



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

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

SAN JUAN CITY COMMISSION

Location: San Juan City Hall
EOC Room 204, 2nd Floor
512 S. Nebraska Ave.
San Juan, Texas 78589
Tuesday, December 5, 2023

SPECIAL CALLED MEETING AGENDA 12:00 PM

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

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

- A.** Discussion and Possible Action to Award RFQ NO. 24-004-12-04 Agent of Record.
- B.** Discussion and Possible Action Regarding Hidalgo County Elections Department's Request for Early Voting/Election Day Polling Location of the San Juan Memorial Library for the 2024 Election Cycle. [Brenda Escalante, City Secretary]

IV. RESOLUTIONS

- A.** Consideration and Appropriate Action on a Resolution Establishing the Intention of the City of San Juan, Texas to Reimburse Itself for the Prior Lawful Expenditure of Funds Relating to Acquiring, Constructing and Equipping Various City Improvements from the Proceeds of One or More Series of Tax-Exempt Obligations to be Issued by the City for Authorized Purposes; Authorizing Other Matters Incident and Related Thereto; and Providing an Effective Date.

V. ADJOURNMENT

CERTIFICATION

I certify that the above notice of the Special Called Meeting of the City of San Juan is true and correct; and that I posted such notice on the bulletin board. A place convenient and readily accessible to the public on the 1st day of December 2023 at 6:00 p.m. 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 _____, 2023.

OFFICE OF THE CITY SECRETARY

AGENDA ITEM AND RECOMMENDATION SUMMARY
CITY COMMISSION REGULAR MEETING
DECEMBER 5, 2023

Discussion and Possible Action to Award RFQ NO. 24-004-12-04 Agent of Record.

STAFF COMMENTS AND RECOMMENDATIONS:

On November 18, 2023 and November 25, 2023, Staff Advertised in The Monitor for Sealed Qualifications for RFQ NO. 24-004-12-04 Agent of Record. A Bid Opening is scheduled for Monday, December 4, 2023.

RECOMMENDATION:

Select and Authorize the City Manager to Negotiate a Contract for Agent of Record.

PREPARED BY:

Lori Maldonado,
Purchasing Agent

APPROVED BY:

Benjamin Arjona, City
Manager

AGENDA ITEM AND RECOMMENDATION SUMMARY
CITY COMMISSION REGULAR MEETING
DECEMBER 5, 2023

Discussion and Possible Action Regarding Hidalgo County Elections Department's Request for Early Voting/Election Day Polling Location of the San Juan Memorial Library for the 2024 Election Cycle. [Brenda Escalante, City Secretary]

STAFF COMMENTS AND RECOMMENDATIONS:

The Hidalgo County Elections Department is requesting the use of the San Juan Memorial Library for Early Voting and Election Day for the upcoming 2024 Election Cycle.

RECOMMENDATION:

Staff recommends authorizing the use of the facility.

PREPARED BY:

Brenda Escalante,
City Secretary

APPROVED BY:

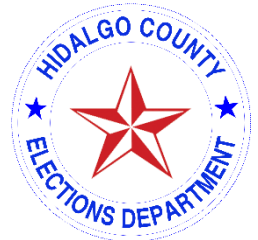
Benjamin Arjona, City
Manager



Via facsimile

ELECTIONS DEPARTMENT

County of Hidalgo



2024 Election Cycle

Early Voting and Election Day Request(s)

November 20, 2023

Brenda Escalante, City Secretary City of San Juan

709 S. Nebraska Ave, San Juan, TX

Via: bescalante@sjtx.us

RE: 2024 Election Cycle Polling Locations for Early Voting and/or Election Day

Dear Ms. Escalante,

We are requesting the use of your facility(s) as an Early Voting and/or Election Day polling location(s) for the upcoming 2024 Election Cycle. Please review the dates below and add to your calendar. Please note that your location will not be required during the Local Entities Election(s) if your entity is not on the ballot or requested by another entity. Additional note, due to HB 357, the Runoff Dates have been modified and will be confirmed by the Texas Secretary of State as the election approaches.

Reminder emails will be sent once the election approaches, but if you have any questions or concerns, please feel free to reach out at any time.

Upcoming 2024 Elections

Election	Early Voting	Election Day
Primary Election	Feb. 20, 2024 – Mar. 1, 2024	Tuesday, March 5, 2024
Primary Runoff Election	Mar. 25, 2024 – Apr. 2, 2024	Saturday, April 6, 2024
May Local Entities Elections	Apr. 22, 2024 – Apr. 30, 2024	Saturday, May 4, 2024
May Local Entities Runoff Elections	June 3, 2024 – June 11, 2024	Saturday, June 15, 2024
General Election	Oct. 23, 2024 – Nov. 3, 2024	Tuesday, November 5, 2024
General Runoff (Local Entities ONLY)	Dec. 2, 2024 – Dec. 10, 2024	Saturday, December 14, 2024

Please complete the separate request form and return by fax, or email by **December 28, 2023**. I know this may require approval from your board, so if you could provide an email response confirming the use of the location(s), that will allow us to continue with our preparations for the November General Election.

We truly appreciate you and the partnership we have in providing great polling locations to the voters of Hidalgo County. If you have any questions, please do not hesitate to contact me.

Sincerely,

Eberto A. Gauna

Division Manager II

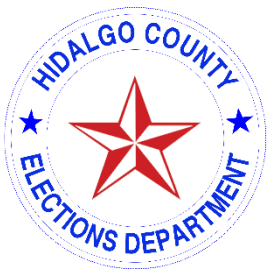
Office: (956)318-2570 ext. 5730

Fax: (956) 393-2039

Email: eberto.gauna@co.hidalgo.tx.us

Visit our website <https://www.hidalgocounty.us/105/Elections-Department>

Register & Vote!



2024 Election Cycle
Early Voting and/or Election Day
Polling Location Request Form

Facility Requested: San Juan Memorial Library – 1010 S. Standard Ave. San Juan, TX		
Designated Voting Area	<u>Early Voting</u> Multi-Purpose Room	<u>Election Day</u> Multi-Purpose Room

Contact Information			
Contact #1	Name:	Title:	
Phone #:		Email:	
Contact #2	Name:	Title:	
Phone #:		Email:	
Contact #3	Name:	Title:	
Phone #:		Email:	

Please check ALL that apply	YES	NO
Is the Hidalgo County Elections Department authorized to use this facility?		
Can the following be provided:	YES	NO
• Tables and Chairs		
• Facility restrooms (stocked with hand soap, paper towels, and toilet paper)		
• Water fountains		
• Breakroom, if available		
• Parking for Election Judge and Clerks		
Has the staff of the building been informed of the usage for this upcoming election?		

I represent that I have the Authority to authorize the use of this polling location for the Election(s) listed. I certify that the information on this form is true and correct.

Signature

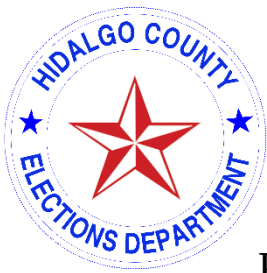
Print Name

Date

PLEASE FAX/EMAIL THIS FORM AS SOON AS POSSIBLE

Hidalgo County Elections Department: (956) 393-2039 **ATTN: ELECTIONS SURVEYOR**

eberto.gauna@co.hidalgo.tx.us



2024 Election Cycle

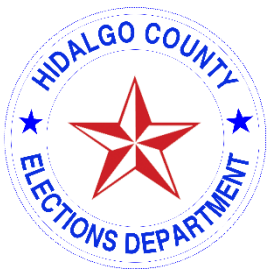
Polling Location Safety Questionnaire

Polling Location Safety and Emergency Management

Contact Information	
Building Coordinator/Manager/Director	Name:
Phone Number:	Email:
May contact if structural changes are needed for Accessibility.	
Director of Maintenance or Facilities	Name:
Phone Number:	Email:
May contact if structural changes are needed for Accessibility.	
Contact #1 (Key Holder)	Name:
Phone Number:	Email:
May contact to gain access to the building if locked.	
Contact #2 (Key Holder)	Name:
Phone Number:	Email:
May contact to gain access to the building if locked.	

Safety Information			
Law Enforcement Department	Entity:		
Contact #1:	Contact #2:		
Law enforcement that responds to this location.			
Security Present at Location (Check one please)			YES ☐ NO ☐
Schedule:	Entity:		
Fire Department	Entity:		
Fire Department that responds to this location.			
Fire Extinguisher Present			YES ☐ NO ☐

Requested Documents		
Fire Exit Map available for Voting Area (Check one please)		YES ☐ NO ☐
Additional Emergency Procedures (Check one please)		YES ☐ NO ☐
Please attach ALL documents if available		
Schools please submit ALL Emergency Procedures Available.		



2024 Election Cycle
Polling Location Safety Questionnaire
Voting Area

Trash Disposal & Facility Management	YES	NO
1. Will the designated voting area be cleared out for poll worker setup?		
2. Will you be providing trash cans and trash bags at the polling location?		
3. Can your facilities management visit twice daily to dispose of trash?		
a. If NO , how many times can they visit?		

Facility Protocols Note: This would only apply to Hidalgo County Elections Staff	YES	NO
1. Is there a check in process required for Cage drop-off or pick-up? Please fill below.		
2. Is there a designated entry for us to use?		
3. Can you provide a list of procedures to better prepare for the delivery of supplies? If applicable.		
If there is additional information to provide, please list below or attach to return.		

AGENDA ITEM AND RECOMMENDATION SUMMARY
CITY COMMISSION REGULAR MEETING
DECEMBER 5, 2023

Consideration and Appropriate Action on a Resolution Establishing the Intention of the City of San Juan, Texas to Reimburse Itself for the Prior Lawful Expenditure of Funds Relating to Acquiring, Constructing and Equipping Various City Improvements from the Proceeds of One or More Series of Tax-Exempt Obligations to be Issued by the City for Authorized Purposes; Authorizing Other Matters Incident and Related Thereto; and Providing an Effective Date.

STAFF COMMENTS AND RECOMMENDATIONS:

Consideration and appropriate action on a resolution establishing the intention of the City of San Juan, Texas to reimburse itself for the prior lawful expenditure of funds relating to acquiring, constructing and equipping various City improvements from the proceeds of one or more series of tax-exempt obligations to be issued by the City for authorized purposes; authorizing other matters incident and related thereto; and providing an effective date.

RECOMMENDATION:

Approve as presented.

PREPARED BY:

Brenda Escalante,
City Secretary

APPROVED BY:

Benjamin Arjona, City
Manager

RESOLUTION

A RESOLUTION ESTABLISHING THE INTENTION OF THE CITY OF SAN JUAN, TEXAS TO REIMBURSE ITSELF FOR THE PRIOR LAWFUL EXPENDITURE OF FUNDS RELATING TO ACQUIRING, CONSTRUCTING AND EQUIPPING VARIOUS CITY IMPROVEMENTS FROM THE PROCEEDS OF ONE OR MORE SERIES OF TAX-EXEMPT OBLIGATIONS TO BE ISSUED BY THE CITY FOR AUTHORIZED PURPOSES; AUTHORIZING OTHER MATTERS INCIDENT AND RELATED THERETO; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City Commission (the *Governing Body*) of the City of San Juan, Texas (the *Issuer*) has entered into or will enter into various contracts pertaining to the expenditure of lawfully available funds of the Issuer to finance the costs associated with (i) constructing, acquiring, purchasing, renovating, enlarging, and improving the City's public safety facilities (including a fire station) and acquiring vehicles, heavy machinery, and equipment for public safety (including a fire pumper truck and fire tanker truck) (the *Construction Costs*); (ii) the payment of various engineering costs, including design testing, design engineering, and construction inspection related to the Construction Costs (the *Engineering Costs*), (iii) the payment of various architectural costs, including preparation of plans and specifications and various other plans and drawings related to the Construction Costs (the *Architectural Costs*), and (iv) the payment of various administrative costs, including the fees of bond counsel, financial advisor, project manager, project consultant, other professionals, and printer (the *Administrative Costs*) [the Construction Costs, Engineering Costs, Architectural Costs, and Administrative Costs collectively constitute costs of the project that are the subject of this Resolution (the *Project*)]; and

WHEREAS, the provisions of Section 1201.042, as amended, Texas Government Code (*Section 1201.042*) provide that the proceeds from the sale of obligations issued to finance the acquisition, construction, equipping, or furnishing of any project or facilities, such as the Project, may be used to reimburse the Issuer, for costs attributable to such project or facilities paid or incurred before the date of issuance of such obligations; and

WHEREAS, the United States Department of Treasury (the *Department*) released Regulation Section 1.150-2 (the *Regulations*) which establishes when the proceeds of obligations are spent and therefore are no longer subject to various federal income tax restrictions contained in the Internal Revenue Code of 1986, as amended (the *Code*); and

WHEREAS, the Issuer intends to reimburse itself, within eighteen months from the later of the date of expenditure or the date the property financed is placed in service (but in no event more than three years after the original expenditures are paid), for the prior lawful capital expenditure of funds from the proceeds of one or more series of ad valorem tax-supported bonds issued as tax-exempt obligations (the *Obligations*) that the Issuer currently contemplates issuing in an amount not to exceed \$3,000,000 to finance a portion of the costs of the Project; and

WHEREAS, under the Regulations, to fund such reimbursement with proceeds of the Obligations, the Issuer must declare its expectation ultimately to make such reimbursement before making the expenditures; and

WHEREAS, the Issuer hereby finds and determines that the reimbursement for the prior expenditure of funds of the Issuer is not inconsistent with the Issuer's budgetary and financial circumstances; and

WHEREAS, the Governing Body hereby finds and determines that the adoption of this Resolution is in the best interests of the citizens of the Issuer; now, therefore,

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

SECTION 1: This Resolution is a declaration of intent to establish the Issuer's reasonable, official intent under section 1.150-2 of the Regulations and Section 1201.042 to reimburse itself from certain of the proceeds of the Obligations for any capital expenditures previously incurred (not more than 60 days prior to the date hereof) or to be incurred with respect to the Project from the lawfully-available general funds or other funds of the Issuer.

SECTION 2: The Issuer intends to issue the Obligations and allocate within 30 days after the date of issuance of the Obligations the proceeds therefrom to reimburse the Issuer for prior lawful expenditures with respect to the Project in a manner to comply with the Regulations.

SECTION 3: The reimbursed expenditure will be a type properly chargeable to a capital account (or would be so chargeable with a proper election) under general federal income tax principles.

SECTION 4: The Issuer intends to otherwise comply, in addition to those matters addressed within this Resolution, with all the requirements contained in the Regulations.

SECTION 5: This Resolution may be relied upon by the appropriate officials at the Office of the Attorney General for the State of Texas and establishes compliance by the Issuer with the requirements of Texas law and the Regulations.

SECTION 6: With respect to the proceeds of the Obligations allocated to reimburse the Issuer for prior expenditures, the Issuer shall not employ an abusive device under Treasury Regulation Section 1.148-10, including using within one year of the reimbursement allocation, the funds corresponding to the proceeds of the Obligations in a manner that results in the creation of replacement proceeds, as defined in Treasury Regulation Section 1.148-1, of the Obligations or another issue of tax-exempt obligations or refundable tax credit obligations.

SECTION 7: The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the Governing Body.

SECTION 8: All orders and resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

SECTION 9: This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

SECTION 10: If any provision of this Resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the Governing Body hereby declares that this Resolution would have been enacted without such invalid provision.

SECTION 11: It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Resolution, was given, all as required by Chapter 551, as amended, Texas Government Code.

SECTION 12: This Resolution shall be in force and effect from and after its final passage, and it is so resolved.

* * * *

PASSED, ADOPTED AND APPROVED on this the 5th day of December, 2023.

CITY OF SAN JUAN, TEXAS

Mayor

ATTEST:

City Secretary

(CITY SEAL)

(Signature Page to City of San Juan, Texas Reimbursement Resolution)