan Beautiful Board. The Vice President shall serve as the parliamentary and interpret any ambiguities of these bylaws.

- c. SECRETARY (1-year term): Shall be responsible for keeping records of board actions, including overseeing the taking of the minutes at all Board meetings, sending out meeting announcements, distributing copies of minutes and assuring that records are maintained. The Secretary shall attest to keep the bylaws and other legal records of or copies thereof, at the principal office.
 - d. EX-OFFICIO (1-year term): Shall relate all required business to the City Commission. The Ex-Officio must be a current member of the City Commission. This Member has no voting privileges nor do they adhere to any other rules of an active member.
- 5. MEMBERSHIP TERMINATION: Membership on the Board may shall be terminated before expiration of the appointment under the following conditions:
 - a. RESIGNATION: A member may submit in writing to the Keep San Juan Beautiful Board of his or her resignation for any reason considered appropriate by the resigning member. A copy of the letter of resignation will be provided to the Board.
 - b. FORFEITURE: An appointee may shall forfeit his or her membership if such appointee fails to attend three (3) consecutive meetings and/or three (3) consecutive scheduled events in a calendar year.
- 6. FILLING VACANCIES: Whenever a vacancy exists, the Program Coordinator shall ensure that notice of vacancy is posted on the City Hall bulletin board until vacancy has been filled.
- 7. MEETINGS:
 - a. QUORUM: Three (3) members present shall constitute a quorum for conducting official Board business at a regular meeting. A majority vote of quorum or a majority vote of members present, whichever is greater, shall determine all Board recommendations and actions.
 - b. CITY STAFF: All meetings shall be attended by the Program Coordinator or designated representative(s). Staff members shall provide all information required by the Board in the conduct of its official functions and within the scope of its responsibilities.

Neither the Program Coordinator nor any staff member shall have a vote on any question considered by the Board.
 - c. Robert's Rules of Order (newest version) shall be observed in the conduct of all Board meetings.
 - d. REGULAR MEETINGS: The Board shall convene as needed, but not less than once a quarter. The date and times are established to be the second Wednesday of each month in which the Board has business to conduct. From time to time, the date and location may be changed at the convenience of the membership or based on availability of facilities. Any permanent change in meeting date and time will be voted upon by the Board membership.

- e. SPECIAL MEETINGS: The Board may hold such special meetings as deemed necessary in the conduct of its business. Such special meetings may be called by the request of two or more Board Members.
- f. PUBLIC NOTICE OF MEETINGS: All meetings of the Board shall be open to the public. The Program Coordinator shall ensure that notice of all meetings — citing date, time place, and subjects to be considered — is posted on the City Hall bulletin board not later than 72 hours prior to the meeting.

SECTION 2 FUNCTIONS AND RESPONSIBILITIES

- 1. GENERAL: Generally, the Board's function and responsibility is to educate and engage citizens to take responsibility for improving their community environment. They are expected to provide a link between the citizens of the community, elected officials of the City, and the professional staff of the Planning, Code Enforcement and Sanitation Department. The Board shall act in a review and advisory capacity. The Program Coordinator shall consider all recommendations and within the scope of the City fiscal and management policies, carry out such recommendations within that context.
- 2. THE BOARD'S ACTION INSTRUMENT: The Board shall express its consensus on such various questions concerning operating policies, projects and programming, budgetary considerations and other significant propositions it deems proper by way of a formal recommendation to City Commission.
- 3. COMMUNITY LIAISON:
 - a. It shall be the responsibility of all members of the Board to actively seek out the opinions, needs, and desires of the public regarding recycling, solid waste reduction, beautification and litter reduction and to convey these opinions to the Board and the Program Coordinator.
 - b. To effectively carry out this responsibility it is necessary that all Board members participate as fully as possible in all Board meetings and outside functions. The Program Coordinator shall maintain a calendar of events to keep the Board abreast of the plans and programs projected or under study.
 - c. The Board may, as it deems proper, from time to time, invite interested individuals and/or groups to attend Board meetings and to present appropriate suggestions and/or recommendations.
 - d. From these inputs the Program Coordinator shall, within the constraints of City fiscal and management policy, attempt to incorporate those suggestions and/or recommendations into the existing system or into future plans, providing that such suggestions or recommendations are, in the opinion of the Board, feasible and acceptable.
- 4. FINANCIAL REVIEW: Preparation of the Keep San Juan Beautiful annual operations budget is

the Program Coordinator's responsibility. However, prior to submittal of the budget, the Program Coordinator will submit it to the Board concerning the general content of the budget and programs planned to solicit the sense of the Board regarding their budgetary suggestions.

Prior to budget submission to the City Manager, the Board will review said budget and express its approval or disapproval as it deems appropriate.

a. PRIVATE DONATIONS:

1. As members of the community, it is entirely proper for the members of the Board to discuss with their friends and associates the merits of private donations to the City for planned programs including time, cash, in-kind (i.e. labor or special skills), or other material donations. Such donations can make significant contributions to the efforts of the Board and should be encouraged at every opportunity.
2. The Program Coordinator shall keep the Board cognizant of such projects in progress as well as possible grants opportunities to fund activities or to match such donations as may be made by others outside the organization.

5. PLAN OF WORK: The Board recognizes that there will be many competing ideas and opportunities. In s much as the budget is limited it will be necessary for the Board to prioritize its' programs and activities.

Each year, the Board should review the Plan of Work to determine which projects have been completed or are no longer necessary and if other priorities have changed. This will assist the Program Coordinator in the preparation of the annual report required for affiliation with Keep Texas Beautiful and assure that as priorities change in the community they are reflected in the Plan of Work.

In its contacts with the public, the Board members shall actively solicit ideas, suggestions, and recommendations regarding the type, scope, and locations of the various projects undertaken by Keep San Juan Beautiful participants.

6. CAPITAL IMPROVEMENTS PROGRAM:

- a. From time to time, the City may prepare and offer citizens, for approval or disapproval, capital improvements bond programs. In the preparation stage of such programs, the Board shall actively participate with the Planning, Code Enforcement and Public Works Department to ensure that those capital projects needed and desired by the various segments and groups of the community are thoroughly studied and, if feasible, included in the proposed bond program.
- b. Following formalization of the program and during the voter consideration period, the Board shall actively seek to convey the program to the public to ensure citizen understanding of the issues if projects related to their purpose are included within the bond program.
- c. In no way shall this section be construed as a requirement on Board members to support a particular bond program. Rather, it is meant to encourage Board participation, either pro

or con, depending on the individual dictates of conscience.

SECTION 3 ADMINISTRATIVE SUPPORT

1. General: The Program Coordinator shall provide such administrative support as may be required by the Board to carry out its official functions. Meeting space in the offices of the city shall be made available as needed.
2. Preliminary Administrative Staff Work: The Program Coordinator shall provide briefing displays, project summaries, resolutions and any written material that will be helpful to the Board in its deliberations.
3. Reports:
 - a. The Program Coordinator shall prepare not less than once a year a report of department programs, facilities and projects. This report will be distributed to all members of the Board. He/she will also prepare upon request, such special reports as may be requested by the Board from time to time.
4. Preparation of Agenda:
 - a. Ten (10) days prior to the regularly scheduled monthly meeting the Program Coordinator will prepare a preliminary Board agenda. The Program Coordinator's secretary will contact the chairperson by phone to determine any other items that the Board may wish to consider.
 - b. A formal agenda will then be prepared and mailed or delivered to individual members, along with the date, time and place of the regularly scheduled meeting. Any pertinent reports or summaries will be included in this package so as to ensure adequate member preparation for the meeting.
 - c. Members should contact the Program Coordinator's secretary by phone no later than two (2) days prior to the meeting date if attendance is impossible.
 - d. Meetings that cannot meet a quorum may be held or cancelled at the discretion of the Keep San Juan Beautiful board, but no official meeting may be held nor may recommendation be made to the City Commission without a quorum acting upon it.
5. Minutes and Correspondence:
 - a. The Secretary or other designee will take the minutes of all meetings and will prepare copies of same.
 - b. A copy of the minutes of each meeting shall be reviewed by the Board at the next meeting and be approved and/or amended by vote of the Board.
 - c. All correspondence required by the Board will be prepared by the Program Director or his designated representative.

AGENDA ITEM AND RECOMMENDATION SUMMARY
CITY COMMISSION REGULAR MEETING
AUGUST 23, 2022

Consideration and Action on a Resolution Accepting a Voluntary Annexation Petition, Setting Dates and Times of Public Hearings and Directing the Planning Department to Prepare a Service Plan for the Proposed Valley Ranch Subdivision Phase 3 and 4 Subdivision being a 21.19-acre tract of land out of Lot 11, Block 27, Alamo Land and Sugar Company's Subdivision, located at the Southwest corner of Hall Acres and Cesar Chavez Road, as Requested by Esponjas Development, LTD.

STAFF COMMENTS AND RECOMMENDATIONS:

The Planning and Zoning Department is proposing to adopt a Resolution for a Voluntary Annexation Petition, Setting Dates and Times of the Public Hearings for a Proposed Valley Ranch Phase 3 - 4 Subdivision being 21.19-acre tract of land out of Lot 11, Block 27, Alamo Land and Sugar Company's Subdivision.

The property owner of the subject property has submitted a petition for voluntary annexation to the City of San Juan. Annexation of this property is being undertaken in accordance with the provisions of the Texas Local Government Code, Chapter 43, Municipal Annexation, Section 43.028 and the City Charter.

RECOMMENDATION:

Adopt a Resolution to Accept Petition for Voluntary Annexation; Setting Dates and Times of the Public Hearings.

PREPARED BY:

Daniel Tijerina,
Planning Director

APPROVED BY:

Benjamin Arjona, City
Manager

PETITION FOR ANNEXATION

To the Mayor and City Council, City of San Juan:

The undersigned, owner of land or representative of the majority of landowners hereby petitions the City Council of the City of San Juan to annex **Valley Ranch Subdivision No. 3 and Valley Ranch Subdivision No. 4 being a 21.19 Acre tract of land out of Lot 11, Block 27, Alamo Land and Sugar Company's Subdivision, Hidalgo County, Texas according to the map or plat thereof recorded in Volume 1, Pages 24-26, Map Records, Hidalgo County Texas.**



Eduardo Cantu
Esponjas Development, Ltd., a Texas
Limited Partnership

STATE OF TEXAS §

COUNTY OF HIDALGO §

Before me, the undersigned authority, on this day appeared Eduardo Cantu who stated upon his oath the following:

My name is Eduardo Cantu and I am the agent of the majority of the landowners.
There are no residents nor are there any qualified voters in the area to be annexed.

Further affiant saith not.

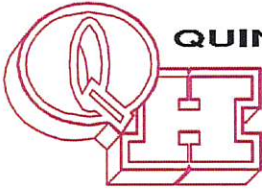


Eduardo Cantu
Esponjas Development, Ltd., a Texas
Limited Partnership

SWORN TO and subscribed before me on the 15th day of August, 2022



Notary Public in Hidalgo County, Texas



QUINTANILLA, HEADLEY AND ASSOCIATES, INC.

Consulting Engineers ★ Land Surveyors

Alfonso Quintanilla, P.E., R.P.L.S. Eulalio Ramirez, P.E.
Engineering Firm Registration No. F-1513
Surveying Firm Registration No. 100411-00
Municipal & County Projects ★ Subdivisions ★ Surveys
124 E. Stubbs, Edinburg, Texas 78539
Phone 956/381-6480 Fax 956/381-0527

METES AND BOUNDS

A 21.19 ACRE TRACT OF LAND OUT OF LOT 11, BLOCK 27, ALAMO LAND AND SUGAR COMPANY'S SUBDIVISION, HIDALGO COUNTY, TEXAS, ACCORDING TO THE PLAT OR MAP THEREOF RECORDED IN VOLUME 1, PAGES 24-26, MAP RECORDS HIDALGO COUNTY, TEXAS, AND ACCORDING TO WARRANTY DEED WITH VENDOR'S LIEN RECORDED UNDER COUNTY CLERK'S DOCUMENT NUMBER 356366, OFFICIAL RECORDS, HIDALGO COUNTY, TEXAS, REFERENCE TO WHICH IS HERE MADE FOR ALL PURPOSES AND BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS.

BEGINNING AT A COTTON PICKER SPINDLE SET IN THE CENTERLINE OF HALL ACRES ROAD FOR THE NORTHWEST CORNER OF LOT 11 AND THE NORTHWEST CORNER OF THIS TRACT.

THENCE; EAST, ALONG THE NORTH LINE OF LOT 11 AND THE CENTERLINE OF HALL ACRES ROAD, A DISTANCE OF 726.84 FEET TO A COTTON PICKER SPINDLE SET FOR THE NORTHWEST CORNER OF THE HIDALGO COUNTY DRAINAGE DISTRICT No.1 TRACT (A 4.273 ACRE TRACT OUT OF LOTS 11 AND 12, BLOCK 27, ALAMO LAND AND SUGAR COMPANY'S SUBDIVISION, ACCORDING TO GENERAL WARRANTY DEED RECORDED UNDER COUNTY CLERK'S DOCUMENT NUMBER 885325, OFFICIAL RECORDS, HIDALGO COUNTY, TEXAS) AND THE NORTHEAST CORNER OF THIS TRACT.

THENCE; S 00°07'56" W, ALONG THE WEST LINE OF THE HIDALGO COUNTY DRAINAGE DISTRICT No.1 TRACT, PASSING A 1/2" IRON ROD WITH CAP STAMPED RPLS 4856 SET AT 20.00 FEET FOR THE SOUTH RIGHT OF WAY LINE OF HALL ACRES ROAD, A TOTAL DISTANCE OF 1,270.00 FEET TO A 1/2" IRON ROD WITH CAP STAMPED RPLS 4856 SET ON THE NORTH LINE OF A 100.00 FOOT HIDALGO COUNTY IRRIGATION DISTRICT CANAL RIGHT OF WAY (RECORDED IN VOLUME 0, PAGES 63 AND 64, MAP RECORDS, HIDALGO COUNTY, TEXAS) FOR THE SOUTHEAST CORNER OF THIS TRACT.

THENCE; WEST, ALONG THE NORTH LINE OF SAID 100.00 FOOT HIDALGO COUNTY IRRIGATION DISTRICT No.2 CANAL RIGHT OF WAY, A DISTANCE OF 723.91 FEET TO A 1/2" IRON ROD WITH CAP STAMPED RPLS 4856 SET ON THE WEST LINE OF LOT 11 FOR THE SOUTHWEST CORNER OF THIS TRACT.

THENCE; NORTH, ALONG THE WEST LINE OF LOT 11, PASSING AN ALUMINUM DISK STAMPED ARANDA & ASSOCIATES FOUND AT 1,250.00 FEET FOR THE SOUTH RIGHT OF WAY LINE OF HALL ACRES ROAD, A TOTAL DISTANCE OF 1,270.00 FEET TO THE POINT OF BEGINNING AND CONTAINING 21.19 ACRES OF LAND MORE OR LESS.

BEARINGS ARE IN ACCORDANCE WITH VALLEY RANCH SUBDIVISION, RECORDED IN INSTRUMENT NUMBER 3215669, MAP RECORDS, HIDALGO COUNTY, TEXAS.

I, ALFONSO QUINTANILLA, A REGISTERED PROFESSIONAL LAND SURVEYOR IN THE STATE OF TEXAS, DO HEREBY CERTIFY THE ABOVE METES AND BOUNDS TO BE TRUE AND CORRECT, AND TO BE THE REPRESENTATION AND RESULT OF AN ACTUAL SURVEY DONE ON THE GROUND UNDER MY DIRECTION.

DATE PREPARED: DECEMBER 23, 2021

ALFONSO QUINTANILLA
REGISTERED PROFESSIONAL
LAND SURVEYOR No. 4856





**Planning & Zoning Department
VOLUNTARY ANNEXATION SCHEDULE**

Subject Property	Valley Ranch Subdivision No. 3 and 4 Being 21.19-acre tract of land out of Lot 11, Block 27, Alamo Land and Sugar Company's Subdivision, as per map recorded in Volume 1, Pages 24 thru 26, Map Records, Hidalgo County, Texas, as Requested by Esponjas Development, LTD.
Thursday, August 18, 2022	Planning Department distributes location map, annexation map and subdivision plat to other city departments for their review and comments.
Thursday, August 18, 2022	Negotiate written service agreement with property owner and City.
Tuesday, August 23, 2022	City Commission accepts the petition for Voluntary Annexation, setting dates and times for public hearings by a Resolution.
Wednesday, August 31, 2022	First Public Hearing Notice is published in local newspaper. Send Written Notice by Certified Letter to school district, public entity, and appraisal district, etc.
Tuesday, September 13, 2022	City Commission holds public hearing on Voluntary Annexation.
Wednesday, September 14, 2022	Notice of 2 nd Public Hearing is published in the local newspaper.
Tuesday, September 27, 2022	City Commission holds 2 nd public hearing on Voluntary Annexation.
Tuesday, October 11, 2022	First Reading: City Commission Approves Voluntary Annexation Ordinance.
Tuesday, October 25, 2022	2 nd Reading: City Commission Approves Voluntary Annexation Ordinance.



RESOLUTION NO.

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF SAN JUAN, TEXAS, ACCEPTING PETITION FOR A VOLUNTARY ANNEXATION OF 21.19-ACRE TRACT OF LAND OUT OF LOT 11, BLOCK 27, ALAMO LAND AND SUGAR COMPANY SUBDIVISION; SETTING THE DATES AND TIMES FOR PUBLIC HEARINGS REGARDING THE PROPOSED ANNEXATION OF THE BELOW MENTIONED PROPERTIES; AND DIRECTING THE PLANNING DEPARTMENT TO PREPARE A PLAN OF SERVICES FOR SAID ANNEXATION.

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

Section 1. The City of San Juan has received a petition from the following property owners for voluntary annexation of properties described in Exhibit "A". The City Commission of the City of San Juan hereby declares its intention to institute proceedings to annex to the City the territory generally described in Exhibit "A" and being out of the and made a part hereof by the passage of an ordinance of annexation extending the general corporate limits of the City of San Juan for all purposes to include such territory. A map of such proposed annexation is attached hereto as Exhibit "A" and made a part hereof for all purposes.

Section 2. The City Commission of the City of San Juan hereby calls two (2) public hearings at which time all interested persons shall have the right and opportunity to appear and be heard upon such proposal to annex the territories described above. The first public hearing shall be held in the City Commission Meeting at the San Juan Memorial Library located at 1010 S. Standard Avenue, San Juan, Texas 78589 at 6:00 p.m. on September 13, 2022. The second public hearing shall be held at the City Commission Meeting at the San Juan Memorial Library located at 1010 S. Standard Avenue, San Juan, Texas 78589 on September 27, 2022 at 6:00 p.m. The annexation proceeding, of which notice of intention to annex is given by this Resolution, shall be instituted not less than eleven (11) days nor more than twenty (20) days subsequent to such public hearings.

Section 3. The City Secretary of the City of San Juan is hereby directed to cause notices of such public hearings to be given by publication in a newspaper having general circulation within the City of San Juan and within the territory proposed to be annexed, the publication of notice of each public hearing to be made at least once in such newspaper not less than eleven (11) days nor more than twenty (20) days prior to the day of that public hearing.

Section 4. The Planning Department is hereby directed to cause to be prepared a service plan that provides for the extension of municipal services to the territories that are proposed to be annexed. The proposed service plan shall be made available for public inspection and shall be explained to the inhabitants of the territory at the public hearings called herein. Such service plan shall be prepared in accordance with the provisions of Chapter 43 of the Texas Local Government Code.

CONSIDERED, PASSED AND APPROVED on this **23rd day of August, 2022**, at a meeting of the City Commission of the City of San Juan, at which a quorum was present and which was held in accordance with Chapter 551, Texas Government Code.

Mario Garza
Mayor

Attest:

Brenda Escalante
City Secretary

AGENDA ITEM AND RECOMMENDATION SUMMARY
CITY COMMISSION REGULAR MEETING
AUGUST 23, 2022

Consider Second and Final Reading of an Ordinance Approving Negotiated Resolution Between the City of San Juan and Texas Gas Service.

STAFF COMMENTS AND RECOMMENDATIONS:

At the City Commission Meeting of August 9, 2022, the City Commission Approved the first Reading of the Ordinance Approving the Negotiated Settlement Agreement with the Texas Gas Service Regarding the April 28, 2022 Cost of Service Adjustment Filing.

RECOMMENDATION:

Staff Recommends Approval.

PREPARED BY:

Brenda Escalante,
City Secretary

APPROVED BY:

Benjamin Arjona, City
Manager

RESIDENTIAL SERVICE RATE

APPLICABILITY

Applicable to a residential customer in a single dwelling, or in a dwelling unit of a multiple dwelling or residential apartment, for domestic purposes. A residential consumer includes an individually-metered residential unit or dwelling that is operated by a public housing agency acting as an administrator of public housing programs under the direction of the U.S. Department of Housing and Urban Development. This rate is only available to full requirements customers of Texas Gas Service Company, a Division of ONE Gas, Inc.

TERRITORY

The Rio Grande Valley Service Area includes the incorporated areas of Alamo, Alton, Brownsville, Combes, Donna, Edcouch, Edinburg, Elsa, Harlingen, Hidalgo, La Feria, La Joya, La Villa, Laguna Vista, Los Fresnos, Lyford, McAllen, Mercedes, Mission, Palm Valley, Palmhurst, Palmview, Penitas, Pharr, Port Isabel, Primera, Progreso, Rancho Viejo, Raymondville, Rio Hondo, San Benito, San Juan, Santa Rosa, and Weslaco, Texas.

COST OF SERVICE RATE

During each monthly billing period:

A Customer Charge per meter per month of	\$18.02 plus
All Ccf @	\$0.88854 per Ccf

OTHER ADJUSTMENTS

Cost of Gas Component: The basic rates for cost of service set forth above shall be increased by the amount of the Cost of Gas Component for the billing month computed in accordance with the provisions of Rate Schedule 1-INC.

Weather Normalization Adjustment: The billing shall reflect adjustments in accordance with the provisions of the Weather Normalization Adjustment Clause, Rate Schedule WNA.

Energy Efficiency Program: Adjustments in accordance with the provisions of the Energy Efficiency Program, Rate Schedule 1EE, if applicable.

Excess Deferred Income Taxes Rider: The billing shall reflect adjustments in accordance with provisions of the Excess Deferred Income Taxes Rider, Rate Schedule EDIT-Rider.

Pipeline Integrity Testing Rider: The billing shall reflect adjustments in accordance with provisions of the Pipeline Integrity Testing Rider, Rate Schedule PIT.

Rate Schedule RCE: Adjustments in accordance with provisions of the Rate Case Expense Surcharge Rider.

Taxes: Plus applicable taxes and fees (including franchises fees) related to above.

CONDITIONS

Subject to all applicable laws and orders, and the Company's rules and regulations on file with the regulatory authority.

Supersedes Same Sheet Dated
July 28, 2021

Meters Read On and After
July 27, 2022

Texas Gas Service Company, a Division of ONE Gas, Inc.

Rio Grande Valley Service Area

RATE SCHEDULE 20

COMMERCIAL SERVICE RATE

APPLICABILITY

Applicable to commercial consumers and to consumers not otherwise specifically provided for under any other rate schedule. This rate is only available to full requirements customers of Texas Gas Service Company, a Division of ONE Gas, Inc.

TERRITORY

The Rio Grande Valley Service Area includes the incorporated areas of Alamo, Alton, Brownsville, Combes, Donna, Edcouch, Edinburg, Elsa, Harlingen, Hidalgo, La Feria, La Joya, La Villa, Laguna Vista, Los Fresnos, Lyford, McAllen, Mercedes, Mission, Palm Valley, Palmhurst, Palmview, Penitas, Pharr, Port Isabel, Primera, Progreso, Rancho Viejo, Raymondville, Rio Hondo, San Benito, San Juan, Santa Rosa, and Weslaco, Texas.

COST OF SERVICE RATE

During each monthly billing period:

A Customer Charge per meter per month of	\$141.62 plus (For Commercial Service) \$123.62 plus (For Church Service)
All Ccf @	\$0.31650 per Ccf

OTHER ADJUSTMENTS

Cost of Gas Component: The basic rates for cost of service set forth above shall be increased by the amount of the Cost of Gas Component for the billing month computed in accordance with the provisions of Rate Schedule 1-INC.

Weather Normalization Adjustment: The billing shall reflect adjustments in accordance with the provisions of the Weather Normalization Adjustment Clause, Rate Schedule WNA.

Energy Efficiency Program: Adjustments in accordance with the provisions of the Energy Efficiency Program, Rate Schedule 1EE, if applicable.

Excess Deferred Income Taxes Rider: The billing shall reflect adjustments in accordance with provisions of the Excess Deferred Income Taxes Rider, Rate Schedule EDIT-Rider.

Pipeline Integrity Testing Rider: The billing shall reflect adjustments in accordance with provisions of the Pipeline Integrity Testing Rider, Rate Schedule PIT.

Rate Schedule RCE: Adjustments in accordance with provisions of the Rate Case Expense Surcharge Rider.

Taxes: Plus applicable taxes and fees (including franchises fees) related to above.

CONDITIONS

Subject to all applicable laws and orders, and the Company's rules and regulations on file with the regulatory authority.

Supersedes Same Sheet Dated
July 28, 2021

Meters Read On and After
July 27, 2022

INDUSTRIAL SERVICE RATE

APPLICABILITY

Applicable to any qualifying industrial customer whose primary business activity at the location served is included in one of the following classifications of the Standard Industrial Classification Manual of the U.S. Government.

Division B - Mining - all Major Groups

Division D - Manufacturing - all Major Groups

Divisions E and J - Utility and Government - facilities generating power for resale only

TERRITORY

The Rio Grande Valley Service Area includes the incorporated areas of Alamo, Alton, Brownsville, Combes, Donna, Edcouch, Edinburg, Elsa, Harlingen, Hidalgo, La Feria, La Joya, La Villa, Laguna Vista, Los Fresnos, Lyford, McAllen, Mercedes, Mission, Palm Valley, Palmhurst, Palmview, Penitas, Pharr, Port Isabel, Primera, Progreso, Rancho Viejo, Raymondville, Rio Hondo, San Benito, San Juan, Santa Rosa, and Weslaco, Texas.

COST OF SERVICE RATE

During each monthly billing period:

A Customer Charge per meter per month of \$903.88 plus

All Ccf @ \$0.30336 per Ccf

OTHER ADJUSTMENTS

Cost of Gas Component: The basic rates for cost of service set forth above shall be increased by the amount of the Cost of Gas Component for the billing month computed in accordance with the provisions of Rate Schedule 1-INC.

Excess Deferred Income Taxes Rider: The billing shall reflect adjustments in accordance with provisions of the Excess Deferred Income Taxes Rider, Rate Schedule EDIT-Rider.

Pipeline Integrity Testing Rider: The billing shall reflect adjustments in accordance with provisions of the Pipeline Integrity Testing Rider, Rate Schedule PIT.

Rate Schedule RCE: Adjustments in accordance with provisions of the Rate Case Expense Surcharge Rider.

Taxes: Plus applicable taxes and fees (including franchises fees) related to above.

CONDITIONS

Subject to all applicable laws and orders, and the Company's rules and regulations on file with the regulatory authority.

Rio Grande Valley Service Area

RATE SCHEDULE 40

PUBLIC AUTHORITY SERVICE RATE

APPLICABILITY

Applicable to any qualifying public authority, public and parochial schools and colleges, and to all facilities operated by Governmental agencies not specifically provided for in other rate schedules or special contracts. This rate is only available to full requirements customers of Texas Gas Service Company, a Division of ONE Gas, Inc.

TERRITORY

The Rio Grande Valley Service Area includes the incorporated areas of Alamo, Alton, Brownsville, Combes, Donna, Edcouch, Edinburg, Elsa, Harlingen, Hidalgo, La Feria, La Joya, La Villa, Laguna Vista, Los Fresnos, Lyford, McAllen, Mercedes, Mission, Palm Valley, Palmhurst, Palmview, Penitas, Pharr, Port Isabel, Primera, Progreso, Rancho Viejo, Raymondville, Rio Hondo, San Benito, San Juan, Santa Rosa, and Weslaco, Texas.

COST OF SERVICE RATE

During each monthly billing period:

A Customer Charge per meter per month of	\$132.93 plus
All Ccf @	\$0.38068 per Ccf

OTHER ADJUSTMENTS

Cost of Gas Component: The basic rates for cost of service set forth above shall be increased by the amount of the Cost of Gas Component for the billing month computed in accordance with the provisions of Rate Schedule 1-INC.

Excess Deferred Income Taxes Rider: The billing shall reflect adjustments in accordance with provisions of the Excess Deferred Income Taxes Rider, Rate Schedule EDIT-Rider.

Weather Normalization Adjustment: The billing shall reflect adjustments in accordance with the provisions of the Weather Normalization Adjustment Clause, Rate Schedule WNA.

Pipeline Integrity Testing Rider: The billing shall reflect adjustments in accordance with provisions of the Pipeline Integrity Testing Rider, Rate Schedule PIT.

Rate Schedule RCE: Adjustments in accordance with provisions of the Rate Case Expense Surcharge Rider.

Taxes: Plus applicable taxes and fees (including franchises fees) related to above.

CONDITIONS

Subject to all applicable laws and orders, and the Company's rules and regulations on file with the regulatory authority.

Supersedes Same Sheet Dated
July 28, 2021

Meters Read On and After
July 27, 2022

TRANSPORTATION SERVICE RATE

APPLICABILITY

Applicable to customers who have elected Transportation Service not otherwise specifically provided for under any other rate schedule.

Service under this rate schedule is available for the transportation of customer-owned natural gas through Texas Gas Service Company, a Division of ONE Gas, Inc.'s (the "Company") distribution system. The customer must arrange with its gas supplier to have the customer's gas delivered to one of the Company's existing receipt points for transportation by the Company to the customer's facilities at the customer's delivery point. The receipt points shall be specified by the Company at its reasonable discretion, taking into consideration available capacity, operational constraints, and integrity of the distribution system.

AVAILABILITY

Natural gas service under this rate schedule is available to any individually metered, non-residential customer for the transportation of customer owned natural gas through the Company's Rio Grande Valley distribution system which includes the incorporated areas of Alamo, Alton, Brownsville, Combes, Donna, Edcouch, Edinburg, Elsa, Harlingen, Hidalgo, La Feria, La Joya, La Villa, Laguna Vista, Los Fresnos, Lyford, McAllen, Mercedes, Mission, Palm Valley, Palmhurst, Palmview, Penitas, Pharr, Port Isabel, Primera, Progreso, Rancho Viejo, Raymondville, Rio Hondo, San Benito, San Juan, Santa Rosa, and Weslaco, Texas. Such service shall be provided at any point on the Company's System where adequate capacity and gas supply exists, or where such capacity and gas supply can be provided in accordance with the applicable rules and regulations and at a reasonable cost as determined by the Company in its sole opinion.

COST OF SERVICE RATE

During each monthly billing period, a customer charge per meter per month listed by customer class as follows:

Commercial	\$483.62 per month
Industrial	\$1,153.88 per month
Public Authority	\$487.93 per month

Plus – All Ccf per monthly billing period listed by customer class as follows:

Commercial	The First 5000 Ccf @	\$0.31650 per Ccf
	All Over 5000 Ccf @	\$0.01777 per Ccf

TRANSPORTATION SERVICE RATE
(Continued)

Industrial	The First 5000 Ccf @	\$0.30336 per Ccf
	All Over 5000 Ccf @	\$0.03453 per Ccf
Public Authority	The First 5000 Ccf @	\$0.38068 per Ccf
	All Over 5000 Ccf @	\$0.01595 per Ccf

ADDITIONAL CHARGES

- 1) A charge will be made each month to recover the cost of taxes paid to the State of Texas pursuant to Texas Utilities Code, Chapter 122 as such may be amended from time to time which are attributable to the transportation service performed hereunder.
- 2) A charge will be made each month to recover the cost of any applicable franchise fees paid to the cities.
- 3) In the event the Company incurs a demand or reservation charge from its gas supplier(s) or transportation providers in the unincorporated areas of the Rio Grande Valley Service Area, the customer may be charged its proportionate share of the demand or reservation charge based on benefit received by the customer.
- 4) Adjustments in accordance with provisions of the Rate Case Expense Surcharge Rider RCE.
- 5) The billing shall reflect adjustments in accordance with provisions of the Pipeline Integrity Testing Rider, Rate Schedule PIT.
- 6) The billing shall reflect adjustments in accordance with provisions of the Excess Deferred Income Taxes Rider, Rate Schedule EDIT-Rider.

SUBJECT TO

- 1) Tariff T-TERMS, General Terms and Conditions for Transportation.
- 2) Transportation of natural gas hereunder may be interrupted or curtailed at the discretion of the Company in case of shortage or threatened shortage of gas supply from any cause whatsoever, to conserve gas for residential and other higher priority customers served. The curtailment priority of any customer served under this schedule shall be the same as the curtailment priority established for other customers served pursuant to the Company's rate schedule which would otherwise be available to such customer.
- 3) Subject to all applicable laws and orders, and the Company's rules and regulations on file with the regulatory authority.

Model Staff Report in Support of TGS COSA Rate Increase Ordinance

Background

On April 28, 2022, Texas Gas Service Company (“TGS” or “Company”) filed for a rate increase pursuant to the Cost of Service Adjustment (“COSA”) tariff adopted by the Rio Grande Valley Service Area (“RGVSA”) Cities. TGS claimed an entitlement to rate relief under the tariff in the amount of \$3,717,040 on a system-wide basis. Attorney, Thomas Brocato, and consultant, Karl Nalepa, relied upon by the city coalition to review the TGS filing and negotiate a settlement, agreed to recommend a settlement of \$2,750,000 on a system-wide basis.

Purpose of the COSA

The Texas Legislature allows gas utilities to annually adjust rates based on changes to invested capital. That statutory provision is referred to as the Gas Reliability Infrastructure Program (“GRIP”). In a GRIP proceeding, cities are not allowed to intervene at the Railroad Commission, cannot challenge the reasonableness of any investment, and may not recover rate case expenses. In 2009, RGVSA Cities negotiated a COSA tariff as a three year experimental substitute for the GRIP process. Finding the COSA process to be mutually beneficial, the COSA process was renewed at the end of the experiment. In 2012, Cities and TGS agreed to a revised COSA tariff. In 2017, Cities and TGS agreed to revise the existing COSA tariff. This is the fifth filing under the revised tariff.

Resolution of the 2022 Filing

Cities’ consultant found that TGS’ cost of service calculations were consistent with the terms of the COSA tariff. However, he identified several adjustments that were appropriate. After meeting to discuss the adjustment, the parties were able to reach negotiated resolution of the 2022 COSA.

In summary, the parties agreed to a total revenue requirement adjustment of \$967,040 off of the Company’s original request of \$3,717,040. The agreed reductions to the revenue requirement results in a total increase of \$2,750,000.

EXPLANATION OF “BE IT ORDAINED” PARAGRAPHS IN THE ORDINANCE

- Section 1. When rates change, it is critical for the regulatory authority to find existing rates to be unreasonable and for the new rates to be just and reasonable. This section finds that the new rates reflected in tariffs for each customer class attached to the Ordinance are reasonable.
- Section 2. This paragraph authorizes TGS to collect an additional \$2,750,000 in revenue.
- Section 3. This paragraph requires the Company to reimburse the City for consulting and legal costs associated with the requested increase.

- Section 4. This paragraph repeals any prior City action that might be inconsistent with the new tariffs adopted by the Council.
- Section 5. This paragraph recites compliance with the Open Meetings Act.
- Section 6. This paragraph is a typical savings clause, preserving the remaining provisions of the Ordinance should any one provision be determined to be invalid.
- Section 7. Pursuant to the COSA tariff, the new rates are to become effective on or after the first billing cycle of August each year. This paragraph allows the Company to implement the new rates on meter reads that occur on or after July 27, 2022.
- Section 8. This paragraph requires that an adopted and signed copy of the Ordinance be sent to the Company and outside counsel to the City.

RECOMMENDATION

The City staff recommends adoption of the Ordinance and tariffs establishing new rates.

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF SAN JUAN, TEXAS, (“CITY”) APPROVING A NEGOTIATED RESOLUTION BETWEEN THE CITY AND TEXAS GAS SERVICE (“TGS” OR “THE COMPANY”) REGARDING THE COMPANY’S APRIL 28, 2022 COST OF SERVICE ADJUSTMENT (“COSA”) FILING; DECLARING EXISTING RATES TO BE UNREASONABLE; ADOPTING NEW TARIFFS THAT REFLECT RATE ADJUSTMENTS CONSISTENT WITH THE NEGOTIATED SETTLEMENT AND FINDING THE RATES TO BE SET BY THE ATTACHED TARIFFS TO BE JUST AND REASONABLE; PROVIDING FOR THE RECOVERY OF THE CITY’S AND TGS’ REASONABLE AND NECESSARY RATE CASE EXPENSES; ADOPTING A SAVINGS CLAUSE; DETERMINING THAT THIS ORDINANCE WAS PASSED IN ACCORDANCE WITH THE REQUIREMENTS OF THE TEXAS OPEN MEETINGS ACT; DECLARING AN EFFECTIVE DATE; REPEALING ANY PRIOR ORDINANCES INCONSISTENT WITH THIS ORDINANCE AND REQUIRING DELIVERY OF THIS ORDINANCE TO THE COMPANY’S AND THE CITY’S LEGAL COUNSEL.

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

WHEREAS, pursuant to the terms of the agreement settling TGS’ 2017 Statement of Intent to increase rates, to which City was a signatory, the City and other municipalities within the Rio Grande Valley Service Area and TGS worked collaboratively to develop the Cost of Service Adjustment (“COSA”) tariff that allows for an expedited comprehensive rate review process; and

WHEREAS, on or about April 28, 2022, TGS filed with the City a COSA tariff seeking to increase natural gas rates to all customers residing in the City; and

WHEREAS, the Company requested a system-wide increase of \$3,717,040; and

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

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

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

WHEREAS, the City's attorney and consultant recommend that the City approve the Settlement Agreement reflecting increased revenues of \$2,750,000 on a system-wide basis; and

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

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

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

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

Section 2. That a rate increase of \$2,750,000 on a system-wide basis is reasonable.

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

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

Section 5. That the meeting at which this Ordinance was approved was in all things conducted in strict compliance with the Texas Open Meetings Act, Texas Government Code, Chapter 551.

Section 6. That if any one or more sections or clauses of this Ordinance is adjudged to be unconstitutional or invalid, such judgment shall not affect, impair, or invalidate the remaining provisions of this Ordinance and the remaining provisions of the Ordinance shall be interpreted as if the offending section or clause never existed.

Section 7. That the tariffs attached as **Attachment A** to this Ordinance shall become effective for meters read on and after July 27, 2022 consistent with the COSA tariff.

Section 9. That a copy of this Ordinance shall be sent to TGS, care of Stephanie Houle, 1301 South Mopac, Suite 400, Austin, Texas 78746, and to Thomas L. Brocato, Special Counsel to the City, at Lloyd Gosselink Rochelle & Townsend, P.C., 816 Congress Avenue, Suite 1900, Austin, Texas 78701.

READ, PASSED AND APPROVED ON THE FIRST READING at a regular meeting of the City Commission of the City of San Juan, Texas, at which a quorum was present and which was held in accordance with Vernon's Texas Codes Annotated, Government Code, Section 551.041 on the 9th day of August, 2022.

READ, PASSED AND APPROVED ON THE SECOND READING at a regular meeting of the City Commission of the City of San Juan, Texas, at which a quorum was present and which was held in accordance with Vernon's Texas Codes Annotated, Government Code, Section 551.041 on the 23rd day of August, 2022.

City of San Juan

Mario Garza, Mayor

ATTEST:

Brenda Escalante, City Secretary

APPROVED AS TO FORM:
Palacios Garza & Thompson, P.C.

City Attorney

AGENDA ITEM AND RECOMMENDATION SUMMARY
CITY COMMISSION REGULAR MEETING
AUGUST 23, 2022

Consider Second and Final Reading of an Ordinance Regarding Amending Chapter 4 Business Regulations, Article 4.08 Alcoholic Beverages, Section 4.08.002 Licenses and Fees of the City of San Juan, Texas Code of Ordinances to Update the City's Alcoholic Beverages License/Permit Fees; Providing for Codification; Providing for a Severability Clause; and Providing for a Repealer Clause.

STAFF COMMENTS AND RECOMMENDATIONS:

At the City Commission Meeting of August 9, 2022, the City Commission Approved the First Reading of the Ordinance as Presented by Staff. The Proposed Amendment to the Business Regulations to Update the City's Alcoholic Beverages License/Permit and Fees to the City of San Juan, Texas Code of Ordinance.

RECOMMENDATION:

Staff recommends approval.

PREPARED BY:

Brenda Escalante,
City Secretary

APPROVED BY:

Benjamin Arjona, City
Manager

ORDINANCE NO. XXXX

AN ORDINANCE AMENDING CHAPTER 4 BUSINESS REGULATIONS, ARTICLE 4.08 ALCOHOLIC BEVERAGES, SECTION 4.08.002 LICENSES AND FEES OF THE CITY OF SAN JUAN, TEXAS' CODE OF ORDINANCES TO UPDATE THE CITY'S ALCOHOLIC BEVERAGES LICENSE/PERMIT FEES; PROVIDING FOR EFFECTIVE DATE; PROVIDING FOR PUBLICATION; PROVIDING FOR CODIFICATION; PROVIDING FOR A SEVERABILITY CLAUSE; AND PROVIDING FOR A REPEALER CLAUSE.

WHEREAS, the City of San Juan, Texas is home rule city incorporated under the laws of the State of Texas whose purpose includes improving the quality of life for its citizens; and

WHEREAS, pursuant to the Texas Alcoholic Beverage Code, the City Commission is granted the authority to regulate the sale of alcoholic beverages by requiring businesses within the City's jurisdiction to obtain licenses and/or permits after paying a fee set by the City; and

WHEREAS, the City currently provides for the requirement for businesses to obtain a license or permit for the sale of alcoholic beverages under Chapter 4 Business Regulations, Article 4.08 Alcoholic Beverages, Section 4.02.008 Licenses and Fees under the City's Code of Ordinances; and

WHEREAS, the City Commission desires to amend Section 4.02.008 of the City's Code of Ordinances by updating the license/permit fees in accordance with the Texas Alcoholic Beverage Code; and

WHEREAS, the City Commission deems it necessary and to be in the best interest of the citizens of the City of San Juan.

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

SECTION 1 The City Commission hereby orders that SECTION 4.08.002 OF ARTICLE 4.08 ALCOHOLIC BERVERAGES of CHAPTER 4 BUSINESS REGULATIONS be amended by deleting the stricken out language below and by adding the provisions underlined below:

4.08.002 Licenses and Fees

(a) Relation to state fee. In accordance with the provisions of the Texas Alcoholic Beverage Code, section 1.01 et seq., the city shall, from and after the effective date hereof, charge to all holders of permits under the Texas Alcoholic Beverage Code who do business within the city limits a fee of an amount equal to one-half (1/2) the fee charged by the state for such permits.

(b) Fees enumerated. The following are the most common fees to be charged for permits within the city this is not an exclusive or complete list of the fees to be charged:

~~(1) BQ Wine and Beer Retailer's off Premise Permit \$60.00 for 2 years~~

~~(2) BG Wine and Beer Retailer's Permit \$175.00 for 2 years~~

~~(3) BF Beer Retailer's Off Premise License \$60.00 for 2 years~~

(4) MB-Mixed Beverage Permit	\$750.00 after 3rd year for 2 years
(5) LB-Mixed Beverage Late Hours	\$150.00 for 2 years
(6) PE-Beverage Cartage Permit	\$20.00 for 2 years
(7) BL-Retail Dealer's On-premises Late Hours License	\$250.00 for 2 years
(8) BF-Q Beer Retailer's Off-premise License- Wine Only Package Store	\$150.00 for 2 years
(9) BF-P Beer Retailer's Off-premises License- Package Store Permit	\$500.00 for 2 years
(10) PS-Package Store Testing Permit	\$25.00 for 2 years
(11) FB-Food and Beverage Certification	\$100.00 for 2 years

- (1) (BQ) - Wine and Malt Beverage Retailer's Off-Premise Permit
\$60.00 for 2-year period
- (2) (BG) - Wine and Malt Beverage Retailer's Permit
\$175.00 for 2-year period
- (3) (BE) - (Malt Beverage) Retail Dealer's On-Premise License
\$150.00 for 2-year period
- (4) (BF) - (Malt Beverage) Retail Dealer's Off-Premise License
\$60.00 for 2-year period
- (5) (FB) - Mixed Beverage Permit and Mixed Beverage w/Food & beverage
Certificate required (MB) for 3rd year and subsequent renewals
\$750.00 for 2-year period
- (6) (P) - Package Store Permit
\$500.00 for 2-year period
- (7) (Q) - Wine-Only Package Store Permit
\$75.00 for 2-year period

(c) Payment of fees. Such fees shall be payable on a biannual basis to the city at city hall, thirty (30) days prior to expiration of the license.

- (d) Any violation of this section is punishable by a fine not to exceed five hundred dollars (\$500.00) per violation. The penalty to be provided for in this subsection shall not be construed as exclusive, and the city hereby provides that any other remedy available to it in the enforcement of this section, in law or in equity, is not intended to be, is not to be, and is not foreclosed by the provision of such penalty.

SECTION 2. EFFECTIVE DATE. This ordinance shall take effect after a second reading, where it is read, considered and adopted by the City Commission and until the fifteen (15) days has passed after its first reading.

SECTION 3. PUBLICATION. The City Secretary of the City of San Juan is hereby authorized and directed to cause the caption of this ordinance to be published in a newspaper having general circulation in San Juan, Texas, and in accordance with the applicable laws of this State.

SECTION 4. CODIFICATION. The City Secretary is hereby directed to cause this Ordinance to be codified in the Code of Ordinances of the City of San Juan, Texas, and in accordance with the applicable laws of this State.

SECTION 5. SEVERABILITY. If any section, part, or provision of this Ordinance is declared unconstitutional or invalid, by a court of competent jurisdiction, then, in that event, it is expressly provided, and it is the intention of the City Commission in passing this Ordinance that its parts shall be severable and all other parts of this Ordinance shall not be affected thereby and they shall remain in full force and effect.

SECTION 6. REPEALER CLAUSE. This Ordinance shall be cumulative of all other ordinances dealing with the same subject and any provision of any ordinance in direct conflict with any provision of this Ordinance is hereby repealed and the provisions of this Ordinance shall supersede any provisions in conflict herewith; all provisions of any other ordinance not in conflict herewith shall remain in full force and effect.

READ, PASSED AND APPROVED on the first reading at a regular meeting of the City Commission of the City of San Juan, Texas, at which a quorum was present and which was held in accordance with Vernon's Texas Codes Ann., Government Code, Section 551.041, on the 9th day of August, 2022.

READ, PASSED AND APPROVED on the second reading at a regular meeting of the City Commission of the City of San Juan, Texas, at which a quorum was present and which was held in accordance with Vernon's Texas Codes Ann., Government Code, Section 551.041, on the 23rd day of August, 2022.

CITY OF SAN JUAN, TEXAS

BY: _____
MARIO GARZA, MAYOR

ATTEST:

BY: _____
BRENDA ESCALANTE, CITY SECRETARY

APPROVED AS TO ITS FORM:

Palacios, Garza & Thompson, P.C.

BY: _____
CITY ATTORNEY

AGENDA ITEM AND RECOMMENDATION SUMMARY
CITY COMMISSION REGULAR MEETING
AUGUST 23, 2022

Consider Second and Final Reading of an Ordinance Regarding a Conditional Use Permit to allow "The Spot" Food Truck Park and Sale of Alcoholic Beverages (wine and beer) for On-Premise Consumption at 103 Alta Street, legally described as Lots 16 thru 18, Block 4, Small No. 2 Subdivision, located at the Southwest corner of Alta Street and Raul Longoria Road, as Requested by Yolanda de la Cruz Presenta, LLC.

STAFF COMMENTS AND RECOMMENDATIONS:

The applicant is proposing to open a Food Truck Park at the Southwest corner of Alta and Raul Longoria Road and Sale of Alcoholic Beverages for On-Premise Consumption. The applicant is proposing 10 food trucks, green area, parking area along Alta Street and restrooms available for customers. (See Attachment)

List of requirements for a portable and/or temporary food concession stands:

1. Cannot be located in a residentially zone area;
2. Stand must be inspected by the building inspections department and meet the applicable building and fire codes;
3. Must have paved off-street parking available over and above what is required for the business to which it is adjacent;
4. If it is a portable building or trailer it must be anchored to the ground property;
5. Must meet setbacks requirements of zoning district in which it is located; and
6. Water and sewage disposable facilities must be available;
7. Health Department permit
8. Must obtain TxDOT permit regarding access along Raul Longoria Road.

Staff mailed a notice of the public hearing before the Planning and Zoning Commission to twenty-four (24) property owners within a two hundred (200) foot radius and received no comments in favor or against the request.

RECOMMENDATION:

Staff recommends approval.

PREPARED BY:

Daniel Tijerina,
Planning Director

APPROVED BY:

Benjamin Arjona, City
Manager

MEETING DATES:
PLANNING AND ZONING COMMISSION – 07/07/2022
CITY COMMISSION – 07/26/2022
DATE PREPARED – 07/01/2022

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STAFF REPORT
GENERAL INFORMATION

APPLICATION:	Conditional Use Permit to allow “The Spot” Food Truck Park and for the Sale of Alcoholic Beverages for On-Premise Consumption
APPLICANT:	Yolanda de la Cruz Presenta, LLC.
AGENT:	N/A
LEGAL:	Lots 16 thru 18, Block 4, Small No. 2 Subdivision
CURRENT USE OF PROPERTY:	Existing House
PROPOSED USE OF PROPERTY:	Food Truck Park
PROPOSED ZONING:	General Business District (C-2)
EXISTING LAND USE/ ADJACENT ZONING:	<u>North</u> – Commercial; Neighborhood Commercial District (C-1) <u>South</u> – Residential; Single-Family Residence District (R-S) <u>East</u> – Commercial; Neighborhood Commercial District (C-1) <u>West</u> – Residential; Single-Family Residence District (R-S)
ACCESS AND CIRCULATION:	The property has access along Raul Longoria Road and Alta Street.
PUBLIC SERVICES:	Water and sewer services are provided by the City of San Juan.
RECOMMENDATION:	Staff recommends approval.

EVALUATION AND CONDITIONS FOR APPROVAL

The applicant is proposing to open a Food Truck Park at the Southwest corner of Alta and Raul Longoria Road and Sale of Alcoholic Beverages for On-Premise Consumption. The applicant is proposing 10 food trucks, green area, parking area along Alta Street and restrooms available for customers. (See Attachment)

List of requirements for a portable and/or temporary food concession stands:

1. Cannot be located in a residentially zone area;
2. Stand must be inspected by the building inspections department and meet the applicable building and fire codes;
3. Must have paved off-street parking available over and above what is required for the business to which it is adjacent;
4. If it is a portable building or trailer it must be anchored to the ground property;
5. Must meet setbacks requirements of zoning district in which it is located; and
6. Water and sewage disposable facilities must be available;
7. Health Department permit
8. Must obtain TxDOT permit regarding access along Raul Longoria Road.

Staff mailed a notice of the public hearing before the Planning and Zoning Commission to twenty-four (24) property owners within a two hundred (200) foot radius and received no comments in favor or against the request.

ATTACHMENTS: Location Map
 Aerial Photo
 Zoning Map
 List of neighboring property owners receiving notice
 Ordinance



Proposed Site



ORDINANCE NO.

AN ORDINANCE GRANTING A CONDITIONAL USE PERMIT TO ALLOW “THE SPOT” FOOD TRUCK PARK AND SALE OF ALCOHOLIC BEVERAGES FOR ON-PREMISE CONSUMPTION AT 103 ALTA STREET, LEGALLY DESCRIBED AS LOTS 16 THRU 18, BLOCK 4, SMALL SUBDIVISION #2, AS PROVIDED IN ARTICLE IV, OF THE ZONING ORDINANCE, CITY OF SAN JUAN, HIDALGO COUNTY, TEXAS, PROVIDING FOR PUBLICATION AND AN EFFECTIVE DATE; PROVIDING FOR A CODE DISPOSITION.

WHEREAS, Yolanda de la Cruz Presenta, LLC. has applied for a Conditional Use Permit under Article IV; of the Zoning Ordinance of the City of San Juan to allow “The Spot” Food Truck Park at 103 Alta Street and Sale of Alcoholic Beverages for On-Premise Consumption.

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

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

SECTION I. That a Conditional Use Permit under Article IV of the Zoning Ordinance of the City of San Juan, Texas, be granted to Yolanda de la Cruz Presenta, LLC. for a Conditional Use Permit to allow “The Spot” Food Truck Park at 103 Alta Street and Sale of Alcoholic Beverages (wine and beer) for On-Premise Consumption, subject to the following conditions:

1. Cannot be located in a residentially zone area;
2. Stand must be inspected by the building inspections department and meet the applicable building and fire codes;
3. Must have paved off-street parking available over and above what is required for the business to which it is adjacent;
4. If it is a portable building or trailer it must be anchored to the ground property;
5. Must meet setbacks requirements of zoning district in which it is located; and
6. Water and sewage disposable facilities must be available;
7. Health Department permit
8. Must obtain TxDOT permit regarding access along Raul Longoria Road

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

PASSED and **APPROVED** on first reading on the 9th day of August, 2022.

PASSED and **APPROVED** on second and final reading on the 26th day of August, 2022.

CITY OF SAN JUAN

MARIO GARZA, MAYOR

ATTEST:

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

BRENDA ESCALANTE
CITY SECRETARY

CITY ATTORNEY

AGENDA ITEM AND RECOMMENDATION SUMMARY
CITY COMMISSION REGULAR MEETING
AUGUST 23, 2022

Consider Second and Final Reading of an Ordinance Regarding a Conditional Use Permit to allow "The Spot" Food Truck Park and Sale of Alcoholic Beverages (wine and beer) for On-Premise Consumption at 103 Alta Street, legally described as Lots 16 thru 18, Block 4, Small No. 2 Subdivision, located at the Southwest corner of Alta Street and Raul Longoria Road, as Requested by Yolanda de la Cruz Presenta, LLC.

STAFF COMMENTS AND RECOMMENDATIONS:

The applicant is proposing to open a Food Truck Park at the Southwest corner of Alta and Raul Longoria Road and Sale of Alcoholic Beverages for On-Premise Consumption. The applicant is proposing 10 food trucks, green area, parking area along Alta Street and restrooms available for customers. (See Attachment)

List of requirements for a portable and/or temporary food concession stands:

1. Cannot be located in a residentially zone area;
2. Stand must be inspected by the building inspections department and meet the applicable building and fire codes;
3. Must have paved off-street parking available over and above what is required for the business to which it is adjacent;
4. If it is a portable building or trailer it must be anchored to the ground property;
5. Must meet setbacks requirements of zoning district in which it is located; and
6. Water and sewage disposable facilities must be available;
7. Health Department permit
8. Must obtain TxDOT permit regarding access along Raul Longoria Road.

Staff mailed a notice of the public hearing before the Planning and Zoning Commission to twenty-four (24) property owners within a two hundred (200) foot radius and received no comments in favor or against the request.

RECOMMENDATION:

Staff recommends approval.

PREPARED BY:

Daniel Tijerina,
Planning Director

APPROVED BY:

Benjamin Arjona, City
Manager

AGENDA ITEM AND RECOMMENDATION SUMMARY
CITY COMMISSION REGULAR MEETING
AUGUST 23, 2022

Consider Second and Final Reading of an Ordinance Regarding a Rezoning Request from Single-Family Residence District (R-S) to Multi-Family Residence District (R-MF) of the 15.06 acre tract of land out of Lots 3 and 6, Block 8, John Closner Subdivision, as Requested by Cesar de Leon Lara.

STAFF COMMENTS AND RECOMMENDATIONS:

Mr. Lara is applying for a rezoning request of 15.06-acre tract that is located approximately a quarter of a mile North of Minnesota Road, along the East side of Raul Longoria Road (between Arco Iris No. 2 and Aldama Unit No. 2 Subdivisions.)

It is noted, that on March 16, 2016 a Lara Subdivision plat was recorded including (4) commercial lots along Raul Longoria Road and excluding the proposed property.

Staff mailed a notice of the public hearing before the Planning and Zoning Commission to eighty nine (89) property owners within a two hundred (200) foot radius and received no comments in favor or against this request.

RECOMMENDATION:

PREPARED BY:

Daniel Tijerina,
Planning Director

APPROVED BY:

Benjamin Arjona, City
Manager

Staff recommends approval.

MEETING DATES:
PLANNING AND ZONING COMMISSION – 08/04/2022
CITY COMMISSION – 08/09/2022
DATE PREPARED – 08/01/2022

PAGE 1

STAFF REPORT
GENERAL INFORMATION

APPLICATION: Rezoning Request from Single-Family Residence District (R-S) to Multi-Family Residence District (R-MF)

APPLICANT: Cesar de Leon Lara

SURVEYOR/ENGINEER: N/A

LEGAL: Being a 15.06-acre tract of land out of Lots 3 and 6, Block 8, John Closner Subdivision

LOCATION: The property is located approximately a quarter of a mile North of Minnesota Road, along the East side of Raul Longoria Road

PROPOSED USE OF PROPERTY: Apartment Complex

EXISTING ZONING: Single-Family Residence District (R-S)

EXISTING LAND USE/ADJACENT ZONING: North – Residential / Commercial; Single-Family Residence District (R-S) / General Business District (C-2)
South – Residential / Commercial; Single-Family Residence District (R-S) / General Business District (C-2)
East – Agriculture; Single-Family Residence District (R-S) / Manufactured Home District (R-MH)
West – Commercial; General Business District (C-2)

ACCESS AND CIRCULATION: This property has access along Raul Longoria Road.

PUBLIC SERVICES: Water service will be provided by the North Alamo Supply Corporation; sewer is provided by the City of San Juan.

RECOMMENDATION: Staff recommends approval.

EVALUATION AND CONDITIONS FOR APPROVAL

Mr. Lara is applying for a rezoning request of 15.06-acre tract that is located approximately a quarter of a mile North of Minnesota Road, along the East side of Raul Longoria Road (between Arco Iris No. 2 and Aldama Unit No. 2 Subdivisions.)

It is noted, that on March 16, 2016 a Lara Subdivision plat was recorded including (4) commercial lots along Raul Longoria Road and excluding the proposed property.

Staff mailed a notice of the public hearing before the Planning and Zoning Commission to eighty nine (89) property owners within a two hundred (200) foot radius and received no comments in favor or against this request.

ATTACHMENTS:

Location Map
Aerial Photo
Zoning Map
Survey
List of neighboring property owners receiving notice
Ordinance



Proposed Site



ORDINANCE NO.

AN ORDINANCE AMENDING THE ZONING ORDINANCE NO. 98-006 OF THE CITY OF SAN JUAN, TO CHANGE THE ZONING DISTRICT FROM SINGLE-FAMILY RESIDENCE DISTRICT (R-S) TO MULTI-FAMILY RESIDENCE DISTRICT (R-MF) OF A PROPERTY LEGALLY DESCRIBED AS 15.06 ACRE TRACT OF LAND OUT OF LOTS 3 AND 6, BLOCK 8, JONH CLOSNER SUBDIVISION, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF SAN JUAN, TEXAS:

Consistent with the City's land use plan as set-forth in the land use map that is a part of the City's Zoning Ordinance, and consistent with the City's intentions of allowing and encouraging multi-family district development that generates property taxes, water and sewer revenues and sales tax revenues.

The zoning district of the property legally described as Lots 3 and 6, Block 8, John Closner Subdivision, shall be changed to General Business District (C-2) and the zoning map shall be amended accordingly.

PASSED and **APPROVED** on first reading on the 9th day of August, 2022.

PASSED and **APPROVED** on second and final reading on the 23rd day of August, 2022.

CITY OF SAN JUAN

MARIO GARZA
MAYOR

ATTEST:

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

BRENDA ESCALANTE
CITY SECRETARY

CITY ATTORNEY



Legend

- CITY LIMITS
- Proposed area

Rezoning Request from Single-Family Residence District (R-S) to Multi-Family Residence District (R-MF) of the 15.06 acre tract of land out of Lots 3 and 6, Block 8, John Closner Subdivision, as Requested by Cesar de Leon Lara.





Zoning Districts

Single Family Residential (R-S)	General Business (C-2)
Manufactured Home (R-MH)	Heavy Commercial (C-3)
Multi-Family Residential (R-MF)	Light Industrial (I-1)
Neighborhood Commercial (C-1)	Heavy Industrial (I-2)
	Open Space (O)

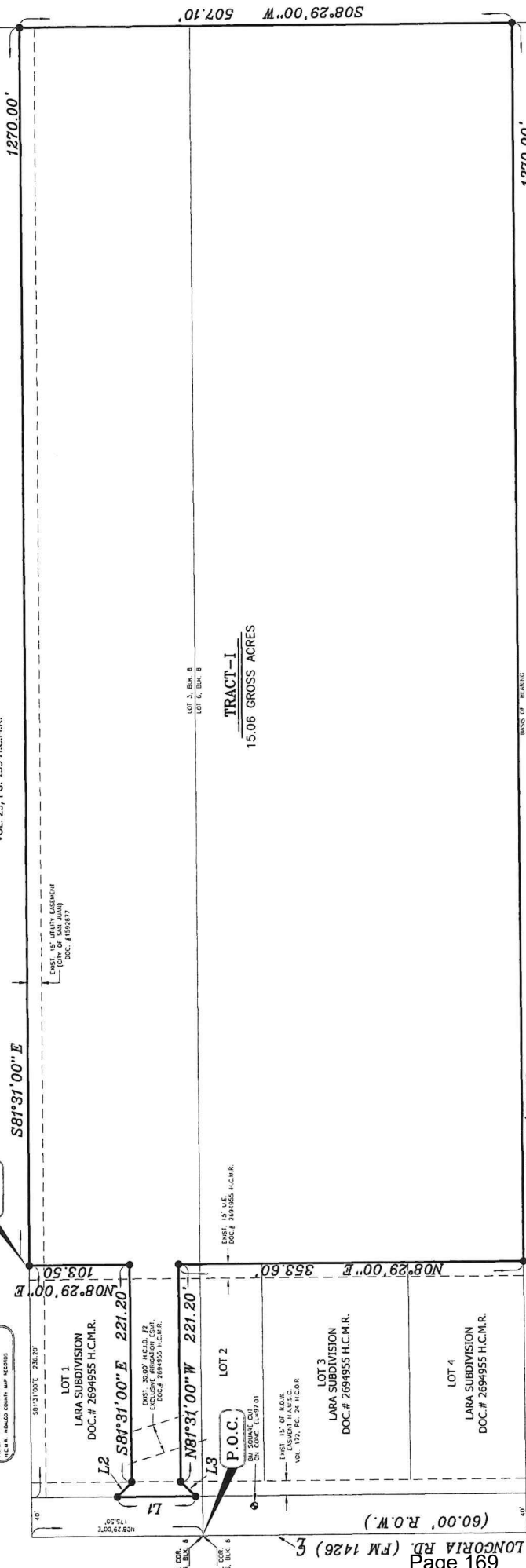
Rezoning Request from Single-Family Residence District (R-S) to Multi-Family Residence District (R-MF) of the 15.06 acre tract of land out of Lots 3 and 6, Block 8, John Closner Subdivision, as Requested by Cesar de Leon Lara.



SALINAS ENGINEERING & ASSOCIATES
CONSULTING ENGINEERS & SURVEYORS
2221 DAFFODIL AVE. - MCALLEN, TEXAS 78501
(956) 682-9081 (956) 686-1489 (FAX)
dsalinas@salinasengineering.com

TBPLS 12100 PARK CIRCLE BLDG. A, SUITE 156, MC-230, AUSTIN, TEXAS 78753 (512) 239-5253

ARCO IRIS SUBDIVISION UNIT No. 2
VOL. 23, PG. 135 H.C.M.R.



WAS OF "EASING"

ALDAMAS SUBDIVISION UNIT No. 2
VOL. 24, PG. 48A H.C.M.R.

GENERAL PLAT NOTES:

1. Bearing: of JOHN CLOSNER ET AL. SUBDIVISION.
2. This survey was prepared without the benefit of a title policy. The surveyor has no knowledge of any existing or future claims or interests in the land surveyed. Any claim or interest in the land surveyed that is not shown on this survey is hereby acknowledged and the surveyor shall not be responsible for the same.
3. Written consent of the surveyor is required for any modification, alteration, or change in the survey. Any modification, alteration, or change in the survey without the written consent of the surveyor is hereby acknowledged and the surveyor shall not be responsible for the same.
4. The surveyor has made no attempt to locate or define natural, historical, or archaeological resources, or any other features or structures on the land surveyed. Any such resources, features, or structures are hereby acknowledged and the surveyor shall not be responsible for the same.
5. The surveyor has made no attempt to locate or define any other features or structures on the land surveyed. Any such features or structures are hereby acknowledged and the surveyor shall not be responsible for the same.
6. The surveyor has made no attempt to locate or define any other features or structures on the land surveyed. Any such features or structures are hereby acknowledged and the surveyor shall not be responsible for the same.
7. The surveyor has made no attempt to locate or define any other features or structures on the land surveyed. Any such features or structures are hereby acknowledged and the surveyor shall not be responsible for the same.
8. If this survey should be used for any purpose other than that for which it was prepared, the user assumes all responsibility for the same. The surveyor shall not be responsible for the same.

LEGEND

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DAVID ONAR SALINAS
REGISTERED PROFESSIONAL LAND SURVEYOR NO. 5782

DATE: JULY 05, 2022
JOB NO.: S-22-25814

DRN. BY: [Signature]
R.G.

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REZONING
METES AND BOUNDS DESCRIPTION

BEING A 15.06 ACRE TRACT OF LAND, MORE OR LESS, OUT OF AND FORMING A PART OF LOTS 3 AND 6, BLOCK 8, JOHN CLOSNER ET. AL SUBDIVISION, HIDALGO COUNTY, TEXAS, AS PER THE MAP OR PLAT THEREOF RECORDED IN VOLUME 0, PAGE 4, MAP RECORDS OF HIDALGO COUNTY, TEXAS; SAID 15.06 ACRE TRACT OF LAND IS MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF SAID LOT 3; THENCE, AS FOLLOWS:

NORTH 08 DEGREES 29 MINUTES EAST, COINCIDENT WITH THE WEST LINE OF SAID LOT 3 A DISTANCE OF 175.50 FEET TO A NAIL FOUND ON THE SOUTHWEST CORNER OF ARCO IRIS SUBDIVISION UNIT NO. 2 (VOL. 23, PAGE 135, H.C.M.R.), AND THENCE, SOUTH 81 DEGREES 31 MINUTES EAST, COINCIDENT WITH THE SOUTH LINE OF SAID ARCO IRIS SUBDIVISION UNIT NO. 2, A DISTANCE OF 276.20 FEET TO A ½ INCH DIAMETER IRON ROD FOUND FOR THE NORTHEAST CORNER AND **POINT OF BEGINNING** OF THIS HEREIN DESCRIBED TRACT;

- (1) THENCE, SOUTH 81 DEGREES 31 MINUTES EAST, COINCIDENT WITH THE SOUTH LINE OF SAID ARCO IRIS SUBDIVISION UNIT NO. 2, A DISTANCE OF 1,270.0 FEET TO A ½ INCH DIAMETER IRON ROD FOUND ON THE SOUTHEAST CORNER OF SAID ARCO IRIS SUBDIVISION UNIT NO. 2 LOCATED ON INTERSECTION WITH THE EAST LINE OF SAID LOT 3 FOR THE NORTHEAST CORNER OF THIS HEREIN DESCRIBED TRACT;
- (2) THENCE, SOUTH 08 DEGREES 29 MINUTES WEST, COINCIDENT WITH THE EAST LINE OF SAID LOT 3, A DISTANCE OF 175.50 FEET PASS THE SOUTHEAST CORNER OF SAID LOT 3 AND THE NORTHEAST CORNER OF SAID LOT 6, CONTINUING COINCIDENT WITH THE EAST LINE OF SAID LOT 6, A DISTANCE OF 331.60 FEET IN ALL TO A ½ INCH DIAMETER IRON ROD FOUND ON THE NORTHEAST CORNER OF ALDAMAS SUBDIVISION UNIT NO. 2 (VOL. 24, PAGE 48A, H.C.M.R.) FOR THE SOUTHEAST CORNER OF THIS HEREIN DESCRIBED TRACT;
- (3) THENCE, NORTH 81 DEGREES 31 MINUTES WEST, COINCIDENT WITH THE NORTH LINE OF SAID ALDAMAS SUBDIVISION UNIT NO. 2, A DISTANCE OF 1,270 FEET TO A ½ INCH DIAMETER IRON ROD FOUND ON THE SOUTHEAST CORNER OF LARA SUBDIVISION (DOC. NO. 2694955, H.C.M.R.) FOR THE SOUTHWEST CORNER OF THIS HEREIN DESCRIBED TRACT;
- (4) THENCE, NORTH 08 DEGREES 29 MINUTES EAST, COINCIDENT WITH THE EAST LINE OF SAID LARA SUBDIVISION, A DISTANCE OF 353.60 FEET TO A ½ INCH DIAMETER IRON ROD FOUND FOR AN INSIDE CORNER OF THIS HEREIN DESCRIBED TRACT;
- (5) THENCE, NORTH 81 DEGREES 31 MINUTES WEST, A DISTANCE OF 221.20 FEET TO A ½ INCH DIAMETER IRON ROD FOUND ON A CORNER CLIP FOR AN INSIDE CORNER OF THIS HEREIN DESCRIBED TRACT;
- (6) THENCE, SOUTH 53 DEGREES 29 MINUTES WEST, COINCIDENT WITH SAID CORNER CLIP, A DISTANCE OF 21.21 FEET TO A ½ INCH DIAMETER IRON ROD FOUND AT THE END OF SAID CORNER CLIP AND LOCATED ON INTERSECTION WITH THE EAST RIGHT-OF-WAY OF SAID RAUL LONGORIA ROAD FOR AN OUTSIDE CORNER OF THIS HEREIN DESCRIBED TRACT;
- (7) THENCE, NORTH 08 DEGREES 29 MINUTES EAST, COINCIDENT WITH THE EAST RIGHT-OF-WAY LINE OF SAID RAUL LONGORIA ROAD, A DISTANCE OF 80.0 FEET TO A ½ INCH DIAMETER IRON ROD FOUND ON THE BEGINNING OF A SECOND CORNER CLIP FOR AN OUTSIDE CORNER OF THIS HEREIN DESCRIBED TRACT;
- (8) THENCE, SOUTH 36 DEGREES 31 MINUTES EAST, COINCIDENT WITH SAID SECOND CORNER CLIP, A DISTANCE OF 21.21 FEET TO A ½ INCH DIAMETER IRON ROD FOUND AT THE END OF SAID SECOND CORNER CLIP FOR AN INSIDE CORNER OF THIS HEREIN DESCRIBED TRACT;
- (9) THENCE, SOUTH 81 DEGREES 31 MINUTES EAST, A DISTANCE OF 221.20 FEET TO A ½ INCH DIAMETER IRON ROD FOUND ON THE EAST LINE OF SAID LARA SUBDIVISION FOR AN INSIDE CORNER OF THIS HEREIN DESCRIBED TRACT;
- (10) THENCE, NORTH 08 DEGREES 29 MINUTES EAST, COINCIDENT WITH THE EAST LINE OF SAID LARA SUBDIVISION, A DISTANCE OF 103.50 FEET TO THE **POINT OF BEGINNING**, CONTAINING 15.06 ACRES OF LAND, MORE OR LESS.

BASIS OF BEARING: LARA SUBDIVISION, H.C.T.
N:\SUBDIVISIONPLATS\CESARLARA.SUB\15.06.063022

DAVID OMAR SALINAS, RPLS
SALINAS ENGINEERING & ASSOCIATES
2221 DAFFODIL AVE.
MCALLEN, TEXAS, 78501
(956) 682-9081

JOB NO.: CESAR LARA
DATE: JULY 05, 2022



Rezoning Request from Single-Family Residence District (R-S) to Multi-Family Residence District (R-MF) of the 15.06 acre tract of land out of Lots 3 and 6, Block 8, John Closner Subdivision, as Requested by Cesar de Leon Lara.

Empresas Lara Series Five
4905 North Raul Longoria Dr.
San Juan, Texas 78589

Acha, Josias Enrique
PO BOX 618
San Juan, Texas 78589-0618

Saenz, Blanca A.
PO BOX 974
San Juan, Texas 78589-0974

Rios, Irineo & Ludivina
PO BOX 1566
San Juan, Texas 78589-1566

Leon, Manuel
5109 N Raul Longoria Rd
San Juan, Texas 78589-4087

Perez, Alejandro
102 S Liberty Loop
San Juan, Texas 78589-4011

Rivera, Maria de Jesus
104 S Liberty Loop
San Juan, TX 78589-4011

Karr, Angel J & Griselda
910 E Villegas Ave
Pharr, Texas 78577-3441

Mendez, Joe Daniel
108 S Liberty Loop
San Juan, Texas 78589-4011

Lopez, Juan & Eva
110 S Liberty Loop
San Juan, TX 78589-4011

Ponce, Maria
200 S Liberty Loop
San Juan, Texas 78589-3935

Rodriguez, Amado & Celia
1305 Rejamen Dr
San Juan, Texas 78589-2845

Ortega, Hilario & Lucia
105 S Liberty Loop
San Juan, Texas 78589-4012

Hilton, Angelica
107 S Liberty Loop
San Juan, Texas 78589

Gonzalez, Claudia Iris
109 S Liberty Loop
San Juan, Texas 78589-4012

Villarreal, Maria Guadalupe
201 S Liberty Loop
San Juan, Texas 78589-3974

Romo, Jose G & Angelica
203 S Liberty Loop
San Juan, Texas 78589-3974

Ortiz, Eber Ulises & Naomi Denise
Luna
205 S Liberty Loop
San Juan, Texas 78589

Esparza, Tomas & Edna Prado
207 S Liberty Loop
San Juan, Texas 78589-3974

Prado, Fidencio Jr & Maria E
211 S Liberty Loop
San Juan, Texas 78589-3974

Santos, Vilma
213 S Liberty Loop
San Juan, Texas 78589-3974

Lechuga, Carlos & Nayra A
215 S Liberty Loop
San Juan, Texas 78589

Garcia, Alma Gloria C
303 S Liberty Loop
San Juan, Texas 78589-3966

Hernandez, Daniel & Ofelia
Marcos & Oralia Ochoa
305 S Liberty Loop
San Juan, Texas 78589-3966

Vela, Benancio & Petra
307 S Liberty Loop
San Juan, Texas 78589

Nava, Matiana & Refugio T
309 S Liberty Loop
San Juan, Texas 78589-3966

Arco Iris Developers
C/O Mario & Ampario Moreno
115 Southend Blvd.
Lufkin, TX 75901-3927

Hernandez, Diana M
313 S Liberty Loop
San Juan, Texas 78589-3966

Villarreal, Alfonso Salinas
8605 E Monte Cristo Rd
Edinburg, TX 78542-1695

Perez, Kenverly S
404 S Liberty Loop
San Juan, Texas 78589

Rezoning Request from Single-Family Residence District (R-S) to Multi-Family Residence District (R-MF) of the 15.06 acre tract of land out of Lots 3 and 6, Block 8, John Closner Subdivision, as Requested by Cesar de Leon Lara.

Lopez, Alfonsina M
400 S Liberty Loop
San Juan, Texas 78589-3996

De La Pena, Brenda Lee
PO Box 1064
San Juan, Texas 78589-1064

Perez, Remigio & Angelica V
4411 S Raul Longoria Rd
Edinburg, TX 78542-2108

Perez, Jose J & Leonor
310 S Liberty Loop
San Juan, TX 78589-3939

Saenz, Arturo N & Belsa R
PO Box 3184
San Juan, TX 78589-8023

Barrera, Ana Elia
4624 Twin Cir
Edinburg, TX 78542-7146

Villarreal, Jose & Sonia M
2312 Arlina Dr
Edinburg, TX 78542-3388

Solis, Elizabeth & Rogelio Castillo
302 S Liberty Loop
San Juan, Texas 78589-3939

Gomez, Jose M & Jacinta
300 S Liberty Loop
San Juan, Texas 78589-3939

Castaneda-Perez Sandy B
214 S Liberty Loop
San Juan, Texas 78589-3935

Munoz, Rigoberto
1311 Prosperidad
Pharr, TX 78577

Hernandez, Marina & Fidel
210 S Liberty Loop
San Juan, Texas 78589-3935

Castaneda, Jose & Lucia
208 S Liberty Loop
San Juan, Texas 78589-3935

Cedillo, Francisco & Yolanda
206 S Liberty Loop
San Juan, Texas 78589-3935

Simental, Arturo & Maria E
PO Box 704
San Juan, Texas 78589-0704

Horn, Georgia
PO Box 60155
Corpus Christi, TX 78466-0155

Macias, Maria F
PO Box 864
Pharr, TX 78577-1617

Alanis, Francisco J Delgado
1400 E Balboa
McAllen, TX 78503-5695

Bravo, Mario A & Sandra L
105 Sally Ave
San Juan, Texas 78589-4014

Gonzalez, Fernando & Maria M
107 Sally Ave
San Juan, Texas 78589-4014

Rios, Edgar
4108 W Sprague
Edinburg, TX 78539-8845

Pecina, Agustin & Paula
111 Sally Ave
San Juan, Texas 78589-4014

Nava, Victor Manuel Moreno &
Maria M. A. Mireles
109 Sandy Ave
San Juan, Texas 78589

Gomez, Audencio Jr & Maria C
PO Box 119
Pharr, TX 78577-1602

Gallegos, San Juana Maldonado
215 W Ciro Dr Apt No 9
San Juan, Texas 78589

Ledezma, Marina A/K/A Marina
Ledesma
207 Sally Ave
San Juan, Texas 78589-4016

Perez, Eber D Guillen & Rubi
Cardenas
209 Sally Ave
San Juan, Texas 78589-4016

Garza, Ariel Cantu & Maria G Torres
Resendez
211 Sally Ave
San Juan, Texas 78589

Davila, Alejandro
4006 Largo Dr
Edinburg, TX 78542-2620

Villanueva, Ruben
Maria Del Carmen Saucedo
303 Sally Ave
San Juan, Texas 78589-4018

Rezoning Request from Single-Family Residence District (R-S) to Multi-Family Residence District (R-MF) of the 15.06 acre tract of land out of Lots 3 and 6, Block 8, John Closner Subdivision, as Requested by Cesar de Leon Lara.

Onofre, Vicente & Lydia Maria
PO Box 1556
San Juan, TX 78589-1556

Esparza, Margarito & Maria
307 Sally Ave
San Juan, Texas 78589-4018

Moreno, Jose C
309 Sally Ave
San Juan, Texas 78589-4018

Lara, Cristino Alfaro
311 Sally Ave
San Juan, Texas 78589

Perez, Gloria Barrera
704 Goodnight Trail
Pharr, TX 78577-7212

Cantu, Fernando & Yolanda Garza
804 W Bowe St
Pharr, TX 78577-2302

Barbosa, Victor M Codero
208 Sally Ave
San Juan, Texas 78589-4015

La Fe Plaza LLC
PO Box 955
San Juan, Texas 78589-0955

Bravo, Rafael
100 Sally Ave
San Juan, Texas 78589

Cedillo, Frank and Yolanda
206 S. Liberty Loop
San Juan, TX 78589

Bravo, Olga L & Jose G Morin Jr
102 Sally Ave
San Juan, Texas 78589-4013

Gutierrez, Guillermo Reyes
6021 N 51st St
McAllen, TX 78504

Quintanilla, Leonel
924 NE 31st St
Belle Glade, FL 33430-7702

Mendoza, Pedro P & Maria DR
108 Sally Ave
San Juan, Texas 78589-4013

Gamboa, Epifania
110 Sally Ave
San Juan, Texas 78589-4013

Barbosa, Victor M Cordero
208 Sally Ave
San Juan, Texas 78589-4015

Garza, Rosa Isela
PO Box 215
Pharr, TX 78577-1604

Villarreal, Juan A & Araceli
204 Sally Ave
San Juan, Texas 78589-4015

Perez, Eber Damian Guillen & Rubi
I Cardenas
209 Sally Ave
San Juan, Texas 78589-4016

Barbosa, Victor M Cordero
208 Sally Ave
San Juan, Texas 78589-4015

Davila, Maria Luisa
300 Sally Ave
San Juan, Texas 78589-4017

Gonzalez, Guadalupe & Petra
302 Sally Ave
San Juan, Texas 78589-4017

Gonzalez, Javier & Norma
302 Sally Ave
San Juan, Texas 78589-4017

Guerrero, Miguel Jr & Jessica Lee
306 Sally Ave
San Juan, Texas 78589-4017

Gonzalez, Marco Antonio
308 Sally Ave
San Juan, Texas 78589-4017

Medina, Juan Tovas & Nohemi
Salas Martinez
108 Santa Elena
San Juan, Texas 78589-3643

Salinas, Eugenio & Yolanda
PO Box 1107
San Juan, Texas 78589-1107

Empresas Lara LLC.
4905 N. Raul Longoria Road
San Juan, TX 78589

Lara, Cesar de Leon
4905 N. Raul Longoria Road
San Juan, TX 78589

AGENDA ITEM AND RECOMMENDATION SUMMARY
CITY COMMISSION REGULAR MEETING
AUGUST 23, 2022

Consider Approval of the Tax Collection Report for the Month of July 2022.

STAFF COMMENTS AND RECOMMENDATIONS:

Consider Approval of the Tax Collection Report for the Month of July 2022

RECOMMENDATION:

Approve as recommended by staff

PREPARED BY:

Leroy Gonzales,
Director of Finance

APPROVED BY:

Benjamin Arjona, City
Manager



Mayor: Mario Garza
 Mayor Pro-Tem: Leonardo "Lenny" Sanchez
 Commissioners: Ernesto "Neto" Guajardo
 Marco "Markie" Villegas
 Adina "Dina" Santillan

To: Benjamin Arjona, City Manager
From: Leroy Gonzales, Director of Finance
Date: July 5, 2022
Subject: Monthly Collection Report – June, 2022

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				
	2021	2020	2019	2018	2017
Tax Levy	9,088,383.56	8,178,632.33	7,793,728.78	7,286,363.64	7,112,363.88
Adjustment to date	70,491.94	267,480.56	(31,767.84)	(16,319.15)	(4,985.64)
Adjusted Tax Levy	9,158,875.50	8,446,112.79	7,761,960.94	7,270,044.49	7,107,378.24
Collections to date	8,776,259.67	8,133,995.20	7,396,436.76	6,913,739.06	6,751,777.82
Percentage Collected	95.82%	96.30%	95.29%	95.10%	95.00%

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, Leonardo "Lenny" Sanchez
 Commissioners: Ernesto "Neto" Guajardo
 Marco "Markie" Villegas
 Adina "Dina" Santillan

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:
JULY 2022**

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 2021/2022	COLLECTED 2020/2021
2021 TAX ROLL	9,088,383.56	8,776,259.67		70,491.94	382,615.83	95.82%	95.77%
2020 & PRIOR YRS ROLLBACK	1,310,937.78 8,033.72	326,909.30 14,414.64	(3,647.87)	(18,158.22) 11,264.86	962,222.39 4,883.94	25.36% 74.69%	24.44% 90.93%
TOTALS	10,407,355.06	9,117,583.61	(3,647.87)	63,598.58	1,349,722.16		

BREAKDOWN OF TAX COLLECTIONS AND FEES FOR THE MONTH OF JULY 2022

	CITY OF SAN JUAN	MONTHLY MODIFICATIONS
CURRENT YEAR-BASE TAX	63,471.43	- CURRENT
CURRENT YEAR-P&I	8,471.71	
PRIOR YEARS-BASE TAX	22,650.93	- PRIOR
PRIOR YEARS-P&I	9,178.69	
ROLLBACK	-	- ROLLBACK
ROLLBACK P&I	-	
ATTORNEY FEES	10,770.96	(3,647.87) PURGED
TOTAL COLLECTIONS	114,543.72	(3,647.87)
LESS TRANSFERRED	84,226.51	
LESS IN TRANSIT	26,931.15	
LESS DUE TO HCAD COMM. FEE	10.06	
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 JULY 2022 IS CORRECT.

Pablo (Paul) Villarreal Jr.
ASSESSOR-COLLECTOR OF TAXES FOR CITY OF SAN JUAN, TEXAS

SWORN AND SUBSCRIBED BEFORE ME THIS 10TH DAY OF AUGUST 2022 A.D.

Mark Martinez
NOTARY PUBLIC, HIDALGO COUNTY, TEXAS



PABLO "PAUL" VILLARREAL JR., ASSESSOR & COLLECTOR
CITY OF SAN JUAN
TAX COLLECTION REPORT
FOR THE MONTH OF JULY 2022

<u>AD VALOREM - CITY OF SAN JUAN</u>	<u>2021-2022</u>	<u>2020-2021</u>	<u>DIFFERENCE</u>
<u>2021 CURRENT</u>			
ORIGINAL LEVY	9,088,383.56	8,178,632.23	909,751.33
MODIFICATIONS	70,491.94	267,796.38	(197,304.44)
CURRENT LEVY	9,158,875.50	8,446,428.61	712,446.89
CURRENT COLLECTIONS THIS MONTH	63,471.43	50,020.49	13,450.94
CURRENT COLLECTIONS TO DATE	8,776,259.67	8,088,931.19	687,328.48
OUTSTANDING TO DATE	382,615.83	357,497.42	25,118.41
PERCENT COLLECTED/ORIGINAL	96.57%	98.90%	-2.33%
PERCENT COLLECTED/MODIFIED	95.82%	95.77%	0.05%
TOTAL COLLECTIONS FISCAL YEAR	8,776,259.67	8,088,931.19	
<u>DELINQUENT</u>			
ORIGINAL LEVY	1,310,937.78	1,400,520.59	(89,582.81)
MODIFICATIONS	(21,806.09)	(10,272.62)	(11,533.47)
DELINQUENT LEVY	1,289,131.69	1,390,247.97	(101,116.28)
DELINQUENT COLLECTIONS THIS MONTH	22,650.93	15,888.89	6,762.04
DELINQUENT COLLECTIONS TO DATE	326,909.30	339,774.93	(12,865.63)
OUTSTANDING TO DATE	962,222.39	1,050,473.04	(88,250.65)
PERCENT COLLECTED/ORIGINAL	24.94%	24.26%	0.68%
PERCENT COLLECTED/MODIFIED	25.36%	24.44%	0.92%
TOTAL COLLECTIONS FISCAL YEAR	326,909.30	339,774.93	
<u>ROLLBACK</u>			
ORIGINAL LEVY	8,033.72	0.00	8,033.72
MODIFICATIONS	11,264.86	12,094.63	(829.77)
ROLLBACK LEVY	19,298.58	12,094.63	7,203.95
ROLLBACK COLLECTIONS THIS MONTH	0.00	10,997.17	(10,997.17)
ROLLBACK COLLECTIONS TO DATE	14,414.64	10,997.17	3,417.47
OUTSTANDING TO DATE	4,883.94	1,097.46	3,786.48
PERCENT COLLECTED/ORIGINAL	179.43%	#DIV/0!	#DIV/0!
PERCENT COLLECTED/MODIFIED	74.69%	90.93%	-16.24%
TOTAL COLLECTIONS FISCAL YEAR	14,414.64	10,997.17	

PABLO (PAUL) VILLARREAL, JR., TAX ASSESSOR/COLLECTOR
CITY OF SAN JUAN
TAX COLLECTIONS FOR MONTH OF: JULY 2022

37 - CSJ

REPORT DATE	CURR BASE	CURR P&I	CURR RB	PRIOR BASE	PRIOR P&I	PRIOR RB	ATTY FEES	ATTY RBFEES	TOTAL	TOTAL TRANSF	DIFF.	DATE OF TRANSF.
1-Jul	4,986.23	745.13		1,425.53	534.11		700.70		8,391.70		8,391.70	
5-Jul	8,102.25	1,134.76		6,292.74	2,383.50		1,588.87		19,502.12		19,502.12	
6-Jul	2,082.24	305.83		1,411.71	592.07		300.56		4,692.41		4,692.41	
7-Jul	1,228.80	163.35		1,981.00	842.72		469.80		4,685.67	33,895.90	(29,210.23)	13-Jul
8-Jul	1,207.26	137.31		117.52	50.38		157.36		1,669.83	1,669.83	-	14-Jul
11-Jul	2,535.19	382.15		255.80	97.44		409.04		3,679.62	3,679.62	0.00	15-Jul
12-Jul	2,609.62	342.30		902.95	341.24		457.03		4,653.14	4,653.14	(0.00)	19-Jul
13-Jul	2,920.87	474.29		1,276.92	354.05		618.14		5,644.27	5,644.27	-	
14-Jul	3,481.64	542.42		323.95	74.02		563.53		4,985.56	4,985.56	-	20-Jul
15-Jul	1,379.43	183.98		525.34	238.68		262.59		2,590.02	2,590.02	-	21-Jul
18-Jul	3,278.30	554.09		1,232.62	536.01		807.84		6,408.86	6,408.86	0.00	22-Jul
19-Jul	698.93	78.14		223.38	181.21		120.94		1,302.60	1,302.60	-	25-Jul
20-Jul	1,595.74	287.25		1,621.16	707.14		601.32		4,812.61	4,812.61	-	26-Jul
21-Jul	4,157.31	555.79		196.80	82.43		534.89		5,527.22	5,527.22	0.00	27-Jul
22-Jul	3,406.86	400.55		533.49	224.65		499.77		5,065.32	5,065.32	-	28-Jul
25-Jul	2,583.61	286.97		563.00	189.79		368.19		3,991.56	3,991.56	-	29-Jul
26-Jul	2,165.22	206.68		314.23	139.26		262.13		3,087.52	3,087.52	(0.00)	1-Aug
27-Jul	1,956.25	316.53		528.42	158.53		307.68		3,267.41	3,267.41	-	2-Aug
28-Jul	4,885.42	279.60		414.82	332.93		387.08		6,299.85	6,299.85	-	3-Aug
29-Jul	8,210.26	1,094.59		2,509.55	1,118.53		1,353.50		14,286.43	14,276.37	10.06	8-Aug
TTL	63,471.43	8,471.71	0.00	22,650.93	9,178.69	0.00	10,770.96	0.00	114,543.72	111,157.66	3,386.06	

OVERALL TOTAL	114,543.72
LESS REFUNDS	0.00
LESS HCAD COMM FEES	10.06
LESS COMM/COST	3,376.00
BALANCE	111,157.66
LESS TRANSFERRED	84,226.51
LESS TRANSF IN TRANSIT	26,931.15
BALANCE PENDING	0.00

FISCAL START: 10/01/2021 END: 09/30/2022

JURISDICTION: 0037 CITY OF SAN JUAN

CERT TAXABLE VALUE	ADJUSTMENTS	ADJ TAX VALUE	TAX RATE	TAX LEVY	PAID ACCTS
1,356,168,908	11,032,169	1,367,201,077	00.687600	9,158,875.50	12,408

YEAR	TAXES DUE	MONTH ADJ	ADJUSTMENT YTD	LEVY PAID	PAID YTD	BALANCE	COLL %	YTD UNCOLL
2021	9,088,383.56	.00	70,491.94	63,471.43	8,776,259.67	382,615.83	95.82	0.00
2020	312,117.59	.00	11,718.23	11,822.84	150,168.47	150,230.89	49.99	1,085.52
2019	164,177.50	.00	3,474.25	5,322.57	56,481.70	104,231.55	35.15	1,030.80
2018	105,283.41	.00	1,039.21	1,881.46	26,266.34	77,977.86	25.20	447.30
2017	83,971.33	3,409.49	3,870.31	1,699.28	17,779.25	62,321.77	22.20	393.75
2016	66,281.08	.00	233.52	575.70	10,690.18	55,357.38	16.19	198.56
2015	59,065.98	.00	176.35	189.99	7,204.82	51,684.81	12.23	176.35
2014	51,960.23	.00	176.34	11.30	5,959.30	45,824.59	11.51	176.34
2013	49,204.50	.00	192.57	142.72	5,982.64	43,029.29	12.21	192.57
2012	47,521.87	.00	198.11	304.70	6,121.34	41,202.42	12.94	198.11
2011	58,305.36	.00	202.25	252.82	6,023.57	52,079.54	10.37	202.25
2010	43,687.27	.00	170.03	147.30	6,221.52	37,295.72	14.30	170.03
2009	42,731.21	.00	96.68	36.84	5,142.51	37,492.02	12.06	96.68
2008	33,944.94	.00	19.86	56.48	2,892.28	31,032.80	8.53	19.86
2007	29,329.45	.00	0.00	0.00	1,395.96	27,933.49	4.76	0.00
2006	26,114.72	.00	0.00	12.36	1,748.86	24,365.86	6.70	0.00
2005	23,041.36	.00	0.00	6.20	2,044.54	20,996.82	8.87	0.00
2004	16,841.16	.00	0.00	151.39	2,023.40	14,817.76	12.01	0.00
2003	17,352.08	.00	0.00	0.00	2,016.30	15,335.78	11.62	0.00
2002	14,005.44	.00	0.00	0.00	1,213.73	12,791.71	8.67	0.00
2001	11,920.15	238.38	238.38	36.98	1,548.19	10,133.58	13.25	0.00
2000	54,081.15	.00	0.00	0.00	7,984.40	46,096.75	14.76	0.00
****	10,399,321.34	3,647.87	48,685.85	86,122.16	9,103,168.97	1,344,838.22		4,388.12

CITY OF SAN JUAN, TEXAS
AS OF July 2022

Levy 2021 (21-22 YR)

9,088,383.56	OCT 2021	NOV 2021	DEC 2021	JAN 2022	FEB 2022	MAR 2022	APR 2022	MAY 2022	JUN 2022	JUL 2022	AUG 2022	SEPT 2022
Adjustments	103,468.54	102,204.24	96,189.28	92,010.27	86,694.75	74,038.53	73,011.86	71,058.66	70,491.94	70,491.94	-	9,088,383.56
Adjstid Levy	9,191,852.10	9,190,387.80	9,184,572.84	9,180,393.83	9,175,078.31	9,162,422.09	9,161,395.42	9,159,442.22	9,158,875.50	9,158,875.50	9,088,383.56	
Collections	117,479.56	889,430.88	4,817,789.68	7,399,067.11	8,108,720.86	8,395,334.17	8,541,246.35	8,637,705.74	8,712,788.24	8,776,259.67	8,112,398.19	8,133,995.20
Percentage	1.28	9.68	52.46	80.60	88.38	91.67	93.23	94.30	95.13	95.82	89.26	89.50

Levy 2020 (20-21 YR)

8,178,632.23	OCT 2020	NOV 2020	DEC 2020	JAN 2021	FEB 2021	MAR 2021	APR 2021	MAY 2021	JUN 2021	JUL 2021	AUG 2021	SEPT 2021
Adjustments	286,189.51	287,603.92	287,434.23	281,486.41	277,644.91	269,697.34	268,515.52	268,245.14	267,796.38	267,796.38	267,480.56	267,480.56
Adjstid Levy	8,464,821.74	8,466,236.15	8,466,066.46	8,460,118.64	8,456,277.14	8,448,329.57	8,447,147.75	8,446,877.37	8,446,428.61	8,446,428.61	8,446,112.79	8,446,112.79
Collections	130,555.94	684,177.98	3,953,871.77	6,761,511.71	7,363,117.19	7,730,743.55	7,883,151.58	7,958,400.88	8,038,910.70	8,088,931.19	8,112,398.19	8,133,995.20
Percentage	1.54	8.08	46.70	79.92	87.07	91.51	93.32	94.22	95.18	95.77	96.05	96.30

Levy 2019 (19-20 YR)

7,793,728.78	OCT 2019	NOV 2019	DEC 2019	JAN 2020	FEB 2020	MAR 2020	APR 2020	MAY 2020	JUN 2020	JUL 2020	AUG 2020	SEPT 2020
Adjustments	(2,881.85)	(8,507.53)	(10,226.02)	(12,344.25)	(8,461.48)	(24,205.83)	(24,205.85)	(26,575.44)	(26,496.84)	(31,605.07)	(31,605.07)	(31,767.84)
Adjstid Levy	7,790,846.93	7,785,221.25	7,783,502.76	7,781,384.53	7,785,267.30	7,769,522.93	7,769,522.93	7,767,153.34	7,767,231.94	7,762,123.71	7,762,123.71	7,761,960.94
Collections	175,292.78	640,774.22	3,552,655.97	6,112,934.56	6,653,965.90	6,935,008.58	7,038,803.16	7,163,810.26	7,269,120.58	7,334,802.90	7,369,890.49	7,396,486.76
Percentage	2.25	8.23	45.64	78.56	85.47	89.26	90.60	92.23	93.59	94.49	94.95	95.29

Levy 2018 (18-19 YR)

7,286,363.64	OCT 2018	NOV 2018	DEC 2018	JAN 2019	FEB 2019	MAR 2019	APR 2019	MAY 2019	JUN 2019	JUL 2019	AUG 2019	SEPT 2019
Adjustments	(1,478.12)	(296.36)	(1,465.69)	(6,625.78)	(9,052.85)	(11,708.08)	(13,529.11)	(14,311.16)	(14,818.41)	(14,818.41)	(14,818.41)	(16,319.15)
Adjstid Levy	7,286,363.64	7,286,067.28	7,284,897.95	7,279,737.86	7,277,310.79	7,274,655.56	7,272,834.53	7,272,052.48	7,271,545.23	7,271,545.23	7,271,545.23	7,270,044.49
Collections	40,446.92	465,847.78	3,420,804.86	5,752,692.83	6,215,142.89	6,505,324.90	6,627,411.69	6,726,104.39	6,801,180.60	6,848,618.95	6,886,059.71	6,913,739.06
Percentage	0.56	6.39	46.96	79.02	85.40	89.42	91.13	92.49	93.53	94.18	94.70	95.10

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)
Adjstid 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	6,342,559.09	6,465,719.48	6,561,382.23	6,639,410.61	6,693,744.82	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)
Adjstid 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	
Adjst'd 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	6,367,673.39	6,367,673.39	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	36,698.99	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	
Adjst'd Levy	6,123,607.81	6,123,013.23	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 13	DEC 13	JAN 14	FEB 14	MAR 14	APR 14	MAY 14	JUN 14	JUL 2014	AUG 2014	SEPT 14	
Adjustments	(34.83)	4,339.90	2,590.79	(5,378.19)	(6,015.81)	(8,260.56)	(11,819.73)	(8,375.80)	(12,883.52)	(15,059.23)	(15,348.77)	(16,498.87)	
Adjst'd 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)													
5,863,668.66	OCT 2012	NOV 12	DEC 12	JAN 13	FEB 13	MAR 13	APR 13	MAY 13	JUN 13	JUL 2013	AUG 2013	SEP 13	
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)	
Adjst'd 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)													
5,807,342.89	Oct 11	Nov 11	Dec 11	Jan 12	Feb 12	Mar 12	Apr 12	May 12	Jun 12	JUL 2012	AUG 2012	Sept 12	
Adjustments	(434.68)	9,757.00	7,191.02	6,935.04	6,744.28	2,616.92	1,327.13	(8,800.15)	(8,800.15)	(8,800.15)	(8,800.15)	(16,234.68)	
Adjst'd 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)													
5,689,359.60	Oct 10	Nov 10	Dec 10	Jan 11	Feb 11	Mar 11	Apr 11	May 11	Jun 11	Jul 11	Aug 11	Sept 11	
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)	
Adjst'd 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)

5,701,885.79	OCT 09	NOV 09	DEC 09	JAN 10	FEB 10	MAR 10	APR 10	MAY 10	JUN 10	JUL 10	AUG 10	SEP 10
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)
Adjusted 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	312,228.39	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)

5,024,376.42	OCT 08	NOV 08	DEC 08	JAN 09	FEB 09	MAR 09	APR 09	MAY 09	JUN 09	JUL 09	AUG 09	SEP 09
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
Adjusted Levy	5,027,004.24	5,060,395.55	5,085,053.32	5,085,053.32	5,076,499.89	5,051,553.53	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)

4,465,732.01	OCT 07	NOV 07	DEC 07	JAN 08	FEB 08	MAR 08	APR 08	MAY 08	JUN 08	JUL 08	AUG 08	SEP 08
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
Adjusted 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)

3,969,895.75	OCT 06	NOV 06	DEC 06	JAN 07	FEB 07	MAR 07	APR 07	MAY 07	JUN 07	JUL 07	AUG 07	SEP 07
Adjustments	632.70	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
Adjusted 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)

3,624,334.79	OCT 05	NOV 05	DEC 05	JAN 06	FEB 06	MAR 06	APR 06	MAY 06	JUN 06	JUL 06	AUG 06	SEP 06
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
Adjusted 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

August 11, 2022

AGENDA ITEM AND RECOMMENDATION SUMMARY
CITY COMMISSION REGULAR MEETING
AUGUST 23, 2022

Consider Approval of the Quarterly Investment Report for the Quarter Ending June 30, 2022.
[Leroy Gonzales, director of Finance)

STAFF COMMENTS AND RECOMMENDATIONS:

Consider Approval of the Quarterly Investment Report for the Quarter Ending June 30, 2022.

RECOMMENDATION:

Approve as Presented

PREPARED BY:

Leroy Gonzales,
Director of Finance

APPROVED BY:

Benjamin Arjona, City
Manager



City of San Juan, Texas

Quarterly Investment Report

As of June 30, 2022

Prepare By: _____

Leroy Gonzales, Director of Finance
Investment Officer

Maria L. Beltran, Assist. Director of Finance
Investment Officer

Fund Allocation Summary

Book and Market Value

	Fund Total	Texpool	TexStar	Certificate of Deposit
Solid Waste	350,676.86	662.82	350,014.04	-
Parks Development	150,670.27	397.24	150,273.03	-
Debt Service	1,003,304.17	1,174.24	1,002,129.93	-
Utility Fund	3,013,250.29	1,217.52	3,012,032.77	-
General Fund	1,753,562.70	1,787.41	1,751,775.29	-
Capital Projects-City Hall/Parks	3,307,592.23	-	3,307,592.23	-
Federal Forfeiture	-	-	-	-
2017 BOND	1,004,506.39	-	1,004,506.39	-
CIP Street Bond 2015 Fund	301,477.97		301,477.97	-
Certificate of OB Series 2018	1,001,821.80		1,001,821.80	-
Bond 2020	23.12		23.12	-
Utility I & S Fund	184,213.46		184,213.46	-
Bond 2014 Fund	200,984.56		200,984.56	-
Water & Sewer Reserve Fund	301,477.97		301,477.97	-
Developers Escrow Fund	200,984.56		200,984.56	-
Capital Projects-Fire Station	6,607,521.08		6,607,521.08	-
Sub-total	\$ 19,382,067.43	\$ 5,239.23	\$ 19,376,828.20	\$ -
EDC-Sales Tax Fund	903,138.73	1,436.10	901,702.63	-
EDC Revolving Fund	849.03	849.03	-	-
Total	\$ 20,286,055.19	\$ 7,524.36	\$ 20,278,530.83	\$ -

Quarter End Results by Investment Category:

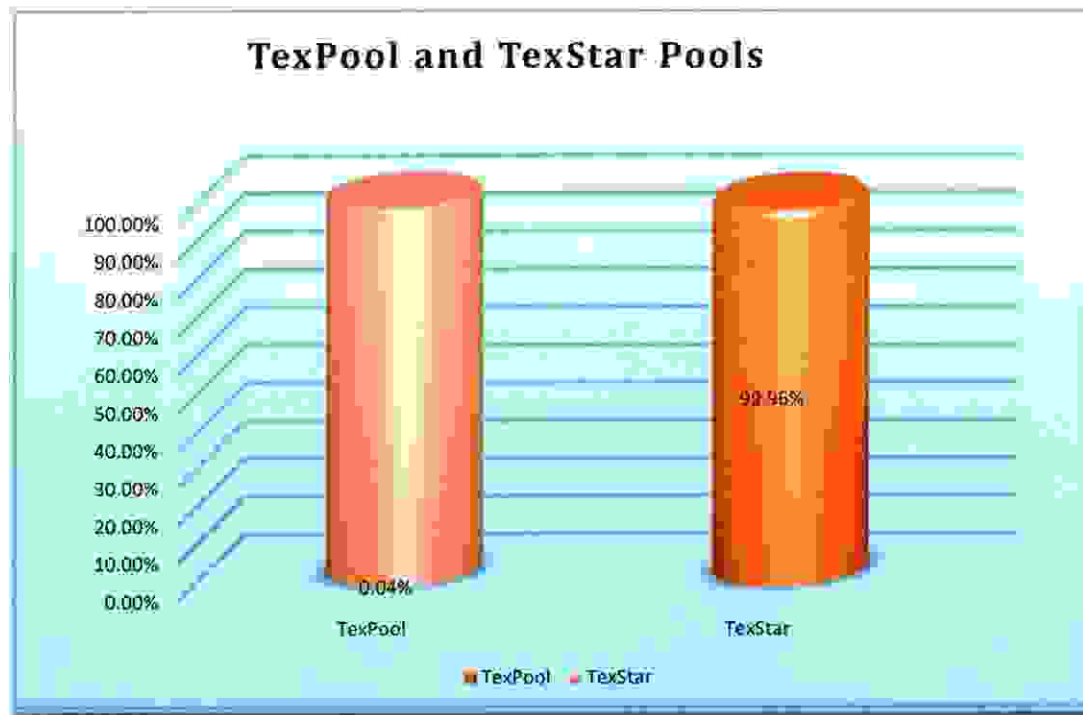
Asset Type	Ave. Yield	Mar-22		Jun-22	
		Book Value	Market Value	Book Value	Market Value
Local Governmental Pools	0.00%	20,753,166.52	20,753,166.52	20,286,055.19	20,286,055.19
CD's/Securities	0.000%	-	-	-	-
Quarterly Interest Income	\$	45,179.94			
YTD Interest	\$	56,739.30			

Book Value Comparison

Description	Coupon/ Discount	Settlement Date	Mar-22		Purchase at Cost	Sales Maturities	Jun-22	
			Original Face\ Par Value	Book Value			Original Face\ Per Value	Book Value
PCB Wealth Management Pools	0.000% 0.00%	6/30/2021	20,753,166.52	20,753,166.52	- -	- -	20,286,055.19	20,286,055.19
Total			\$ 20,753,166.52	\$ 20,753,166.52			\$ 20,286,055.19	\$ 20,286,055.19

Market Value Comparison

Description	Coupon/ Discount	Mar-22		Qtr-to Qtr change	Jun-22	
		Original Face\ Par Value	Market Price		Original Face\ Per Value	Market Value
PCB Wealth Management Pools	0.00%	20,753,166.52	1.00	-	20,286,055.19	20,286,055.19
Total		\$ 20,753,166.52	2.00		\$ 20,286,055.19	\$ 20,286,055.19



AGENDA ITEM AND RECOMMENDATION SUMMARY
CITY COMMISSION REGULAR MEETING
AUGUST 23, 2022

Consider Approval of the Budget Expenditure Report for the Month of July, 2022.

STAFF COMMENTS AND RECOMMENDATIONS:

Consider Approval of the Budget Expenditure Report for the Month of July 31, 2022.

RECOMMENDATION:

Approve as Presented

PREPARED BY:

Leroy Gonzales,
Director of Finance

APPROVED BY:

Benjamin Arjona, City
Manager



Mayor: Mario Garza
Mayor Pro-Tem: Leonardo "Lenny" Sanchez
Commissioners: Adina "Dina" Santillan
Ernesto "Neto" Guajardo
Marco "Markie" Villegas

Memorandum

To: Benjamin Arjona , City Manager
From: Leroy Gonzales, Director of Finance
Date: August 16, 2022
Subject: Budget Expenditure Report – July 31, 2022

Attached you will find the above-mentioned report for the City of San Juan.

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
d. Water & Sewer I & S	61	10
• Special Revenue Fund:		
a. Local Truancy Prevention & Diversion Fund	18	11
b. Local Municipal Jury Fund	19	12
c. Municipal Court-Building Security	20	13
d. Municipal Court-Technology	21	14
e. Revolving Loan	23	15
f. Parks Sport Fee	25	16
g. Parks Development	26	17
h. Wrecker Law Enforcement	27	18
i. Asset Forfeiture-State	28	19
j. Miscellaneous Grants	30	20
k. Crime Victims Liaison Grant	32	21
l. Hotel/Motel Occupancy Tax	33	22
m. Asset Forfeiture-Federal Sharing	35	23
n. Storm Water Fund	55	24
• Debt Service Fund	36	25
<u>Other City Funds:</u>		
• Capital Projects		
a. City Hall/Park	41	26
b. Bond Series 2019	42	27

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c. Bond Series 2019-A	43	28
d. CIP-Street-Series 2015	44	29
e. Capital Projects	45	30
f. 2018 Construction	46	31
g. Certificate of Obligation 2018	47	32
h. Certificate of Obligation 2017	48	33

Other City Funds –Continue

h. 2020 Bond	49	34
i. TDEM Fund	51	35
i. Certificate of Obligation 2007	52	36
j. Capital Projects Fire Station	53	37
k. 2014 Bond	54	38
l. 2022 Bond – Fire Truck	57	39

Component Unit:

• San Juan E.D.C.	24	40
• San Juan Economic Development Corp.	29	41

C: Mayor, Mario Garza

Mayor Pro-Tem,- Leonardo “Lenny” Sanchez

Commissioners:- Adina “Dina” Santillan

Ernesto “Neto” Guajardo

Marco “Markie” Villegas

City of San Juan, Texas
Budget Expenditures Report
July 31, 2022

							Budget Target 83%
10 -GENERAL FINANCIAL SUMMARY	BUDGET 2020-2021	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jun-22	Jul-22	% RECEIV. EXPENDED
REVENUE SUMMARY							
PROPERTY TAXES	7,231,770	7,178,795	-	(52,975)	97,466	79,381	99.27
SALES TAX REVENUE	3,547,922	3,334,604	-	(213,318)	417,763	369,180	93.99
FRANCHISE TAX	1,000,000	810,473	-	(189,527)	43,799	82,274	81.05
LICENSES & PERMITS	626,175	597,339	-	(28,836)	91,397	43,014	95.39
FEES & FINES	240,577	146,193	-	(94,384)	13,441	15,643	60.77
INTERGOVERNMENTAL REVENUE	918,877	702,878	-	(215,999)	54,610	53,243	76.49
OTHER REVENUE	399,424	365,799	-	(33,625)	27,203	23,084	91.58
Transfer Inn	3,000,000	-	-	(3,000,000)	-	-	-
TOTAL REVENUES	16,964,745	13,136,081	-	(3,828,664)	745,679	665,819	77.43
EXPENDITURE SUMMARY							
LEGISLATIVE							
PURCHASED PROF/TECH SRVS	-	-	-	-	-	-	-
PUR PROP SRVS & OTH SRVS	24,700	20,783	1,020	2,897	1,266	6,002	88.27
SUPPLIES	7,500	6,860	105	535	281	256	92.86
MISCELLANEOUS	123,900	118,981	181	4,739	2,074	1,535	96.18
LEGISLATIVE	156,100	146,624	1,305	8,171	3,621	7,793	94.77
CITY MANAGER							
SALARIES & WAGES/BENEFIT	188,137	122,284		65,853	11,240	16,408	65.00
PURCHASED PROF/TECH SRVS	169,000	142,500	19,000	7,500	11,000	17,000	95.56
PUR PROP SRVS & OTH SRVS	7,825	3,554	275	3,996	598	-	48.93
SUPPLIES	600	419	-	181	66	118	69.76
CAPITAL OUTLAY	55,000	-		55,000	-	-	-
MISCELLANEOUS	950	-		950	-	-	-
CITY MANAGER	421,512	268,757	19,275	133,480	22,903	33,527	68.33
CITY SECRETARY							
SALARIES & WAGES/BENEFIT	143,179	107,645		35,534	10,990	16,663	75.18
PURCHASED PROF/TECH SRVS	25,500	23,701	-	1,799	2,000	3,199	92.94
PUR PROP SRVS & OTH SRVS	7,550	5,117	75	2,358	797	431	68.77
SUPPLIES	3,250	2,517	-	733	12	411	77.45
MISCELLANEOUS	45,700	29,111	89	16,500	100	-	63.89
CITY SECRETARY	225,179	168,091	164	56,924	13,899	20,704	74.72
MUNICIPAL COURT							
SALARIES & WAGES/BENEFIT	208,685	169,480		39,205	15,880	22,939	81.21
PURCHASED PROF/TECH SRVS	66,184	47,319	17,933	931	190	14,074	98.59
PUR PROP SRVS & OTH SRVS	9,705	5,026	5	4,674	150	183	51.84
SUPPLIES	6,439	4,096	38	2,305	314	974	64.21
MISCELLANEOUS	190	55		135	-	-	28.95
MUNICIPAL COURT	291,203	225,977	17,976	47,250	16,534	38,170	83.77

City of San Juan, Texas
Budget Expenditures Report
July 31, 2022

10 -GENERAL FINANCIAL SUMMARY	BUDGET 2020-2021	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jun-22	Jul-22	Budget Target 83% % RECEIV. EXPENDED
FINANCE							
SALARIES & WAGES/BENEFIT	391,060	319,856	-	71,204	30,486	44,175	81.79
PURCHASED PROF/TECH SRVS	3,600	3,503	-	98	3,500	-	97.29
PUR PROP SRVS & OTH SRVS	13,509	12,480	234	795	2,104	2,790	94.12
SUPPLIES	4,020	2,567	199	1,254	516	294	68.80
MISCELLANEOUS	20,395	20,258	219	(83)	3,698	1,643	100.41
FINANCE	432,584	358,663	652	73,268	40,304	48,902	83.06
PLANNING							
SALARIES & WAGES/BENEFIT	545,599	414,236		131,363	40,364	60,293	75.92
PURCHASED PROF/TECH SRVS	18,000	6,617	(18)	11,401	292	1,192	36.66
PUR PROP SRVS & OTH SRVS	22,200	12,628	1,170	8,402	1,368	736	62.15
SUPPLIES	29,905	17,036	1,008	11,861	1,945	1,716	60.34
CAPITAL OUTLAY	11,000	9,895	72	1,033	495	-	90.61
MISCELLANEOUS	19,675	3,841	-	15,834	75	-	19.52
PLANNING	646,379	464,254	2,232	179,893	44,539	63,937	72.17
POLICE							
SALARIES & WAGES/BENEFIT	3,978,213	2,461,070		1,517,143	211,326	300,572	61.86
PURCHASED PROF/TECH SRVS	49,278	16,511	1,998	30,769	640	7,161	37.56
PUR PROP SRVS & OTH SRVS	146,258	96,561	6,740	42,957	12,513	13,810	70.63
SUPPLIES	347,569	214,412	46,109	87,049	25,372	12,152	74.96
CAPITAL OUTLAY	29,700	796	5,208	23,696	-	-	20.22
MISCELLANEOUS	44,065	36,796	1,600	5,669	400	880	87.14
POLICE	4,595,083	2,826,146	61,654	1,707,282	250,251	334,575	62.85
FIRE							
SALARIES & WAGES/BENEFIT	1,909,220	1,347,089		562,131	134,361	189,179	70.56
PURCHASED PROF/TECH SRVS	29,800	21,857	-	7,943	12,509	-	73.34
PUR PROP SRVS & OTH SRVS	94,967	78,000	3,651	13,316	4,073	8,852	85.98
SUPPLIES	114,800	76,660	22,675	15,465	14,934	8,830	86.53
CAPITAL OUTLAY	266,980	61,136	188,875	16,968	6,408	-	93.64
DEBT SERVICE	124,579	120,178		4,401	-	-	96.47
MISCELLANEOUS	12,475	3,888	-	8,587	-	-	31.17
FIRE	2,552,821	1,708,808	215,201	628,812	172,284	206,862	75.37
STREETS, ALLEY, OTHER							
SALARIES & WAGES/BENEFIT	350,291	264,073		86,218	24,838	33,940	75.39
PUR PROP SRVS & OTH SRVS	300,350	284,158	531	15,660	30,654	31,280	94.79
SUPPLIES	124,136	88,061	4,684	31,391	8,686	15,250	74.71
MISCELLANEOUS	7,550	1,000		6,550	-	-	13.25
STREETS, ALLEY, OTHER	782,327	637,293	5,215	139,819	64,177	80,471	82.13

City of San Juan, Texas
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							Budget Target 83%
10 -GENERAL FINANCIAL SUMMARY	BUDGET 2020-2021	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jun-22	Jul-22	% RECEIV. EXPENDED
CENTRAL GARAGE							
SALARIES & WAGES/BENEFIT	201,982	162,193		39,789	15,174	22,038	80.30
PURCHASED PROF/TECH SRVS	5,500	5,500		-	-	-	100.00
PUR PROP SRVS & OTH SRVS	3,000	1,412	-	1,588	196	157	47.08
SUPPLIES	16,577	14,002	1,512	1,063	607	647	93.59
CAPITAL OUTLAY	12,000	10,129	-	1,871	-	-	84.41
CENTRAL GARAGE	239,059	193,237	1,512	44,310	15,978	22,843	81.46
PARKS							
SALARIES & WAGES/BENEFIT	938,284	745,783		192,501	73,801	140,463	79.48
PURCHASED PROF/TECH SRVS	1,750	2,280		(530)	277	211	130.26
PUR PROP SRVS & OTH SRVS	123,950	108,529	909	14,511	8,046	9,466	88.29
SUPPLIES	44,330	47,697	2,786	(6,154)	5,120	3,991	113.88
CAPITAL OUTLAY	8,200	7,565	-	635	-	-	92.26
DEBT SERVICE	58,394	58,393		1	-	-	100.00
MISCELLANEOUS	366,345	330,770	2,647	32,928	19,390	48,180	91.01
PARKS	1,541,253	1,301,018	6,342	233,893	106,634	202,311	84.82
BUILDING MAINTENANCE							
SALARIES & WAGES/BENEFIT	291,791	209,365	-	82,426	19,104	26,397	71.75
PURCHASED PROF/TECH SRVS	2,500	-	375	2,125	-	-	15.00
PUR PROP SRVS & OTH SRVS	83,200	61,503	796	20,901	12,286	6,616	74.88
SUPPLIES	40,120	35,303	1,565	3,252	3,485	2,776	91.89
BUILDING MAINTENANCE	417,611	306,171	2,736	108,704	34,874	35,789	73.97
LIBRARY							
SALARIES & WAGES/BENEFIT	297,031	195,348	-	101,683	17,426	31,148	65.77
PURCHASED PROF/TECH SRVS	1,875	1,180	-	695	41	41	62.94
PUR PROP SRVS & OTH SRVS	24,563	18,816	-	5,747	2,184	1,760	76.60
SUPPLIES	3,312	1,367	-	1,945	-	530	41.29
MISCELLANEOUS	9,300	4,359	3,959	982	-	424	89.44
LIBRARY	336,081	221,071	3,959	111,051	19,651	33,903	66.96

City of San Juan, Texas
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10 -GENERAL FINANCIAL SUMMARY	BUDGET 2020-2021	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jun-22	Jul-22	Budget Target 83% % RECEIV. EXPENDED
ADMINISTRATION							
PURCHASED PROF/TECH SRVS	419,994	277,668	-	142,327	8,897	47,003	66.11
PUR PROP SRVS & OTH SRVS	337,080	294,339	-	42,741	19,489	19,975	87.32
SUPPLIES	2,454	2,392	-	62	1,307	131	97.47
CAPITAL OUTLAY	2,005,213	-	-	2,005,213	-	-	-
DEBT SERVICE	132,300	104,400	-	27,900	-	-	78.91
MISCELLANEOUS	52,000	-	-	52,000	-	-	-
ADMINISTRATION	2,949,041	678,799	-	2,270,242	29,692	67,109	23.02
HUMAN RESOURCES							
SALARIES & WAGES/BENEFIT	204,675	164,631	-	40,044	15,757	22,721	80.44
PURCHASED PROF/TECH SRVS	10,500	5,700	2,600	2,200	790	900	79.05
PUR PROP SRVS & OTH SRVS	11,500	10,323	1,070	108	3,709	1,906	99.06
SUPPLIES	2,740	2,495	-	245	374	205	91.06
MISCELLANEOUS	785	579	-	206	-	-	73.76
HUMAN RESOURCES	230,200	183,728	3,670	42,803	20,630	25,732	81.41
INFORMATION TECHNOLOGY							
SALARIES & WAGES/BENEFIT	430,950	349,299	-	81,651	34,557	50,741	81.05
PURCHASED PROF/TECH SRVS	166,564	152,381	1,080	13,103	7,755	230	92.13
PUR PROP SRVS & OTH SRVS	166,620	141,229	504	24,887	922	24,850	85.06
SUPPLIES	77,991	75,861	700	1,430	2,083	1,349	98.17
CAPITAL OUTLAY	71,120	42,287	28,833	1	-	-	100.00
MISCELLANEOUS	47,510	47,441	-	69	332	2,638	99.85
INFORMATION TECHNOLOGY	960,755	808,497	31,116	121,142	45,650	79,807	87.39

City of San Juan, Texas
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10 -GENERAL FINANCIAL SUMMARY	BUDGET 2020-2021	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jun-22	Jul-22	Budget Target 83% % RECEIV. EXPENDED
EMERGENCY MANAGEMENT							
PURCHASED PROF/TECH SRVS	21,500	15,966	-	5,535	-	-	74.26
PUR PROP SRVS & OTH SRVS	5,800	200	-	5,600	-	-	3.45
SUPPLIES	12,000	2,296	-	9,704	345	-	19.13
CAPITAL OUTLAY	55,000	34,649	10,252	10,099	-	-	81.64
EMERGENCY MANAGEMENT	94,300	53,111	10,252	30,937	345	-	67.19
ANIMAL CONTROL							
SALAREIES & WAGES/BENEFIT	82,308	34,396		47,912	3,268	4,599	41.79
PURCHASED PROF/TECH SRVS	3,400	-		3,400	-	-	-
SUPPLIES	19,750	4,436	1,891	13,423	566	501	32.04
CAPITAL OUTLAY	14,000	-		14,000	-	-	-
MISCELLANEOUS	100,100	77,290	22,710	100	16,135	14,445	99.90
ANIMAL CONTROL	219,558	116,122	24,601	78,835	19,969	19,545	64.09
TRANSFER IN	-	-	-	-	-	-	-
TRANSFER OUT	-	-	-	-	-	-	-
TOTAL EXPENDITURES	17,091,046	10,666,366	407,863	6,016,817	921,935	1,321,981	64.80
REVENUES OVER/(UNDER) EXPENDITURES	(126,301)	2,469,715	(407,863)	2,188,153	(176,256)	(656,162)	(1,632.49)

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							Budget Target 83%
22 -SOLID WASTE FINANCIAL SUMMARY	BUDGET 2020-2021	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jun-22	Jul-22	% RECEIV. EXPENDED
REVENUE SUMMARY							
REFUSE COLLECTION SYSTEM	3,480,700	2,458,141	-	(1,022,559)	264,580	265,487	70.62
OTHER REVENUE	30,550	37,260	-	6,710	3,115	4,994	121.96
OTHER FINANCING SOURCES	-	-	-	-	-	-	-
TOTAL REVENUES	3,511,250	2,495,401	-	(1,015,849)	267,695	270,481	71.07
EXPENDITURE SUMMARY							
SANITATION							
SALARIES & WAGES/BENEFIT	1,147,228	799,237	-	347,991	78,326	101,504	69.67
PUR PROF/TECH SRVS	7,200	1,035	-	6,165	260	25	14.37
PUR PROP SRVS & OTH SRVS	345,711	259,906	12,348	73,457	20,986	30,885	78.75
SUPPLIES	565,856	555,622	37,135	(26,901)	53,121	40,969	104.75
MISCELLANEOUS	581,900	457,740	515	123,645	114,645	2,345	78.75
SANITATION	2,647,895	2,073,539	49,999	524,357	267,338	175,728	80.20
RECYCLING							
SALARIES & WAGES/BENEFIT	153,898	116,654	-	37,244	12,800	14,206	75.80
PUR PROP SRVS & OTH SRVS	5,000	430	-	4,570	276	-	8.60
SUPPLIES	41,314	4,376	4,152	32,786	30	1,278	20.64
MISCELLANEOUS	9,500	1,468	-	8,032	-	38	15.45
RECYCLING	209,712	122,928	4,152	82,632	13,106	15,521	60.60
ORGANIZATIONAL							
PURCHASED PROF/TECH SRVS	85,000	58,651	-	26,349	6,126	5,907	69.00
PUR PROP SRVS & OTH SRVS	52,054	42,813	-	9,241	4,260	4,511	82.25
DEBT SERVICE	318,817	291,194	-	27,623	-	-	91.34
MISCELLANEOUS	213,930	334,719	-	(120,789)	17,619	173,570	156.46
ORGANIZATIONAL	669,801	727,377	-	(57,576)	28,005	183,988	108.60
Transfer Out	-	-	-	-	-	-	-
TOTAL EXPENDITURES	3,527,408	2,923,844	54,151	549,413	308,450	375,237	84.42
REVENUES OVER/(UNDER) EXPENDITURES	(16,158)	(428,443)	(54,151)	(466,436)	(40,755)	(104,756)	2,986.72

City of San Juan, Texas
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							Budget Target 83%
56 -UTILITY FINANCIAL SUMMARY	BUDGET 2020-2021	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jun-22	Jul-22	% RECEIV. EXPENDED
REVENUE SUMMARY							
WATER SYSTEMS	2,843,680	2,062,779	-	(780,902)	253,348	272,473	72.54
SEWER SYSTEMS	2,915,200	2,287,816	-	(627,384)	257,178	292,855	78.48
OTHER REVENUES	-	(166)	-	(166)	3	(92)	-
OTHER REVENUES	55,600	81,609	-	26,009	4,030	5,451	146.78
OTHER	(162,264)	(1,596,352)	-	(1,434,088)	(32,956)	(32,956)	983.80
TOTAL REVENUES	5,652,216	2,835,686	-	(2,816,530)	481,603	537,732	50.17
EXPENDITURE SUMMARY							
UTILITY BILLING & COLLEC							
SALARIES & WAGES/BENEFIT	291,087	205,672	-	85,415	21,308	29,979	70.66
PURCHASED PROF/TECH SRVS	23,308	9,506	-	13,802	244	244	40.78
PUR PROP SRVS & OTH SRVS	96,715	74,614	-	22,101	4,945	13,034	77.15
SUPPLIES	18,332	17,462	1,329	(459)	2,352	2,534	102.50
CAPITAL OUTLAY	9,350	9,350	-	-	-	-	100.00
MISCELLANEOUS	47,527	52,887	219	(5,579)	11,918	6,417	111.74
UTILITY BILLING & COLLEC	486,319	369,490	1,548	115,281	40,767	52,208	76.30
UTILITY ADMINISTRATION							
SALARIES & WAGES/BENEFIT	223,043	145,376	-	77,667	9,053	15,408	65.18
PURCHASED PROF/TECH SRVS	12,000	31,278	-	(19,278)	-	-	260.65
PUR PROP SRVS & OTH SRVS	33,620	17,446	215	15,960	1,933	49	52.53
SUPPLIES	12,087	10,548	1,189	350	1,390	1,591	97.10
CAPITAL OUTLAY	1,500	1,327	-	173	-	-	88.48
MISCELLANEOUS	2,415	1,693	-	722	-	-	70.09
UTILITY ADMINISTRATION	284,665	207,668	1,403	75,594	12,375	17,047	73.44
WATER PLANT							
SALARIES & WAGES/BENEFIT	487,902	368,124	-	119,778	35,754	48,171	75.45
PURCHASED PROF/TECH SRVS	40,000	26,142	1,374	12,484	551	4,937	68.79
PUR PROP SRVS & OTH SRVS	416,130	314,638	12,011	89,481	12,615	24,072	78.50
SUPPLIES	335,621	253,835	11,123	70,663	22,220	40,682	78.95
CAPITAL OUTLAY	44,820	-	31,152	13,668	-	-	69.50
MISCELLANEOUS	128,476	71,895	15,344	41,237	3,170	4,488	67.90
WATER PLANT	1,452,949	1,034,633	71,005	347,311	74,308	122,350	76.10
WATER DISTRIBUTION							
SALARIES & WAGES/BENEFIT	300,771	184,737	-	116,034	19,247	29,717	61.42
PUR PROP SRVS & OTH SRVS	16,930	12,884	21	4,026	355	3,858	76.22
SUPPLIES	100,785	37,030	20,839	42,916	1,639	3,893	57.42
CAPITAL OUTLAY	722,163	-	64,408	657,755	-	-	8.92
MISCELLANEOUS	2,842	750	-	2,092	-	-	26.39
WATER DISTRIBUTION	1,143,491	235,401	85,268	822,823	21,242	37,468	28.04
SEWER COLLECTION							
SALARIES & WAGES/BENEFIT	340,550	178,952	-	161,598	18,664	25,979	52.55
PURCHASED PROF/TECH SRVS	8,352	6,102	-	2,251	-	-	73.05
PUR PROP SRVS & OTH SRVS	672,390	274,900	148,145	249,345	16,881	21,951	62.92
SUPPLIES	173,848	56,136	786	116,927	7,768	6,827	32.74
CAPITAL OUTLAY	163,825	13,823	36,688	113,314	-	-	30.83
MISCELLANEOUS	13,670	675	-	12,995	-	-	4.94
SEWER COLLECTION	1,372,635	530,587	185,619	656,429	43,314	54,757	52.18

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56-UTILITY FINANCIAL SUMMARY	BUDGET 2020-2021	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jun-22	Jul-22	% RECEIV. EXPENDED	Budget Target 83%	
SEWER PLANT									
SALARIES & WAGES/BENEFIT	267,750	164,857	-	102,893	14,880	24,491	61.57		
PURCHASED PROF/TECH SRVS	48,000	35,215	1,120	11,665	5,888	1,986	75.70		
PUR PROP SRVS & OTH SRVS	310,875	230,047	1,600	79,228	21,105	30,396	74.51		
SUPPLIES	204,626	138,506	7,056	59,063	793	41,294	71.14		
CAPITAL OUTLAY	140,000	-	129,769	10,231	-	-	92.69		
MISCELLANEOUS	151,632	114,937	-	36,695	5,200	12,342	75.80		
SEWER PLANT	1,122,883	683,562	139,545	299,776	47,865	110,509	73.30		
ORGANIZATIONAL									
PURCHASED PROF/TECH SRVS	71,663	50,266	-	21,397	7,676	3,962	70.14		
PUR PROP SRVS & OTH SRVS	115,723	95,178	-	20,545	9,471	10,028	82.25		
DEBT SERVICE	1,000	-	-	1,000	-	-	-		
MISCELLANEOUS	414,820	340,570	-	74,250	33,985	33,985	82.10		
ORGANIZATIONAL	603,206	486,015	-	117,191	51,132	47,975	80.57		
TOTAL EXPENDITURES	6,466,148	3,547,356	484,387	2,434,405	291,004	442,315	62.35		
	=====	=====	=====	=====	=====	=====	=====		
REVENUES OVER/(UNDER) EXPENDITURES	(813,932)	(711,670)	(484,387)	(382,125)	190,600	95,417	146.95		
TRANSFER IN	-	-	-	-	-	-	-		
TRANSFER OUT	-	-	-	-	-	-	-		
REVENUES & OTHER SOURCES OVER/ (UNDER) EXPENDITURES & OTHER(USES)	(813,932)	(711,670)	(484,387)	(382,125)	190,600	95,417	146.95		
	=====	=====	=====	=====	=====	=====	=====		

City of San Juan, Texas
Budget Expenditures Report
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Budget Target 83% % RECEIV. EXPENDED
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60 -UTILITY I&S FINANCIAL SUMMARY	BUDGET 2020-2021	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jun-22	Jul-22	
REVENUE SUMMARY							
OTHER REVENUE	1,600,889	1,545,747		(55,142)	27,990	28,060	96.56
TOTAL REVENUES	1,600,889	1,545,747	-	(55,142)	27,990	28,060	96.56
	=====	=====	=====	=====	=====	=====	=====
EXPENDITURE SUMMARY							
DEBT SERVICE							
DEBT SERVICE	1,600,889	1,536,312	-	64,577	124,407	8,020	95.97
MISCELLANEOUS	-	-	-	-	-	-	-
DEBT SERVICE	1,600,889	1,536,312	-	64,577	124,407	8,020	95.97
TOTAL EXPENDITURES	1,600,889	1,536,312	-	64,577	124,407	8,020	-
	=====	=====	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	-	9,435	-	9,435	-	20,040	-
TRANSFER IN	-	-	-	-	-	-	-
TRANSFER OUT	-	-	-	-	-	-	-
REVENUES & OTHER SOURCES OVER/ (UNDER) EXPENDITURES & OTHER(USES)	-	9,435	-	9,435	-	20,040	-
	=====	=====	=====	=====	=====	=====	=====

City of San Juan, Texas
Budget Expenditures Report
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Budget Target 83%
% RECEIV. EXPENDED

61 - Water & Sewer I & S FINANCIAL SUMMARY	BUDGET 2020-2021	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jun-22	Jul-22	
REVENUE SUMMARY							
OTHER REVENUE	61,376	52,036	-	(9,340)	5,359	5,474	84.78
TOTAL REVENUES	61,376	52,036	-	(9,340)	5,359	5,474	84.78
EXPENDITURE SUMMARY							
DEBT SERVICE							
DEBT SERVICE	-	-	-	-	-	-	-
MISCELLANEOUS	-	-	-	-	-	-	-
DEBT SERVICE	-	-	-	-	-	-	-
TOTAL EXPENDITURES	-	-	-	-	-	-	-
REVENUES OVER/(UNDER) EXPENDITURES	61,376	52,036	-	(9,340)	5,359	5,474	84.78
TRANSFER IN	-	-	-	-	-	-	-
TRANSFER OUT	-	-	-	-	-	-	-
REVENUES & OTHER SOURCES OVER/ (UNDER) EXPENDITURES & OTHER(USES)	61,376	52,036	-	(9,340)	5,359	5,474	84.78

City of San Juan, Texas
Budget Expenditures Report
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Budget Target 83%

18 -LOCAL TRUANCY PREVENTION &
DIVERSION FUND
FINANCIAL SUMMARY

REVENUE SUMMARY

FEES & FINES

TOTAL REVENUES

BUDGET 2020-2021	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jun-22	Jul-22	% RECEIV. EXPENDED
-	3,751	-	3,751	320	280	-
-	3,751	-	3,751	320	280	-
=====	=====	=====	=====	=====	=====	=====

City of San Juan, Texas
Budget Expenditures Report
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19 - LOCAL MUNICIPAL JURY FUND
FINANCIAL SUMMARY

Budget Target 83% % RECEIV. EXPENDED
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REVENUE SUMMARY

	BUDGET 2020-2021	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jun-22	Jul-22	
FEES & FINES	-	75	-	75	6	6	-
TOTAL REVENUES	-	75	-	75	6	6	-
	=====	=====	=====	=====	=====	=====	=====

City of San Juan, Texas
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Budget Target 83%

20 -MUNICIPAL COURT-BLDG SEC. FINANCIAL SUMMARY	BUDGET 2020-2021	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jun-22	Jul-22	% RECEIV. EXPENDED
REVENUE SUMMARY							
OTHER REVENUE	6,000	4,045	-	(1,955)	362	319	67.42
TOTAL REVENUES	6,000	4,045	-	(1,955)	362	319	67.42
	=====	=====	=====	=====	=====	=====	=====
MUNICIPAL COURT	-	-	-	-	-	-	-
TOTAL EXPENDITURES	-	-	-	-	-	-	-
	=====	=====	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	6,000	4,045	-	(1,955)	-	319	67.42

City of San Juan, Texas
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Budget Target 83%

21 -MUNICIPAL COURT-TECH. FINANCIAL SUMMARY	BUDGET 2020-2021	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jun-22	Jul-22	% RECEIV. EXPENDED
REVENUE SUMMARY							
OTHER REVENUE	6,000	3,391	-	(2,609)	316	284	56.52
TOTAL REVENUES	6,000	3,391	-	(2,609)	316	284	56.52
	=====	=====	=====	=====	=====	=====	=====
EXPENDITURE SUMMARY							
MUNICIPAL COURT							
SUPPLIES		200		(200)	-	-	-
CAPITAL OUTLAY	4,500	-	-	4,500	-	-	-
MUNICIPAL COURT	4,500	200	-	4,300	-	-	4.44
TOTAL EXPENDITURES	4,500	200	-	4,300	-	-	4.44
	=====	=====	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	1,500	3,191	-	1,691	-	284	212.74

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Budget Target 83%

23 -REVOLVING LOAN FUND FINANCIAL SUMMARY	BUDGET 2020-2021	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jun-22	Jul-22	% RECEIV. EXPENDED
REVENUE SUMMARY							
OTHER REVENUE	-	(43)	-	(43)	1	1	-
TOTAL REVENUES	-	(43)	-	(43)	1	1	-
EXPENDITURE SUMMARY							
ADMINISTRATION							
PURCHASED PROF/TECH SRVS	-	-	-	-	-	-	-
PUR PROP SRVS & OTH SRVS	-	-	-	-	-	-	-
ADMINISTRATION	-	-	-	-	-	-	-
TOTAL EXPENDITURES	-	-	-	-	-	-	-
REVENUES OVER/(UNDER) EXPENDITURES	-	(43)	-	(43)	1	1	-

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Budget Target 83%

25 -PARKS SPORT FEE FINANCIAL SUMMARY	BUDGET 2020-2021	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jun-22	Jul-22	% RECEIV. EXPENDED
REVENUE SUMMARY							
OTHER REVENUE	1,000	1,535	-	535	102	5	153.48
TOTAL REVENUES	1,000	1,535	-	535	102	5	153.48
EXPENDITURE SUMMARY							
RECREATION							
PUR PROP SRVS & OTH SRVS	-	-	-	-	-	-	-
ADMINISTRATION	-	-	-	-	-	-	-
TOTAL EXPENDITURES	-	-	-	-	-	-	-
REVENUES OVER/(UNDER) EXPENDITURES	1,000	1,535	-	535		-	153.48

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							Budget Target 83%
26 -PARK DEVELOPMENT FINANCIAL SUMMARY	BUDGET 2020-2021	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jun-22	Jul-22	% RECEIV. EXPENDED
REVENUE SUMMARY							
INTERGOVERNMENTAL REVENUE	-	-	-	-	-	-	-
OTHER INCOME	25,010	75,571	-	50,561	122	179	302.16
TOTAL REVENUES	25,010	75,571	-	50,561	122	179	302.16
EXPENDITURE SUMMARY							
PARKS							
PURCHASED PROF/TECH SRVS	-	-	-	-	-	-	-
SUPPLIES	-	-	-	-	-	-	-
CAPITAL OUTLAY	25,000	-	-	25,000	-	-	-
PARKS	25,000	-	-	25,000	-	-	-
TOTAL EXPENDITURES	25,000	-	-	25,000	-	-	-
REVENUES OVER/(UNDER) EXPENDITURES	10	75,571	-	75,561	-	179	755,706.00

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							Budget Target 83%
27 -WRECKER LAW ENFORCEMENT FINANCIAL SUMMARY	BUDGET 2020-2021	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jun-22	Jul-22	% RECEIV. EXPENDED
REVENUE SUMMARY							
OTHER REVENUE	7,900	8,735	-	835	10	1,930	110.57
TOTAL REVENUES	7,900	8,735	-	835	10	1,930	110.57
EXPENDITURE SUMMARY							
POLICE							
PURCHASED PROF/TECH SRVS	5,000	-	-	5,000	-	-	-
PUR PROP SRVS & OTH SRVS	300	-	-	300	-	-	-
SUPPLIES	10,000	800	-	9,200	-	-	8.00
MISCELLANEOUS	5,000	803	2,375	1,822	-	-	63.57
ADMINSTRATION	20,300	1,603	2,375	16,322	-	-	19.60
TOTAL EXPENDITURES	20,300	1,603	2,375	16,322	-	-	19.60
REVENUES OVER/(UNDER) EXPENDITURES	(12,400)	7,132	(2,375)	17,157	-	1,930	(38.36)

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							Budget Target 83%
28 -ASSET FORFEITURE-STATE FINANCIAL SUMMARY	BUDGET 2020-2021	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jun-22	Jul-22	% RECEIV. EXPENDED
REVENUE SUMMARY							
OTHER REVENUE	1,500	35	-	(1,465)	-	-	2.33
FORFEIT LOCAL	7,000	565	-	(6,435)	(35)	-	8.07
TOTAL REVENUES	8,500	600	-	(7,900)	(35)	-	7.06
EXPENDITURE SUMMARY							
POLICE							
PURCHASED PROF/TECH SRVS	5,000	-	-	5,000	-	-	-
PUR PROP SRVS & OTH SRVS	1,500	4,200	-	(2,700)	-	-	280.00
SUPPLIES	8,500	1,800		6,700	-	-	21.18
POLICE	15,000	6,000	-	9,000	-	-	40.00
TOTAL EXPENDITURES	15,000	6,000	-	9,000	-	-	40.00
REVENUES OVER/(UNDER) EXPENDITURES	(6,500)	(5,400)	-	1,100	-	-	83.08

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							Budget Target 83%
30 -MISCELLANEOUS GRANTS FINANCIAL SUMMARY	BUDGET 2020-2021	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jun-22	Jul-22	% RECEIV. EXPENDED
REVENUE SUMMARY							
INTERGOV'T REVENUE	650,234	192,568	-	(457,666)	-	21,299	29.62
OTHER REVENUE	-	-	-	-	-	-	-
TOTAL REVENUES	650,234	192,568	-	(457,666)	-	21,299	29.62
EXPENDITURE SUMMARY							
POLICE							
SALARIES & WAGES/BENEFIT	321,050	128,120	-	192,930	10,966	15,237	39.91
PUR PROP SRVS & OTH SRVS	-	-	-	-	-	-	-
SUPPLIES	28,500	-	-	28,500	-	-	-
CAPITAL OUTLAY	237,452	-	-	237,452	-	(56,278)	-
POLICE	587,002	128,120	-	458,882	10,966	(41,041)	21.83
FIRE							
SALARIES & WAGES/BENEFIT	36,644	78,988	-	(42,344)	56	56	215.56
FIRE	36,644	78,988	-	(42,344)	56	56	215.56
LIBRARY							
PURCHASED PROF/TECH SRVS	2,000	-	-	2,000	-	-	-
PUR PROP SRVS & OTH SRVS	8,713	7,654	-	1,059	-	-	87.85
SUPPLIES	1,200	-	-	1,200	-	-	-
CAPITAL OUTLAY	-	-	-	-	-	-	-
MISCELLANEOUS	2,950	136	350	2,464	135.98	-	16.47
LIBRARY	14,863	7,790	350	6,723	136	-	54.77
TOTAL EXPENDITURES	638,509.00	214,898	350	423,261	11,158	(40,985)	33.71
REVENUES OVER/(UNDER) EXPENDITURE	11,725	(22,331)	(350)	(34,406)	-	62,284	(193.44)

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							Budget Target 83%
32 -CRIME VICTIMS LIAISON GRT FINANCIAL SUMMARY	BUDGET 2020-2021	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jun-22	Jul-22	% RECEIV. EXPENDED
REVENUE SUMMARY							
INTERGOVERNMENTAL REVENU	15,000	-	-	(15,000)	-	-	-
OTHER REVENUE	-	-	-	-	-	-	-
TOTAL REVENUES	15,000	-	-	(15,000)	-	-	-
EXPENDITURE SUMMARY							
POLICE							
PURCHASED PROF/TECH SRVS	15,000	(4,258)	-	19,258	-	-	(28.38)
POLICE	15,000	(4,258)	-	19,258	-	-	(28.38)
TOTAL EXPENDITURES	15,000	(4,258)	-	19,258	-	-	(28.38)
REVENUES OVER/(UNDER) EXPENDITURES	-	4,258	-	4,258	-	-	-

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33 -HOTEL/MOTEL OCCUPANCY TAX FINANCIAL SUMMARY	BUDGET 2020-2021	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jun-22	Jul-22	Budget Target 83%
							% RECEIV. EXPENDED
REVENUE SUMMARY							
TAX REVENUE	24,600	13,143	-	(11,457)	1,219	2,457	53.43
FINES & FEES	150	12,800	-	12,650	100	(100)	8,533.33
OTHER REVENUE	-	-	-	-	-	-	-
TOTAL REVENUES	24,750	25,943	-	1,193	1,319	2,357	104.82
	=====	=====	=====	=====	=====	=====	=====
EXPENDITURE SUMMARY							
CITY EVENTS							
PURCHASED PROF/TECH SRVS	-	-	-	-	-	-	-
PUR PROP SRVS & OTH SRVS	-	-	-	-	-	-	-
CAPITAL OUTLAY	-	-	-	-	-	-	-
MISCELLANEOUS	-	-	-	-	-	-	-
CITY EVENTS	-	-	-	-	-	-	-
MISCELLANEOUS DEPT							
MISCELLANEOUS	-	-	-	-	-	-	-
MISCELLANEOUS DEPT	-	-	-	-	-	-	-
TOTAL EXPENDITURES	-	-	-	-	-	-	-
	=====	=====	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	24,750	25,943	-	1,193	-	2,357	104.82
TRANSFER IN	-	-	-	-	-	-	-
TRANSFER OUT	-	-	-	-	-	-	-
REVENUES & OTHER SOURCES OVER/ (UNDER) EXPENDITURES & OTHER (USES)	-	-	-	-	-	-	-
	=====	=====	=====	=====	=====	=====	=====

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							Budget Target 83%
35 -ASSET FORFEITURE-FEDERAL FINANCIAL SUMMARY	BUDGET 2020-2021	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jun-22	Jul-22	% RECEIV. EXPENDED
REVENUE SUMMARY							
OTHER REVENUE	800	14,184	-	13,384	45	131	(1,772.98)
FORFEIT FEDERAL	140,000	167,795	-	27,795	130,037	-	119.85
TOTAL REVENUES	140,800	181,979	-	41,179	130,082	131	129.25
	=====	=====	=====	=====	=====	=====	=====
EXPENDITURE SUMMARY							
POLICE							
PUR PROP SRVS & OTH SRVS	27,950	1,478	-	26,472	-	-	5.29
SUPPLIES	47,000	16,490	-	30,510	-	-	35.08
CAPITAL OUTLAY	-	-	-	-	-	-	-
MISCELLANEOUS	-	36,080	31,600	(67,680)	-	-	-
POLICE	74,950	54,048	31,600	(10,698)	-	-	114.27
TOTAL EXPENDITURES	74,950	54,048	31,600	(10,698)	-	-	114.27
	=====	=====	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	65,850.00	127,931	(31,600)	30,481	-	131	146.29

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							Budget Target 83%
55 -STORM WATER FINANCIAL SUMMARY	BUDGET 2020-2021	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jun-22	Jul-22	% RECEIV. EXPENDED
REVENUE SUMMARY							
FEES & FINES	305,000	222,615	-	(82,385)	24,850	24,881	72.99
TOTAL REVENUES	305,000	222,615	-	(82,385)	24,850	24,881	72.99
	=====	=====	=====	=====	=====	=====	=====
EXPENDITURE SUMMARY							
SALARIES & WAGES/BENEFIT	243,027	166,527	-	76,500	17,547	22,929	68.52
PURCHASED PROF/TECH SRVS	-	-	-	-	-	-	-
PUR PROP SRVS & OTH SRVS	18,572	1,209	-	17,363	500	-	6.51
SUPPLIES	29,970	7,877	5,931	16,162	1,078	684	46.07
CAPITAL OUTLAY	3,800	-	-	3,800	-	-	-
MISCELLANEOUS	12,500	12,092	-	408	-	11,992	96.74
STORM WATER	307,869	187,704	5,931	114,233	19,125	35,605	62.90
TOTAL EXPENDITURES	307,869	187,704	5,931	114,233	19,125	35,605	62.90
	=====	=====	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	(2,869)	34,911	(5,931)	31,848	-	(10,725)	(1,010.09)

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							Budget Target 83%
36 -DEBT SERVICE FINANCIAL SUMMARY	BUDGET 2020-2021	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jun-22	Jul-22	% RECEIV. EXPENDED
REVENUE SUMMARY							
PROPERTY TAXES	2,153,734	2,139,011	-	(14,723)	29,966	24,391	99.32
OTHER REVENUE	500	5,220	-	4,720	1,485	1,194	1,044.03
TOTAL REVENUES	2,154,234	2,144,231	-	(10,003)	31,450	25,585	99.54
	=====	=====	=====	=====	=====	=====	=====
EXPENDITURE SUMMARY							
ORGANIZATIONAL EXPENSE							
DEBT SERVICE	1,930,788	1,902,125	-	28,663	-	-	98.52
MISCELLANEOUS	8,000	8,020	-	(20)	-	8,020	100.25
ORGANIZATIONAL EXPENSE	1,938,788	1,910,145	-	28,643	-	8,020	98.52
	=====	=====	=====	=====	=====	=====	=====
TOTAL EXPENDITURES	1,938,788	1,910,145	-	28,643	-	8,020	98.52
	=====	=====	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	215,446	234,086	-	18,640	-	17,565	108.65
TRANSFER IN	-	-	-	-	-	-	-
TRANSFER OUT	-	-	-	-	-	-	-
REVENUES & OTHER SOURCES OVER/ (UNDER) EXPENDITURES & OTHER (USES)	215,446	234,086	-	18,640	-	17,565	108.65
	=====	=====	=====	=====	=====	=====	=====

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							Budget Target 83%
41-CAPITAL PROJECT - CITY HALL/PARK FINANCIAL SUMMARY	BUDGET 2020-2021	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jun-22	Jul-22	% RECEIV. EXPENDED
REVENUE SUMMARY							
INTERGOV'T REVENUE	-	-	-	-	-	-	-
INTERGOVERNMENTAL REVENUE	-	-	-	-	-	-	-
OTHER REVENUE	-	9,830	-	9,830	2,676	3,936	-
OTHER FINANCING SOURCES	-	-	-	-	-	-	-
TOTAL REVENUES	-	9,830	-	9,830	2,676	3,936	-
	=====	=====	=====	=====	=====	=====	=====
EXPENDITURE SUMMARY							
CITY MANAGER							
CAPITAL OUTLAY	4,382,113	2,119,357	6,750,542	(4,487,786)	596,983	3,839	202.41
CITY MANAGER	4,382,113	2,119,357	6,750,542	(4,487,786)	596,983	3,839	202.41
PARK AND RECREATION							
CAPITAL OUTLAY	19,994	-	-	19,994	-	-	-
PARK	19,994	-	-	19,994	-	-	-
ADMINISTRATION	-	-	-	-	-	-	-
CAPITAL OUTLAY	-	-	964,842	(964,842)	-	-	-
ADMINISTRATION	-	-	964,842	(964,842)	-	-	-
TOTAL EXPENDITURES	4,402,107	2,119,357	7,715,384	(5,432,633)	596,983	3,839	223.41
	=====	=====	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	(4,402,107)	(2,109,527)	(7,715,384)	(5,422,804)	-	97	223.19

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42- BOND SERIES 2019 FINANCIAL SUMMARY	BUDGET 2020-2021	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jun-22	Jul-22	Budget Target 83%
							% RECEIV. EXPENDED
REVENUE SUMMARY							
INTERGOV'T REVENUE	-	-	-	-	-	-	-
INTERGOVERNMENTAL REVENUE	-	-	-	-	-	-	-
OTHER REVENUE	-	5,846	-	5,846	906	3,673	-
OTHER FINANCING SOURCES	-	-	-	-	-	-	-
TOTAL REVENUES	-	5,846	-	5,846	906	3,673	-
	=====	=====	=====	=====	=====	=====	=====
DEBT SERVICE							
PURCHASED PROF/TECH SRVS	-	-	254,000	(254,000)	-	-	-
COST OF ISSUANCE	-	-	-	-	-	-	-
DEBT SERVICE	-	-	-	-	-	-	-
MISCELLANEOUS	-	-	-	-	-	-	-
2018 CONSTRUCTION	-	-	254,000	(254,000)	-	-	-
TOTAL EXPENDITURES	-	-	254,000	(254,000)	-	-	-
	=====	=====	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	-	5,846	(254,000)	(248,154)	-	3,673	-

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43-BOND SERIES 2019-A FINANCIAL SUMMARY	BUDGET 2020-2021	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jun-22	Jul-22	Budget Target 83%
							% RECEIV. EXPENDED
REVENUE SUMMARY							
INTERGOV'T REVENUE	-	-	-	-	-	-	-
INTERGOVERNMENTAL REVENUE	-	-	-	-	-	-	-
OTHER REVENUE	-	1,483	-	1,483	230	931	-
OTHER FINANCING SOURCES	-	-	-	-	-	-	-
TOTAL REVENUES	-	1,483	-	1,483	230	931	-
DEBT SERVICE							
PURCHASED PROF/TECH SRVS	-	319,180	561,520	(880,700)	-	313,180	-
COST OF ISSUANCE	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
MISCELLANEOUS	-	-	-	-	-	-	-
2018 CONSTRUCTION	-	319,180	561,520	(880,700)	-	313,180	-
TOTAL EXPENDITURES	-	319,180	561,520	(880,700)	-	313,180	-
REVENUES OVER/(UNDER) EXPENDITURES	-	(317,697)	(561,520)	(879,217)	-	(312,249)	-

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44-CIP-STREET-SERIES 2015 FINANCIAL SUMMARY	BUDGET 2020-2021	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jun-22	Jul-22	Budget Target 83%
							% RECEIV. EXPENDED
REVENUE SUMMARY							
INTERGOV'T REVENUE	-	-	-	-	-	-	-
INTERGOVERNMENTAL REVENUE	-	-	-	-	-	-	-
OTHER REVENUE	-	888	-	888	244	359	-
OTHER FINANCING SOURCES	-	-	-	-	-	-	-
TOTAL REVENUES	-	888	-	888	244	359	-
	=====	=====	=====	=====	=====	=====	=====
EXPENDITURE SUMMARY							
EXPENDITURES							
STREETS	-	-	-	-	-	-	-
DEBT	-	-	-	-	-	-	-
SANITATION	-	-	-	-	-	-	-
LIBRARY	-	-	-	-	-	-	-
LONG TERM DEBT							
DEBT SERVICE	-	-	-	-	-	-	-
LONG TERM DEBT	-	-	-	-	-	-	-
TOTAL EXPENDITURES	-	-	-	-	-	-	-
	=====	=====	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	-	888	-	888	-	359	-

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45-CAPITAL PROJECTS FINANCIAL SUMMARY	BUDGET 2020-2021	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jun-22	Jul-22	Budget Target 83%	
							% 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	-	-	-	-	-	-	-	-

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							Budget Target 83%
46-2018 CONSTRUCTION FINANCIAL SUMMARY	BUDGET 2020-2021	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jun-22	Jul-22	% RECEIV. EXPENDED
REVENUE SUMMARY							
INTERGOV'T REVENUE	-	-	-	-	-	-	-
INTERGOVERNMENTAL REVENUE	-	-	-	-	-	-	-
OTHER REVENUE	-	(26)	-	(26)	-	-	-
OTHER FINANCING SOURCES	-	-	-	-	-	-	-
TOTAL REVENUES	-	(26)	-	(26)	-	-	-
DEBT SERVICE							
PURCHASED PROF/TECH SRVS	-	79,928	21,875	(101,803)	-	-	-
COST OF ISSUANCE	-	-	-	-	-	-	-
CAPITAL OUTLAY	-	-	-	-	-	-	-
MISCELLANEOUS	-	-	-	-	-	-	-
2018 CONSTRUCTION	-	79,928	21,875	(101,803)	-	-	-
TOTAL EXPENDITURES	-	79,928	21,875	(101,803)	-	-	-
REVENUES OVER/(UNDER) EXPENDITURES	-	(79,954)	(21,875)	(101,829)	-	-	-

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47-CERT. OF OBLIG. - SERIES 2018 FINANCIAL SUMMARY	BUDGET 2020-2021	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jun-22	Jul-22	Budget Target 83%
							% RECEIV. EXPENDED
REVENUE SUMMARY							
OTHER FINANCING SOURCES	-	2,952	-	2,952	810	1,192	-
TOTAL REVENUES	-	2,952	-	2,952	810	1,192	-
	=====	=====	=====	=====	=====	=====	=====
DEBT SERVICE							
COST OF ISSUANCE	-	-	-	-	-	-	-
CAPITAL OUTLAY	-	-	-	-	-	-	-
CERT. OF OBLIG. - SERIES 2018	-	-	-	-	-	-	-
TOTAL EXPENDITURES	-	-	-	-	-	-	-
	=====	=====	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	-	2,952	-	2,952		1,192	-

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48- Certificate of Obligation -2017 FINANCIAL SUMMARY	BUDGET 2020-2021	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jun-22	Jul-22	Budget Target 83%
							% RECEIV. EXPENDED
REVENUE SUMMARY							
Other Revenue	-	2,960	-	2,960	813	1,195	-
TOTAL REVENUES	-	2,960	-	2,960	813	1,195	-
EXPENDITURE SUMMARY							
DEBT SERVICE							
STREETS							
CAPITAL OUTLAY		-	-	-	-	-	-
STREETS	-	-	-	-	-	-	-
NEW CITY HALL							
PROF/TECH SRVS	-	-	10,534	(10,534)	-	-	-
COST OF ISSUANCE	-	-	-	-	-	-	-
CAPITAL OUTLAY		-	-	-	-	-	-
NEW CITY HALL	-	-	10,534	(10,534)	-	-	-
TOTAL EXPENDITURES	-	-	10,534	(10,534)	-	-	-
REVENUES OVER/(UNDER) EXPENDITURES	-	2,960	(10,534)	(7,574)	-	1,195	-

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49 - 2020 BOND FINANCIAL SUMMARY	BUDGET 2020-2021	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jun-22	Jul-22	Budget Target 83% % RECEIV. EXPENDED
REVENUE SUMMARY							
INTERGOV'T REVENUE	-	-	-	-	-	-	-
OTHER REVENUE	-	-	-	-	-	-	-
TOTAL REVENUES	-	-	-	-	-	-	-
EXPENDITURE SUMMARY							
CAPITAL OUTLAY		72,982	-	(72,982)	-	-	-
UTILITY ADMINISTRATION	-	72,982	-	(72,982)	-	-	-
SEWER COLLECTION							
CAPITAL OUTLAY		37,880	-	(37,880)	-	-	-
SEWER COLLECTION	-	37,880	-	(37,880)	-	-	-
TOTAL EXPENDITURES	-	110,862	-	(110,862)	-	-	-
REVENUES OVER/(UNDER) EXPENDITURES	-	110,862	-	(110,862)	-	-	-

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Budget Target 83% % RECEIV. EXPENDED
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51 - TDEM FUND FINANCIAL SUMMARY	BUDGET 2020-2021	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jun-22	Jul-22	
REVENUE SUMMARY							
INTERGOV'T REVENUE	-	-	-	-	-	-	-
OTHER REVENUE	-	15,431	-	15,431	1,300	2,249	-
TOTAL REVENUES	-	15,431	-	15,431	1,300	2,249	-
ADMINISTRATION							
PURCHASED PROF/TECH SRVS		10,000	-	(10,000)	-	-	-
ADMINISTRATION	-	10,000	-	(10,000)	-	-	-
WATER PLANT							
CAPITAL OUTLAY		3,240	59,941	(63,181)	3,240	-	-
WATER PLANT	-	3,240	59,941	(63,181)	3,240	-	-
SEWER COLLECTION							
CAPITAL OUTLAY		1,530		(1,530)	1,530	-	-
SEWER COLLECTION	-	1,530	-	(1,530)	1,530	-	-
TOTAL EXPENDITURES	-	14,770	59,941	(74,711)	-	-	
REVENUES OVER/(UNDER) EXPENDITURES	-	661	(59,941)	(59,279)		2,249	

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52- Certificate of Obligation FINANCIAL SUMMARY	BUDGET 2020-2021	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jun-22	Jul-22	Budget Target 83%
							% RECEIV. EXPENDED
REVENUE SUMMARY							
INTERGOVERNMENTAL REV.	-	-	-	-	-	-	-
TOTAL REVENUES	-	-	-	-	-	-	-
EXPENDITURE SUMMARY							
PUMPS							
PURCHASED PROF/TECH SRVS	-	-	-	-	-	-	-
CAPITAL OUTLAY	-	-	-	-	-	-	-
PUMPS	-	-	-	-	-	-	-
TOTAL EXPENDITURES	-	-	-	-	-	-	-
REVENUES OVER/(UNDER) EXPENDITURES	-	-	-	-	-	-	-

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53 - CAPITAL PROJECTS FIRESTATION FINANCIAL SUMMARY	BUDGET 2020-2021	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jun-22	Jul-22	Budget Target 83%
							% RECEIV. EXPENDED
REVENUE SUMMARY							
OTHER REVENUE	-	-	-	-	-	-	-
OTHER FINANCING SOURCES	-	19,492	-	19,492	5,345	7,862	-
TOTAL REVENUES	-	19,492	-	19,492	5,345	7,862	-
=====							
EXPENDITURE SUMMARY							
FIRE							
CAPITAL OUTLAY	2,091,000	79,264		2,011,736	-	5,741	3.79
FIRE	2,091,000	79,264	-	2,011,736	-	5,741	3.79
STREETS & ALLEYS							
CAPITAL OUTLAY	1,970,000	1,495,912	233,280	240,808	304,558	-	87.78
STREETS & ALLEYS	1,970,000	1,495,912	233,280	240,808	304,558	-	87.78
PARKS & RECREATION							
CAPITAL OUTLAY	1,245,173	675	-	1,244,498	-	675	0.05
PARKS & RECREATION	1,245,173	675	-	1,244,498	-	675	0.05
SANITATION							
CAPITAL OUTLAY	3,711,000	2,087,662	765,530	857,808	-	301,675	76.88
SANITATION	3,711,000	2,087,662	765,530	857,808	-	301,675	76.88
ADMINISTRATION	-	-	-	-	-	-	-
PROF/TECH SRVS	-	-	-	-	-	-	-
COST OF ISSUANCE	-	-	-	-	-	-	-
ADMINISTRATON	-	-	-	-	-	-	-
TOTAL EXPENDITURES	9,017,173	3,663,514	998,810	4,354,850	304,558	308,091	51.70
=====							
REVENUES OVER/(UNDER) EXPENDITURES	(9,017,173)	(3,644,022)	(998,810)	4,374,342	-	(300,229)	51.49

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54-2014 BOND FINANCIAL SUMMARY	BUDGET 2020-2021	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jun-22	Jul-22	Budget Target 83% % RECEIV. EXPENDED
REVENUE SUMMARY							
OTHER REVENUE	-	592	-	592	163	239	-
TOTAL REVENUES	-	592	-	592	163	239	-
	=====	=====	=====	=====	=====	=====	=====
EXPENDITURE SUMMARY							
WATER DISTRIBUTION							
CAPITAL OUTLAY	-	-	-	-	-	-	-
WATER DISTRIBUTION	-	-	-	-	-	-	-
ORGANIZATIONAL							
DEBT SERVICE	-	-	-	-	-	-	-
ORGANIZATIONAL	-	-	-	-	-	-	-
TOTAL EXPENDITURES	-	-	-	-	-	-	-
	=====	=====	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	-	592	-	592	-	239	-

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							Budget Target 83%
57-2022 BOND - FIRE TRUCK FINANCIAL SUMMARY	BUDGET 2020-2021	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jun-22	Jul-22	% RECEIV. EXPENDED
REVENUE SUMMARY							
OTHER FINANCING SOURCES	-	577,000	-	577,000	-	-	-
TOTAL REVENUES	-	577,000	-	577,000	-	-	-
=====							
EXPENDITURE SUMMARY							
PROF/TECH SRVS	-	19,289	-	(19,289)	-	-	-
COST OF ISSUANCE	-	12,712	-	(12,712)	-	-	-
CAPITAL OUTLAY	-	545,000	-	(545,000)	-	-	-
FIRE	-	577,000	-	(577,000)	-	-	-
TOTAL EXPENDITURES	-	-	-	(577,000)	-	-	-
=====							
REVENUES OVER/(UNDER) EXPENDITURES	-	-	-	-	-	-	-

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24 -SAN JUAN E. D. C. FINANCIAL SUMMARY	BUDGET 2020-2021	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jun-22	Jul-22	Budget Target 83%
							% RECEIV. EXPENDED
REVENUE SUMMARY							
SALES TAX REVENUE	1,301,000	1,108,552	-	(192,448)	138,902	122,695	85.21
OTHER REVENUE	1,400	3,492	-	2,092	938	1,474	249.41
OTHR FINANCING SOURCES/U	(104,593)	(87,355)	-	17,238	(8,619)	(8,619)	83.52
TOTAL REVENUES	1,197,807	1,024,688	-	(173,119)	131,221	115,549	85.55
EXPENDITURE SUMMARY							
SAN JUAN ECONOMIC DEV							
SALARIES & WAGES/BENEFIT	208,957	137,588	-	71,369	11,933	16,101	65.85
PURCHASED PROF/TECH SRVS	289,100	145,291	-	143,809	8,000	16,500	50.26
PUR PROP SRVS & OTH SRVS	91,800	63,496	-	28,304	4,729	5,124	69.17
SUPPLIES	25,800	14,955	-	10,845	902	998	57.97
CAPITAL OUTLAY	10,000	965	-	9,035	154	53	9.65
DEBT SERVICE	212,475	174,850	-	37,625	-	-	82.29
MISCELLANEOUS	359,675	164,630	-	195,045	15,208	52,150	45.77
SAN JUAN ECONOMIC DEV	1,197,807	701,775	-	496,032	40,926	90,925	58.59
OTHER PROJECTS							
MISCELLANEOUS	-	-	-	-	-	-	-
RETAIL INCENTIVES	-	-	-	-	-	-	-
OTHER PROJECTS	-	-	-	-	-	-	-
TOTAL EXPENDITURES	1,197,807	701,775	-	496,032	40,926	90,925	58.59
REVENUES OVER/(UNDER) EXPENDITURES	-	322,913	-	322,913	-	24,624	-

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29 -SAN JUAN ECONIMIC DEPNT. CORP FINANCIAL SUMMARY	BUDGET 2020-2021	YEAR-TO-DATE REV./EXP.	ENCUMBRANCE	BALANCE REMAINING	Jun-22	Jul-22	Budget Target 83%
							% RECEIV. EXPENDED
REVENUE SUMMARY							
OTHER REVENUE		(52)	-	(52)	1	12	-
OTHR FINANCING SOURCES/U	104,827	87,355	-	(17,472)	8,619	8,619	83.33
TOTAL REVENUES	104,827	87,303	-	(17,524)	8,619	8,630	83.28
ORGANIZATIONAL EXPENSES							
DEBT SERVICE	104,827	90,615	-	14,213	-	-	86.44
ORGANIZATIONAL EXPENSES	104,827	90,615	-	14,213	-	-	86.44
TOTAL EXPENDITURES	104,827	90,615	-	14,213	-	-	86.44
REVENUES OVER/(UNDER) EXPENDITURES							
	-	(3,311)	-	(3,311)	-	8,630	-