



**NOTICE THAT A REGULAR CALLED MEETING OF THE  
SAN JUAN ECONOMIC DEVELOPMENT CORPORATION  
BOARD OF DIRECTORS**

**Location:** San Juan Memorial Library  
Multipurpose Meeting Room  
1010 S. Standard  
San Juan, Texas 78589  
**Tuesday, August 15, 2023**  
**6:00 PM**

At any time during the course of this meeting, the San Juan EDC Board of Directors may convene into Executive Session under Texas Government Code Section §551.071 (2) to consult with its legal counsel on any subject matter on this agenda in which the duty of the attorney to the Board of Directors under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551 of the Texas Government Code. Further, at any time during the course of this meeting, the San Juan EDC Board of Directors may retire to Executive Session to deliberate on any subject slated for discussion at this meeting, as may be permitted under one or more of the exceptions to the Open Meetings Act set forth in Title 5, Subtitle A, Chapter 551, Subchapter D of the Texas Government Code. On matters requiring a public hearing, all persons desiring to speak during a public hearing shall sign in with the presiding clerk prior to the scheduled public hearing.

**I. CALL TO ORDER**

**II. PLEDGE OF ALLEGIANCE**

**III. ROLL CALL**

**IV. PUBLIC COMMENTS**

**V. DIRECTOR'S REPORT**

**1. -Hotel Home 2 Suites**

-City Hall/Transit Terminal Ribbon Cutting, September 14, 2023, 6:30 pm.

-RockN Thrift Shop Ribbon Cutting on August 16, 2023, at 10:30 am.

-Working on the Fiscal Year 2023-2024 Budget.

**VI. DISCUSSION AND POSSIBLE ACTION ON ALL OF THE FOLLOWING MATTERS:**

- 1.** Discussion and Possible Action, if any, on "Downtown Revitalization Plan."
- 2.** Discussion, Consideration, and Possible Action, if any, on Approving the Mini-Grant for \$2,000.00 for Los Encinos Adult Day Care.
- 3.** Discussion, Consideration, and Possible Action, if any, on Approving the Mini-Grant for \$1,000.00 for Behind The Fence Tattoo Studio.
- 4.** Discussion and Possible Action, if any, on the Renewal Contract for SMKT Media Group for the fiscal year 2023-2024.
- 5.** Discussion, Consideration, and Possible Action, if any, on Selina Medrano project updates.
- 6.** Discussion and Possible Action, if any, on RFP No. 23-013-08-03 San Juan EDC Audit Services.

7. Discussion and Possible Action, if any, on the Sponsorship/Promotional 11th PSJA Education Foundation Gala to be held on, Thursday, September 7, 2023, at Bert Ogden Arena at 7:30 PM.
8. Discussion, Consideration and Possible Action, if any, on Sponsoring the 13th Annual Catholic Charities of the RGV Gala, to be held on Thursday, September 7, 2023.

## **VII. EXECUTIVE SESSION**

1. The San Juan Economic Development Corporation will Convene in Executive Session, in Accordance with Texas Open Meeting Act, Vernon Statutes and Codes Annotated, Government Code Chapter §551.071 (Consultation with Attorney) and Texas Government Code §551.087 (Deliberation Regarding Economic Development Negotiations).
  - A. Pursuant to Section §551.087, ECONOMIC DEVELOPMENT NEGOTIATIONS; Deliberation Regarding Financial Incentive to a Business Prospect.

|                    |                    |
|--------------------|--------------------|
| A. Project Pizza X | G. Project BAT     |
| B. Project Chick   | H.. Project Court  |
| C. Project Golden  | I. Project Doors   |
| D. Project Coffee  | J. Project Roof    |
| E. Project BT      | K. Project Buffalo |
| F. Project Don     | L. Project Bear    |
  - B. Pursuant to Section §551.071 Consultation with Attorney and Section §551.087, ECONOMIC NEGOTIATIONS; Deliberation Regarding EDC Real Estate Properties.

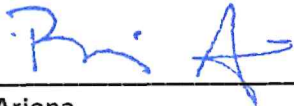
## **VIII. RECONVENE**

1. The San Juan Economic Development Corporation will Reconvene into Open Session to Take Necessary Action, if any, in Accordance with Chapter 551, Open Meeting Subchapter E, Procedures Relating to Closed Meeting 551, Requirements to Vote or Take Final Action in Open Meeting.
  - A. Pursuant to Section §551.087, ECONOMIC DEVELOPMENT NEGOTIATIONS; Deliberation Regarding Financial Incentive to a Business Prospect.

|                    |                    |
|--------------------|--------------------|
| A. Project Pizza X | G. Project BAT     |
| B. Project Chick   | H. Project Court   |
| C. Project Golden  | I. Project Door    |
| D. Project Coffee  | J. Project Roof    |
| E. Project BT      | K. Project Buffalo |
| F. Project Don     | L. Project Bear    |
  - B. Pursuant to Section §551.071 Consultation with Attorney and Section §551.087, ECONOMIC NEGOTIATIONS; Deliberation Regarding EDC Real Estate Properties.

## IX. ADJOURNMENT

I, the undersigned authority, do certify that the above agenda of said regular meeting/workshop of the San Juan Economic Development Corporation is a true and current copy, and that said notices were posted at San Juan City Hall, 709 S. Nebraska Ave., San Juan, TX, San Juan EDC office, 905 W. 1<sup>st</sup> Street, San Juan, Texas and San Juan EDC website, [www.sanjuanedc.com](http://www.sanjuanedc.com) at a place convenient and readily accessible to the general public, at all times, and said notice was posted on 11th of August, 2023 and will remain posted continuously for at least 72 hours preceding the scheduled time of the said meeting in compliance with Chapter 551 Texas Government Code (Open Meeting Act).



Ben Arjona  
City Manager/Executive Director  
San Juan Economic Development Corporation

**AGENDA ITEM AND RECOMMENDATION SUMMARY**  
**CITY COMMISSION REGULAR MEETING**  
**AUGUST 15, 2023**

Discussion and Possible Action, if any, on "Downtown Revitalization Plan."

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**STAFF COMMENTS AND RECOMMENDATIONS:**

This Agenda item will appear until the "Downtown Revitalization Project: is completed.

**RECOMMENDATION:**

Board Request

**PREPARED BY:**

Martha Patterson,  
Administrative Asst.

**APPROVED BY:**

Benjamin Arjona, City  
Manager

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**AGENDA ITEM AND RECOMMENDATION SUMMARY**  
**CITY COMMISSION REGULAR MEETING**  
**AUGUST 15, 2023**

Discussion, Consideration, and Possible Action, if any, on Approving the Mini-Grant for \$2,000.00 for Los Encinos Adult Day Care.

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**STAFF COMMENTS AND RECOMMENDATIONS:**

Los Encinos Adult Day Care is requesting a mini-grant of \$2,000.00 for a pylon sign outside her business. San Juan EDC has received the RGV Certificate of Completion, the two-year business plan, and quotes.

**RECOMMENDATION:**

**PREPARED BY:**

Martha Patterson,  
Administrative Asst.

**APPROVED BY:**

Benjamin Arjona, City  
Manager

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Las Encinos Adult Day Care Center, Inc

# Mini Grants

October 1, 2022 thru September 30, 2023

| CK NO.           | BUSINESS                | CHECK DATE | BOARD APPROVED             | VENDOR                     | TOTAL            |
|------------------|-------------------------|------------|----------------------------|----------------------------|------------------|
| <b>10/1/2022</b> | <b>STARTING BALANCE</b> |            |                            |                            |                  |
| 820              | WING BARN               | 12/16/2022 | Tuesday, November 15, 2022 | MSPARK -DALLAS LOCKBOX     | <b>10,000.00</b> |
| 815              | AGAPE LOVE              | 12/6/2022  | Tuesday, November 15, 2022 | SUPERSIGNS & FLAGS         | (2,000.00)       |
| 881              | CHUCHUWA                | 3/7/2023   | Tuesday, January 17, 2023  | ALL PRO GENERAL CONTRACTOR | (1,000.00)       |
| 984              | Rodriguez's Printing    |            | Wednesday, June 7, 2023    | 4 Signs                    | (1,000.00)       |
| 985              | Lucky 7                 |            | Wednesday, June 7, 2023    |                            | (2,000.00)       |
|                  |                         |            |                            | Waiting on quote           |                  |
|                  |                         |            |                            | Waiting on deed            |                  |

Total Balance \$ 2,000.00



## San Juan EDC Mini Grant Promotional Expenses Application

The San Juan EDC Mini Business Grant was created to assist small businesses with financial support for a new venture, or for retention and expansion of existing businesses. Applicants will need to meet the requirements of the Mini Grant Packet and submit supporting documents. The mini grant is money that does not have to be repaid, however the money must be used within the business and for business purposes only.

### Mini Grant requirements for the small business are as follows:

- Must have an operating store front
- Must be operating a minimum of 40 hours per week (City or EDC can make random checks for compliance)
- Must have at least 1 full-time employee
- Must be in good standing with any revolving city loan (if applicable)
- Can only be awarded one time per business owner

### Business owner applicants are required to:

- Attend one (1) free training session on business development, provided by UTRGV Small Business Development Center (SBDC). Call UTRGV at (956) 665-7535 for Free on-line training.
- Prepare an executive summary with two-year projections (See executive summary sample attached) (Training, executive summary development, and business technical assistance can be obtained at the SBDC.)

All applicant requests are subject to board approval.

Types of Grants (Start-Up \_\_\_\_\_ or Existing \_\_\_\_\_)

Notes & Comments: \_\_\_\_\_

\_\_\_ Small Business Grant - Tenant (Maximum Award not to exceed \$1,000.00)

✓ Small Business Grant - Non-Tenant (Maximum Award not to exceed \$2,000.00)

### Special Event Business Competitions

\_\_\_ Special Events Business Decorating Contest (3rd prize \$500, 2nd prize \$750, & 1st prize \$1,000)

\*\*\*Note: Contest will be voided if there is not a minimum of (5) five entries.

Name of Event \_\_\_\_\_

- Note:
1. Funds are not awarded directly to business owner. San Juan EDC will directly pay the contractor, supplier, or vendor for products or services rendered.
  2. All quotes (minimum 3 from San Juan preferably) for grant funds need to be submitted within 60 days of grant approval.
  3. Any business that is in default or in not good standing with the City of San Juan or San Juan EDC is not eligible to apply.
  4. Businesses that close within a 6-month period from the time the grant is awarded, will not be eligible to reapply.
  5. All quotes must be submitted within 90 days of contest awarded and or from application date.

San Juan EDC Mini Grant Promotional Expenses Application Form

A. Personal Data/Company Information

Applicant's Name: Ruby Uvalle Los Encinos Adult Day Care

Spouse's Name (if applicable): Ruben Uvalle Is spouse active in business? Yes ☒ No Are you a Veteran? Yes ☒ No

List of name(s) of any owners who own 25% or more of the company:

Ruby Uvalle

Owner's Mailing Address: 808 E 15th St

City: San Juan State: Texas Zip: 78589

Phone: 956 223 6947 Fax: 956 601 1389

Owner's e-mail: los-encinos adc@gmail.com

B. Business Information

Business Name: Los Encinos Adult Day Care Center, Inc.

Physical Address: 130 E Business Hwy #3

City: San Juan State: TX Zip Code: 78589

Business Phone: 956 292 0838 Fax: 956 601 1389

Business Mailing Address: 130 E Business Hwy #3 San Juan TX 78589

Website: \_\_\_\_\_ Relative

Acknowledgment

I, Ruby Uvalle acknowledge that I am neither the spouse, of the mother or father, the brother or sister, nor the son or daughter of any person on the San Juan EDC Board of Directors, the city of San Juan, the San Juan EDC staff of the Mini Grant panel of Judges.

Ruby Uvalle  
Signature

5/24/2023  
Date

Ruby Uvalle  
Printed Name

May 11, 2023

# CERTIFICATE OF PARTICIPATION

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*Is awarded to*

**RUBY UVALLE**

*for attending the session*

**"THE HR PROCESS"**

*from 10:00 AM-12:00 PM on May 25, 2023*

*Presented by the UTRGV Small Business Development Center*



UT RIO  
GRANDE  
VALLEY





## **Executive Summary**

Los Encinos Adult Day Care Center is acquiring the commercial building located at 130 E Business Highway 83, San Juan TX 78589. Ruby Uvalle is the owner of this corporation. Mrs. Uvalle is requesting a mini grant to fund the new business pylon signs to be placed outside.

Mrs. Uvalle has been a resident of San Juan all her life, creating her first home after marriage in 2001 at 101 Ebano Dr. San Juan, TX 78589. Los Encinos Adult Day Care Center has been an established operation for 17 years and Ruby Uvalle has been the owner for the last 10 years. Los Encinos began operations in the city of Edinburg and Mrs. Uvalle transferred operations to the city of Pharr in 2017. With the help of her community operations are set to begin in the hometown of San Juan within the next few weeks.

Los Encinos Adult Day Care Center is a Day Activity and Health Services (DAHS) provider which includes adult day care services. Services such as personal care, snacks, congregate meals, and social activities are provided. The goal is to provide care during regular business hours to people who would otherwise need full-time nursing home care. This enables patients to continue spending the evenings and weekends with their primary carers at home or in the community. As well as enabling caregivers in the family to continue working during the day.

The facility acquired is located a few blocks away from City Hall and is a 6673 square foot stucco building which contains a kitchen, office spaces for nurses and director, bedrooms for the clients to rest, and rooms for activities.

Los Encinos Adult Day care is run by Director, Amy Puente who has been employed by Los Encinos for 10 years. Amy's experience makes her an indispensable asset to the organization. The Assistant Director Cynthia Chavez holds a BA in Healthcare Administration, and her knowledge sets the bar high for Los Encinos regarding administration requirement through HHS. Los Encinos currently has 11 employees, 4 of which are San Juan residents.

Los Encinos Adult Day Care has taken the liberty of acquiring 2 quotes for the signs from local sign companies. We prefer San Juan natives Excellence signs after reviewing price, quality, and customer service.

If you have any questions, feel free to contact Ruby Uvalle at (956) 223-6947 or by email at [losencinosadc@gmail.com](mailto:losencinosadc@gmail.com)



Moises Palacios  
Xcellentsigns722@gmail.com



**FABRICATION - INSTALLATION - REPAIR**

## INVOICE

**Name:** LOS ENCINOS DAYCARE Phone: (956) 789-7166

23/MAYO/2023

**Email:** Losencinosadc@gmail.com

| ITEM         | QTY | DESCRIPTION              | Unit Price | TOTAL       |
|--------------|-----|--------------------------|------------|-------------|
| PYLON BANNER | 6   | 120x60 - 120x60 - 120x36 |            | \$ 2,400.00 |

**THANK YOU FOR YOUR BUSINESS**

Subtotal

Payment

Payment

ZELLE 956 926 9370

CHECKS UNDER MOISES PALACIOS

Total Pending \$ 2,400.00

**SIGNS • BANNERS • VINYLs • WINDOW WRAPS**

**FLYERS • BUSINESS CARDS • PYLONS • MAGNETS • STICKERS**

**BACKDROPS • COROPLAST CHARACTERS FOR PARTYS AND MORE!**

** XCELLENT SIGNS**



105 E. Interstate 2 Suite F  
Pharr, TX 78577  
(956) 687-7446

# Estimate

## EST-14318

www.thesigndepot.com

Payment Terms: Cash Customer

Created Date: 5/9/2023

### DESCRIPTION: SIGNAGE

**Bill To:** LOS ENCINOS ADULT DAYCARE INC.  
105 E. INTERSTATE 2  
STE. F  
PHARR, TX 78577  
US

**Pickup At:** The Sign Depot  
105 E. Interstate 2 Suite F  
Pharr, TX 78577  
US

**Requested By:** Ruby Uralle  
Email: rubyuvalle@yahoo.com  
Work Phone: (956) 223-6947

**Salesperson:** Ruben Cepeda  
Cell Phone: 9562409899

| NO. | Product Summary                                                                                                                          | QTY | UNIT PRICE | AMOUNT   |
|-----|------------------------------------------------------------------------------------------------------------------------------------------|-----|------------|----------|
| 1   | 1 / 4' X 8' EXTERIOR SIGN                                                                                                                | 1   | \$895.12   | \$895.12 |
| 1.1 | MDO 1/2" - 1 / 4' X 8' EXTERIOR SIGN<br>Part Qty: 1<br>Width: 96.00"<br>Height: 72.00"<br>Sides: 1<br>Text:<br>LOS ENCINOS ADULT DAYCARE |     |            |          |
| 2   | 1 / 4' X 6' EXTERIOR SIGN                                                                                                                | 1   | \$395.88   | \$395.88 |
| 2.1 | MDO 1/2" - 1 / 4' X 6' EXTERIOR SIGN<br>Part Qty: 1<br>Width: 72.00"<br>Height: 48.00"<br>Sides: 1<br>Text:<br>SERVICES TBD              |     |            |          |
| 3   | 4 / BANNERS                                                                                                                              | 4   | \$187.56   | \$750.24 |
| 3.1 | Banner - 13oz - 4 / BANNERS<br>Part Qty: 1<br>Width: 96.00"<br>Height: 48.00"<br>Sides: 1<br>Text:<br>TBD                                |     |            |          |
| 4   | DOOR LETTERING                                                                                                                           | 1   | \$80.11    | \$80.11  |

# MB SIGNS

1349 E HACKBERRY AVE  
MCALLEN, TX 78501  
sales@mbsignsdirect.com  
956.277.1107

## Estimate

**Date:** 6/19/2023  
**Estimate #:** 61923

**Bill to:**  
Los Encinos Adult Day Care

**P.O. Number**

**Rep.**

130 E. Bus 83rd  
San Juan, TX 78589

**Project**

**Due date**

| Description                     | Qty | Unit price | Total price |
|---------------------------------|-----|------------|-------------|
| 4 = 120x60 Printed Double Sided | 1   | \$2,409.17 | \$2,409.17  |
| 2 = 120x36 Printed Double Sided |     |            | \$0.00      |
| Installation included.          |     |            | \$0.00      |
|                                 |     |            | \$0.00      |
|                                 |     |            | \$0.00      |
|                                 |     |            | \$0.00      |
|                                 |     |            | \$0.00      |

Notes:

|              |                   |
|--------------|-------------------|
| Subtotal     | <b>\$2,409.17</b> |
| Sales Tax    | \$198.76          |
| <b>Total</b> | <b>\$2,607.93</b> |

www.mbsignsdirect.com



**AGENDA ITEM AND RECOMMENDATION SUMMARY**  
**CITY COMMISSION REGULAR MEETING**  
**AUGUST 15, 2023**

Discussion, Consideration, and Possible Action, if any, on Approving the Mini-Grant for \$1,000.00 for Behind The Fence Tattoo Studio.

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**STAFF COMMENTS AND RECOMMENDATIONS:**

Behind the Fence Tattoo Studio is requesting a mini-grant of \$1,000.00 for their business advertisement which will be used for social media, printed publication, and signage. San Juan EDC has received all the required documentation for this mini-grant.

**RECOMMENDATION:**

**PREPARED BY:**

Martha Patterson,  
Administrative Asst.

**APPROVED BY:**

Benjamin Arjona, City  
Manager

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## Mini Grants

October 1, 2022 thru September 30, 2023

| CK NO.           | BUSINESS                | CHECK DATE | BOARD APPROVED             | VENDOR                     | TOTAL         |
|------------------|-------------------------|------------|----------------------------|----------------------------|---------------|
| <b>10/1/2022</b> | <b>STARTING BALANCE</b> |            |                            |                            |               |
| 820              | WING BARN               | 12/16/2022 | Tuesday, November 15, 2022 | MSPARK -DALLAS LOCKBOX     | \$ 10,000.00  |
| 815              | AGAPE LOVE              | 12/6/2022  | Tuesday, November 15, 2022 | SUPERSIGNS & FLAGS         | \$ (2,000.00) |
| 881              | CHUCHUWA                | 3/7/2023   | Tuesday, January 17, 2023  | ALL PRO GENERAL CONTRACTOR | \$ (1,000.00) |
| 984              | Rodriguez's Printing    |            | Wednesday, June 7, 2023    | 4 Signs                    | \$ (2,000.00) |
| 985              | Lucky 7                 |            | Wednesday, June 7, 2023    |                            | \$ (2,000.00) |

**Total Balance \$ 2,000.00**



*Behind the  
Fence  
Tattoo Studio*

## San Juan EDC Mini Grant Promotional Expenses Application

The San Juan EDC Mini Business Grant was created to assist small businesses with financial support for a new venture, or for retention and expansion of existing businesses. Applicants will need to meet the requirements of the Mini Grant Packet and submit supporting documents. The mini grant is money that does not have to be repaid, however the money must be used within the business and for business purposes only.

### Mini Grant requirements for the small business are as follows:

- Must have an operating store front
- Must be operating a minimum of 40 hours per week (City or EDC can make random checks for compliance)
- Must have at least 1 full-time employee
- Must be in good standing with any revolving city loan (if applicable)
- Can only be awarded one time per business owner

### Business owner applicants are required to:

- RCVP 6/13/23  
RCVD 6/16/2023
- Attend one (1) free training session on business development, provided by UTRGV Small Business Development Center (SBDC). Call UTRGV at (956) 665-7535 for Free on-line training.
  - Prepare an executive summary with two-year projections (See executive summary sample attached) (Training, executive summary development, and business technical assistance can be obtained at the SBDC.)

### All applicant requests are subject to board approval.

Types of Grants (Start-Up ☒ or Existing ☐)

Notes & Comments: \_\_\_\_\_

☒ Small Business Grant - Tenant (Maximum Award not to exceed \$1,000.00)

☐ Small Business Grant - Non-Tenant (Maximum Award not to exceed \$2,000.00)

### Special Event Business Competitions

☐ Special Events Business Decorating Contest (3rd prize \$500, 2nd prize \$750, & 1st prize \$1,000)

\*\*\*Note: Contest will be voided if there is not a minimum of (5) five entries.

Name of Event \_\_\_\_\_

- Note:
1. Funds are not awarded directly to business owner. San Juan EDC will directly pay the contractor, supplier, or vendor for products or services rendered.
  2. All quotes (minimum 3 from San Juan preferably) for grant funds need to be submitted within 60 days of grant approval.
  3. Any business that is in default or in not good standing with the City of San Juan or San Juan EDC is not eligible to apply.
  4. Businesses that close within a 6-month period from the time the grant is awarded, will not be eligible to reapply.
  5. All quotes must be submitted within 90 days of contest awarded and or from application date.

## San Juan EDC Mini Grant Promotional Expenses Application Form

### A. Personal Data/Company Information

Applicant's Name: Eloy Osuna  
Spouse's Name (if applicable): Rebecca Osuna Is  
spouse active in business? Yes No Are you a Veteran? Yes No  
List of name(s) of any owners who own 25% or more of the company:

Owner's Mailing Address: 400 Alma Ave.  
City: Alamo State: TX zip 78516  
Phone: (956) 223-9853 Fax: \_\_\_\_\_  
Owner's e-mail: triplee.osuna@gmail.com

### B. Business Information

Business Name: Behind the Fence Tattoo Studio  
Physical Address: 113 W. HWY Bus. 83 Suite B  
City: San Juan State: TX Zip Code: 78589  
Business Phone: (956) 258-5284 Fax: \_\_\_\_\_  
Business Mailing Address: 400 Alma Ave Alamo, TX. 78516  
Website: N/A Facebook: Triple E Tatts Relative  
Instagram: triplee.tattoo  
Acknowledgment

I, Eloy Osuna acknowledge that I am neither the spouse, of the mother or father, the brother or sister, nor the son or daughter of any person on the San Juan EDC Board of Directors, the city of San Juan, the San Juan EDC staff of the Mini Grant panel of Judges.

Eloy Osuna  
Signature

5-16-2023  
Date

ELOY OSUNA  
Printed Name

## BEHIND THE FENCE TATTOO STUDIO

 **ELOY OSUNA**

 956-223-9853

 Tripleeosuna@gmail.com

 113 W HWY  
BUS 83  
SAN JUAN, Tx

Dear San Juan EDC,

Hi, my name is Eloy Osuna, sole proprietor of Behind the Fence Tattoo Studio located 113 W Hwy Bus 83 (behind the new city hall). Behind the Fence Tattoo Studio is requesting \$1000 for advertisement which will be used for social media, printed publication, and signage.

Behind the Fence Tattoo studio has been in business for 2 years at this San Juan location, which is neighbors to my life time resident in Alamo. During this time the business has been able to donate many hours to local non-profits by providing art work and displays. October 2023 at Pink Belles 5k, Behind the Fence was able to produce a mural for cancer survivors to leave messages and signatures.

Beside being involved in the community, the services I provide is tattoo designing with background in fine arts. The establishment has grown a large following which now I am looking to hire other artists to fill up other rooms I have available. The growth of the industry is increasing daily which in the near future Behind the Fence will also start selling products for local artists can purchase.

For small businesses this year, a capable advertising infrastructure has never been more important. This funding will be able to help me provide more awareness of services provided and location. I will be able to fix my signage which was broken during the storm, and publish more content on social media. Thank you City of San Juan EDC for your time and consideration.

Kind regards,  
Eloy Osuna



Certifies that

Eloy Osuna

Has successfully completed

# How to Fund Your Business – Webinar via Zoom

A 1-hour course hosted by the UTSA SBDC – June 6, 2023

*Mariah Kilbourne*

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Mariah Kilbourne  
Training Coordinator  
UTSA Small Business Development Center

## Paquetes de Comerciales

(956) 223-1534

### \* Video Comercial Basico \$250

EGARZA

- 15-30 segundos Social Media
- Edición de Video Estandar
- Download link online

### \* Video Comercial Profesional \$350

- 30<sup>seg</sup> - 1 Min Social Media
- Edición de video Profesional
- Drone Shots of the place
- USB Delivery
- Download Link Online



4 Signs Digital Print  
4306 N Raul Longoria Ste. 2 San Juan, TX 78589  
info@4signsdigital.com  
(956) 513-0074



## Quote 1951

QUOTE DATE  
Fri, 06/16/2023  
QUOTE EXPIRY DATE  
Sun, 07/16/2023  
TERMS  
Due on receipt

ORDERED BY  
TATTOO

CONTACT INFO  
ELOY

| # | ITEM                                                             | QTY | UOM  | U.PRICE  | TOTAL (EXCL. TAX) | TAXABLE |
|---|------------------------------------------------------------------|-----|------|----------|-------------------|---------|
| 1 | LED Channel Letter<br>LED Channel Letter O 24"                   | 1   | Each | \$280.00 | \$280.00          | Y       |
| 2 | Printed Vinyl Graphics<br>Width: 144 Inches<br>Height: 24 Inches | 1   | Each | \$300.00 | \$300.00          | Y       |

*This handcrafted quote is based on the specific information you've given us and is valid for 30 days.*

When you approve this quote, you are agreeing to pay 100% of the quoted price. We require a 50% deposit to begin work on your project. Once we receive your deposit, we'll schedule your project and email you an estimated completion date. The remaining balance is due upon completion of your order.

**Need to make that changes?**  
No problem - but please realize, changes to quantity or specifications will affect your price. We will provide you with an updated quote based on the changes.

Subtotal: \$580.00  
Sales Tax (8.25%): \$47.85  
Total: \$627.85

Downpayment (100.0 %)

\$627.85

SIGNATURE:

DATE:

PRINTED ON FRI, 06/16/2023 01:11 PM BY JA CREATED BY JA

1/1

# QUOTE

## Rodriguez Screen Printing LLC

|               |                   |
|---------------|-------------------|
| Our Quote No. | 30796             |
| Date          | 6/16/2023         |
| Terms         | Valid for 30 Days |



### Quote To:

Eloy Ozuna

| Description        | Qty | Each   | Total  |
|--------------------|-----|--------|--------|
| 1000 Busines Cards | 1   | 110.00 | 119.08 |
| Banner 5x10        | 1   | 250.00 | 270.63 |
| Banner 3x6         | 1   | 110.00 | 119.08 |

### Customer Message

Not responsible for items left over 30 days

|                  |                 |
|------------------|-----------------|
| <b>Subtotal:</b> | \$470.00        |
| <b>Carriage:</b> | \$0.00          |
| <b>Tax:</b>      | \$38.79         |
| <b>Total:</b>    | <b>\$508.79</b> |

### Rodriguez Screen Printing LLC

2203 N Raul Longoria Rd, Ste B1  
Ste B1

**Tel:** 9562274021  
**Email:** shirts@rodriguezscreenprinting.com  
**Website:** <https://www.rodriguezscreenprinting.com/>  
**Tax:** 1

**AGENDA ITEM AND RECOMMENDATION SUMMARY**  
**CITY COMMISSION REGULAR MEETING**  
**AUGUST 15, 2023**

Discussion and Possible Action, if any, on the Renewal Contract for SMKT Media Group for the fiscal year 2023-2024.

---

**STAFF COMMENTS AND RECOMMENDATIONS:**

Renewal of The Independent Contract Agreement between the San Juan EDC and SMKT Media Group, LLC ("Consultant") for the fiscal year starting June 1, 2023, and ending June 1, 2024. Revised by the legal counsel as requested by the EDC Board on August 1, 2023.

**RECOMMENDATION:**

**PREPARED BY:**

Martha Patterson,  
Administrative Asst.

**APPROVED BY:**

Benjamin Arjona, City  
Manager

---

## INDEPENDENT CONTRACT AGREEMENT

This Independent Contractor Agreement (this "Agreement") is made effective as of June 01, 2023, by and between San Juan EDC ("SJEDC"), and SMKT Media Group, LLC ("CONSULTANT").

WHEREAS, SJEDC desires to engage Consultant for Marketing and Consulting Services; and,

WHEREAS, Consultant will utilize the proper equipment, qualified personnel in the performance of all basic services and defined Scope of Work within the above mentioned professional services or as described in SECTION II of this agreement with SJEDC;

NOW, THEREFORE, SJEDC and Consultant do mutually agree as follows:

### SECTION I EMPLOYMENT OF CONSULTANT

SJEDC agrees to enter into this agreement with Consultant to provide the following services as stated above and as provided in SECTION II and upon such services, SJEDC agrees to pay Consultant as stated in SECTION IV.

### SECTION II SCOPE OF SERVICES

Consultant hereby agrees to render and perform for the benefit of SJEDC, Marketing and Consulting Services on an ongoing, as-needed basis. Reference **Exhibit A: Marketing and Consulting Services** for service details.

### SECTION III TERM OF CONTRACT

The term of this contract shall commence upon execution of this agreement by all parties, and will continue in force and effect until 12 months from the date of execution ("Expiration Date"), unless extended as hereinafter provided. Both parties can mutually agree to extended this agreement an additional year from the final date of this signed agreement.

Unless prior to thirty (30) days before the Expiration Date, SJEDC or Consultant notifies the other in writing that it does not wish to continue this Agreement beyond its initial term, this Agreement shall be automatically extended in its entirety without the necessity of any further action by either party. In the absence of any such thirty (30) day notice by either SJEDC or Consultant, this Agreement shall continue to automatically renew in its entirety.

#### **SECTION IV**

#### **TERMS OF PAYMENT**

SJEDC agrees to pay Consultant a rate of \$3,500/month for Marketing and Consulting Services upon execution of this agreement by all parties and thereafter \$3,500 are due on the 1st day of every calendar month until the contract is terminated.

No other fees and/or expenses will be paid to Consultant, unless such fees and/or expenses have been approved in advance by the appropriate SJEDC executive in writing. Consultant shall be solely responsible for any and all taxes, Social Security contributions or payments, disability insurance, unemployment taxes, and other payroll type taxes applicable to such compensation,

#### **SECTION V**

#### **RELATIONSHIP OF PARTIES**

It is understood by the parties that Consultant is an independent contractor with respect to SJEDC, and not an employee of the San Juan EDC. Nothing In this Agreement shall be deemed to create or constitute a partnership, joint venture, employment, or agency relationship between both parties. SJEDC will not provide fringe benefits, including health insurance benefits, paid vacation, or any other employee benefit, for the benefit of Consultant.

#### **SECTION VI**

#### **CONFIDENTIALITY**

Consultant may be exposed to proprietary, private and/or otherwise confidential information ("Confidential Information") of SJEDC. Confidential Information shall mean all non-public information which constitutes, relates or refers to the operation of the business of SJEDC, including without limitation, all financial, investment, operational, personnel, sales, marketing, managerial and statistical information of SJEDC, and any and all trade secrets, customer lists, or pricing information of SJEDC. The nature of the information and the manner of disclosure are such that a reasonable person would understand it to be confidential. Consultant will not at any time or in any manner, either directly or indirectly, use for the personal benefit of the Consultant, or divulge, disclose, or communicate in any manner any Confidential Information. Consultant will protect such information and treat the Confidential Information as strictly confidential. This provision shall continue to be effective after the termination of this Agreement. Upon termination of this Agreement, Consultant will return to SJEDC all Confidential Information, whether physical or electronic, and other items that were used, created, or controlled by the Consultant during the term of this Agreement.

## **SECTION VII**

### **NOTICE**

All notices or other communications required under this Agreement may be affected either by Certified Mail, Return Receipt Requested. Notice shall be deemed to have been given when mailed to the parties at their respective addresses as set forth below or when mailed to the last address provided in writing to the other party by the addressee.

## **SECTION VIII**

### **TERMINATION OF CONTRACT**

This Agreement may be terminated by either party upon 30 days written notice to the other party. Upon termination or completion of this Agreement, SJEDC shall have no liability to Consultant except for charges for Services performed by Consultant and accepted by SJEDC prior to receipt of notice of termination or cancellation. The terms and conditions in this Agreement regarding confidentiality shall so survive the termination, cancellation, or completion of performance of this Agreement.

## **SECTION IX**

### **SUSPENSION**

SJEDC reserves the right to suspend work on the Services, with or without cause, in whole or in part, upon giving notice to Consultant, Consultant shall resume the Services suspended when directed to do so by SJEDC. SJEDC shall have no liability to Consultant except for charges for Services performed by Consultant and accepted by SJEDC prior to receipt of notice of suspension of Services. If only a portion of the Services are suspended, Consultant shall be compensated only for Services of which are not suspended and are actually performed during such suspension.

Upon termination of this Agreement or suspension of Services under this Section, SJEDC may take over the work and may obtain the services of another entity to complete the work under this Agreement

## **SECTION X**

### **ENTIRE AGREEMENT**

This Agreement constitutes the entire contract between the parties. All terms and conditions contained in any other writings previously executed by the parties regarding the matters contemplated herein shall be deemed to be merged herein and superseded hereby.

No modification of this Agreement shall be deemed effective unless in writing and signed by the parties hereto.

**SECTION XI**  
**HOLD HARMLESS CLAUSE**

Consultant shall indemnify, defend and hold harmless SJEDC from any liability or cost, including court costs and attorney's fees, resulting from any and all claims, demands, suits, actions or proceedings of any kind or nature, including workers' compensation claims, in any way resulting from or arising out of this agreement or indirectly out of such operation or business as is covered under Consultant Insurance as it relates to Individual Project Specific Work Authorizations and defined Scope of Services.

**SECTION XII**  
**MEDIATION CLAUSE**

It is the intent of the parties that litigation be avoided, and in order to allow for the quick resolution of any and all disputes, if any, the parties hereby agree that any claims, demands or disputes that cannot be amicably resolved between the parties upon written request be presented to a neutral, trained third party for assistance in dispute resolution by means of non-binding mediation.

**SECTION XIII**  
**SEVERABILITY**

If any term or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions of this Agreement shall remain in full force and effect and shall in no way be affected, impaired or invalidated.

**SECTION XIV**  
**SIGNATORIES**

This Agreement shall be signed by \_\_\_\_\_ on behalf of the San Juan EDC and by Orlando Hernández on behalf of SMKT Media Group, LLC. This Agreement is effective as of the date first above written.

**San Juan EDC**

BY: \_\_\_\_\_ DATE: \_\_\_\_\_

NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_

**SMKT Media Group, LLC**

BY: \_\_\_\_\_ DATE: \_\_\_\_\_

NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_



## **EXHIBIT A**

### **MARKETING AND CONSULTING SERVICES**

SMKT Media Group will assist in the development of public relation strategies with targeted outreach for San Juan EDC's special projects or events; including parks, bonds, developments, and others as assigned.

SMKT Media Group will generate awareness of the San Juan EDC's assets with key targets to foster diverse and targeted economic growth\*.

SMKT Media Group will create targeted media list(s) for ongoing initiatives as well as special events.

SMKT Media Group will work as liaison with any internal partners such as the San Juan EDC, city departments, to create and maintain communications and assist in promoting campaigns and events all while maintaining brand consistency. \*

SMKT Media Group will expand San Juan EDC 's brand awareness of economic development activity to assist in the generation of additional investment and job opportunities. \*

SMKT Media Group will enhance the brand of the San Juan EDC and support the growth of the City. \*

**AGENDA ITEM AND RECOMMENDATION SUMMARY**  
**CITY COMMISSION REGULAR MEETING**  
**AUGUST 15, 2023**

Discussion and Possible Action, if any, on RFP No. 23-013-08-03 San Juan EDC Audit Services.

---

**STAFF COMMENTS AND RECOMMENDATIONS:**

**RECOMMENDATION:**

**PREPARED BY:**

Martha Patterson,  
Administrative Asst.

**APPROVED BY:**

Benjamin Arjona, City  
Manager

---

SAN JUAN ECONOMIC DEVELOPMENT CORPORATION  
AUDIT SERVICES PROPOSAL  
FISCAL YEAR ENDING SEPTEMBER 30, 2023

**Luis C. Orozco**

Certified Public Accountant

808 Del Oro Lane

Pharr, TX 78577

[lcocpa@lcocpa.com](mailto:lcocpa@lcocpa.com)

Tel: (956) 782-5481

August 02, 2023

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# LUIS C OROZCO

CERTIFIED PUBLIC ACCOUNTANT

808 Del Oro Lane  
Pharr, TX 78577  
lcocpa@lcocpa.com

August 02, 2023

Board of Directors and City Mayor of the  
San Juan Economic Development Corporation  
709 S Nebraska Avenue  
San Juan, TX 78589

Dear Mrs. Lori A. Maldonado, Purchasing Agent:

We are hereby submitting our proposal for audit services for the SAN JUAN ECONOMIC DEVELOPMENT CORPORATION. for the year(s) ending September 30, 2023.

We will conduct an organization-wide audit on the general purpose financial statements of (SJ-EDC) in accordance with U.S. generally accepted auditing standards; the standards for financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; the provisions of OMB Circular A-133 and/or the Uniform Administrative Requirements, Governmental Accounting Standards Board Statements (GASB Statements) and other publications referenced on your audit specifications, and will include tests of accounting records and other procedures that we consider necessary to enable us to express an opinion on the general purpose financial statements and to render the required Single Audit reports.

We would like to thank you for the opportunity to serve you and look forward to a continuing business relationship.

If you have any questions, or if we can be of further assistance, please let us know.

Sincerely,

  
Luis C Orozco  
Certified Public Accountant

## AUDIT APPROACH

### *Scope of Services*

The objective of our audit is the expression of an opinion as to whether the general purpose financial statements of the SJ-EDC are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the additional information when considered in relation to the general purpose financial statements taken as a whole. The objective also includes reporting on compliance with laws and regulations and the provisions of contracts and grant agreements and its internal controls as required by the Single Audit Act Amendments of 1996 and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organization, and/or the Uniform Administrative Requirements if applicable*.

Our audit would be conducted in accordance with U.S. generally accepted auditing standards; the standards for financial audits contained in *Government Auditing Standards* (The Yellow Book), issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of OMB Circular A-133 and the Uniform Administrative Requirements, and will include test of the accounting records other procedures we consider necessary to enable us to express such an opinion and to render the required Single Audit reports. If our opinion on the general-purpose financial statements or the Single Audit compliance opinion is other than unmodified, we would fully discuss the reasons with you in advance.

Generally accepted auditing standards refer to guidance and requirements in the American Institute of Certified Public Accountants' Statements on Auditing Standards (SAS) related auditing interpretations, and audit and accounting guides (ASLGU). They are broken into general standards, standards of fieldwork, and standards of reporting.

### *Planning*

In planning and performing our audit, we would consider the internal control sufficient to plan the audit to determine the nature, timing and extent of our auditing procedures for expressing our opinion on the general purpose financial statements and on its compliance with requirements applicable to major programs.

We would obtain an understanding of the design of the relevant controls and whether they have been placed in operation, and we will assess control risk. Test of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the general purpose financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the general purpose financial statement. Our tests, if performed, would be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed.

If this were a multiyear contract, our scope of the audit field work, as it relates to internal control, would be reasonably reduced, unless there are special circumstances detected during the audit which require special attention. Additionally, audit field work related to compliance with laws and regulations as required by the Single Audit Act of 1996 and the New Uniform Administrative Requirements may change significantly since a risk-based approach will be used. Finally, the extent of work necessary to obtain reasonable assurance concerning the consistency of application of accounting principles between the current and preceding year would be reduced.

### ***Level of Assistance***

Management is responsible for making all financial records and related information available to us. We understand that SJ-EDC will provide us with such information required for our audit and that SJ-EDC is responsible for the accuracy and completeness of that information. SJ-EDC personnel will be utilized to prepare all cash or other confirmations we request and locate documentation selected for testing.

### ***Audit Time Schedule***

We expect to begin our audit no later than two weeks after the audit is awarded or by mutual agreement. A standard list of items will be provided in advance to the responsible staff within the organization and an entrance conference meeting will be conducted between the auditing firm and the individuals involved and SJ-EDC personnel to plan the field work needed as well as the final presentation of the audit report. We expect to complete our audit by January 31, 2024 and present the related audit reports by the following board meeting but before, or on our exit conference. Barring circumstances beyond our control, we would like to continue having a record of finalizing SJ-EDC Audit Report within the month of December. We will plan for the following;

| <b><i>Audit Area</i></b>                   | <b><i>Date</i></b> |
|--------------------------------------------|--------------------|
| General Planning Procedures                | September, 2023    |
| Identification of Controls                 | September, 2023    |
| Test of Controls                           | November, 2023     |
| Risk Assessment                            | November, 2023     |
| General Auditing and Completion Procedures | December, 2023     |
| Delivery of the Report                     | January, 2024      |
| Presentation to Board                      | February, 2024     |

## MANAGEMENT COMPONENT

Our firm is Luis C. Orozco, Certified Public Accountant. We are properly licensed in the State of Texas to practice as a **Certified Public Accountant**. We are a local public accounting firm. Our office is located at 808 Del Oro Lane, Pharr, TX 78577. Our audit experience includes School Districts, Cities, Not-for-Profits, Nonpublic entities and other organizations, as indicated below. We have been practicing public accounting since 1998, mostly concentrated in auditing. Our office also provides accounting, taxation and consultation services.

We certify that we are not under the terms of a public or private reprimand by the Texas State Board of Public Accountancy and/or licensing boards of other states.

Luis C Orozco has received a total of 1800 hours of continuing professional education through Texas Society of Certified Public Accountants and other approved organizations. A total of 1,300 hours has been received on Governmental and Non-Profit Accounting and Auditing. A listing of the most recent continuing professional education is available upon request.

We hereby confirm that we are independent with respect to San Juan Economic Development Corporation. Neither owner nor our staff has any direct or indirect financial interest in SJ-EDC contracts, and no one assigned to the audit is related, as defined by nepotism law, to any of SJ-EDC members or to any employee with managerial responsibilities.

Luis C Orozco, CPA has proper accountant professional liability insurance in place meeting the levels requested in this proposal, and will furnish such documentation upon request.

## **QUALIFICATION AND EXPERIENCE AND REFERENCES**

Our extensive experience as senior auditors and auditor-in-charge covers governmental, not-for-profit organizations, for-profit entities, etc. The following is a list of some of entities we have provided auditing services:

### **AUDITS OF NON-PROFIT ENTITIES:**

|                                                                                                                                              |                |                |
|----------------------------------------------------------------------------------------------------------------------------------------------|----------------|----------------|
| Valley Association for Independent Living, Inc.<br>3601 N McColl Road, Suite B<br>McAllen, TX 78501<br>Mrs. Susan Nelson, Executive Director | (956) 668-8245 | 2009 – Present |
|----------------------------------------------------------------------------------------------------------------------------------------------|----------------|----------------|

|                                                                                                   |                |              |
|---------------------------------------------------------------------------------------------------|----------------|--------------|
| Women Together, Inc.<br>511 N Cynthia<br>McAllen, TX 78501<br>Estella de Anda, Executive Director | (956) 630-4878 | 2000-Present |
|---------------------------------------------------------------------------------------------------|----------------|--------------|

### **MANAGEMENT CONSULTATION:**

|                                                                                                            |                |              |
|------------------------------------------------------------------------------------------------------------|----------------|--------------|
| NAR, Incorporated (NON-PROFIT)<br>4602 S Closner Blvd<br>Edinburg, TX<br>Michelle Mata, Executive Director | (956) 381-6271 | 2012-Present |
|------------------------------------------------------------------------------------------------------------|----------------|--------------|

|                                                                                                                                                 |                |              |
|-------------------------------------------------------------------------------------------------------------------------------------------------|----------------|--------------|
| South Texas Economic Development Corporation<br>(NON-PROFIT)<br>1800 N. Texas Blvd.<br>Weslaco, TX 78599<br>Kylie Rodriguez, Executive Director | (956) 969-3024 | 2018-Present |
|-------------------------------------------------------------------------------------------------------------------------------------------------|----------------|--------------|

|                                                                                                 |                |              |
|-------------------------------------------------------------------------------------------------|----------------|--------------|
| City of Palmhurst<br>4417 N Shary Road<br>Palmhurst, TX 78572<br>Ms. Lori A. Lopez, City Manger | (956) 583-8697 | 2014-Present |
|-------------------------------------------------------------------------------------------------|----------------|--------------|

|                                                                                                           |                |              |
|-----------------------------------------------------------------------------------------------------------|----------------|--------------|
| Donna Housing Authority<br>1711 Stites Road<br>Donna, TX 78537<br>Mr. Robert Gonzalez, Executive Director | (956) 464-4475 | 2010-Present |
|-----------------------------------------------------------------------------------------------------------|----------------|--------------|

|                                                                                                                 |                |              |
|-----------------------------------------------------------------------------------------------------------------|----------------|--------------|
| Mercedes Housing Authority<br>306 W 5th Street<br>Mercedes, TX 78570<br>Mr. Horacio Pequeno, Executive Director | (956) 565-3139 | 2008-Present |
|-----------------------------------------------------------------------------------------------------------------|----------------|--------------|

**AUDITS OF GOVERNMENTAL ENTITIES:**

|                                                                                                                                             |                | <u>Years</u>                          |
|---------------------------------------------------------------------------------------------------------------------------------------------|----------------|---------------------------------------|
| Edinburg Consolidated School District<br>411 N 8 <sup>th</sup> Avenue<br>Edinburg, TX 78540<br>Mrs. Sylvia Garcia, Director of Finance      | (956) 289-2305 | 2009-14, 2017-2022<br><br>ADA: 28,670 |
| Hidalgo Independent School District<br>Nancy P Sanchez, MBA, Chief Financial Officer<br>324 Flora Street<br>Hidalgo, TX 78557               | (956) 843-4495 | 2019-2022<br><br>ADA: 2,578           |
| South Texas Independent School District<br>Marla Knaub, Assistant Superintendent for Finance<br>100 Med High Drive<br>Mercedes, Texas 78570 | (956) 514-4222 | 2020-2022<br><br>ADA: 4,020           |
| Edcouch-Elsa Independent School District<br>920 W. Santa Rosa Avenue<br>Edcouch, TX 78538<br>Mrs. Amanda L. Najjar, Director of Finance     | (956) 262-6000 | 2022<br><br>ADA: 3,696                |
| City of Edinburg<br>Ms. Mayra Ayala, City Manager<br>415 W University Drive<br>Edinburg, TX 78541                                           | (956) 388-1895 | 2019-2021                             |
| City of Edcouch<br>211 W. Southern Avenue<br>Edcouch, TX 78538<br>Mr. Victor H. De La Cruz, City Manager                                    | (956) 262-4120 | 2016-2020                             |
| The Housing Authority of Hidalgo County<br>1800 N. Texas Blvd.<br>Weslaco, TX 78599<br>Mr. Adela Gonzalez, Executive Director               | (956) 969-5865 | 2018-2022                             |
| San Benito Housing Authority<br>1400 N Reagan<br>San Benito, TX 78586<br>Mr. Arturo B. Rodriguez, Executive Director                        | (956) 399-7501 | 2016-2022                             |
| Edinburg Housing Authority<br>910 S. Sugar Road<br>Edinburg, TX 78539<br>Mr. Richard Christian, Finance Director                            | (956) 383-3839 | 2019-2022                             |

**AUDITS OF FOR PROFIT ENTITY:**

La Lomita, Inc.  
El Tigre Food Stores / Tex-Best Stores  
2105 Remington Avenue  
Edinburg, TX 78539  
Mrs. Sandra Garza, Partner

(956) 287-8077

2012-Present

**RESUMES**  
**PERSONNEL TO BE AVAILABLE FOR FIELD WORK**

**LUIS C. OROZCO**

Certified Public Accountant

Owner/Senior Auditor/Field Auditor

- Graduated from The University of Texas – Pan American with BBA degree and a major in accounting in 1991.
- Obtained license as a Certified Public Accountant in 1996.
- Worked as Senior Auditor and Auditor-in-Charged from 1991 through 1997 with a local CPA Firm mainly concentrating in the area of auditing.
- Established a Sole-proprietorship firm in 1998, mainly concentrating in the area of auditing and accounting and including such services for taxation and business consultation.

**JESUS MONCAYO**

Auditor Assistant/Field Auditor

- Mr. Moncayo graduated from The University of Texas – Rio Grande Valley with a BBA degree and a major in business accounting in 2015.
- Mr. Moncayo joined the firm in February 2016 and has over 1,500 hours of audit experience working with various entities which include cities, school districts, housing authorities, and non-profit organizations as well as over 300 hours of continued professional education.

**ADRIAN CASAS**

Auditor Assistant/Field Auditor

- Mr. Casas graduated from The University of Texas – Rio Grande Valley with a BBA in accounting and a Master's of Science in Accountancy in 2016. He is currently pursuing an MBA with a concentration in Financial Planning and sitting for the CPA exam.
- Mr. Casas joined the firm in December 2020 and has been involved in working with various entities which include cities, housing authorities, non-profit organizations, and school districts.

**OFFICE PERSONNEL:**

**Samantha Villa – Accounting Assistant: Main audit functions: Assisting with audit worksheets. [ON CONTRACT BASIS]**

**Jeanie Quintanilla – Office Assistant 13 Years of experience: Main audit functions: Audit Scheduling, coordinate meetings [virtual and live], process, organizing audit documentation, workpapers and Report Processing.**

### TASK/ACTIVITY PLAN AND ESTIMATED AUDIT FEES

The **estimated** number of hours to complete this engagement is 175 hours, based on previous experience, the size and complexity of this organization and similar engagements.

Our **estimated** fee for the audit services will be \$16,200 for the general-purpose financial statements. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. **The above fees are based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you to arrive to a new fee estimate before we incur any additional costs.**

### INTERIM AND YEAR-END AUDIT WORK FOR FISCAL YEARS

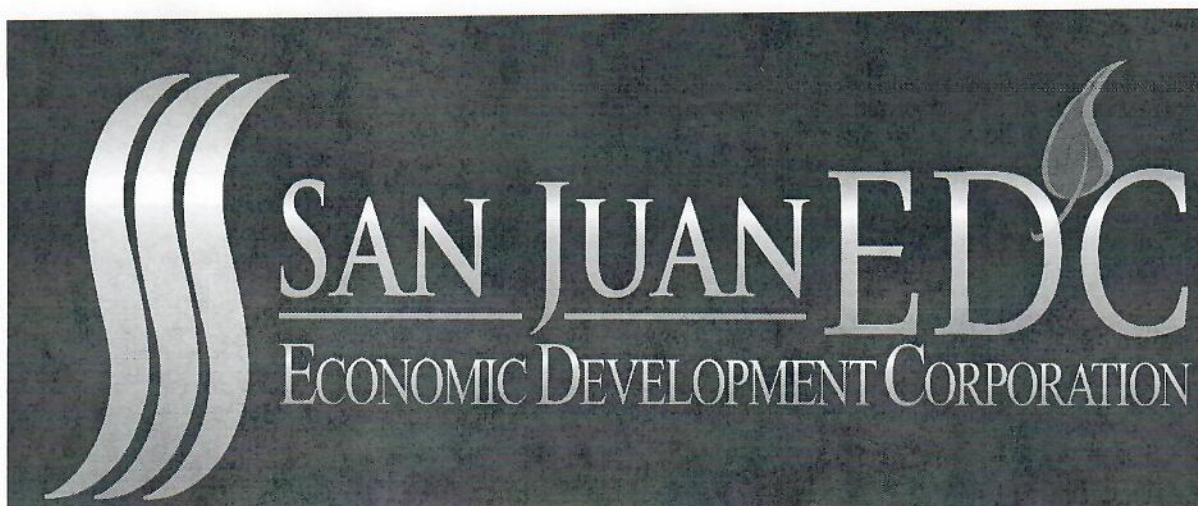
If the San Juan Economic Development Corporation requests an extension of the contract for one more year, we will maintain the estimated fee, barring any future new requirements and unforeseen circumstance.

If the SJ-EDC requests additional work or services within the general scope of the agreement, that work will be billed at based on the following standard rates.

|                      |           |
|----------------------|-----------|
| Owner/Senior Auditor | 125.00/hr |
|----------------------|-----------|

### CONFLICT OF INTEREST

Luis C. Orozco, CPA, will abide to the rules of conflict of interest and San Juan Economic Development Corporation's policy as stipulated on your procurement documents.



### NOTICE OF INTENT TO RESPOND

Firms interested in submitting a bid on RFP NO. 23-013-08-03 as outlined in the specifications, should indicate their intention by signing, dating and returning the form to the email address below prior to July 20, 2023 so that they may receive any addendums to the specifications should the need arise.

City of San Juan  
Attn: Lori A. Maldonado, Purchasing Agent  
709 S. Nebraska Avenue, San Juan, Texas 78589  
Phone: (956) 223-2204  
lmaldonado@sjtx.us

Bidder: Luis C. Orozco, CPA

[Please print or type the full name of your proprietorship, partnership, corporation, or joint venture.\*]

Contact Name: Luis C. Orozco

[Please print or type name]

Owner - CPA

[Title]

Address: 808 Del Oro Lane Pharr, TX 78577

[Mailing]

[Street, if different]

Telephone: (956) 782-5481

[Print or type telephone number]

Fax: (956) 782-5484

[Print or type telephone number]

Email: lcocpa@lcocpa.com

[Print or type]

*Luis C. Orozco*  
8-2-2023

**SAN JUAN ECONOMIC  
DEVELOPEMNT  
CORPORATION  
CONTRACT AGREEMENT**

An agreement made and entered into this the \_\_\_\_\_ day of August, 2023 by and between Luis C. Orozco, CPA of Pharr, TX 78577,  
(Name) (City and State)

Herein after called the Firm and the San Juan Economic Development Corporation, hereinafter called the SJEDC, WITNESSETH, that the Firm and the SJEDC for the consideration hereinafter named, agree and as follows:

1. That the entire Request for Proposal including all documents provided in the Request for Proposal hereto attached or herein referred to shall be and are hereby made a part of the agreement and contract.
2. The Firm shall perform all of the work as set forth in this Proposal in strict accordance with the specifications, and other documents which have been made a part of this contract in the manner, time, and place as therein set forth.
3. In consideration whereof, the SJEDC agrees to pay to the Firm the amounts provided in the attached Proposal, being the product of the unit prices therein set forth, multiplied by the number of units actually used during performance of the contract, all in the time and manner as set forth in the Contract Documents.

**WITNESS:**

- |                                       |                                                                                                    |
|---------------------------------------|----------------------------------------------------------------------------------------------------|
| 1. _____                              | <u>Luis C. Orozco, CPA</u><br>(Firm Name)<br><u>Luis C Orozco</u> Owner - CPA<br>(Signature/Title) |
| 2. _____                              | _____<br>(Owner Name)<br><br>_____<br>(Board President's Signature)                                |
| 3. _____                              | _____<br>(Executive Director)                                                                      |
| 4. ATTEST: _____<br>(SJEDC Secretary) | _____<br>(SJEDC Attorney)                                                                          |



ADDENDUM NO. 1

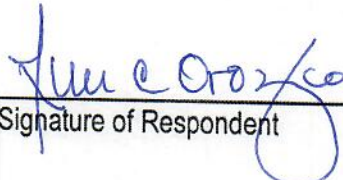
SAN JUAN ECONOMIC DEVELOPMENT CORPORATION  
AUDIT SERVICES

RFP NO. 23-013-08-03

Notice is hereby given to all prospective respondents of the following:

1. Proposal Submission Date: The proposal submission date has been changed from August 3, 2023 to **August 10, 2023**. Location and time remain unchanged, 905 W. 1<sup>st</sup> St. Ste. D, San Juan, Texas 78589, 10:00 AM.

END OF ADDENDUM NO. 1  
/s/Lori A. Maldonado, Purchasing Agent  
AUGUST 1, 2023

  
\_\_\_\_\_  
Signature of Respondent

August 2, 2023  
\_\_\_\_\_  
Date



**BID OPENING  
SAN JUAN EDC  
AUDITING SERVICES  
RFP NO. 23-013-08-03  
AUGUST 10, 2023  
10:00 A.M.**

|    | AUDITING FIRM      | LOCATION  | FEE      |
|----|--------------------|-----------|----------|
| 1  | LUIS C OROZCO, CPA | PHARR, TX | \$16,200 |
| 2  |                    |           |          |
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| 9  |                    |           |          |
| 10 |                    |           |          |

**CITY OF SAN JUAN**

709 S. Nebraska  
 San Juan, Texas 78589  
 PH: (956) 223-2200  
 FAX: (956) 223-2396

**PURCHASE ORDER****PO Number:** 23-41996**Date:** 07/18/2023**Requisition #:** REQ26185**Vendor #:** 000100

**ISSUED TO:** ADVANCE PUBLISHING CO  
 217 W PARK AVE  
 PHARR, TX 78577

**SHIP TO:** CITY OF SAN JUAN  
 Attn: PURCHASING  
 709 S. NEBRASKA  
 SAN JUAN, TX 78589

| ITEM | UNITS DESCRIPTION                                                                                                                 | GL ACCT #    | PROJ ACCT # | PRICE | AMOUNT |
|------|-----------------------------------------------------------------------------------------------------------------------------------|--------------|-------------|-------|--------|
| 1    | 0 ADVERTISEMENT-RFP NO. 23-013-08-03 SJEDC AUDIT SERV<br><br>SAN JUAN EDC AUDIT SERVICES<br>ADVERTISEMENT DATES 7/19/23 & 7/26/23 | 10-1310.3000 |             | 0.00  | 234.00 |

Authorized by: Lore A. Yrpalonado

|                   |        |
|-------------------|--------|
| <b>SUBTOTAL:</b>  | 234.00 |
| <b>TOTAL TAX:</b> | 0.00   |
| <b>SHIPPING:</b>  | 0.00   |
| <b>TOTAL</b>      | 234.00 |

1. Original invoice with remittance slip must be sent to: City of San Juan Accounts Payable, 709 S. Nebraska, San Juan, Texas 78589.
2. Payment may be expected within 30 days of receipt of goods and invoice.
3. C.O.D. shipment will not be accepted.
4. Purchase Order numbers must appear on all shipping containers, packing slips and invoices. Failure to comply with the above request may delay payment.
5. All goods are to be shipped F.O.B. Destination unless otherwise stated.
6. All materials and services are subject to approval based on the description on the face of the purchase order or appendages thereof. Substitutions are not permitted without approval of the Requesting Department. Material not approved will be returned at no cost to the City.
7. All goods and equipment must meet or exceed all necessary city, state and federal standards and regulations.
8. Vendor or manufacturer bears risk of loss or damage until property received and/or installed.
9. Seller acknowledges that the buyer is an equal opportunity employer. Seller will comply with all equal opportunity laws and regulations that are applicable to it as a supplier of the buyer.
10. The City is exempt from all federal excise and state tax - ID# 74-6002233

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**REQUEST FOR SEALED PROPOSAL  
FOR AUDIT SERVICES – RFP NO. 23-013-08-03  
PURCHASING / PROCURMENT  
SAN JUAN ECONOMIC DEVELOPMENT CORPORATION  
709 S. NEBRASKA AVENUE  
SAN JUAN, TEXAS 78589-2649**

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(Published in the Advance News Journal on July 19 & July 26, 2023.)

3 Columns x 6" = 18" Total Column Inches  
x \$6.50 rate

= \$117 per publication

**Total Cost for 2 publication(s) = \$234**

Publication date(s): Wed., July 19, 2023  
Wed., July 26, 2023

10.1310.3000

**Wednesday, July 19, 2023**

**LEGAL NOTICE**

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(Published in the Advance News Journal on July 19 & July 26, 2023.)

**Wednesday, July 26, 2023**

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**CITY OF SAN JUAN**

709 S. Nebraska  
San Juan, Texas 78589  
PH: (956) 223-2200  
FAX: (956) 223-2396

**PURCHASE ORDER****PO Number:** 23-42008**Date:** 07/18/2023**Requisition #:** REQ26200**Vendor #:** 008465

**ISSUED TO:** THE MONITOR  
PO BOX 3288  
MCALLEN, TX 78502

**SHIP TO:** CITY OF SAN JUAN  
Attn: PURCHASING  
709 S. NEBRASKA  
SAN JUAN, TX 78589

| ITEM                                                                                                | UNITS DESCRIPTION                                     | GL ACCT #    | PROJ ACCT # | PRICE | AMOUNT   |
|-----------------------------------------------------------------------------------------------------|-------------------------------------------------------|--------------|-------------|-------|----------|
| 1                                                                                                   | 0 ADVERTISEMENT-RFP NO 23-013-08-03 (MONITOR)         | 10-1310.3000 |             | 0.00  | 970.72   |
| 2                                                                                                   | 0 ADVERTISEMENT-RFP NO 23-013-08-03 (BROWNSVILLE HER) | 10-1310.3000 |             | 0.00  | 1,204.00 |
| SAN JUAN EDC AUDIT SERVICE<br>THE MONITOR 7/23/23 & 7/30/23<br>BROWNSVILLE HERALD 7/23/23 & 7/30/23 |                                                       |              |             |       |          |
| Lari A. Maldonado 8/9/23                                                                            |                                                       |              |             |       |          |

Authorized by: \_\_\_\_\_

*Lari A. Maldonado*

|                   |          |
|-------------------|----------|
| <b>SUBTOTAL:</b>  | 2,174.72 |
| <b>TOTAL TAX:</b> | 0.00     |
| <b>SHIPPING:</b>  | 0.00     |
| <b>TOTAL</b>      | 2,174.72 |

1. Original invoice with remittance slip must be sent to: City of San Juan Accounts Payable, 709 S. Nebraska, San Juan, Texas 78589.
2. Payment may be expected within 30 days of receipt of goods and invoice.
3. C.O.D. shipment will not be accepted.
4. Purchase Order numbers must appear on all shipping containers, packing slips and invoices. Failure to comply with the above request may delay payment.
5. All goods are to be shipped F.O.B. Destination unless otherwise stated.
6. All materials and services are subject to approval based on the description on the face of the purchase order or appendages thereof. Substitutions are not permitted without approval of the Requesting Department. Material not approved will be returned at no cost to the City.
7. All goods and equipment must meet or exceed all necessary city, state and federal standards and regulations.
8. Vendor or manufacturer bears risk of loss or damage until property received and/or installed.
9. Seller acknowledges that the buyer is an equal opportunity employer. Seller will comply with all equal opportunity laws and regulations that are applicable to it as a supplier of the buyer.
10. The City is exempt from all federal excise and state tax - ID# 74-6002233



REMIT TO:  
AIM Media Texas  
Business Office  
PO Box 3267  
McAllen, TX 78502

Page 1

ACCOUNT NO. 10000773 BALANCE DUE \$2,174.72 CHECK NO. \_\_\_\_\_  
MKT. CONSULTANT DIANA CANTU DEPARTMENT MML AMOUNT PAID \_\_\_\_\_

CITY OF SAN JUAN  
ATTN ACCTS PAYABLE  
709 S NEBRASKA  
SAN JUAN, TX 78589-8589

### Advertising Invoice

| INVOICE DATE | INVOICE NO.   |
|--------------|---------------|
| 7/31/2023    | 10000773-0723 |

**TO ASSURE PROPER CREDIT - PLEASE RETURN TOP PORTION WITH REMITTANCE - ENTER ACCOUNT NUMBER ON YOUR CHECK**

| ACCOUNT NUMBER | CURRENT    | PAST DUE 31-60 DAYS | PAST DUE 61-90 DAYS | PAST DUE 91-OVER |
|----------------|------------|---------------------|---------------------|------------------|
| 10000773       | \$2,174.72 | \$0.00              | \$0.00              | \$0.00           |

| DATE     | REF #    | DESCRIPTION                                          | UNITS | AMOUNT |
|----------|----------|------------------------------------------------------|-------|--------|
| 07/23/23 | 30235112 | 3011-MM Class Legal<br>PO# 23-42008                  | 24.00 | 485.36 |
| 07/23/23 | 30235116 | 3010-BH Classified Legal<br>RFP AUDIT SERVICES       | 24.00 | 602.00 |
| 07/23/23 | 30235117 | 6337-BH Digital by the Day<br>RFP for Audit Services |       | 0.00   |
| 07/30/23 | 30235112 | 3011-MM Class Legal<br>PO# 23-42008                  | 24.00 | 485.36 |
| 07/30/23 | 30235116 | 3010-BH Classified Legal<br>RFP AUDIT SERVICES       | 24.00 | 602.00 |
| 07/30/23 | 30235117 | 6337-BH Digital by the Day<br>RFP for Audit Services |       | 0.00   |

CITY OF SAN JUAN  
ACCOUNTS PAYABLE  
AUG 07 2023  
TIME  
FINANCE DEPARTMENT

PLEASE DIAL 956-683-4022 FOR CREDIT CARD PAYMENTS.

| PREVIOUS BALANCE | NEW CHARGES | CREDITS | BALANCE DUE |
|------------------|-------------|---------|-------------|
| \$0.00           | \$2,174.72  | \$0.00  | \$2,174.72  |

THE MONITOR

VALLEY STAR



Coastal Current

El Extra

The Herald

Phone: 956-683-4000  
Fed ID# 45-5484496

This statement is due  
and payable upon receipt.

# THE MONITOR

**PUBLISHER'S AFFIDAVIT**  
**State of Texas**  
**County of Hidalgo**

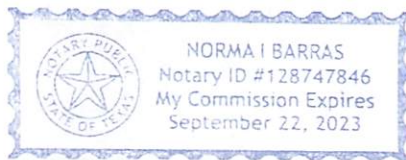
Maribel Portillo being duly sworn on her oath states that she is the Legal Account Representative of THE MONITOR, a daily newspaper in Hidalgo County, and that the attached notice did appear in the following issues:

July 23 & 30, 2023



*Subscribed and sworn to before me this the 31st day of July A.D. 2023*

  
Notary Public, Hidalgo County



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**REQUEST FOR SEALED PROPOSAL FOR**  
**AUDIT SERVICES – RFP NO. 23-013-08-03**  
**PURCHASING / PROCURMENT**  
**SAN JUAN ECONOMIC DEVELOPMENT CORPORATION**  
**709 S. NEBRASKA AVENUE**  
**SAN JUAN, TEXAS 78589-2649**

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Lori Maldonado <lmaldonado@sjtx.us>

---

## The Monitor & Brownsville AD QUOTE

1 message

---

Norma Barras <nbarras@themonitor.com>  
To: Lori Maldonado <lmaldonado@sjtx.us>

Tue, Jul 18, 2023 at 11:31 AM

Good morning Lori:

Here is the quote requested.

The Monitor - \$485.36 cost per day  
Brownsville - \$602.00 cost per day

Please advice if you do want to proceed. Deadline is Wednesday before 3pm.

**Thank You !**

***Norma I. Barras, Sales Asst.***

THE MONITOR

1400 E. Nolana, McAllen, TX

956.683.4169 direct line

[nbarras@themonitor.com](mailto:nbarras@themonitor.com)

---

City of San Juan.docx  
16K

10-1310.3000

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☒ PROOF O.K. BY Lori A. Maldonado ☐ O.K. WITH CORRECTIONS BY: \_\_\_\_\_

PLEASE READ CAREFULLY • SUBMIT CORRECTIONS ONLINE

**TX-30235112 (100%)**

ADVERTISER: CITY OF SAN JUAN

SALES PERSON: TX184

SIZE: 4X6

PUBLICATION: MA-The Monitor

PROOF CREATED AT: 7/18/2023 3:24:48 PM

NEXT RUN DATE: 07/23/23

PROOF DUE: 07/21/23 12:59:55

**AGENDA ITEM AND RECOMMENDATION SUMMARY**  
**CITY COMMISSION REGULAR MEETING**  
**AUGUST 15, 2023**

Discussion and Possible Action, if any, on the Sponsorship/Promotional 11th PSJA Education Foundation Gala to be held on, Thursday, September 7, 2023, at Bert Ogden Arena at 7:30 PM.

---

**STAFF COMMENTS AND RECOMMENDATIONS:**

The PSJA Educational Foundation is requesting sponsorship for their 13th Annual PSJA Educational Foundation Gala on Thursday, September 7, 2023, at the Bert Ogden Arena. Mixer at 6:00 PM/Show Starts at 7:30 PM. Last year the EDC Board sponsored \$2,000.00.

**RECOMMENDATION:**

**PREPARED BY:**

Martha Patterson,  
Administrative Asst.

**APPROVED BY:**

Benjamin Arjona, City  
Manager

---

PSJA Education Foundation

Sponsorships

October 1, 2022 thru September 30, 2023

| DATE       | Sponsors                                                    | Board Approved             | CHECK     |            |
|------------|-------------------------------------------------------------|----------------------------|-----------|------------|
| 10/1/2022  | STARTING BALANCE                                            |                            |           | 16,000.00  |
| 10/3/2022  | PSJA BEAR BASEBALL                                          | Tuesday, November 15, 2022 | 775       | (2,500.00) |
| 11/2/2022  | KEEP SAN JUAN BEAUTIFUL                                     | Tuesday, November 15, 2022 | 792       | (2,500.00) |
| 11/15/2022 | CHRISTIAN'S MANOR                                           | Tuesday, November 15, 2022 | 806       | (2,500.00) |
| 12/7/2022  | PAL'S SHOP W/1ST RESPONDER                                  | Tuesday, December 6, 2022  | 818       | (500.00)   |
| 1/3/2023   | PAL'S BLUE SANTA                                            | Tuesday, December 6, 2022  | 883       | (1,000.00) |
| 1/27/2023  | MISS SAN JUAN PAGENT (Lions Club)                           | Tuesday, January 17, 2023  | 850       | (1,000.00) |
| 3/17/2023  | PSJA ISD AUTISM                                             | Tuesday, March 7, 2023     | 883       | (500.00)   |
| 5/30/2023  | PSJA SENIOR CLASS (Ratified)                                | Wednesday, June 7, 2023    | 969       | (500.00)   |
| 5/30/2023  | MARINE CORPS LEAGUE RGV #1456 (Ratified)                    | Wednesday, June 7, 2023    | 965       | (1,000.00) |
| 6/15/2023  | TX VALLEY COSTAL BEND HEALTH CARE SYSTEM -4TH OF JULY EVENT | Wednesday, June 7, 2023    | gift card | (500.00)   |
| 6/15/2023  | PSJA 7 ON 7                                                 | Wednesday, June 7, 2023    | 982       | (1,000.00) |
| 8/1/2023   | DEPOSIT                                                     | Tuesday, August 1, 2023    |           | 3,300.00   |
| 8/1/2023   | PAL-NATIONAL NIGHT OUT                                      | Tuesday, August 1, 2023    | 1018      | (1,000.00) |
| 8/1/2023   | PSJA-FFA BEARS BOOSTER CLUB                                 | Tuesday, August 1, 2023    | 1017      | (800.00)   |

BALANCE \$ 4,000.00

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SCAN TO  
SPONSOR



IN LOVING MEMORY OF GHANO GARZA

11TH ANNUAL  
PSJA EDUCATION FOUNDATION

**GALA**

MUSIC | LIVE & SILENT AUCTION

**THURSDAY, SEPTEMBER 7, 2023**

BERT OGDEN ARENA

---

**MIXER 6:00 PM | SHOW STARTS AT 7:30 PM**

PROCEEDS TO BENEFIT STUDENT SCHOLARSHIPS & TEACHER GRANTS

**956.354.2027**

education foundation

# SPONSORSHIP OPPORTUNITIES

**TITLE SPONSOR** | \$15,000

2 TABLES/20 TICKETS

PROMINENT LOGO PLACEMENT ON SCREENS, ADS, DIGITAL/PRINTED MATERIALS & DIGITAL BILLBOARD

**PLATINUM SPONSOR** | \$7,500

1 TABLE/10 TICKETS

LOGO PLACEMENT ON SCREENS, ADS, DIGITAL/PRINTED MATERIALS & DIGITAL BILLBOARD

**GOLD SPONSOR** | \$3,500

1 TABLE/10 TICKETS

LOGO ON SCREENS, ADS, DIGITAL/PRINTED MATERIALS & THANK YOU ADS

**BRONZE SPONSOR** | \$2,000

1 TABLE/10 TICKETS

COMPANY NAME ON PROGRAMS & THANK YOU ADS

**NICKEL SPONSOR** | \$500

BOWL AREA/S TICKETS

COMPANY NAME ON PROGRAMS & THANK YOU ADS

☐ UNDERWRITER

☐ TITLE

☐ PLATINUM

☐ GOLD

☐ BRONZE

**SPONSORSHIP DEADLINE AUGUST 17, 2023**

NAME: \_\_\_\_\_

BUSINESS: \_\_\_\_\_

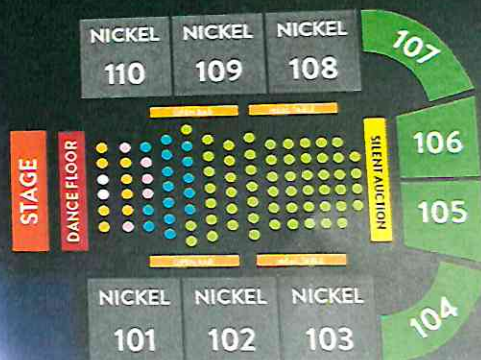
PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

SPONSORSHIP LEVEL: \_\_\_\_\_

BOARD MEMBER: \_\_\_\_\_



**PAYMENT METHOD**

- ☐ CASH  
☐ CREDIT CARD  
☐ CHECK

**SCAN TO SPONSOR**



**QUESTIONS?**

Call 956.354.2027

\*ALL PROCEEDS BENEFIT PSJA ISD STUDENT SCHOLARSHIPS & TEACHER GRANTS  
 THE PSJA EDUCATION FOUNDATION IS A 501 (C) (3) TAX-EXEMPT PHILANTHROPIC ORGANIZATION.



# CATHOLIC CHARITIES

G A L A



## 2023 HOPE AWARD RECIPIENT

PLEASE JOIN US AS WE HONOR

Hershal Patel

### **CATHOLIC CHARITIES GALA**

SEPTEMBER 7, 2023 | 6:00PM

Embassy Suites, McAllen Convention Center  
800 Convention Center Blvd, McAllen

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### **CARE FEST 2023**

Family Outdoor Festival  
HONORING EDUCATION LEADERS

SEPTEMBER 16, 2023

McAllen Convention Center Oval Park  
Free Entrance 5PM to 10PM



Catholic Charities  
RIO GRANDE VALLEY  
Page 62



May 2023

Dear Friends,

It is with great hope and joy we invite you to our **13th Annual Catholic Charities of the RGV Gala**. Please join us for an evening where we will share stories of hope and joy, stories that will move us to say "*I Care*". The gala will take place on Thursday, September 7, 2023 at the Embassy Suites Convention Center located at 800 Convention Center Blvd. McAllen, TX 78501.

This year Catholic Charities of the RGV will be honoring the extraordinary leadership and legacy of Hershal Patel, owner of Ruby Red Hospitality, with the Hope Award. Mr. Hershal Patel has been extremely supportive of Catholic Charities of the RGV mission. We are delight to have the privilege of honoring him in this year's gala.

We sincerely appreciate your thoughtful consideration to our sponsorship request. The mission of Catholic Charities of the RGV is to restore human dignity by assisting the most vulnerable in our community. Funds secured through our gala this year will be used to aid families in our community who are experiencing a financial crisis due to the increase in the cost of living.

We hope you join us for a night of unity, joy and hope!

  
Sister Norma Pimentel

## 2023 GALA COMMITTEE

**SISTER NORMA PIMENTEL, M.J.**  
Executive Director,  
Catholic Charities of the Rio Grande Valley

**MYRTA TIJERINA TURGEON**  
Re/Max Elite Mission  
Chair

**PRECILLA AMAYA**  
NH Consulting Agency

**DORA BROWN**

**JAIME L. BROWN-ROSAS**  
Texas Regional Bank

**LESLEY CHAVEZ**  
Ambiance Flowers & Rentals

**BRONSON DE L RIO**  
DECIBEL Communications/SOCIALIFE

**HERMI FORSHAGE**  
Frontera Materials, Inc.

**CONSUELO JONES**

**PRIYANKA PATEL**  
Ruby Red Hospitality

**GLADIS TREVIÑO**  
IBC Bank

**CARLA TORRES**  
Interlink Trade Services



# CATHOLIC CHARITIES

## G A L A

### SPONSORSHIP LEVELS

#### ALEGRÍA \$10,000

1 table of 10 reserved seats in prime seating area  
Pre-event VIP reception  
Full-page advertisement in gala program  
Introduction as alegría sponsor at gala  
Rotating logo on screens and pre-event presentation  
Media advertising & PSA mentions

Logo in all printed publicity materials  
Check presentation photoshoot for newspaper  
2 sponsor reps. to be included in TV commercial  
Publicity photo on Facebook  
Logo to be included in Care Fest Stage Banner

#### FIESTA \$5,000

1 table of 8 reserve seats in prime seating area  
Pre-event VIP Reception  
Half-page advertisement in gala program  
Introduction as fiesta sponsor at gala  
Rotating logo on screens pre-event presentation

Media advertising & PSA mentions  
Logo in all printed publicity materials  
Listed as fiesta sponsor for TV commercial  
Publicity photo on Facebook  
Logo to be included in Care Fest Stage Banner

#### FELICIDAD \$3,000

1 table of 8 reserved seats  
Rotating logo on screens pre-event presentation  
Media advertising & PSA mentions

Name in printed publicity materials  
Quarter-page advertisement in gala program  
Publicity photo on Facebook

#### JÚBILO \$1,500

1 table of 8 reserved seats

#### INDIVIDUAL TICKET \$100



Catholic Charities

RIO GRANDE VALLEY

FOR MORE INFORMATION: (956) 702-4088 ext.123



# CATHOLIC CHARITIES

G A L A

## COMMITMENT FORM

Please email this commitment form to [mnunez@cdob.org](mailto:mnunez@cdob.org), by no later than AUGUST 31, 2023, along with your ad depending on your sponsorship level, in order to be listed in the gala program. You may also mail this form along with your check.

ATTN: Michelle Nuñez (956) 702-4088 ext 123 / [mnunez@cdob.org](mailto:mnunez@cdob.org), made payable to:  
Catholic Charities of the Rio Grande Valley 700 N. Virgen de San Juan blvd. San Juan, TX 78589

Company Name: .....

Address: .....

Contact: ..... Title: .....

Phone: ..... eMail: .....

Signature: .....

..... Alegría Sponsor \$10,000 ..... Fiesta Sponsor \$5,000 ..... Felicidad Sponsor \$3,000

..... Júbilo Sponsor \$1,500 ..... Individual Open Seating Ticket \$100

I will not be attending, but I would like to make a donation of \$: .....

Signature: .....

PAYMENT METHOD: Check Enclosed: ..... Invoice Requested: ..... Please charge my credit Card: .....

Please Circle One:     # ..... EXP: ..... CVV: .....

CC Signature: .....

Please Pick-Up: ..... Will Deliver On: ..... Value: .....

## LIVE & SILENT AUCTION COMMITMENT

Company Name: .....

Address: .....

Contact: ..... Title: .....

Phone: ..... eMail: .....

Signature: .....

Item(s) description: .....

.....

.....

Please Pick-Up: ..... Will Deliver On: ..... Value: .....



Catholic Charities  
RIO GRANDE VALLEY

700 N. VIRGEN DE SAN JUAN BLVD. • SAN JUAN, TEXAS 78589 • (956) 702-4088 • FAX (956) 782-0418  
955 W. PRICE RD. • BROWNSVILLE, TEXAS 78520 • (956) 541-0220 • FAX (956) 544-7580