



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 Memorial Library
Multipurpose Meeting Room
1010 S. Standard St.
San Juan, Texas 78589
Tuesday, May 14, 2024

REGULAR MEETING AGENDA **6:00 PM**

I. CALL TO ORDER

II. INVOCATION

III. PLEDGE OF ALLEGIANCE

IV. PUBLIC COMMENTS

V. V. PRESENTATIONS

- A.** Presentation on a Proclamation Recognizing the Queens of the San Juan Community Lions Club 2023-2024 San Juan Royal Court.
- B.** Presentation on Departmental Reports: Department of Planning and Zoning, Department of Parks and Recreation, Department of Sanitation, and San Juan Memorial Library.
 - 1.** Department of Planning and Zoning Monthly Report. [Daniel Tijerina, Director of Planning]
 - 2.** Department of Parks and Recreation Monthly Report. [Ruben Guajardo, Director of Parks & Recreation]

3. Department of Sanitation Monthly Report. [Israel Garza, Director of Sanitation]

4. San Juan Memorial Library Monthly Report. [Christina Perez, Interim Library Director]

VI. PUBLIC HEARING/ORDINANCES

- A. Hold a Public Hearing and Consider an Ordinance for a Conditional Use Permit to Operate “Rosella Events” at 205 W. Nolana Avenue Suite 19, Legally Described as Lot 1, San Juan Plaza Subdivision, as Requested by Rosella Events. [Daniel Tijerina, Director of Planing]
- B. Hold a Public Hearing for a Variance Request to Allow an Automotive Service Station at the Expressway Corridor District (EC) Located 708 W. Interstate Highway 2, Legally Described as Lot 5B, Re-plat of Lot 5, Texas National Subdivision, as Requested by Cross Engineering and Consultants. [Daniel Tijerina, Director of Planning]

VII. APPOINTMENTS

- A. Consider the Nomination and Appointment of Board Member(s) Related to the San Juan Library Advisory Board. [Brenda Escalante, City Secretary]

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

- A. Preliminary and Final Plat Approval of the Giants Subdivision Being a 3.00 Acre Tract of Land out of Lot 6, Block 27, Alamo Land and Sugar Company Subdivision, Located Approximately a Quarter of a Mile West of Cesar Chavez Road, Along the North Side of Hall Acres Road, as Requested by Quintanilla, Headley and Associates, Inc. [Daniel Tijerina, Director of Planning]
- B. Consideration and Action to Authorize the Mayor to Execute Any and All Documents Related to Attorney Representation Notice and Disclosure Related to the Proposed Buyout of a Portion of the Water Service Area of North Alamo Water Supply Corporation by the City of San Juan of a 7.675-Acre Tract out of Lot 9, Block 6, John Closner Subdivision, as Depicted in the Attached Exhibit "A". [Daniel Tijerina, Director of Planning]
- C. Discussion and Possible Action to Adopt and Order Regarding Court Confidentiality Policy And Agreement. [Mary Enriquez, Court Administrator]

IX. CONSENT AGENDA

- A. Consider Approval of City Commission Meeting Minutes:
 - October 24, 2023
 - March 12, 2024

X. EXECUTIVE SESSION

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

1. Pursuant to Section §551.071 Consultation with Attorney; Discussion Regarding Legal Issues Concerning Notice of Claim Under the TRCA Regarding Ordinance No. 2023-35.

XI. RECONVENE

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

1. Pursuant to Section §551.071 Consultation with Attorney; Discussion Regarding Legal Issues Concerning Notice of Claim Under the TRCA Regarding Ordinance No. 2023-35.

XII. ADJOURNMENT

CERTIFICATION

I certify that the above notice of the Regular Called Meeting of the City of San Juan is true and correct; and that I posted such notice on the bulletin board. A place convenient and readily accessible to the public on the 10th day of May 2024 at 5:00 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 _____, 2024.

CITY COMMISSION MEETING AGENDA
MAY 14, 2024
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OFFICE OF THE CITY SECRETARY



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

MEMORANDUM

TO: Benjamin Arjona, City Manager

FROM: Brenda Escalante, City Secretary

DATE: 05/08/2024

SUBJECT: Presentation on a Proclamation Recognizing the Queens of the San Juan Community Lions Club 2023-2024 San Juan Royal Court.



PROCLAMATION

Katelynn Jhené Barba “Little Miss San Juan”

Whereas, the San Juan Community Lions Club is a non-profit city-based organization that was formed in February 20, 2016 by a group of individuals interested in giving back to the less fortunate citizens of San Juan, and

Whereas, the Club saw the need to establish a beauty pageant so that the young queens in San Juan will have an opportunity to become role models, help build character, self-esteem and to make history in the community, and

Whereas, the pageant event filled a void in the community and the event is the Club’s major fundraising event each year; and

Whereas, on March 26th, 2023 a new royal court was selected to represent the City of San Juan; and

Whereas, Katelynn Jhené Barba was crowned Little Miss San Juan 2023; and

Whereas, Ava Dinée Garza was crowned Miss Teen San Juan 2023; and

Whereas, Tyise Taliyah Cruz was crowned Miss San Juan 2023; and

Whereas, the reigning queens have the great responsibility to represent the City of San Juan to the best of their abilities as queens during 2023-2024 community events.

Now, Therefore Be It Resolved that I, Mario Garza, by the power vested in me as Mayor of the City of San Juan, along with Mayor Pro-Tempore Marco “Markie” Villegas, Commissioner Ernesto “Neto” Guajardo, Commissioner Adina “Dina” Santillan, and Commissioner Leonardo “Lenny” Sanchez hereby issue this 14th day of May, 2024 this Proclamation to Katelynn Jhené Barba.

CITY OF SAN JUAN, TEXAS

Mario Garza, Mayor

ATTEST:

Brenda Escalante, City Secretary



PROCLAMATION

Ava Dinée Garza, “Miss Teen San Juan”

Whereas, the San Juan Community Lions Club is a non-profit city-based organization that was formed in February 20, 2016 by a group of individuals interested in giving back to the less fortunate citizens of San Juan, and

Whereas, the Club saw the need to establish a beauty pageant so that the young queens in San Juan will have an opportunity to become role models, help build character, self-esteem and to make history in the community, and

Whereas, the pageant event filled a void in the community and the event is the Club’s major fundraising event each year; and

Whereas, on March 26th, 2023 a new royal court was selected to represent the City of San Juan; and

Whereas, Katelynn Jhené Barba was crowned Little Miss San Juan 2023; and

Whereas, Ava Dinée Garza was crowned Miss Teen San Juan 2023; and

Whereas, Tyise Taliyah Cruz was crowned Miss San Juan 2023; and

Whereas, the reigning queens have the great responsibility to represent the City of San Juan to the best of their abilities as queens during 2023-2024 community events.

Now, Therefore Be It Resolved that I, Mario Garza, by the power vested in me as Mayor of the City of San Juan, along with Mayor Pro-Tempore Marco “Markie” Villegas, Commissioner Ernesto “Neto” Guajardo, Commissioner Adina “Dina” Santillan, and Commissioner Leonardo “Lenny” Sanchez hereby issue this 14th day of May, 2024 this Proclamation to Ava Dinée Garza.

CITY OF SAN JUAN, TEXAS

Mario Garza, Mayor

ATTEST:

Brenda Escalante, City Secretary



PROCLAMATION

Tyise Taliyah Cruz, “Miss San Juan”

Whereas, the San Juan Community Lions Club is a non-profit city-based organization that was formed in February 20, 2016 by a group of individuals interested in giving back to the less fortunate citizens of San Juan, and

Whereas, the Club saw the need to establish a beauty pageant so that the young queens in San Juan will have an opportunity to become role models, help build character, self-esteem and to make history in the community, and

Whereas, the pageant event filled a void in the community and the event is the Club’s major fundraising event each year; and

Whereas, on March 26th, 2023 a new royal court was selected to represent the City of San Juan; and

Whereas, Katelynn Jhené Barba was crowned Little Miss San Juan 2023; and

Whereas, Ava Dinée Garza was crowned Miss Teen San Juan 2023; and

Whereas, Tyise Taliyah Cruz was crowned Miss San Juan 2023; and

Whereas, the reigning queens have the great responsibility to represent the City of San Juan to the best of their abilities as queens during 2023-2024 community events.

Now, Therefore Be It Resolved that I, Mario Garza, by the power vested in me as Mayor of the City of San Juan, along with Mayor Pro-Tempore Marco “Markie” Villegas, Commissioner Ernesto “Neto” Guajardo, Commissioner Adina “Dina” Santillan, and Commissioner Leonardo “Lenny” Sanchez hereby issue this 14th day of May, 2024 this Proclamation to Tyise Taliyah Cruz.

CITY OF SAN JUAN, TEXAS

Mario Garza, Mayor

ATTEST:

Brenda Escalante, City Secretary



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

MEMORANDUM

TO: Benjamin Arjona, City Manager

FROM: Daniel Tijerina, Planning Director

DATE: 05/09/2024

SUBJECT: Department of Planning and Zoning Monthly Report. [Daniel Tijerina, Director of Planning]

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

- 99 building permits were issued during the month of April with a \$7,954,524.00 in total valuation.
- 203 garage sale permits were issued for \$3,045.00 in total valuation.
- Provide customer service and support to 777 people and handled approximately 1,264 calls.
- The building inspectors made approximately 706 inspections.
- 32 building permits were issued for new houses, \$5,407,158.00 in total valuation.

HEALTH DEPARTMENT

City Inspectors continue visiting all the businesses to check if occupational license and health permits were up-to-date. A total of twenty (20) letters were sent out to existing businesses to renew their licenses. A total of forty-five (45) business permits were renewed for \$2,300.00 in total revenue and twenty-three (23) health inspections were issued during the month of April with \$2,300.00 in total valuation.

NEW BUSINESSES OPENING IN THE CITY DURING THIS MONTH

- | | |
|----------------------------------|---------------------------|
| • ALPHA BLENDZ BARBER SHOP | 1210 N. RAUL LONGORIA RD |
| • FULLY LOADED | 232 E. BUS HWY 83 |
| • IGLESIA COMPANERISMO CRISTIANO | 427 IOWA AVE. |
| • INFINITY A.C SERVICE LLC. | 1208 N. RAUL LONGORIA RD |
| • INTERNATIONAL AUTO LLC | 1003 N. RAUL LONGORIA RD. |
| • LAS TAPATIAS DRIVE THRU | 912 E. BUS HWY 83 |
| • PIPOROS TAQUERIA | 1208 N. RAUL LONGORIA RD. |

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- PIZZA XPRESS 1208 N. RAUL LONGORIA RD.
- SECONDHAND SHOP 611 S. NEBRASKA
- TEMPLO LA ROCA 4811 N. RAUL LONGORIA RD.
- THE PARTY FACTORY LLC 1208 N. RAUL LONGORIA RD.
- DON DOUGHNUTS 1208 N. RAUL LONGIRA RD.
- IGLESIA CRISTIANA VIDA NUEVA 916 W. BUS. HIGHWAY 83

CODE ENFORCEMENT

Code Enforcement Inspectors issued, eight (8) garage sales without a permit, two (2) rubbish, eleven (11) buildings without a building permit, forty-one (41) certified letters were sent out, five(3) people conducting business in a residence, thirty-nine (39) towed, abandoned & junked vehicles, five (5) commercial abandoned and junked vehicles, two (2) illegal dumping, three (3) illegal vendors, eleven (11) building without a permit, one (1) foul odor, three(3) complaints filed in court, and fifty-six (56) weedy lots violations were issued.

SUBDIVISIONS IN PROCESS

- Shops at Chavez, Lot 6
- Parks and Recreation Center Subdivision
- Royal Heights
- Twin Subdivision
- Giants Subdivision
- Mosa Multi-Family Subdivision
- Oakland Properties
- Westview IV Subdivision
- Oakridge Estates
- Starlite Subdivision
- Paraiso Subdivision
- Espana Subdivision
- La Cantera Subdivision
- Stewart Coves Phase 1 Subdivision
- Santa Anna Subdivision
- Keystone Plaza Subdivision
- Valley Ranch Phase 6
- Paradise Estates
- Mesquite Acres Lot 16A and 16B
- DG Veterans Subdivision
- Monaco Estates
- San Juan Subdivision Re-Plat
- Minnesota Vegas Ranches-Phase 2
- La Cantera Subdivision Phase -1
- Maria Gardens Subdivision
- Rafael Estates
- Olive Tree Subdivision
- Cantu Subdivision
- Sioux Heights Subdivision

PLANNING AND ZONING MEETINGS HELD IN APRIL:

May 18, 2024



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

MEMORANDUM

TO: Benjamin Arjona, City Manager

FROM: Ruben Guajardo, Asst Parks Director

DATE: 05/07/2024

SUBJECT: Department of Parks and Recreation Monthly Report. [Ruben Guajardo, Director of Parks & Recreation]

For April 2024, we have the following to report: During April 2024, our department addressed the following areas.

Parks Division-

- Parks staff has maintained our athletic fields by marking and grooming them in preparation for the games during this Pony Baseball and Softball season.
- Helped with the preparation and setup for the Spring Market Day held by EDC @ City Hall.
- Landscaped the library by trimming the surrounding trees and shrubs. Power washed the walkways of debris and repainted the parking lots, curbs, and railings.
- Staff continues to maintain the grounds of our city parks and departmental buildings as needed.
- Replaced flags at the Police Department, Library, City Hall, and the Sports Complex.
- Beautification of the Wetlands in preparation for our Earth Day event.

Recreation Division-

Pony Baseball/ Softball

Opening Night of Pony Baseball/ Softball was held on Wednesday, April 3 at 6 pm at San Juan Municipal Park. This year we have interlocked both leagues with City of Pharr and City of Alamo.

- San Juan Pony Baseball has interlocked in the 6U, 8U, 10U and 12U divisions.
- Total San Juan baseball teams created, 34, total participants of 453.
- Total San Juan softball teams created, 13, total participants of 181.

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- Games are ongoing with regular season to complete approximately May 17th.

Pony Mid-Season Tournament

- Hosted the PONY 4U and 8U Baseball Mid-Season PONY Tournament at Municipal Park the week of April 22-27.
- The week of April 29 our department also hosted the 12U and 14U baseball PONY Midseason Tournament at Municipal Park.

Summer Programs

- The Summer Programs 2024 brochure has been created and sent to printing.
- Registration begins May 1st, 2024.
- Summer Programs offered: Track, Tennis, Swim, T-Ball Camp, Soccer Camp, Softball Pitching & Hitting Camp, Middle School Girls Volleyball League and Adult Men's Softball
- Volleyball Packets were distributed to all middle schools in PSJA.

TAAF Meeting

- On Tuesday, April 9, the TAAF Region 2 Meeting was held by Ramiro Moreno in Pharr.
- Parks & Recreation site supervisors attended the TAAF meeting.
- Topics discussed were the TAAF Summer Sports Schedule, Region 2 Meets for 2025 & 2026 host.

Building Maintenance Division-

- On Thursday, April 25 at 10:30 am, Ramiro Moreno and Ruben Guajardo conducted a meeting with the Building Maintenance staff to discuss policy and procedures, time clock, leave request, cleaning procedures and upcoming schedule changes.
- Staff has continued daily and weekly cleaning, repairing, and maintaining all city buildings. Along with coordinating the Amigo del Valle Rentals, EOC and Library set-ups for weekly meetings as needed.
- Staff also completed and coordinated the daily opening and closing of the San Juan Library for county elections.
- Technicians have started working on replacing all lights at the Library and the Multipurpose room to LED bulbs.
- Custodians also assisted the Spring Market Day held on April 20th, 2024 with cleanup.

San Juan Parks Board-

- Attended the Friendly City 5k on April 6th, 2024 assisted in passing out goodie bags to participants.
- The next scheduled meeting is for May 6th, 2024.

San Juan Police Athletic League (PAL)-

- Attended the Friendly City 5k on April 6th, 2024 assisted in passing out goodie bags to participants.
- The next scheduled meeting is for May 1st, 2024.

Events-

- **April 3rd, 2024 – Pony Baseball/Softball Opening Night**

Held our Pony Baseball/Softball Opening Night at San Juan Municipal Park. Our Opening Night ceremony was followed by 6u baseball/softball games to inaugurate our season. This Opening Night has been one of the most attended opening ceremonies. We thank our community who came together and showed up to celebrate the commencing of a new Pony season.

- **April 6th, 2024 – Friendly City 5k**

Packet pick up was held on Friday, April 5 for all events at the Parks & Recreation Office. On Saturday, April 6, the Fun Run was held at 8 am with 50 registered participants; the 5K Run was held at 8:30 am with 135 registered participants; the Bike Ride was held at 9:30 am with 33 registered participants. Every participant received a medal and registrants for the 5K and Bike Ride received a shirt.

- **April 20th, 2024 - Spring Market Day**

Parks & Recreation staff assisted with the Market Day hosted by San Juan EDC by setting up the sound system, tables, chairs, and tents for staff and vendors. Staff also assisted with the closing of the street. Additionally, custodial staff also assisted with clean and take down of the event.



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MEMORANDUM

TO: Benjamin Arjona, City Manager

FROM: Israel Garza, Sanitation Director

DATE: 05/07/2024

SUBJECT: Department of Sanitation Monthly Report. [Israel Garza, Director of Sanitation]

April .2024 Report
Sanitation Department (April. 2024)

- ☐ Solid Waste Collection ran on schedule all month
- ☐ Brush Pickup ran on schedule all month
- ☐ Drop off Site: 1,169 Residents
- ☐ Residential: 1,083.87 Tons
- ☐ Commercial: 819.64 Tons
- ☐ Roll-Off Containers: 210.52 Tons/49 loads
- ☐ Brush: 568.52 Tons/224 loads of brush

Central Garage (April. 2024)

- ☐ Tickets Open: 7
- ☐ Tickets Closed: 75
- ☐ 5 Residential Side Loaders operating
- ☐ 1 Commercial Side Loaders operating
- ☐ 2 Commercial Front Loaders operating
- ☐ 2 Brush Truck operating
- ☐ 1 Brush Tractor (grapple) operating
- ☐ 3 Brush Grapple Truck operating
- ☐ 1 Roll- Offs Trucks operating

Recycling (April .2024)

- ☐ Cardboard : 12.48 tons/\$1,185.48
- ☐ Curbside : 7.63 tons/\$0.00
- ☐ Books: 0.37 tons|\$7.40
- ☐ Alum Cans: 0.0275|\$22.00
- ☐ Total Tons/Revenue: 20.51 tons/\$1,214.88
- ☐ Savings of \$410.20
- ☐ Walk-Ins: 225

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Code Enforcements (April. 2024)

- ☐ Esteban Garcia
- ☐ Violation Notice Issued: 36
- ☐ Illegal Dumping: 38
- ☐ Contact People: 114
- ☐ Construction Material: 25
- ☐ Tires: 50

Code Enforcement (April .2024)

- ☐ Ruben Navarro
- ☐ Violation Notice Issued: 59
- ☐ Illegal Dumping: 9
- ☐ Contact People: 14
- ☐ Construction Material: 7
- ☐ Tires: 0

Revenue Tonnage:

Cardboard: 12.48 tons/\$1185.48

Curbside: 7.63 tons/\$0.00

Books: 0.37 tons/\$7.40

Aluminium 0.0275/\$22.00

Total Revenue / Tonnage: 20.51 tons/\$1214.88

Savings of: \$410.20

Walk – Ins: 225



Mayor: Mario Garza
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Commissioners: Leonardo "Lenny" Sanchez
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Adina "Dina" Santillan

MEMORANDUM

TO: Benjamin Arjona, City Manager

FROM: Christina Perez, Interim-Director of Library

DATE: 05/07/2024

SUBJECT: San Juan Memorial Library Monthly Report. [Christina Perez, Interim Library Director]

Enclosed is the April Monthly Report including statistics and programs:

For the month of April, we had, 1,970 visitors. Out of those visitors, 339 were here for computer use only. The library checked out a total of 788 physical items for both adult and children. We had 53 in-house circulation items. We requested and received twenty-eight (28) Interlibrary Loans (ILL). We had 42 new patrons added to our circulation system. We helped the public with an estimated 276 reference/informational questions. We had 26 fax transactions. The monthly amount deposited was \$733.74 both fines and fees.

Please see the attached statistical report.

During the month of April

- Attended the HCLS meeting at the Edinburg Public Library
- Presented Hidalgo County Library Annual Report
- Completed E-Rate
- Attended Texas Library Association Conference for Continuing Education Credits
- Attended Summer Reading Program Workshop at Mercedes Public Library
- Held Earth Day Event
- Held Solar Eclipse Event
- Held Health Classes hosted by A&M Agrilife
- Held Children's Programs
- Attended the City Commission meetings
- Attended the Directors' meetings
- Attended Library Board meetings
- Managed the day-to-day operations of the San Juan Memorial Library

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Meetings to be held in May 2024

Multipurpose Room

Public Open House, May 1st

Downtown Business Owners' Workshop, May 2nd

Mother's Day Event, May 11th

City Commission, May 14th

Planning & Zoning, May 16th

H.E.B. Pharmacist Event, May 18th

May Runoff Elections, May 20th, 21st, 22nd, 23rd, 24th, and 28th

Training Room:

Planning & Zoning, May 2nd

Healthy Carbs Classes, May 3rd, 10th, 17th, and 24th

Keep San Juan Beautiful, May 8th

**San Juan Memorial Library
April 2024 Statistics**

Statistics	
Total Visitors	1,970
Computer Users	339
Total Checkouts	788
In-House Use	53
Inter-Library Loans	28
New Patrons	42
Reference\ Informational Questions	276
FAX transactions	26
Children's Programs	12
Attendance	127

Multipurpose Room Reservations	Attendance
4th San Juan Police Retirement Ceremony	45
6th Solar Eclipse Event	65
9th City Commission	33
11th Library Board	4
16th EDC	10
17th American Society Civil Engineering	20
18th Planning and Zoning Meeting	12
22nd May Local Elections	14
23rd May Local Elections	36
24th May Local Elections	29
25th May Local Elections	22
26th May Local Elections	33
27th May Local Elections	33
29th May Local Elections	33
30th May Local Elections	89
Total	478

Training Room Reservations	Attendance
3rd Keeping San Juan Beautiful Meeting	7
4th Footlocker Meeting	18
5th Agrilife Health Classes	11
9th City Secretary Interviews	4
10th City Secretary Interviews	4
12th Agrilife Health Class	14
13th Family Movie Time	7
17th Keeping San Juan Beautiful Meeting	7
19th Agrilife Health Class	13
23rd Footlocker Meeting	4
24th Footlocker Meeting	15
25th Behavioral Health Solutions Meeting	8
26th Agrilife Health Class	13
27th Earth Day Event	12
Total	137

Total DVD Checkouts	
Children's DVDs	17
Other than Children's DVDs	52
Total	69

Total Book Checkouts	
Children's Books	527
Other than Children's Books	192
Total	719

WiFi Usage	
LibGuest	1,925
LibStaff	573
Total	2,498

Study Room Attendance	
Study Rooms	45

Facebook Page	
Likes	19
Visitors	5,150

SJML Homepage	
Visitors	2,154

Deposits	
Fines	\$ 80.95
Copies	\$ 652.75
Surcharges	\$ 0.04
Total	\$733.70
Total + Surcharges	\$733.74

Youth & Children's Programs/Attendance

Date	Program	Attendance
Monday, April 1, 2024	Puzzle Time	3
Tuesday, April 2, 2024	Crafts & Snacks	3
Saturday, April 6, 2024	Solar Eclipse Event	65
Tuesday, April 9, 2024	Crafts & Snacks	6
Saturday, April, 13, 2024	Family Movie Day	7
Monday, April 15, 2024	Puzzle Time	3
Tuesday, April 16, 2024	Crafts & Snacks	12
Thursday, April 18, 2024	Read Aloud	2
Monday, April 22, 2024	Puzzle Time	4
Saturday April 27, 2024	Earth Day	12
Monday, April 29, 2024	Puzzle Time	2
Tuesday, April 30, 2024	Crafts & Snacks	8
Total	12	127

AGENDA ITEM AND RECOMMENDATION SUMMARY
CITY COMMISSION REGULAR MEETING
MAY 14, 2024

Hold a Public Hearing and Consider an Ordinance for a Conditional Use Permit to Operate “Rosella Events” at 205 W. Nolana Avenue Suite 19, Legally Described as Lot 1, San Juan Plaza Subdivision, as Requested by Rosella Events. [Daniel Tijerina, Director of Planning]

STAFF COMMENTS AND RECOMMENDATIONS:

The Conditional Use Permit is to allow an event center in a commercial plaza located in front of Spirit Trucking, along Nolana Avenue. The commercial plaza has a total of eighteen suites with restaurants, taquerias, a bakery, a coffee shop, a beauty and nail salon.

The operation hours are Sunday through Thursday, from 4:00 p.m. to 11:00 p.m. and Fridays and Saturdays from 4:00 p.m. to 1:00 a.m.

It is noted that in May 2019, the city commission approved the Magnolia Event Center, at the same location, and it is now changing owners and business name. At the moment, no alcohol permit is requested at this location.

Staff mailed a notice of the public hearing to fifteen (15) property owners within a two hundred (200) foot radius and received no comments in favor or against the request.

RECOMMENDATION:

Staff recommends approval of the conditional use permit subject to the conditions listed in the staff report.

PREPARED BY:

Daniel Tijerina,
Planning Director

APPROVED BY:

Benjamin Arjona, City
Manager

MEETING DATES:
PLANNING AND ZONING COMMISSION – 05/02/2024
CITY COMMISSION – 05/14/2024
DATE PREPARED – 04/26/2024

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STAFF REPORT
GENERAL INFORMATION

APPLICATION:	Conditional Use Permit to Allow “Rosella Events” in a commercial area.
APPLICANT:	Rosella Events
SURVEYOR/ENGINEER:	N/A
LEGAL:	Lot 1, San Juan Plaza Subdivision
LOCATION:	205 W. Nolana Avenue, Suite 19
PROPOSED USE OF PROPERTY:	Event Center
EXISTING ZONING:	General Business District (C-2)
EXISTING LAND USE/ ADJACENT ZONING:	<i>North</i> – Commercial; General Business District (C-2) <i>South</i> – Multi-Family Residence District (R-MF) <i>East</i> – Commercial; General Business District (C-2) <i>West</i> – Residential; General Business District (C-2)
ACCESS AND CIRCULATION:	This property has access along Nolana Avenue.
PUBLIC SERVICES:	Water service is provided by the North Alamo Water Supply Corporation; sewer by the City of San Juan.
RECOMMENDATION:	Staff recommends approval of the conditional use permit subject to the conditions listed in the staff report.

EVALUATION AND CONDITIONS FOR APPROVAL

The Conditional Use Permit is to allow an event center at a commercial plaza located in front of Spirit Trucking, along Nolana Avenue. The commercial plaza has a total of eighteen suites with restaurants, taquerias, bakery, coffee shop, beauty and nail salon.

The operation hours are Sunday thru Thursday from 4:00 p.m. to 11:00 p.m. and Fridays and Saturdays from 4:00 p.m. to 1:00 a.m.

It is noted that on May 2019, the city commission approved the Magnolia Event Center, at same location and now is changing owners and business name. At the moment, not alcoholic permit is requested at this location.

The following are the list of requirements for an event center:

1. The property line of the lot of any business, especially those having late hours (after 10:00 p.m.) must be a minimum of three hundred (300) feet from the nearest residence, church, school or publicly-owned property or must provide sufficient buffering and sound insulation of the building such that the business is not visible and cannot be heard from the residential areas, and must be designed to prevent disruption of the character of adjacent residential areas.
2. The business must be as close as possible to a major arterial, and shall not allow the traffic it generates onto residential streets, or allow it to exit into and disrupt residential areas;
3. The business must provide parking in accordance with the City off-street parking regulations and make provisions to prevent use of adjacent streets for parking, especially those in adjacent residential areas, by providing additional on-site parking.
4. The business must do everything possible to prevent the unauthorized parking of its patrons on adjacent businesses or residential properties including, when necessary, the installation of fences and hedges, and the reorientation of entrances. The loading and unloading of equipment to be on premises only.
5. The business should do everything possible and be designed to discourage criminal activities and vandalism, both on site and on adjacent properties. Provision of sufficient lighting and perimeter fencing, elimination of dark areas, and the orientation of the building such that it provides maximum visibility of as much as possible of the site form a public street;
6. The business must make provisions to keep litter to a minimum, and to keep it from blowing onto adjacent streets and properties;
7. The business shall restrict the number of persons within the building to the number determined for occupancy levels by the Fire Department.

8. The business must comply with the city’s noise ordinance.
9. The business must comply with the City’s *Security Cameras Ordinance*.
10. Owner agrees to pay an annual fee to the City of San Juan to maintain the Occupational License and Conditional Use Permit thru the City.
11. There shall be no smoking inside the premises at any time.

Staff mailed a notice of the public hearing to fifteen (15) property owners within a two hundred (200) foot radius and received no comments in favor or against the request.

ATTACHMENTS:

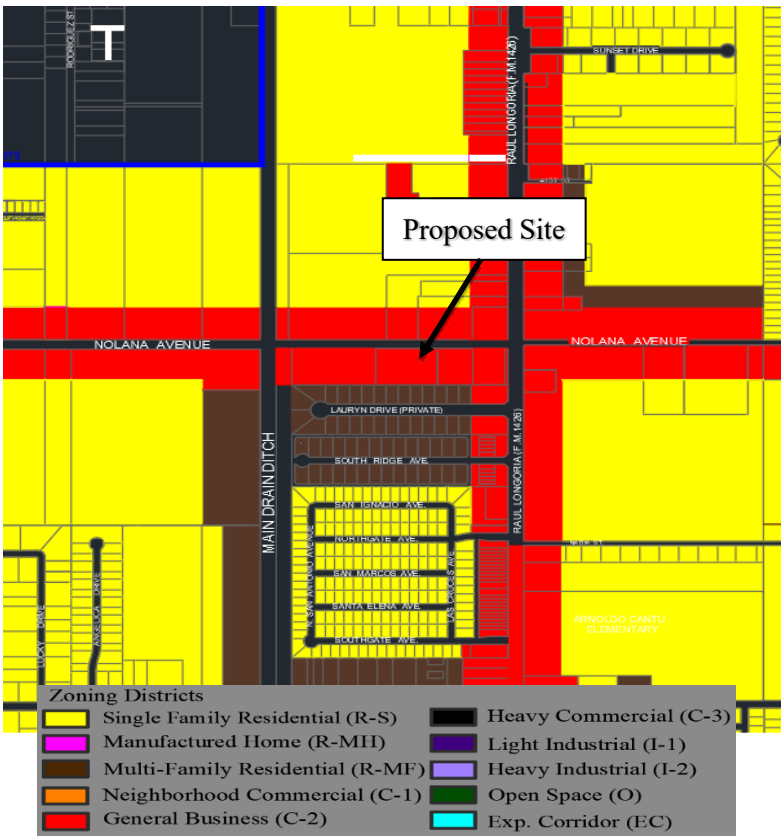
- Proposed Site
- Location Map
- Zoning Map
- Letter from applicant
- Site Plan
- List of neighboring property owners receiving notice
- Ordinance



Proposed Site



Location Map



Zoning Map



ORDINANCE NO.

AN ORDINANCE GRANTING A CONDITIONAL USE PERMIT TO ALLOW “ROSELLA EVENTS” AT 205 W. NOLANA AVENUE, SUITE 19, LEGALLY DESCRIBED AS LOT 1, SAN JUAN SUBDIVISION, AS PROVIDED IN ARTICLE IV, OF THE ZONING ORDINANCE, CITY OF SAN JUAN, HIDALGO COUNTY, TEXAS, PROVIDING FOR PUBLICATION AND AN EFFECTIVE DATE; PROVIDING FOR A CODE DISPOSITION.

WHEREAS, Rosella Events has applied for a Conditional Use Permit under Article IV; of the Zoning Ordinance of the City of San Juan to allow “Rosella Events” at 205 W. Nolana Avenue, Suite 19.

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

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

SECTION I. That a Conditional Use Permit under Article IV of the Zoning Ordinance of the City of San Juan, Texas, be granted to Rosella Events has applied for a Conditional Use Permit to operate “Rosella Events” at 205 W. Nolana Avenue, Suite 19, subject to the following conditions:

1. The property line of the lot of any business, especially those having late hours (after 10:00 p.m.) must be a minimum of three hundred (300) feet from the nearest residence, church, school or publicly-owned property or must provide sufficient buffering and sound insulation of the building such that the business is not visible and cannot be heard from the residential areas, and must be designed to prevent disruption of the character of adjacent residential areas.
2. The business must be as close as possible to a major arterial, and shall not allow the traffic it generates onto residential streets, or allow it to exit into and disrupt residential areas;
3. The business must provide parking in accordance with the City off-street parking regulations and make provisions to prevent use of adjacent streets for parking, especially those in adjacent residential areas, by providing additional on-site parking.
4. The business must do everything possible to prevent the unauthorized parking of its patrons on adjacent businesses or residential properties including, when necessary, the installation of fences and hedges, and the reorientation of entrances. The loading and unloading of equipment to be on premises only.
5. The business should do everything possible and be designed to discourage criminal activities and vandalism, both on site and on adjacent properties. Provision of sufficient lighting and perimeter fencing, elimination of dark areas, and the orientation of the building such that it provides maximum visibility of as much as possible of the site form a public street;

6. The business must make provisions to keep litter to a minimum, and to keep it from blowing onto adjacent streets and properties;
7. The business shall restrict the number of persons within the building to the number determined for occupancy levels by the Fire Department.
8. The business must comply with the city's noise ordinance.
9. The business must comply with the City's *Security Cameras Ordinance*.
10. Owner agrees to pay an annual fee to the City of San Juan to maintain the Occupational License and Conditional Use Permit thru the City.
11. There shall be no smoking inside the premises at any time.

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

PASSED and **APPROVED** on first reading on the 14th day of May, 2024.

PASSED and **APPROVED** on second and final reading on the ____ day of _____, 2024.

CITY OF SAN JUAN

MARIO GARZA, MAYOR

ATTEST:

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

BRENDA ESCALANTE
CITY SECRETARY

CITY ATTORNEY

Rosella Events

205 Nolana Loop, San Juan Tx.

(956) 530-1483

10 Abril 2024

San Juan, Tx.

Horarios de Servicio:

Lunes: 4pm - 11pm

Martes: 4pm - 11pm

Miercoles: 4pm - 11pm

Jueves: 4pm - 11pm

Viernes: 4pm - 1am

Sabado: 4pm - 1am

Domingo: 4pm - 11pm

Saludos cordiales,

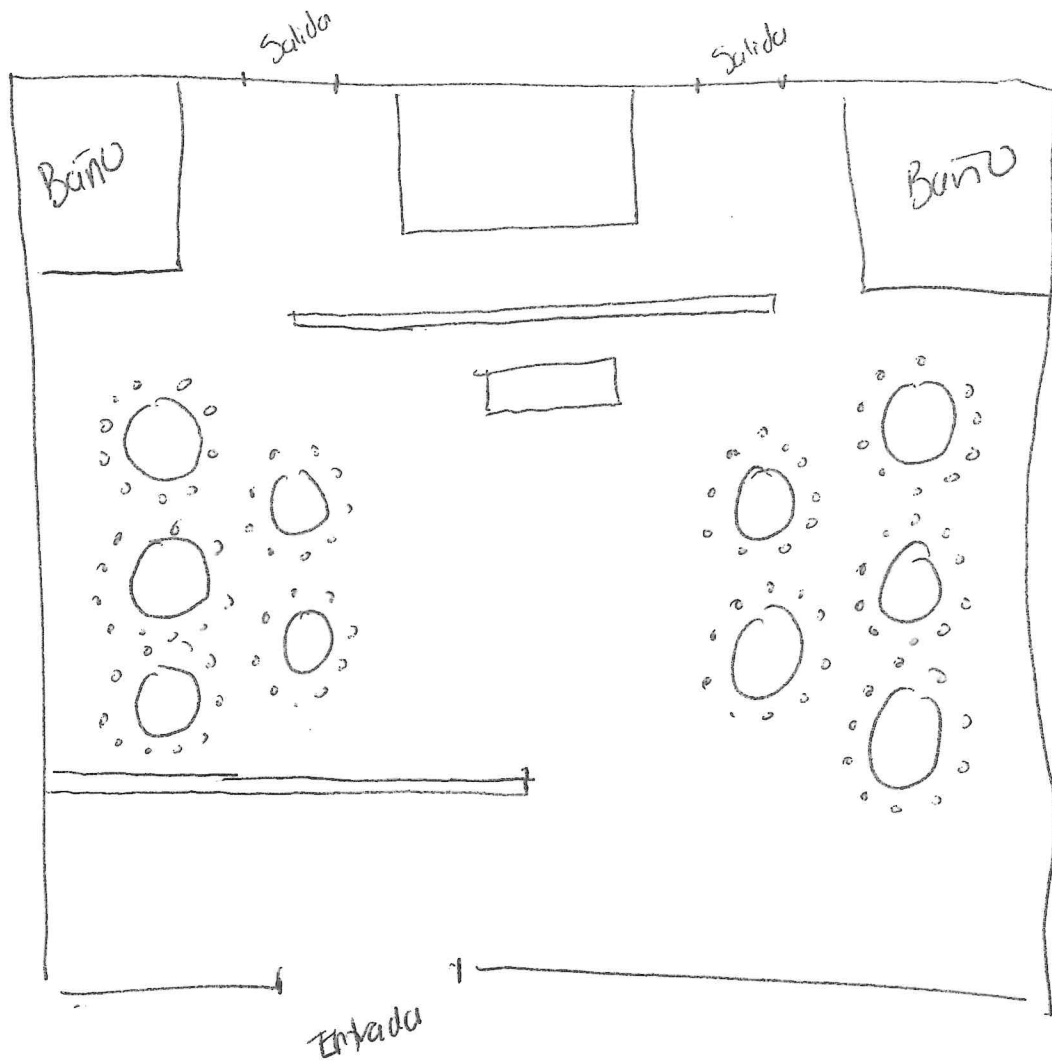
Dagoberto Vazquez

Rosella Events

Rosella Events

205 Nolana Loop, San Juan Tx.

(956) 530-1485



100 Invitados

3 Empleados

1 Seguridad

Conditional Use Permit to Operate "Rosella Events" at 205 W. Nolana Loop, Suite 19, legally described as Lot 1 San Juan Plaza Subdivision, as Requested by Rosella Events.

ROSELLA EVENTS
205 W. NOLANA LOOP SUITE 9
SAN JUAN, TX 78589

SERSA HOME BUILDER, LLC
809 DORSETT DRIVE
SAN JUAN, TX 78589

MONARCA INVESTMENTS
GROUP LTD
4101 PALMETTO PALM DR
MISSION, TX 78573

CHRISTIAN DEL ROSARIO
RAMOS
700 S. LINA ST. APT 1
ALTON, TX 78573

LUBIN PROPERTIES LLC
PO BOX 2978
MCALLEN, TX 78502

HORTENCIA S. & HERIBERTO
PEREZ
1013 VANESSA AVE.
MCALLEN, TX 78503

GARZA LEASING
PO BOX 658
SAN JUAN, TX 78589

JAQUELINE ADILENE PANA
4224 N. MCOLL RD APT# 4106
MCALLEN, TX 78504

NATIONAL RETAIL
PROPERTIES INC
430 S. ORANGE AVE STE. 900
ORLANDO, FL 32801

RICARDO VILLARREAL
2918 S. JACKSON
MCALLEN, TX 78504

MARIBEL VILLESICAS
111 W. NOLANA
SAN JUAN, TX 78589

IVAN GUAJARDO
2918 S. JACKSON
MCALLEN, TX 78504

RONNIE CANTU
CONSTRUCTION LLC
2912 S. JACKSON RD
MCALLEN, TX 78503

TRIPLE J & A INVESTMENTS
LLC
214 W. CANO ST.
EDINBURG, TX 78589

ZAMBRANO INVESTMENT
GROUP LLC
408 LION CT.
SAN JUAN, TX 78589

AGENDA ITEM AND RECOMMENDATION SUMMARY
CITY COMMISSION REGULAR MEETING
MAY 14, 2024

Hold a Public Hearing for a Variance Request to Allow an Automotive Service Station at the Expressway Corridor District (EC) Located 708 W. Interstate Highway 2, Legally Described as Lot 5B, Re-plat of Lot 5, Texas National Subdivision, as Requested by Cross Engineering and Consultants. [Daniel Tijerina, Director of Planning]

STAFF COMMENTS AND RECOMMENDATIONS:

The Expressway Corridor Master Plan was adopted by the City Commission on February 14, 2017, giving the city a new vision for future development and redevelopment along the San Juan Expressway Corridor. This district is intended to support businesses that complement each other and to be a destination in the Rio Grande Valley for shopping, entertainment and employment.

The applicant, Cross Engineering and Consultants, is requesting a variance to allow a Firestone Complete Auto Care along the Expressway Corridor District, property located East of Dutch Bros.

They are proposing to build a 6,262 square foot building with eight (8) bays for automotive work which will include tire care, alignments, brakes, engine repair and steering and suspension repair. The Firestone Complete Auto Care building will be a nice addition to the site and the area.

Staff mailed a notice of the public hearing to seven (7) property owners within a two hundred (200) foot radius and received no comments in favor or against the request.

RECOMMENDATION:

Staff recommends denial of the variance request since it opposes to the Expressway Corridor District.

PREPARED BY:

Daniel Tijerina,
Planning Director

APPROVED BY:

Benjamin Arjona, City
Manager

MEETING DATES:
PLANNING AND ZONING COMMISSION – 05/02/2024
CITY COMMISSION – 05/14/2024
DATE PREPARED – 04/26/2024

PAGE 1

STAFF REPORT
GENERAL INFORMATION

APPLICATION:	Variance to allow an Automotive Service Station at the Expressway Corridor District (EC)
APPLICANT:	Cross Engineering and Consultants
SURVEYOR/ENGINEER:	Cross Engineering and Consultants
LEGAL:	Lot 5B, Replat of Lot 5, Texas National Subdivision
LOCATION:	708 W. IH 2
PROPOSED USE OF PROPERTY:	Automotive Service
EXISTING ZONING:	Expressway Corridor District (EC)
EXISTING LAND USE/ ADJACENT ZONING:	<i>North</i> – Vacant; Expressway Corridor District (EC) <i>South</i> – Commercial; Expressway Corridor District (EC) <i>East</i> – Commercial; Expressway Corridor District (EC) <i>West</i> – Commercial; Expressway Corridor District (EC)
ACCESS AND CIRCULATION:	This property has access along Frontage Road.
PUBLIC SERVICES:	Water and sewer are provided by the City of San Juan.
RECOMMENDATION:	Staff recommends denial of the variance request since opposes to the Expressway Corridor District.

EVALUATION AND CONDITIONS FOR APPROVAL

The Expressway Corridor Master Plan was adopted by the City Commission on February 14, 2017, giving the city a new vision for future development and redevelopment along the San Juan Expressway Corridor. This district is intended to support businesses that complement each other and to be a destination in the Rio Grande Valley for shopping, entertainment and employment.

The applicant, Cross Engineering and Consultants is requesting a variance to allow a Firestone Complete Auto Care along the Expressway Corridor District, at the property located East of the Dutch Bros.

They are proposing to build 6,262 square feet building with eight (8) bays for automotive work which will include tire care, alignments, brakes, engine repair and steering and suspension repair. The Firestone Complete Auto Care building will be a nice addition to the site and the area.

Staff mailed a notice of the public hearing to seven (7) property owners within a two hundred (200) foot radius and received no comments in favor or against the request.

ATTACHMENTS:

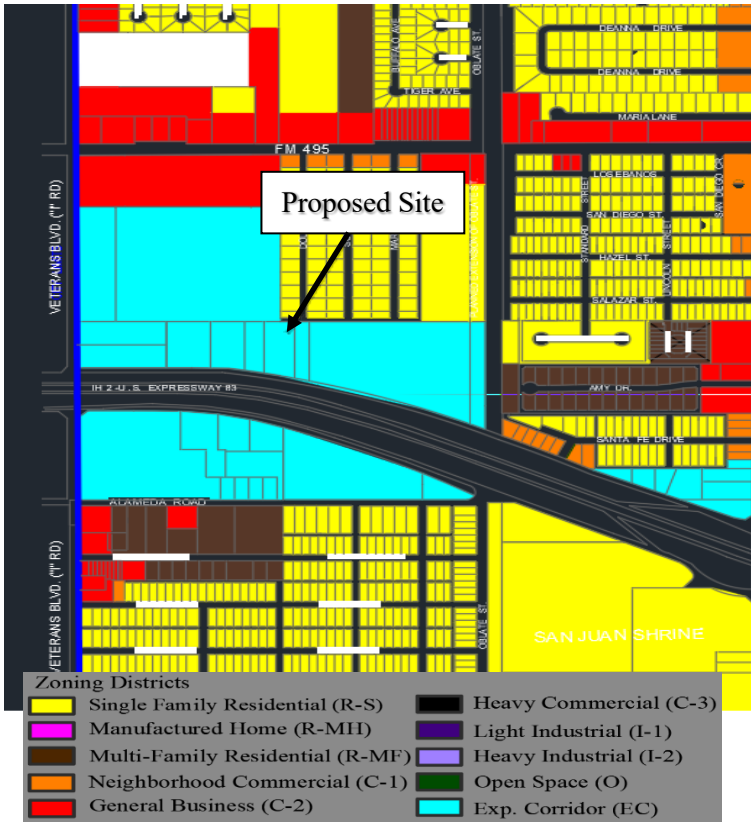
- Proposed Site
- Location Map
- Zoning Map
- Letter from applicant
- Site Plan, elevation plan and survey
- List of neighboring property owners receiving notice



Proposed Site



Location Map



Zoning Map

Appendix A. Unified Development Code

CHAPTER 2. ZONING REGULATIONS

ARTICLE IV. DISTRICT USE AND AREA REGULATIONS

§ 11.04. ZONING USE CHART.

Uses	Permitted by Right P	Conditional Use C
Retail (free standing or in center)		
Antique shop	P	
Bakery, ice cream, or confectionery shop	P	
Cellphone/computer/technology sales and service	P	
Clothing store (men's, ladies', and children's including shoes and other apparel)	P	
Convenience store	P	
Florist shop	P	
Home furnishings/Furniture store	P	
Hardware store	P	
Hobby shop	P	
Jewelry store	P	
Office equipment sales/service	P	
Paint and wallpaper store	P	
Pharmacy or drugstore	P	
Sporting goods store	P	
Shopping center up to and including 30,000 square feet	P	
Shopping center 30,000 to 75,000 square feet	P	
Shopping center greater than 75,000 square feet		C
Grocery store		C
Big box including grocery and home improvement (over 100,000 square feet)		C
Eating and Drinking Establishments		
Restaurant or cafe without drive-in service, with covered patio	P	
Restaurant or cafe drive-in/thru service		C
Coffee shop	P	
Delicatessen/Specialty foods	P	
Personal Services		
Day Spa	P	
Barber or beauty shop	P	
Nail salon	P	
Medical and Care facilities		
Clinic: medical, dental, optical, chiropractor, health care services	P	
Emergency/medical ambulatory care facility (limited overnight stays)	P	

Uses	Permitted by Right P	Conditional Use C
Hospital	P	
Optician, Optical shop	P	
Pharmacy or drugstore	P	
Lodging*		
Hotel	P	
Office, Professional		
Attorney, Engineer, Architect, Landscape architect, Insurance, Financial advisor, Travel agent	P	
Bank or credit union	P	
Pet		
Pet Supplies	P	
Miscellaneous		
Open space/Plaza	P	
Library, art gallery, studio, museum	P	
Theater	P	
Bike Racks	P	
Automobile charging station		C
ATM (free standing)		C
Public and Private Utilities		
City infrastructure (water, waste water, drainage, fire, police)	P	
Government offices	P	
Private Utilities (telephone, cable)	P	

(Ordinance 17-24 adopted 11/14/17; Ordinance 2022-24 adopted 6/28/2022)

Variance Request to Allow a Automotive Service Station at the Expressway Corridor District (EC) located at 708 W. Interstate Highway 2, legally described as Lot 5, Texas National Subdivision, as Requested by Cross Engineering and Consultants.

MMCG DBR OTX LLC
5750 Genesis Court STE. 103
Frisco, Tx 75034

BW San Juan Investment LLC
2175 Francisco Blvd. East, STE G.
San Rafael, CA 94901

Jonathan Hake, P.E.
1720 W. Virginia Street
McKinney , Tx 75069

Maria Luisa Sanchez
802 N. Oblate
San Juan, Tx 78589

Alfaro Lleizaroba M. Gonzalez
1411 Douglas
San Juan, Tx 78589

Yolanda & Jonathan Verdugo
2001 Loma Alta Dr.
San Juan, Tx 78589

Ipolito & Maria Delgadillo
1415 Douglas St.
San Juan, Tx 78589



April 12, 2024

Mr. Daniel Tijerina
Director of Planning
City of San Juan
512 S. Nebraska Avenue
San Juan, Texas 78589

**Re: Variance Request - Firestone Complete Auto Care
708 W IH 2**

Dear Mr. Tijerina:

Attached please find our variance submittal request for the proposed Firestone Complete Auto Care to be located at 708 W Interstate Highway 2 (IH2) in San Juan, Texas. The 1.428-acre site is located on Lot 5B of the Texas National Subdivision addition. We are requesting a variance to allow a Firestone Complete Auto Care facility to be located within the Expressway Corridor District.

The proposed Firestone Complete Auto Care building is approximately 6,262 square feet in size featuring eight (8) bays for automotive work. A sample of services provided within the facility include tire care, alignments, brakes, engine repair and steering and suspension repair. Services are provided by expert technicians to keep your car running newer and longer.

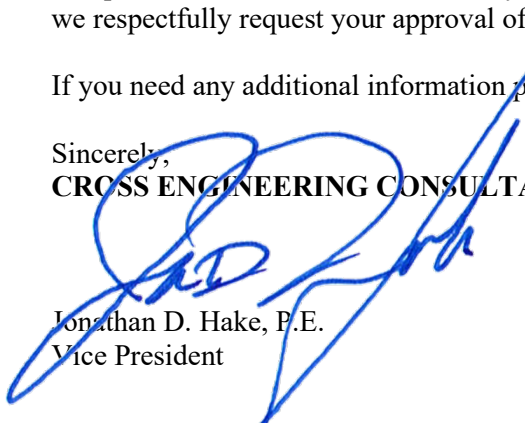
The proposed Firestone Complete Auto Care is compatible with the site and the surrounding area. The site is located on the north side of IH2 east of N. Veterans Boulevard. IH2 is a major interstate highway with N. Veterans Boulevard being a major arterial through the City of San Juan. The site is located just east of the intersection of two major roadways through the City. Directly adjacent to the west is a Dutch Bros Coffee and adjacent to Dutch Bros is a car wash.

The Firestone Complete Auto Care building is nicely appointed with an iconic red tower feature at the corner of the building. The balance of the building has gray tones made out of EIFS and prefinished charcoal gray fascia. Please reference the proposed building elevations attached.

We believe the Firestone Complete Auto Care will be a nice addition to the site and the area. The facility will provide a service to the community that is much needed to keep vehicles running like new. As such, we respectfully request your approval of the variance request.

If you need any additional information please feel free to contact me.

Sincerely,
CROSS ENGINEERING CONSULTANTS, INC.


Jonathan D. Hake, P.E.
Vice President

SURVEYOR'S NOTES:

- Bearings are based on the State Plane Coordinate System, Texas South Zone (4205) North American Datum of 1983 (NAD '83), distances are surface with a combined scale factor of 1.000040.
- This property lies within Zone C of the Flood Insurance Rate Map for Hildago County, Texas Unincorporated Areas, Community-Panel No. 480334-0425-C, with an effective date of November 16, 1982, via scaled map location and graphic plotting.
- Monuments are found unless specifically designated as set.
- Elevations (if shown) are North American Vertical Datum of 1988 (NAVD '88).

NOTE REGARDING UTILITIES

Source information from plans and markings are combined with observed evidence of utilities to develop a view of the underground utilities. However, lacking excavation, the exact location of underground features cannot be accurately, completely, and reliably depicted. In addition, in some jurisdictions, 811 or other similar utility locate requests from surveyors may be ignored or result in an incomplete response. Where additional or more detailed information is required, the client is advised that excavation and/or a private utility locate request may be necessary.

Utility locations are per observed evidence and the below sources

DigTess - Ticket #2453860560 (no response/markings observed)

Site Plan provided by client

No City maps/plans/records provided by client

ALTA/NSPS NOTES

- Regarding Table "A" Item 2: Property address: "708 West Interstate Highway 2" according to Hildago County Appraisal District.
- Regarding Table "A" Item 6: No zoning report was provided to surveyor.
- Regarding Table "A" Item 7: No buildings were observed on site.
- Regarding Table "A" Item 13: Ownership information shown hereon is per Hildago County Appraisal District
- Regarding Table "A" Item 14: The southwest corner of the site is approximately 960 feet east of the the intersection of North Veterans Boulevard and West Interstate Highway 2.
- Regarding Table "A" Item 16: Evidence of recent earth moving work was observed. No evidence of building construction, or building additions was observed.
- Regarding Table "A" Item 17: No information regarding changes in proposed right-of-way was provided to the surveyor. No Evidence of recent street or sidewalk construction was observed during the process of conducting fieldwork.

PARKING SUMMARY

STRIPED UNMARKED SPACES: 0

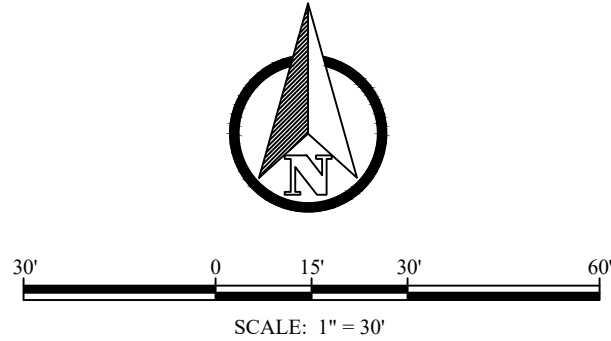
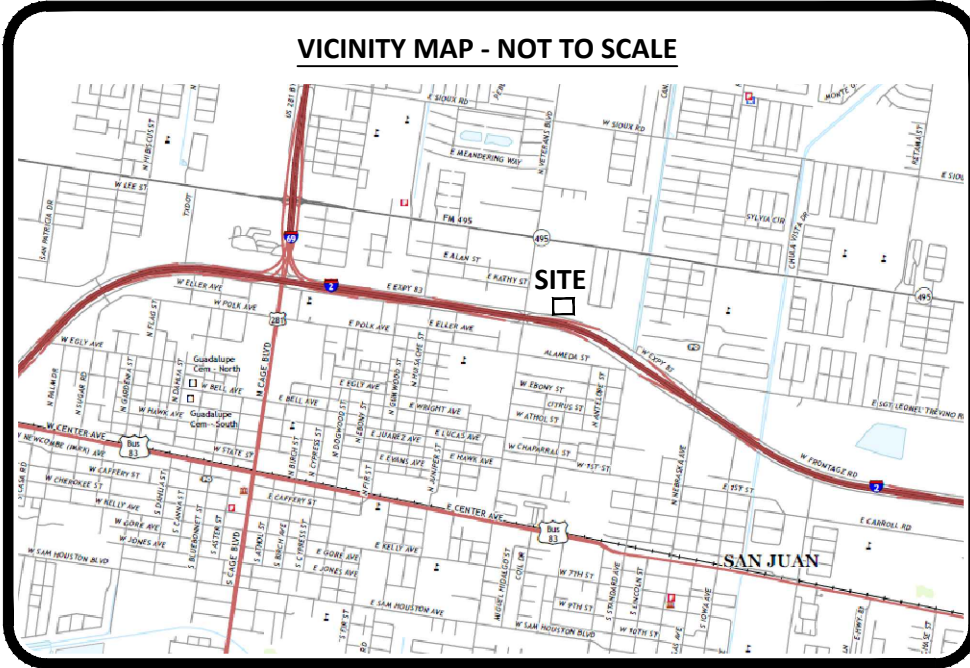
STRIPED HANDICAP-MARKED SPACES: 0

LEGEND OF ABBREVIATIONS

- D.R.H.C.T. DEED RECORDS, HILDAGO COUNTY, TEXAS
- P.R.H.C.T. PLAT RECORDS, HILDAGO COUNTY, TEXAS
- O.P.R.H.C.T. OFFICIAL PUBLIC RECORDS, HILDAGO COUNTY, TEXAS
- DOC.# DOCUMENT NUMBER
- C.M. CONTROLLING MONUMENT
- SQ. FT. SQUARE FEET
- ROW RIGHT OF WAY
- CRS CAPPED REBAR SET

SITE BENCHMARKS:

- The site benchmark is a Mag nail set in on top of a concrete curb of the southeast line of a access lane, being located approximately 1,141 feet east of the intersection of N. Veterans Parkway and US 83 Service Road and being approximately 3.7 feet west of the southwest corner of a drainage structure situated in the west bank of a detention pond near the east line of the site. **ELEVATION=104.19' (NAVD '88)**
- The site benchmark is a Mag nail set in on top of a concrete curb of the north line of an access drive, being located approximately 985 feet northeast of the intersection of N. Veterans Parkway and US 83 Service Road and being approximately 41 feet northwest of a sanitary sewer manhole within said access drive and near the west line of the site. **ELEVATION=103.57' (NAVD '88)**



PROPERTY DESCRIPTION

Lot 5B of Texas National Subdivision, an addition in the City of San Juan, Hidalgo County, Texas, according to the plat recorded under Document Number 2414657, Plat Records, Hildago County, Texas.

TITLE COMMITMENT NOTES

This survey was prepared with the benefit of a commitment for title insurance provided by Alamo Title Insurance Company, G.F. Number ATD-2FZ-6001572400001-RR, Effective Date December 21, 2023. This commitment was relied upon for encumbrance research, and the surveyor has performed no independent title search. Therefore, easements, agreements, or other documents, either recorded, or unrecorded may exist that affect the subject property that are not shown on this survey. The following exceptions from Schedule "B" were addressed as follows:

Item 10(e): Easements and setbacks as recorded under Document Number 3414657, Map Records of Hildago County, Texas. (building setbacks and easements as shown on plat crossing or abutting the subject property are shown hereon)

Item 10(f): Matters contained in document as recorded under Volume 19, Page 313, Deed Records of Hildago County, Texas. (document contains a general description which includes the subject property, no plottable easement description)

Item 10(g): Matters contained in document as recorded under Volume 30, Page 588, Deed Records of Hildago County, Texas. (document contains a general description which includes the subject property, no plottable easement description)

Item 10(h): Matters contained in document as recorded under Volume 82, Page 457, Deed Records of Hildago County, Texas. (document contains a general description which includes the subject property, no plottable easement description)

Item 10(i): Easement as recorded under Volume 746, Page 522, Deed Records of Hildago County, Texas. (easement is blanket in nature, not plottable, not shown)

Item 10(j): Easement as recorded under Volume 1022, Page 55, Deed Records of Hildago County, Texas. (easement contains the right of way for the existing roadway, shown hereon)

Item 10(k): Easement as recorded under Volume 1201, Page 825, Deed Records of Hildago County, Texas. (easement does not cross or abut the subject property, shown hereon for reference)

Item 10(m): Easement as recorded under Document Number 2807156, Official Records of Hildago County, Texas. (easement crosses and abuts subject property, shown hereon)

Item 10(n): Matters contained in documents as recorded under Document Numbers 2899985 & 3414657, Official Public Records, Hildago County, Texas. (documents contain general descriptions and/or exhibits which include the subject property, no plottable easements dedicated therein)

Item 10(o): Agreement as recorded under Document Number 2949978, Official Records of Hildago County, Texas. (agreement contains a general description/exhibit which includes the subject property, no plottable easements dedicated therein)

Item 10(p): Easement as recorded under Document 3096501, Official Records of Hildago County, Texas. (crosses and abuts the subject property, shown hereon)

SURVEYOR'S CERTIFICATE

To: Main & Main Capital Group, LLC & Alamo Title Insurance Company

This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2021 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes Items 1, 2, 3, 4, 6(a), 7, 8, 9, 11, 13, 14, 16, 17, 18, 20, & 21 of Table A thereof. The fieldwork was completed on February 20, 2024.

Date of Plat or Map: February 27, 2024

John H. Barton III, RPLS# 6737



TERMS OF ACCEPTANCE OF SURVEY

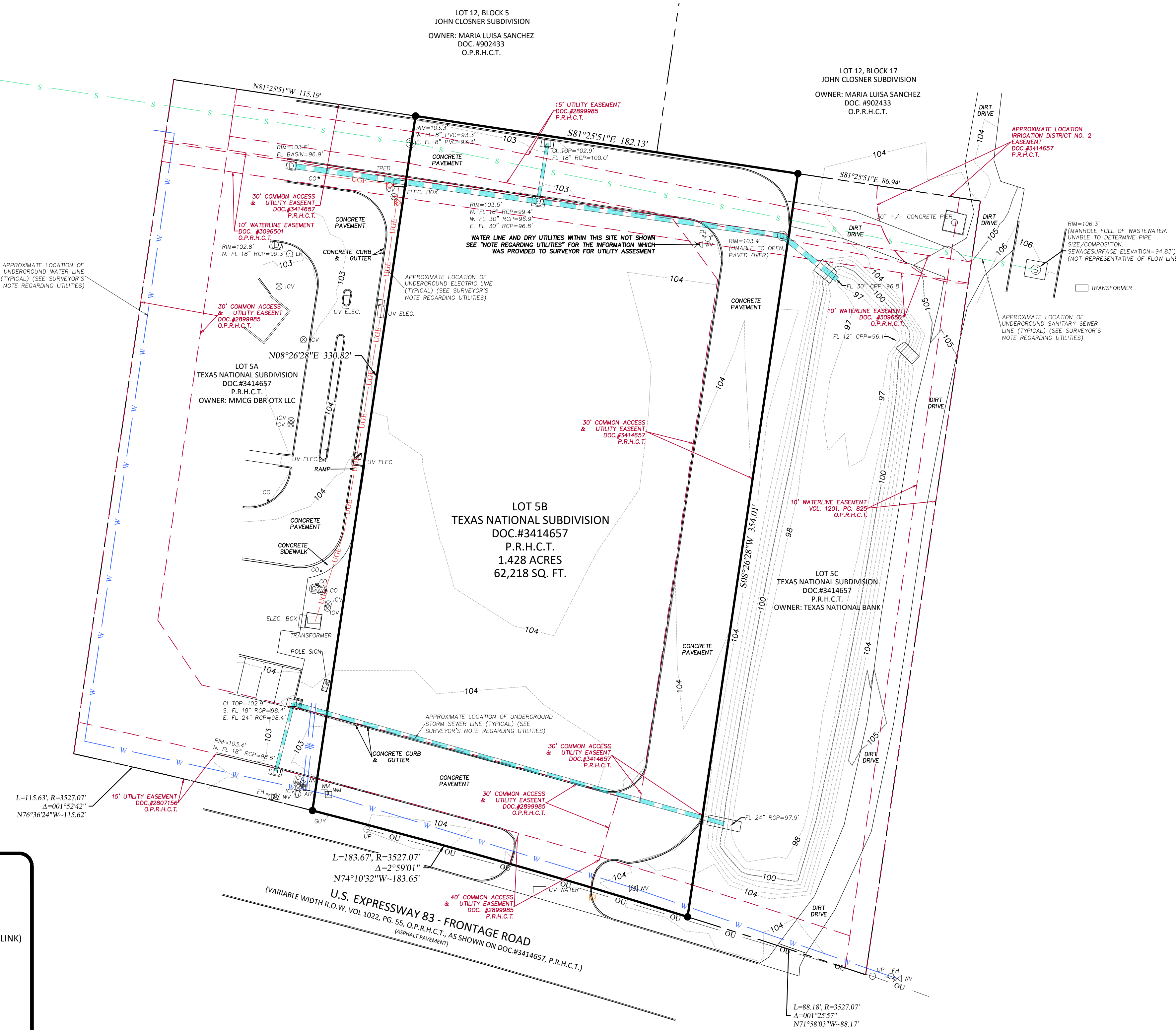
This survey is issued pursuant to a real estate transaction and is appurtenant to the title commitment referenced in the "Title Commitment Notes" This survey is issued for use in such transaction. Notwithstanding any of the above statements, the surveyor has a contractual relationship with one client or entity. Review/requested revisions by other parties must be received by or through such entity. Client is responsible for reviewing survey (including, but not limited to: notations; existence or lack of spelling/grammatical/typographical errors; certified parties; dates; instruments) within thirty (30) days of the date of plat or map. After such time has passed, client accepts survey as issued, and further revisions are not embraced by the above certification. Additional or altered commitments for title insurance will require an new or re-issued survey. Please feel free to request pricing for this at info@bcsdfw.com, or call (817) 864-1957.

LEGEND OF SYMBOLS

- air conditioning unit
- irrigation control valve
- cable tv
- electric meter
- fence or guardrail
- fire dept. connection
- fire hydrant
- bollard
- area drain
- grate inlet
- gas valve
- gas meter
- gas well
- sign
- sanitary sewer manhole
- storm water manhole
- telephone manhole
- tank fill lid
- telephone pedestal
- traffic signal pole
- utility clean out
- comm. utility cabinet
- electric utility cabinet
- comm. utility vault
- elect. utility vault
- water utility vault
- utility/service pole
- utility sign
- water shutoff
- water valve
- well
- water meter
- cable tv riser
- air release valve
- utility markings
- tree
- shrub/decorative tree or tree with diameter < 4 in.
- contour lines

LEGEND OF LINETYPES

- SUBJECT TRACT BOUNDARY
- ADJOINING TRACT BOUNDARY
- CENTER LINE
- EASEMENT
- FENCE (WIRE/WOOD/METAL/CHAIN-LINK)
- SANITARY SEWER LINE
- STORM SEWER LINE
- WATER LINE
- GAS LINE
- UNDERGROUND FIBER OPTIC LINE
- UNDERGROUND CABLE LINE
- UNDERGROUND ELECTRIC LINE
- OVERHEAD UTILITY LINE



ALTA/NSPS LAND TITLE SURVEY

LOT 5B
TEXAS NATIONAL SUBDIVISION
CITY OF SAN JUAN
HILDAGO COUNTY, TEXAS

BCS
BARTON CHAPA
SURVEYING
5200 State Highway 121
Colleyville, TX 76034
Phone: 817-864-1957
info@bcsdfw.com
TBPLS Firm #10194474

JOB NO.	2024.014.036
DRAWN:	SMW
CHECKED:	JHB
TABLE OF REVISIONS	
DATE	SUMMARY

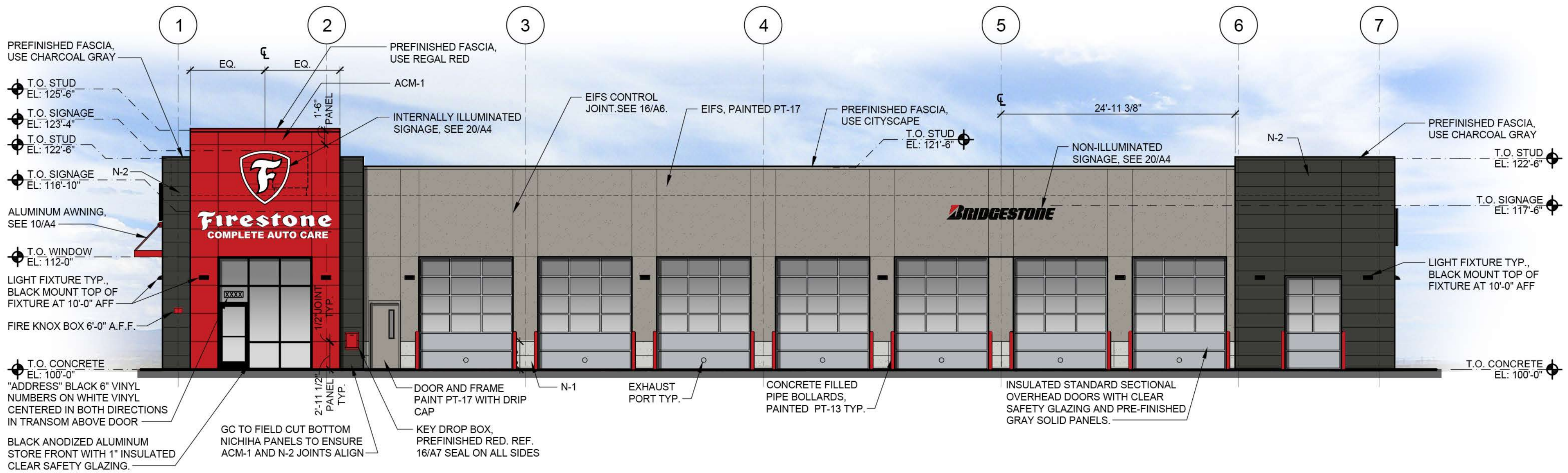
FIRESTONE

SAN JUAN,
TEXAS

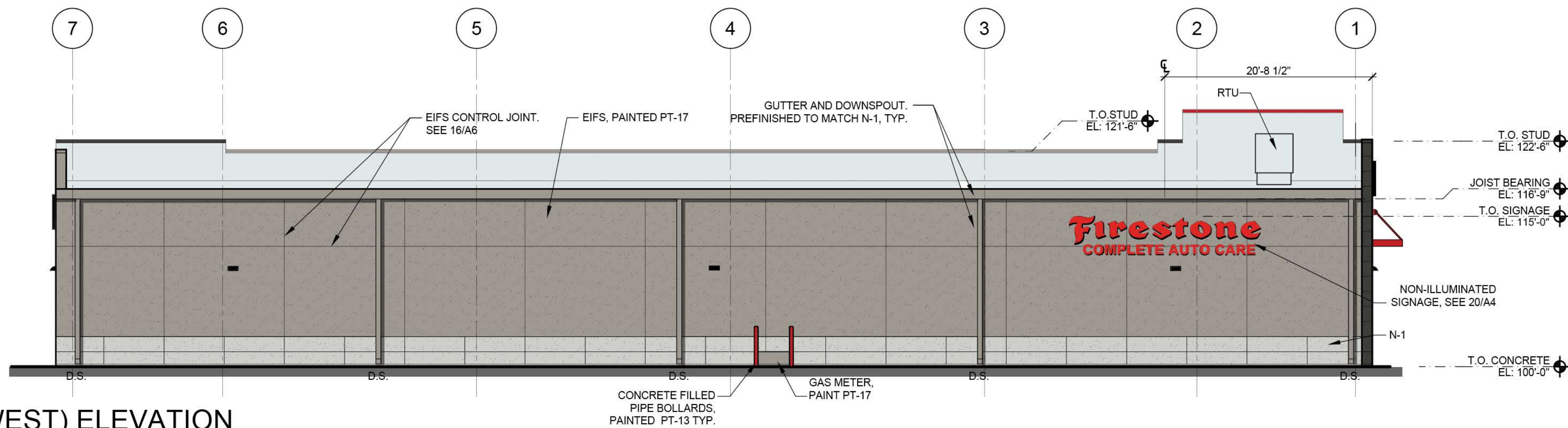
SHEET:

VO1

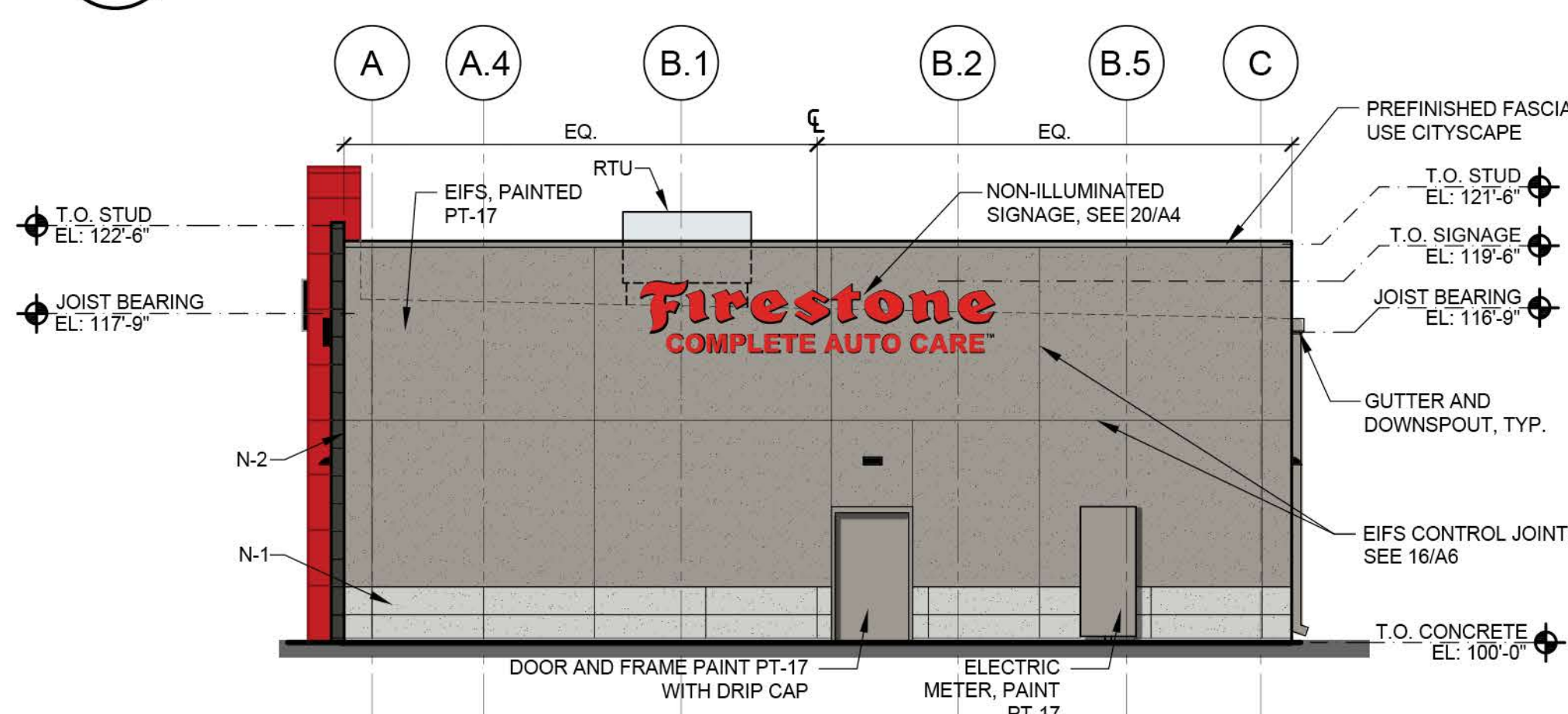
ALTA/NSPS
LAND TITLE
SURVEY



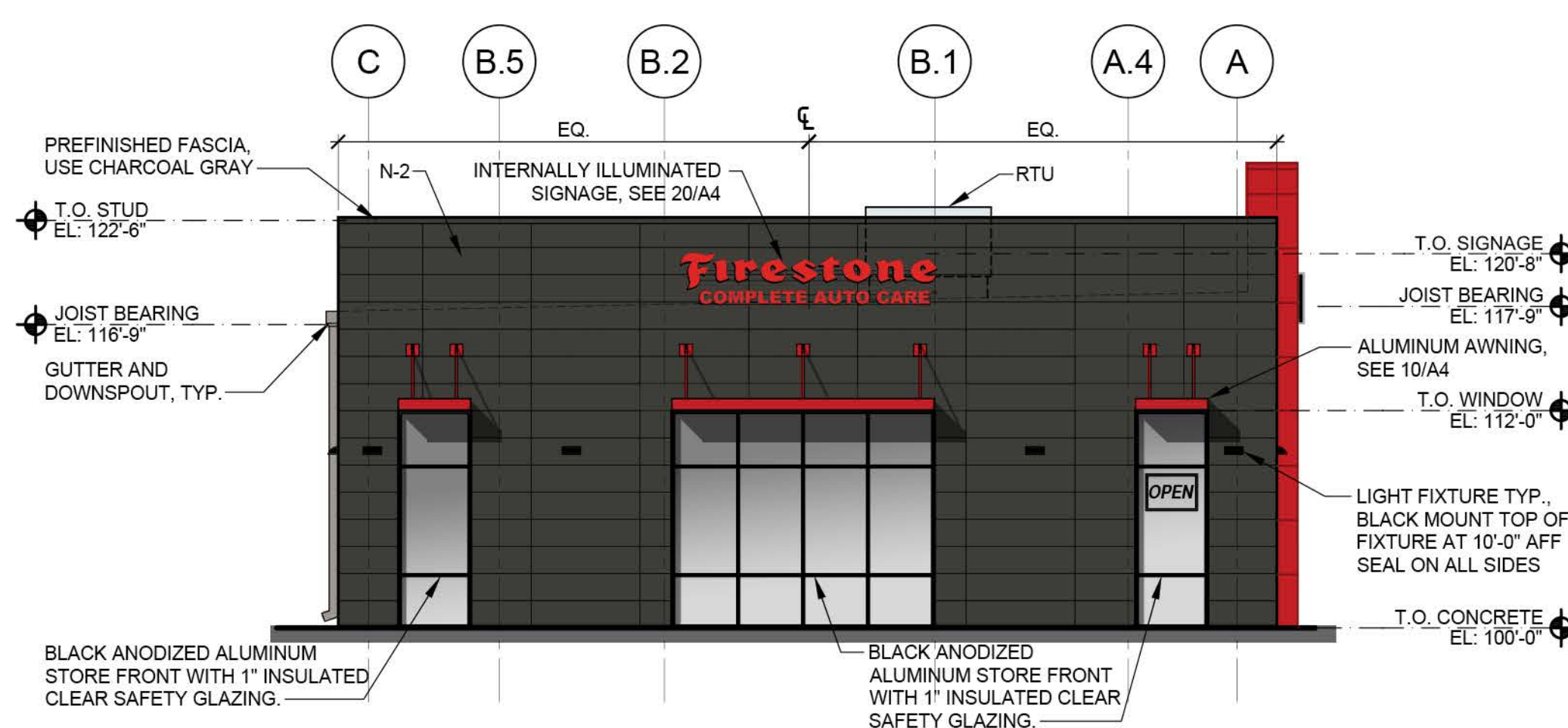
1 (EAST) ELEVATION
A4 SCALE: 1/8"=1'-0"



6 (WEST) ELEVATION
A4 SCALE: 1/8"=1'-0"



11 (NORTH) ELEVATION
A4 SCALE: 1/8"=1'-0"



16 (SOUTH) ELEVATION
A4 SCALE: 1/8"=1'-0"

GENERAL NOTES:

1. PROVIDE DRIP CAP OVER ALL MAN DOORS SEE DETAIL 1C/A8
2. PAINT ALL EXPOSED LINTELS & JAMBS TO MATCH ADJACENT BUILDING COLOR.
3. SEE ELECTRICAL FOR SIGNAGE OPERATING TIME SETUP TO PROVIDE WIRING. REFER ELECTRICAL.
4. INSTALLATION OF BUILDING SIGNS AND STREET SIGN BY SIGN VENDOR, G.C.
5. REFER SHEET A9 FOR PAINT COLOR KEY.
6. ANY EXTERIOR CONSTRUCTION JOINT, EXPANSION JOINT, AND CRACK OF ABUTTING DISSIMILAR OR SAME MATERIALS MUST HAVE APPROPRIATE PRODUCT APPLIED TO PROVIDE AN AIR, MOISTURE, AND WATER TIGHT EXTERIOR. REFER TO SPECIFICATION SECTION 079200 FOR PRODUCTS.
7. SIGNAGE INDICATED ON ELEVATIONS IS INTENDED TO DEMONSTRATE APPROXIMATE SIZE AND QUANTITY OF PROPOSED BUILDING SIGNAGE. REFER TO SIGNAGE PERMIT DRAWINGS FOR ACCURATE SIGNAGE INFORMATION.

MATERIAL KEY:

- N-1: NICHIIA ARCHBLOCK, GRAY, #ED6821
- N-2: NICHIIA TUFFBLOCK, STEEL #EPF644F
- ACM-1: ALPOLIC TRC 'RED'
- PT-17: 'ACIER' SW9170



N1: NICHIIA ARCHBLOCK "GRAY"



N2: NICHIIA TUFFBLOCK "STEEL"



ACM-1: ALPOLIC TRC "RED"



PT-17: "ACIER" SW9170



BUILDING SIGNAGE

20 SIGNAGE DETAIL
A4 SCALE: 1/4"=1'-0"

CONSTRUCTION DOCUMENTS WILL BE BASED ON THE LATEST RELEASE OF THE PROTOTYPICAL DOCUMENTS ON LUCERNEX AT THE TIME OF CONSTRUCTION DOCUMENT AUTHORIZATION.

NOTE: THIS DRAWING IS FOR CONCEPTUAL PURPOSES ONLY. SITE INFORMATION WAS OBTAINED FROM THE CLIENTS DOCUMENTS; DESIGN MAY VARY.

PROJECT CONTACTS:

NS DEV MGR: CHRIS HULA	(615) 937-1000
DESIGN MGR: RANDY JOHNSTON	(615) 937-9251
CONST MGR: PHILIP ORMSBY	(615) 937-4228
MGR CONST SUPPORT: TAMMY MILLER	(615) 937-9495
ATTORNEY: JILL SCHWARTZ	(615) 937-1000

PROJECT CONTACTS:

ARCHITECT: DAVID WRIGHT	(918) 587-8600
SGA DESIGN GROUP, P.C.	
ENGINEER: XXXXXXXX XXXXXXXXXX	(XXX) XXX-XXXX
CIVIL FIRM NAME	
PROTOTYPE: 2022 ER	

ZONE APPROVAL (BY/DATE):

VP.	
CONT.	
RM.	
CM.	
ENTITY ID:	1800724
SITE ID:	3,179
LEGACY ID:	XXXXXXX



THIS DRAWING IS THE PROPERTY OF BRIDGESTONE RETAIL OPERATIONS, LLC AND IS LOANED ON THE EXPRESS CONDITION THAT IT IS NOT TO BE USED IN ANY WAY DELETTERIOUS TO THE INTERESTS OF BRIDGESTONE RETAIL OPERATIONS, LLC. THE ACCEPTANCE OF THIS DRAWING WILL BE CONSTRUED AS AN ACCEPTANCE OF THE FOREGOING CONDITION AND AS ADMISSION TO THE EXCLUSIVE OWNERSHIP IN AND TO THE DRAWING BY BRIDGESTONE RETAIL OPERATIONS, LLC.

US 83 FRONTAGE RD
SAN JUAN, TX

SGA Design Group, P.C.

1437 South Boulder, Suite 550
Tulsa, Oklahoma 74119.3609
p: 918.587.8600
f: 918.587.8601
www.sgadesigngroup.com

SHEET TITLE:
EXTERIOR
ELEVATIONS
& DETAILS

SHEET NUMBER:

PA4

AGENDA ITEM AND RECOMMENDATION SUMMARY
CITY COMMISSION REGULAR MEETING
MAY 14, 2024

Consider the Nomination and Appointment of Board Member(s) Related to the San Juan Library Advisory Board. [Brenda Escalante, City Secretary]

STAFF COMMENTS AND RECOMMENDATIONS:

The San Juan Library Advisory Board shall consist of seven (7) members serving for two (2) year staggered terms. Staff recommend the nomination and appointment of one (1) new member to the San Juan Library Advisory Board.

RECOMMENDATION:

Consider Appointment/Reappointment for the San Juan Library Advisory Board.

PREPARED BY:

Brenda Escalante,
City Secretary

APPROVED BY:

Benjamin Arjona, City
Manager

LIBRARY ADVISORY BOARD

#	NAME	POSITION	EMPLOYMENT/ BUSINESS	INITIAL TERM	INITIAL DATE	DATE TERM EXPIRES	MOBILE NUMBER	EMAIL ADDRESS	ADDRESS
1									
2	Maria A. Navarro		PSJA ISD	2 Yrs.	2/27/2018	3/26/2026	(956) 821-8651	tacorrin@aol.com	407 W 12th St
3	Sarah Guerra		City of Pharr	2 Yrs.	1/10/2023	1/10/2025	(956) 534-4084	saraguerra13@yahoo.com	1228 S. Lincoln Ave.
4	Ellie Santillan			2 Yrs.	1/10/2023	1/10/2025	(956) 378-1050		
5	Elizabeth Saldana		PSJA ISD	2 Yrs.	1/22/2019	3/26/2026	(956) 331-5854	esaldana1960@yahoo.com	204 E 15th St
6	Iris Lara		Retired	2 Yrs.	2/27/2018	3/26/2026	(956) 223-6868	irislara650@gmail.com	2108 Cedro Dr
7	Janelle Pena			2 Yrs.	1/10/2023	1/10/2025	(956) 651-2115		
8	Adina "Dina" Santillan	Liaison	Self-Employed	2 Yrs.	3/22/2024	3/22/2026	(956) 460-8548	asantillan@sjtx.us	416 Judean Lane

*Board consist of 7 members and 1 Liaison.

*7 Members serve a two-year staggered term.

AGENDA ITEM AND RECOMMENDATION SUMMARY
CITY COMMISSION REGULAR MEETING
MAY 14, 2024

Preliminary and Final Plat Approval of the Giants Subdivision Being a 3.00 Acre Tract of Land out of Lot 6, Block 27, Alamo Land and Sugar Company Subdivision, Located Approximately a Quarter of a Mile West of Cesar Chavez Road, Along the North Side of Hall Acres Road, as Requested by Quintanilla, Headley and Associates, Inc. [Daniel Tijerina, Director of Planning]

STAFF COMMENTS AND RECOMMENDATIONS:

The developer is proposing a one (1) lot subdivision with entrance/exit along Hall Acres Road. The property is located behind Villa de Palmas Gardens. The property is zoned as a Single-Family Residence District and an existing house is located on the property.

The subdivision is located in flood zone “B”, areas between the limits of the 100-year flood and the 500-year flood; or certain areas subject to 100-year flooding with average depths less than one (1) foot or where the contributing drainage area is less than one square mile; or areas protected by levees from the base map, according to the FEMA Map.

Water service is provided by the Military Highway Water Supply Corporation and sewer by the City of San Juan. Water lines shall be looped to an 8-inch water line as per San Juan Fire Department requirements. Additional fire hydrants should be located every 500 feet of the existing fire hydrant. All entrances/exits must be 26 feet wide.

RECOMMENDATION:

Staff recommends approval of Preliminary and Final Plat.

PREPARED BY:

Daniel Tijerina,
Planning Director

APPROVED BY:

Benjamin Arjona, City
Manager

MEETING DATES:
PLANNING AND ZONING COMMISSION – 05/02/2024
CITY COMMISSION – 05/14/2024
DATE PREPARED – 04/26/2024

PAGE 1

STAFF REPORT
GENERAL INFORMATION

APPLICATION:	Preliminary and Final Plat Approval of Giants Subdivision
APPLICANT:	Jose Luis Hernandez
AGENT:	Quintanilla, Headley and Associates, Inc.
LEGAL:	Being a 3.00-acre tract of land out of Lot 6, Block 27, Alamo Land and Sugar Company's Subdivision
LOCATION:	The property is located approximately a half of a mile West of Cesar Chavez Road, along the North side of Hall Acres Road
LOT/TRACT SIZE:	3.00-acre tract
CURRENT USE OF PROPERTY:	Residential
EXISTING ZONING:	Single-Family Residence District (R-S)
EXISTING LAND USE/ ADJACENT ZONING:	<i>North</i> – Residential; Single-Family Residence District (R-S) <i>South</i> – Residential; Single-Family Residence District (R-S) <i>East</i> – Residential; Single-Family Residence District (R-S) <i>West</i> – Outside city limits
PUBLIC SERVICES:	Water service will be provided by the Military Highway Water Supply Corporation; sewer by the City of San Juan.
RECOMMENDATION:	Staff recommends approval of Preliminary and Final Plat.

EVALUATION AND CONDITIONS FOR APPROVAL

The developer is proposing a one (1) lot subdivision with entrance/exit along Hall Acres Road. The property is located behind Villa de Palmas Gardens. The property is zoned as Single-Family Residence District and an existing house is located in the property.

The subdivision is located in a flood zone “B” areas between limits of the 100-year flood and 500-year flood; or certain areas subject to 100-year flooding with average depths less than one (1) foot or where the contributing drainage area is less than one square mile; or areas protected by levees from the base map, according to the FEMA Map.

Water service is provided by the Military Highway Water Supply Corporation and sewer by the City of San Juan. Water lines shall be looped to an 8-inch water line as per San Juan Fire Department requirements. Additional fire hydrants shall be located every 500 feet of the existing fire hydrant. All entrances/exits must be 26 feet wide.

- ATTACHMENTS:**
- Location Map

Aerial Photo

Zoning Map

Comments from City Engineer, Fire and Utilities Departments

Subdivision Plat



Proposed Property



“Giants Subdivision” Engineering Review

Trimad Consultants, LLC (TRIMAD) prepared this engineering review report for The City of San Juan Planning Department. Below is a list of recommendations from errors TRIMAD found while reviewing the current proposed plans.

Plat & Utilities Layout Plan:

1. Provide more information about the existing truck box converted into house.
2. Provide Metes and Bounds on Plat.
3. Provide information if the widening of the road will be escrowed.
4. Plat states that detention area will be located east of the property but on drainage report it states that it will be located on the south portion of the property.
5. Provide Document Number for the H.C.I.D. #2 easement.
6. Provide information on overhead electric line and on waterline.
7. Overlapped text on the utility layout.

Drainage Report:

1. Verify where the detention area will be located.



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

To: Director of Planning & Zoning, Daniel Tijerina
From: Director of Utilities, Juan Carlos Martinez
Date: March 11, 2024
Subject: Giants Subdivision

Department of Utilities reviewed the plans for Giants Subdivision, comments are as follow:

Water Distribution

- **Military Water Supply Corporation Water Jurisdiction.**

Collection System

- **Sanitary Sewer Service does not show the requested 2-Way Cleanout by property line.**

Additional Comments may be provided at time of construction.

RECEIVED

MAR 11 2024

PLANNING DEPARTMENT

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



Tirso Garza,
Fire Chief

Carlos Alaniz,
Assistant Chief

Derek Cantu,
Fire Marshall

Jose J. Salinas,
Fire Inspector

Sandra Guajardo,
Adm. Assistant

BUILDING PLAN REVIEW COMMENTS

Building Plan Name: Giants Subdivision

Date Reviewed: 3/12/2024

After reviewing plans, the following requirements shall be needed as per the Fire Protection System per IFC 2018:

1. The hydrant shall be looped to the 8" waterline. (Recommended Mueller Safety Yellow Barrel without the anti-theft device.)
2. The Developer shall install reflective blue markers in front of all hydrants.
3. Curb shall be painted RED with WHITE lettering reading NO PARKING 30 feet from the center of hydrant and 15 feet to each side.
4. A fire hydrant must be placed within 500 feet of existing fire hydrant.
5. All entrance and exits must be 26 feet.
6. Should there be more than 30 lots a secondary entrance is required.
7. Should there be an island in the entrances there shall be 20 feet from entrance and 20 feet from the exit.
8. The street name must continue the name of existing streets on adjoining plats to maintain street name continuity.

Station #1
707 S. Nebraska
San Juan, TX 78589

Station #2
301 N. Raul Longoria Rd.
San Juan, TX 78589

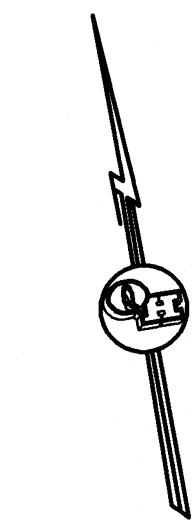
Ph: (956) 223-2470
Fax: (956) 783-3441

RECEIVED

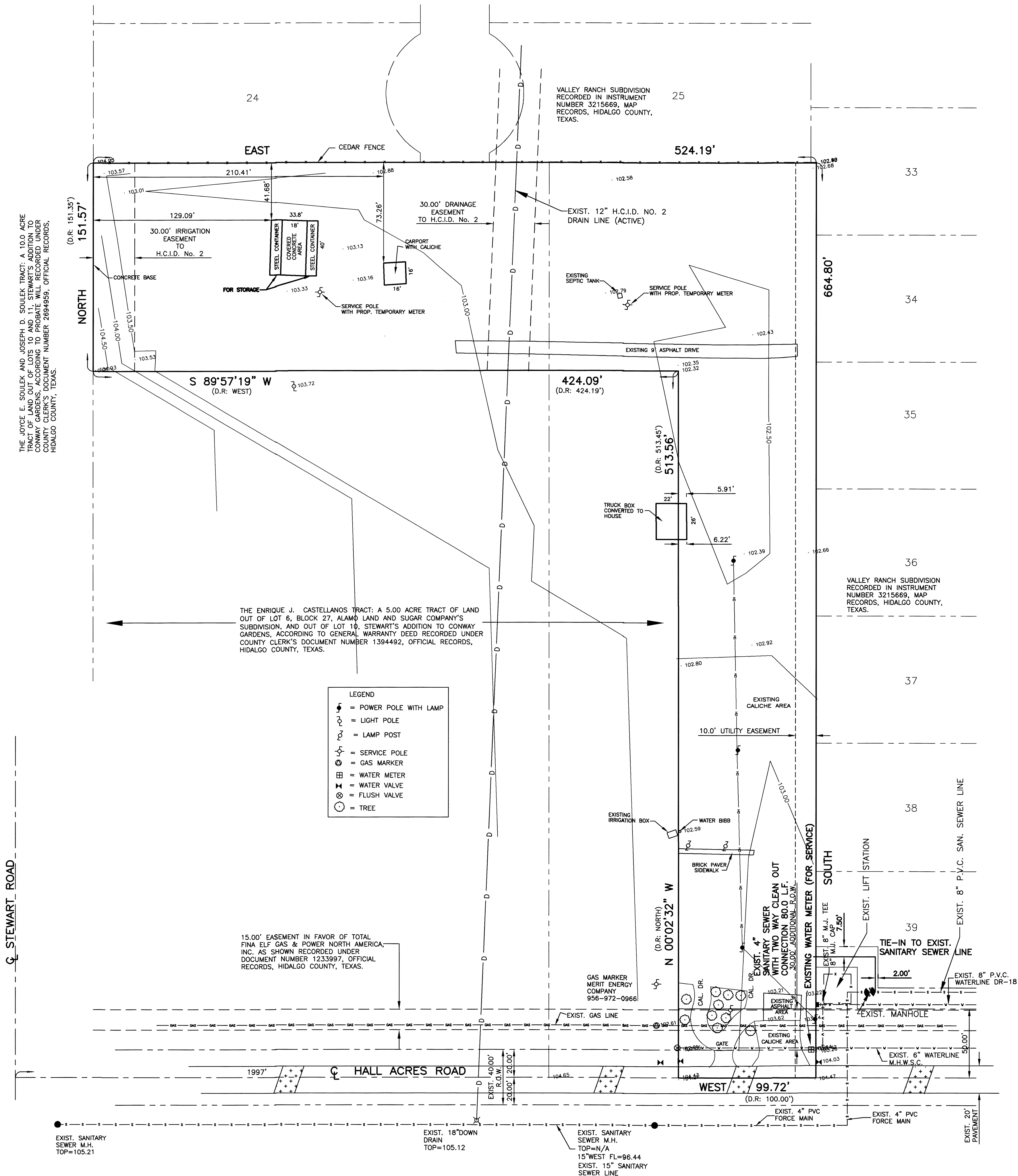
MAR 12 2024

PLANNING DEPARTMENT

Plans Reviewed By,



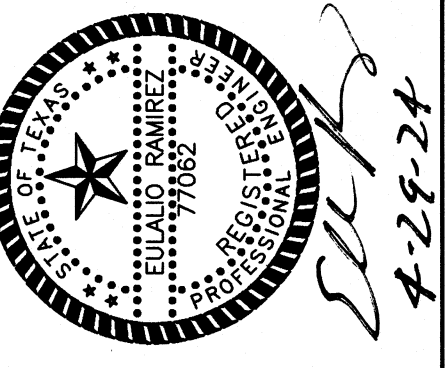
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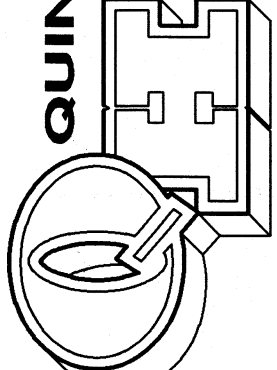


F:\DATA\SUBD_SAN JUAN\GIANTS			
DATE PREPARED	PREPARED BY	CHECKED BY	APPROVED BY
11-29-2021	LG		
DATE REVISED	REVISED BY	CHECKED BY	APPROVED BY

JOB NO.	11-29-2021
DATE	11-29-2021
REVISION	1"=40'
SCALE	1"=40'
DRAWN BY	LG
SHEET	

GIANTS SUBDIVISION UTILITY LAYOUT





QUINTANILLA, HEADLEY AND ASSOCIATES, INC.
CONSULTING ENGINEERS
124 E. STUBBS ST.
EDINBURG, TEXAS 78539
ENGINEERING REGISTRATION NUMBER F-1513
SURVEYING REGISTRATION NUMBER 100411-00

LAND SURVEYORS
PHONE 956-381-6480
FAX 956-381-0527
ALFONSOQ@QHA-ENG.COM

AGENDA ITEM AND RECOMMENDATION SUMMARY
CITY COMMISSION REGULAR MEETING
MAY 14, 2024

Consideration and Action to Authorize the Mayor to Execute Any and All Documents Related to Attorney Representation Notice and Disclosure Related to the Proposed Buyout of a Portion of the Water Service Area of North Alamo Water Supply Corporation by the City of San Juan of a 7.675-Acre Tract out of Lot 9, Block 6, John Closner Subdivision, as Depicted in the Attached Exhibit "A". [Daniel Tijerina, Director of Planning]

STAFF COMMENTS AND RECOMMENDATIONS:

The City of San Juan is constructing a new park and Parks and Recreation Administration Building at the North East Corner of Veteran's Boulevard and Sioux Road adjacent to the City's Water Plant. Staff and our city engineer (SAMES Engineering) for this project are in agreement that purchasing this portion of North Alamo Water Supply Corporation's CCN is in the best interest of the City of San Juan. FRYER & HANSEN, P.L.L.C. hereby offer this proposal to represent both North Alamo Water Supply Corporation and the City of San Juan by filing and monitoring an application through the Public Utilities Commission for the buyout. It is noted that a \$5,000 retainer fee is required and made payable to FRYER & HANSEN, P.L.L.C. if the City desires to move forward with the CCN buyout.

RECOMMENDATION:

Staff recommends approval.

PREPARED BY:

Daniel Tijerina,
Planning Director

APPROVED BY:

Benjamin Arjona, City
Manager



Engineering Firm Reg # 10602 Surveying Firm Reg # 101416-00
200 S. 10th Street, Suite 1500, McAllen, Texas 78501 Phone: (956) 702-8880 Fax: (956) 702-8883
DUNS 834820735 CAGE CODE 66N60

METES AND BOUNDS DESCRIPTION

7.675 (334,350 SQ. FT.) ACRE GROSS; 7.510 (327,150 SQ. FT.) ACRE NET; TRACT OF LAND OUT OF LOT 9, BLOCK 6, JOHN CLOSNER SUBDIVISION, AS RECORDED IN VOLUMEN 0, PAGE 4, MAP RECORDS, HIDALGO COUNTY, TEXAS, CONVEYED TO CITY OF SAN JUAN, AS RECORDED IN DOCUMENT NUMBER 2207683 AND 2062149, DEED RECORDS, HIDALGO COUNTY, TEXAS.

BEING A 7.675 (334,350 SQ. FT.) ACRE GROSS; 7.510 (327,150 SQ. FT.) ACRE NET; TRACT OF LAND OUT OF LOT 9, BLOCK 6, JOHN CLOSNER SUBDIVISION, AS RECORDED IN VOLUMEN 0, PAGE 4, MAP RECORDS, HIDALGO COUNTY, TEXAS, CONVEYED TO CITY OF SAN JUAN, AS RECORDED IN DOCUMENT NUMBER 2207683 AND 2062149, DEED RECORDS, HIDALGO COUNTY, TEXAS AND BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS, AS FOLLOWS:

COMMENCING; AT A SET MAG NAIL, FOR THE COMMON CORNER OF LOT 9, BLOCK 6, LOT 9, BLOCK 17, OF SAID JOHN CLOSNER SUBDIVISION AND A 37.37 ACRE TRACT OF LAND CONVEYED TO SAN JUAN CITY, AS RECORDED IN DOCUMENT NUMBER 552555, OFFICIAL RECORDS, HIDALGO COUNTY, TEXAS, BEING ON THE CENTER LINE OF WEST SIOUX ROAD (HAVING A 40.00' ORIGINAL R.O.W.), FOR THE **POINT OF BEGINNING** AND THE SOUTHWEST CORNER OF THIS HEREIN DESCRIBED TRACT OF LAND, HAVING A GRID COORDINATE OF N= 16604029.2631', E= 1095806.1383';

THENCE; NORTH 08°33'34" EAST, ALONG THE EAST LINE OF SAID 37.37 ACRE TRACT OF LAND CONVEYED TO SAN JUAN CITY, AT A DISTANCE OF 20.00 FEET, PASSING A FOUND 1/2 INCH IRON ROD WITH A PLASTIC CAP STAMPED "SAMES", FOR THE ORIGINAL NORTH RIGHT OF WAY LINE OF SAID WEST SIOUX ROAD, CONTINUING TO A TOTAL DISTANCE OF 1,145.00 FEET, TO A FOUND 1/2 INCH IRON ROD WITH A PLASTIC CAP STAMPED "SAMES", AT THE SOUTH LINE OF A DRAINAGE EASEMENT, AS RECORDED IN VOLUME 1548, PAGE 897, DEED RECORDS, HIDALGO COUNTY, TEXAS, FOR THE NORTHWEST CORNER OF THIS HEREIN DESCRIBED TRACT OF LAND;

THENCE; SOUTH 81°26'26" EAST, ALONG THE SOUTH LINE OF SAID DRAINAGE EASEMENT, A DISTANCE OF 330.00 FEET, TO A FOUND 1/2 INCH IRON ROD WITH A PLASTIC CAP STAMPED "SAMES", AT THE NORTHWEST CORNER OF A 0.80 ACRE TRACT OF LAND CONVEYED TO HIDALGO COUNTY, AS RECORDED IN DOCUMENT NUMBER 3192986, OFFICIAL RECORDS, HIDALGO COUNTY, TEXAS, FOR THE NORTHEAST CORNER OF THIS HEREIN DESCRIBED TRACT OF LAND;

THENCE; SOUTH 08°33'34" WEST, ALONG THE WEST LINE OF SAID 0.80 ACRE TRACT OF LAND CONVEYED TO HIDALGO COUNTY, A DISTANCE OF 855.00 FEET, TO A FOUND 1/2 INCH IRON ROD WITH A PLASTIC CAP STAMPED "SAMES", AT THE NORTHEAST CORNER OF A TRACT OF LAND CONVEYED TO HARPER JOHNNY JAMES, AS RECORDED IN DOCUMENT NUMBER 1596848, OFFICIAL RECORDS, HIDALGO COUNTY, TEXAS, BEING ON THE WEST LINE OF SAID 0.80 ACRE TRACT OF LAND CONVEYED TO HIDALGO COUNTY, FOR AN EXTERIOR CORNER OF THIS HEREIN DESCRIBED TRACT OF LAND;



Engineering Firm Reg # 10602 Surveying Firm Reg # 101416-00
200 S. 10th Street, Suite 1500, McAllen, Texas 78501 Phone: (956) 702-8880 Fax: (956) 702-8883
DUNS 834820735 CAGE CODE 66N60

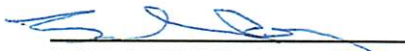
THENCE; NORTH 81°26'26" WEST, ALONG THE NORTH LINE OF SAID TRACT OF LAND CONVEYED TO HARPER JOHNNY JAMES, A DISTANCE OF 150.00 FEET, TO A FOUND 1/2 INCH IRON ROD WITH A PLASTIC CAP STAMPED "SAMES", AT THE NORTHWEST CORNER OF SAID TRACT OF LAND CONVEYED TO HARPER JOHNNY JAMES, FOR AN INTERIOR CORNER OF THIS HEREIN DESCRIBED TRACT OF LAND;

THENCE; SOUTH 08°33'34 WEST, ALONG THE WEST LINE OF SAID TRACT OF LAND CONVEYED TO HARPER JOHNNY JAMES, AT A DISTANCE OF 270.00 FEET, PASSING A FOUND 1/2 INCH IRON ROD WITH A PLASTIC CAP STAMPED "SAMES", FOR THE ORIGINAL NORTH RIGHT OF WAY LINE OF SAID WEST SIOUX ROAD, CONTINUING TO A TOTAL DISTANCE OF 290.00 FEET, TO A SET MAG NAIL, FOR THE SOUTHWEST CORNER OF SAID TRACT OF LAND CONVEYED TO HARPER JOHNNY JAMES, BEING ON THE ORIGINAL CENTER LINE OF SAID WEST SIOUX ROAD (HAVING A 40.00' ORIGINAL R.O.W.), FOR THE SOUTHEAST CORNER OF THIS HEREIN DESCRIBED TRACT OF LAND;

THENCE; NORTH 81°26'26" WEST, ALONG THE ORIGINAL CENTER LINE OF SAID WEST SIOUX ROAD, A DISTANCE OF 180.00 FEET, TO THE **POINT OF BEGINNING** OF THIS HEREIN DESCRIBED TRACT OF LAND, CONTAINING A 7.675 (334,350 SQ. FT.) ACRE GROSS; 7.510 (327,150 SQ. FT.) ACRE NET; TRACT OF LAND, MORE OR LESS.

ALL BEARINGS AND DISTANCES ARE BASED ON THE TEXAS COORDINATE SYSTEM (NAD 83), TEXAS STATE PLANES, SOUTH ZONE, U.S. SURVEY FEET, GRID. BEARINGS AND DISTANCES IN PARENTHESIS ARE BASED ON RECORDED PLAT OR DOCUMENT.

I, LEO L. RODRIGUEZ, JR., R.P.L.S. CERTIFY THAT THE ABOVE METES AND BOUNDS ARE TRUE AND IS THE RESULT OF AN ACTUAL SURVEY PERFORMED UNDER MY DIRECTION.

 7/12/23

LEO L. RODRIGUEZ, JR., R.P.L.S. DATE REVISION 1
REGISTERED PROFESSIONAL LAND SURVEYOR NO. 2448

REVISION NOTES 07/12/2023:

1.- REVISED FIRST AND SECOND PARAGRAPHS.

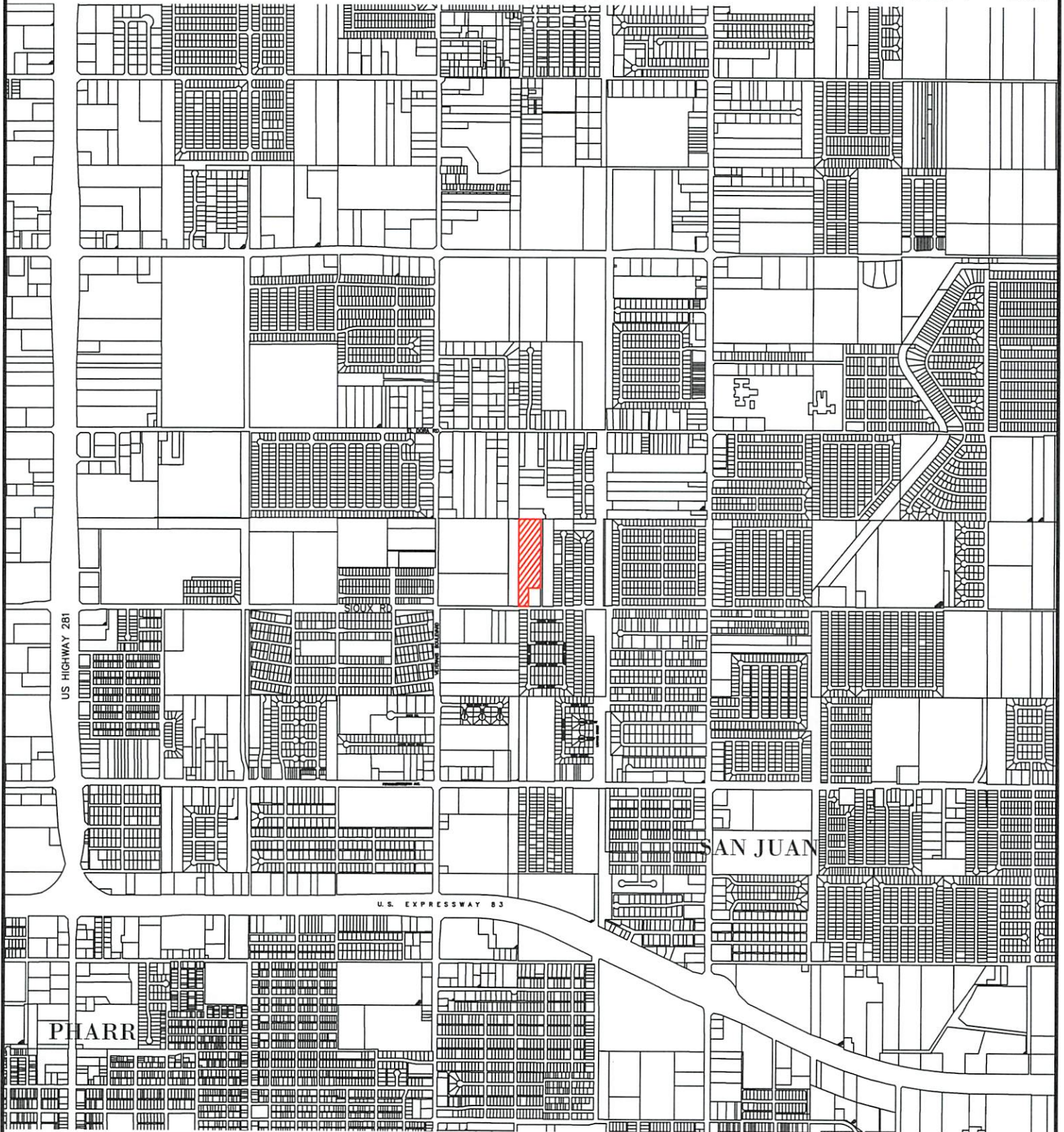


Sheet 3 of 3 Metes & Bounds
Job Number: SUB 22.008

AMENDMENT TO CITY OF SAN JUAN
PUBLIC UTILITY (CCN NO. 12874) IN
HIDALGO COUNTY



SCALE: 1" = 2000'



LEGEND

 - REQUESTED AREA TO AMEND (ADD)

GENERAL LOCATION MAP



SAM Engineering & Surveying

200 S. 10TH STREET, SUITE 1500 TEL: (956) 702-8880
MCALLEN, TEXAS 78501 FAX: (956) 702-8883

SURVEY FIRM REG. No. 101416-00

SCALE: 1" = 1000'



Richard W. Fryer
J.D., P.E., LEED AP

FRYER & HANSEN, P.L.L.C.
Law Firm
1352 W. Pecan Blvd.
McAllen, Texas 78501

Telephone 956-686-6606
Telefax 956-686-6601
email@fryerandhansen.com

April 8, 2024

Mario Garza, Mayor
City of San Juan
512 S. Nebraska Ave.
San Juan, Texas 78589-2649

Steve D. Krenek, President
North Alamo Water Supply Corporation
420 S. Doolittle Road
Edinburg, Texas 78539

RE: Attorney Representation Notice and Disclosure related to the proposed Buyout of a portion of the Water Service Area of North Alamo Water Supply Corporation by the City of San Juan of a 7.675-acre tract out of Lot 9, Block 6, John Closner Subdivision, as depicted in the attached Exhibit "A"

Dear Mayor Garza and Mr. Krenek:

This letter is to confirm this firm's representation of North Alamo Water Supply Corporation ("North Alamo") and the City of San Juan, Texas ("City") before the Public Utility Commission of Texas ("PUC") in connection with the City's buyout of a portion of the water CCN service area of NAWSC, and to memorialize our mutual understanding of such representation.

Our representation of clients is governed by the Texas Disciplinary Rules of Professional Conduct ("TDRPC"). Under the TDRPC, the attorney has a duty to exercise independent professional judgment on behalf of each client. When an attorney is asked to represent multiple clients in the same or similar matter, he can do so if he concludes that he can fulfill this duty with regard to each of the clients on an impartial basis and obtains the consent of each client after an explanation of the possible risks involved in the multiple representation situation.

This firm will prepare and pursue an application to the PUC to facilitate the buyout of a portion of the water CCN service area between NAWSC and City. City understands that this firm represents NAWSC as general counsel, and NAWSC and City understand and agree that this firm will be reviewing and making recommendations to each entity in connection with the referenced matter pursuant to your agreement. Furthermore, City understands that we will not represent it or NAWSC in any conflict between the parties during the pendency of this matter. Both NAWSC and City agree that they do not and will not object to our representation of both NAWSC and City in this matter. Both NAWSC and City understand that we are agreeing to represent each entity jointly insofar as your dealings and transactions are related to the referenced matter only, and you both agree that the benefits to you outweigh any potential detriment which may occur as a result of us acting as joint counsel in this transaction.

NAWSC and City understand that this firm agrees to prepare, file and monitor the application for sale and acquisition and transfer of the referenced portion of the water CCN service area between NAWSC and City with the PUC to facilitate the matter.

In the event matters arise in relation to our representation of you as set forth above which cause either party to have a claim against the other party, you each agree this law firm may discontinue representing both entities in this matter.

The proposed representation may involve the need to resolve differences among the parties. It is therefore important that each party understand the implications of common representation. These implications include the following;

Attorney/Client Privilege: Because of the common representation, statements made to this law firm which otherwise would be privileged and confidential may be divulged and known among the parties. With common clients, communications relevant to a matter of common interest between or among the common clients is not protected by privilege when offered in an action between or among any of the common clients.

Implications of Separate Representation: While we will attempt to be impartial as between each of the members of the client group, it is possible that one or the other of you could gain some advantage if represented by independent counsel. For example, a number of matters must be considered by the parties in connection with the matter, for example, what is in the best interest of each party. The outcome of the matter may have a differing impact on each of you. Obtaining separate representation for each party to pursue their common interests, however, could result in increased attorney's fees and expenses.

At this time, we do not believe that our representation of both NAWSC and City in the matter will impair the exercise of our independent professional judgment and loyalty on behalf of either of the parties. Especially, since you have common interests. However, in the event that we determine that, because of differences between you, we can no longer represent each party impartially or if an actual conflict should arise during the course of our representation of the parties, we shall inform you of such matter or actual conflict and we must then, at that time, withdraw from and cease further representation of both NAWSC and City with respect to this matter. Should we determine that we must withdraw from the representation, we will, if requested, assist you both in obtaining new counsel for the matter.

At that time City will be responsible for payment of the reasonable legal fees and outstanding expenses that we have advanced on the parties' behalf; provided that this firm shall provide City with updates regarding such fees and expenses advanced no less than monthly, and City shall have the right to dispute the same, all pursuant to City's separate fee agreement with this firm. The need to obtain substitute counsel may, in addition, involve the occurrence of additional legal fees and expenses; provided that such fees and expenses shall not be incurred without City's prior written consent. Further, it is our understanding that this matter is for the benefit of City, as the developer of the tract as described in Exhibit "A", and that City is responsible for paying the legal fees and expenses the preparation, filing and monitoring of an application through the PUC.

Therefore, City and NAWSC acknowledge receipt of the following notice:

ATTORNEY REPRESENTATION NOTICE AND DISCLOSURE

- I. **FRYER & HANSEN, P.L.L.C.**. Our representation of clients is governed by the Texas Disciplinary Rules of Professional Conduct ("**TDRPC**").

NAWSC and City acknowledge that FRYER & HANSEN, P.L.L.C. ("Firm") will prepare, file, and monitor an application through the PUC for the above-described buyout of a portion of the water CCN service area of NAWSC by City; the Firm represents NAWSC and City in this matter only for the purposes set forth herein, and as disclosed in this firm's separate fee agreement with City. City does not and will not object to Firm's representation of NAWSC in this matter.

- II. **FREEDOM TO HIRE A LAWYER**. By City joining in execution of this document, City acknowledges that it may retain separate counsel to advise it regarding the matter and/or to review and render advice concerning any of the documents or instruments being executed in connection therewith.

It is impossible to enumerate all of the possible effects this may have upon an attorney's representation of the parties, but we believe that any differences between NAWSC and City in connection with this representation could be resolved without the necessity of contested litigation on terms compatible with each party's best interest, that both NAWSC and City are able to make adequately informed decisions in the matter, that there is little risk of material prejudice to the interest of City if the contemplative resolution of any common disputes is unsuccessful, and that the common representation can be undertaken impartially and without improper effect on our responsibilities to City.

This letter, to be executed in duplicate originals, will act as our agreement in this matter.

By signing this letter below, you each agree that all of your obligations are performable in Hidalgo County, Texas.

Before agreeing to this letter, you are advised to consider obtaining separate legal counsel with respect to the matters contained herein. If you are prepared to consent to our joint representation of both NAWSC and City as contemplated by this letter, please so indicate by executing original letters in duplicate in the space provided below. We hope this arrangement is satisfactory and look forward to representing you as set forth hereinabove.

Please return the duplicate executed original letters to our offices. Once the letters have been signed by all parties, we will return a fully-executed original to you for your files. Our agreement and the attorney-client relationship will begin when the signed letters of agreement are returned. If this is not done within the next 60 days, we may be unable to represent you in this matter. If you have any questions about the fee arrangement, please let me know.

Very truly yours,

Richard Fryer

Acknowledgment is given to the foregoing and the parties hereby consent to the representation and non-representation of the parties, as applicable, and as set forth hereinabove.

DATED this ____ day of _____, 2024.

NORTH ALAMO WATER SUPPLY CORPORATION

By: _____
Steve D. Krenek, President

Tax I.D. No.: _____

CITY OF SAN JUAN

By: _____
Mario Garza, Mayor

Tax I.D. No.: _____

cc: Steven P. Sanchez, General Manager
North Alamo Water Supply Corporation
420 S. Doolittle Road
Edinburg, Texas 78539

Benjamin Arjona, City Manager
City of San Juan
512 S. Nebraska Ave.
San Juan, Texas 78589-2649

LO:C&L:VMUD-2-City Water Supply Corporation CCN-DualRepAgr.ltr



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

March 25, 2024

Fryer & Hansen, PLLC.
1352 W. Pecan Blvd.
McAllen, TX 78501

Re: Request to Buyout a Portion of the CCN of NAWSC, comprising a 7.675-acre tract out of Lot 9, Block 6, John Closner Subdivision owned by the City of San Juan

To Whom It May Concern:

The City of San Juan (City), by this letter, would like to formally express interest and commitment to a Buyout of a portion (described below) of the Water Certificate of Convenience and Necessity (Water CCN) of the North Alamo Water Supply Corporation (NAWSC), in order to service this portion with domestic water supplied by its water treatment plant.

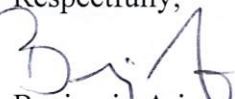
The City is requesting Fryer & Hansen, as legal counsel of NAWSC, to supply preliminary buyout documents to the City to present to its residents at a public city commission meeting where the Commission can vote to approve funds for the CCN buyout. At this moment, the Board of Directors of NAWSC have agreed to initiate this CCN Buyout at an estimated cost to the city of **\$20, 520.00**, additional fees are unknown at this time.

This portion of the CCN comprises a 7.675-acre tract owned by the City of San Juan which is in the process of being recorded as the San Juan Parks and Recreational Center Subdivision, and is currently under construction for the new Youth Center and Park. The legal description of this tract is as follows:

A 7.675-acre gross, 7.59-acre net., tract of land out of Lot 9, Block 6, John Closner Subdivision, Recorded in Document Numbers #2207683 and 2062149, Hidalgo County Deed Records.

As currently proposed, the site will have four water meters for domestic and irrigation use tapped in to an existing 8" PVC waterline owned by NAWSC that runs along Sioux Road. We are extending a waterline towards the site from the City's water treatment plant located at the northeast corner of the intersection of Sioux Road and Veterans Boulevard.

Respectfully,


Benjamin Arjona
City Manager
City of San Juan

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

Richard W. Fryer
J.D., P.E., LEED AP

FRYER & HANSEN, P.L.L.C.
Law Firm
1352 W. Pecan Blvd.
McAllen, Texas 78501

Telephone 956-686-6606
Telefax 956-686-6601
email@fryerandhansen.com

April 8, 2024

Mario Garza, Mayor
City of San Juan
512 S. Nebraska Ave.
San Juan, Texas 78589-2649

RE: Providing services to related to the proposed Buyout of a portion of the Water Service Area of North Alamo Water Supply Corporation by the City of San Juan of a 7.675-acre tract out of Lot 9, Block 6, John Closner Subdivision, as depicted in the attached Exhibit "A"

Dear Mayor Garza:

This sets forth the terms of our agreement to represent you in the above-referenced matter and all other matters in which, upon your request and upon our acceptance of the endeavor, we provide you with legal services until either of us wishes to terminate the relationship. We appreciate the opportunity. We will provide these services according to the standards set by the Texas Supreme Court as set forth in the Texas Lawyer's Creed.

In a matter of this nature, it is very difficult to ascertain the total amount of legal fees and expenses involved until the matter is concluded. Basically, our fee is based upon the amount of time expended by our firm on the matter, and the amount of responsibility and the complexity of the matter and the amount of special knowledge required in handling the matter. Any estimate of the total amount of legal fees we may express to you are our best guess only and may not be relied upon as a total fee in any way.

Our firm normally charges for legal services in 0.2 hour increments at the hourly rate in effect for the attorney, paralegal, law clerk and/or other support staff working on the matter at the time the services are rendered. These rates are reviewed from time to time and adjustments are made. You may request these rates in writing at any time and we will be glad to provide you with the rates in effect at the time of your inquiry, understanding that these rates may change during the course of this agreement and that notice of any change in rates may not be sent to you. My current hourly rate is \$275.00 per hour. However, as much work as possible will be performed by other support staff in our office, and their time may be billed at the lowest feasible rate. In this regard, we try to assign each type of work to the attorney, law clerk, paralegal, or other support staff capable of handling it and who has the lowest hourly rate in order to minimize your legal fees.

We may from time to time, and depending on the circumstances, use third-party service providers, such as title examiners, professional consultants and experts, as well as attorneys and paralegals not being our employees. We may share confidential information about you with these

service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. Furthermore, we will remain responsible for the work provided by any such third party service providers.

The final fees also includes in-house and out-of-pocket expenses. These expenses are billed monthly, along with statements for legal fees. Expenses include costs for travel, postage, filing fees, copies, depositions and other reasonable expenses incurred by us in handling your case. Established charges for in-house expenses have been based on our estimated or actual costs and are available to you upon your request. The rate of the charges may be changed from time to time without giving notice to you. Expenses do not include any amount for legal fees, nor do expenses include expenditures made by you, necessitated by your performance under this agreement.

Our firm provides its clients with monthly statements for professional services performed, out-of-pocket expenses incurred, and in-house services provided by the firm. Our statements are due upon receipt.

If you have any questions about the amount billed, now or in the future, please call or write to me, or see me in person to discuss the details of the particular bill or any other matter which concerns you. You have fourteen (14) days from the receipt of the bill to dispute any charges. We all agree that if you do not dispute the statement within the fourteen (14) days or if you pay a statement, that all of your questions have been resolved and that we may rely on the payment as an indication of your consent and agreement to the amount billed.

Ordinarily, we require a retainer which may, at our option, be credited toward the final statement in the matter. The retainer is security and considered your funds and will be deposited in a trust account until either the matter is concluded and a final billing made, or until a monthly statement is not paid. In the latter situation, the unpaid amount will be deducted from the trust account and an immediate reimbursement to the account will be required. Failure to maintain the agreed level of funds in trust may result in our withdrawal as counsel. Our review of the requested services indicates that a retainer of \$5,000.00 is necessary. A billing statement for the \$5,000.00 retainer is enclosed. Additionally, you agree that all retainers held or sums otherwise received in this matter and in any other matter we handle for you will act as a retainer and security for all matters we handle for you.

The documentation provided by you will be retained for a minimum of five years after the matter is completed unless you request their return earlier. If there are no outstanding fees or expenses owed to us, we will return to you all documents you have provided to us upon your request. We have the right to retain these documents and all other documents related to services provided to you until all fees and expenses owed to us are paid. After the expiration of five years beyond the completion of this engagement, all documents related to this matter may be destroyed.

I hope this arrangement is satisfactory. If you find it satisfactory, please execute both duplicate original letters, retain one (1) for your files and return the other along with the retainer. Our agreement and the attorney-client relationship will begin the earlier of when we begin work at your request or when you return the signed letter of agreement and the retainer. We may not begin working on your behalf unless and until we have received this letter and the retainer. If this is not done within the next sixty (60) days, we may be unable to represent you in this matter. Unless and until we have received this signed letter and retainer or we commence work due to your request, we have not been engaged as your legal counsel and we are in no way obligated to provide you any legal advice; any advice given to you prior to your execution and return of these

items is preliminary, is not advice upon which you can rely, and is not intended to be relied upon; and we can only assume you are seeking to hire, or have hired, other legal counsel to assist you in this matter. If you have any questions about the fee arrangement, please let me know. Of course, you have the right to consult other counsel about this agreement.

Very truly yours,

Richard W. Fryer

EXECUTED this _____ day of _____, 2024.

City of San Juan

By: _____
Mario Garza, Mayor

Tax I.D. No. _____



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

March 25, 2024

Fryer & Hansen, PLLC.
1352 W. Pecan Blvd.
McAllen, TX 78501

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To Whom It May Concern:

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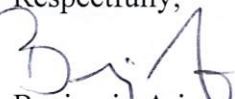
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Respectfully,


Benjamin Arjona
City Manager
City of San Juan

FRYER & HANSEN, P.L.L.C.
Law Firm
1352 W. Pecan Blvd.
McAllen, Texas 78501

April 8, 2024

Mario Garza, Mayor
City of San Juan
512 S. Nebraska Ave.
San Juan, Texas 78589-2649

RE: Providing services to related to the proposed Buyout of a portion of the Water Service Area of North Alamo Water Supply Corporation by the City of San Juan of a 7.675-acre tract out of Lot 9, Block 6, John Closner Subdivision, as depicted in the attached Exhibit "A"

**PLEASE RETURN A COPY OF THIS STATEMENT
WITH YOUR REMITTANCE**

Advance Retainer per agreement \$ 5,000.00

Due Upon Receipt \$ 5,000.00

REMIT TO:

FRYER & HANSEN, P.L.L.C
1352 W. Pecan Blvd.
McAllen, Texas 78501

EXPENSE CHARGES

Facsimile or modem transmissions are charged at the rate of .15 cents per page for incoming transmissions, and .15 cents per page for outgoing transmissions.

Photocopies are charged at .15 cents per copy. If outside services are used the actual cost will be billed to the client.

Postage is charged as metered. Costs for certification, registration and proof of mailing are passed along to the client at actual costs.

Hand deliveries Courier services and deliveries are provided and charged to clients at the cost charged to the firm.

Overnight delivery services are used only when the attorney determines that such services are necessary, and the client is charged the actual cost charged to the Firm.

Secretarial services as a general rule are not charged, but the cost of overtime may be charged due to the extraordinary demands of the client's work.

Office Supplies. The client is not expected to pay for general office supplies of the Firm, but the Firm does charge for any special supplies used in direct support of the legal project, such as exhibits for the courtroom, corporate kits, and seals, and video tapes. The client is charged the actual cost incurred by the Firm.

Transportation

Mileage (personal automobile)	Applicable IRS allowable rate per mile
Lodging	Actual cost (corporate rate, if available)
Meals	Actual cost
Car Rentals/Airline/Rail/Etc.	Actual cost (lowest regular fare)

AGENDA ITEM AND RECOMMENDATION SUMMARY
CITY COMMISSION REGULAR MEETING
MAY 14, 2024

Discussion and Possible Action to Adopt and Order Regarding Court Confidentiality Policy And Agreement. [Mary Enriquez, Court Administrator]

STAFF COMMENTS AND RECOMMENDATIONS:

On February 20, 2024, the Supreme Court of Texas issued the Final Approval of Amendments to Texas Rule of Judicial Administration Rule 7 by Adding Rule 7.1 and Making its Provisions Effective May 1, 2024.

RECOMMENDATION:

Approve as Presented.

PREPARED BY:

Mary Enriquez, Court
Administrator

APPROVED BY:

Benjamin Arjona, City
Manager

IN THE MUNICIPAL COURT

CITY OF SAN JUAN

HIDALGO COUNTY, TEXAS

§
§
§
§
§

ADOPTION AND ORDER REGARDING COURT CONFIDENTIALITY POLICY AND AGREEMENT

WHEREAS, on February 20, 2024, the Supreme Court of Texas issued the Final Approval of Amendments to Texas Rule of Judicial Administration Rule 7 by adding Rule 7.1 and making its provisions effective May 1, 2024; and

WHEREAS, Rule 7.1 requires all Texas Courts to adopt a policy governing court confidentiality no later than May 1, 2024; and

WHEREAS, pursuant to Rule 7.1, the policy must: (1) define who it applies to, (2) define confidential information, (3) impose a duty of confidentiality that applies to all court staff (and continues after employment at the Court ends), (4) address when, if ever, the disclosure of confidential information is authorized, (5) provide the language of relevant laws, (6) address negligent or accidental disclosure of confidential information, (7) warn of potential penalties for improper disclosure, and (8) require all court staff to acknowledge receipt of the policy in writing; and

WHEREAS, in accordance with Rule 7.1, the Court Confidentiality Policy must be provided to all new court staff members and training on its tenets must be given prior to new staff beginning any substantive work for the court; and

WHEREAS, pursuant to Rule 7.1, all existing court staff members must be provided with the policy biannually.

IT IS HEREBY ORDERED THAT:

1. The Confidentiality Policy and Agreement (hereinafter referred to as the "Policy") attached hereto as **Exhibit "A"** is adopted and shall be implemented in the San Juan Municipal Court;
2. Each current court staff member be provided with a copy of the policy, training on such policy, and acknowledge and agree to such policy in writing;
3. All new court staff members be provided with a copy of the policy, training on such policy, and acknowledge and agree to such policy in writing prior to beginning any substantive work for the Court; and
4. All existing court staff members be provided with the policy biannually.

SIGNED and ENTERED this _____ day of April, 2024.

JUDGE PRESIDING

Municipal Court of San Juan, Texas
Court Confidentiality Policy and Agreement

Employees of this Court occupy positions of public trust. In the course of your duties, you will encounter confidential information about the prospective disposition of cases and the inner workings of the Court.

Preserving the confidentiality of the Court's documents and private deliberations is **crucial to the Court's work**. More specifically, confidentiality furthers the ability of judges and judicial staff to communicate openly and honestly and to reach the most legally correct outcomes for litigants. Confidentiality also builds public respect for the judiciary and impresses on others the gravity of the judicial process. Any breach of confidentiality would betray not only the Court and the individuals who work here, but also the public's interest in thorough, considered justice.

Confidentiality has long been an expectation within Texas courts. Canon 3B(10) of the Texas Code of Judicial Conduct demands that judges and court staff refrain from "public comment about a pending or impending proceeding which may come before the judge's court." Canon 3B(11) of the Texas Code of Judicial Conduct provides that "[t]he discussions, votes, positions taken, and writings of appellate judges and court personnel about causes are confidences of the court and shall be revealed only through a court's judgment, a written opinion or in accordance with Supreme Court guidelines for a court approved history project."

Texas Government Code Section 21.013 creates a Class A misdemeanor criminal offense for the unauthorized disclosure of non-public judicial work product, stating "[a] person . . . with access to non-public judicial work product commits an offense if the person knowingly discloses, wholly or partly, the contents of any non- public judicial work product" Additionally, Texas Penal Code Section 39.06 criminalizes the misuse of official information by a public servant who "discloses or uses information for a nongovernmental purpose that: (1) he has access to by means of his office or employment; and (2) has not been made public", with penalties ranging from a Class C misdemeanor to a felony of the third degree.

This confidentiality policy incorporates the Canons as well as the statutory penalties of both Texas Government Code Section 21.013 and Texas Penal Code Section 39.06. This policy also incorporates Articles 45.0217, 45.0218 (recodified as 45A.462 and 45A.055, respectively, effective January 1, 2025) and Article 45.313, regarding confidentiality in municipal courts. This policy applies to all Court staff, including interns.

1. Protection of information. Confidential information must not be shared with persons not employed within the Court, except as provided in Section 3 below. Employees must refrain from commenting about cases that are or may come before the Court to family, friends, or acquaintances.

2. Confidential information defined. Confidential information includes:

- a) drafts of opinions not yet released, internal memoranda, emails between judges or staff, and any other document not intended for public use;
- b) conversations between judges or court staff about litigants or cases before, previously before, or expected to come before the Court;
- c) the private views of judges or court staff concerning the disposition of cases, litigants, anticipated cases, or each other;
- d) the authorship of per curiam opinions or orders, the timing of opinion or order release, and any other procedural mechanism not ordinarily public;
- e) documents-properly filed under seal by litigants or counsel; and
- f) other information, however communicated, that is not authorized to be made public;
- g) As provided by Article 45.0217/45A.462 of the Code of Criminal Procedure, and except as otherwise provided by Article 15.27 and Article 45.0217/45A.462, all records and files, including those held by law enforcement, and information stored by electronic means or otherwise, from which a record or file could be generated, relating to a child who is charged with, is convicted of, is found not guilty of, had a charge dismissed for, or is granted deferred disposition for a fine-only misdemeanor offense other than a traffic offense are confidential and may not be disclosed to the public, including all records generated under Subchapter E, Chapter 45, Article 45.313 of the Code of Criminal Procedure, other than statistical records;
- h) As provided by Article 45.0218/45A.055 of the Code of Criminal Procedure, except as otherwise provided elsewhere in law, following the fifth anniversary of the date of a final conviction of, or of a dismissal after deferral of disposition for, a misdemeanor offense punishable by fine only in this municipal court, all records and files and information stored by electronic means or otherwise, from which a record or file could be generated, that are held or stored by or for a municipal or justice court and relate to the person who was convicted of, or who received a dismissal after deferral of disposition for, the offense are confidential and may not be disclosed to the public. This does not apply to records, files, and information described herein that relate to an offense that is sexual in nature, as determined by the holder of the records, files, or information.

3. Disclosures of confidential information.

- a) **Intentional disclosure** of confidential information outside of the boundaries of (1) above may be met with maximum disciplinary action. See (5) below.

- b) **Negligent or accidental disclosure** is an extremely serious matter that may, but will not necessarily, be met with penalties as described in (5) below. Employees who accidentally disclose confidential information have a duty to promptly report the disclosure to their supervisor, appointing authority, or human resources department so that mitigation can be attempted.

Employees are expected to exercise their discretion and judgment to minimize the risk of inadvertent disclosure. For example, employees should refrain from communicating about sensitive matters in crowded or public spaces where others may overhear, even within the public areas of the Court. Employees should use court-issued, password-protected equipment to transmit confidential documents. Employees should be mindful of who can see their screen when working at home, on aircraft, public transit, or in public spaces. Employees should carefully keep track of and password protect electronic devices containing confidential information and immediately report any loss or theft of those devices.

- c) **Authorized disclosure** occurs when the Judge who supervises the employee authorizes the employee to share work product with a specific person or organization. For example, employees may be authorized to share draft rules or administrative orders with other judicial branch entities for review and comment before they are released to the public, and the Clerk of Court may be authorized to disclose information relating to case status as part of their job duties, provided the Court's internal, confidential deliberations are not disclosed.
- d) **Disclosure as necessary to report misconduct or illegal acts** is permitted. Employees may disclose confidential information when such disclosure is necessary to adequately report to an appropriate authority the misconduct or illegal acts of any person, including sexual or other forms of harassment.
- e) **Inspection of Confidential Information** defined by Section 2.g herein may only be by: judges or court staff; a criminal justice agency for a criminal justice purpose, as those terms are defined by Section 411.082, Government Code; the Department of Public Safety; an attorney for a party to the proceeding; the child defendant; or the defendant's parent, guardian, or managing conservator; or as otherwise expressly provided by Article 45.0217/45A.462 of the Code of Criminal Procedure.
- f) **Inspection of Confidential Information** defined by Section 2.h. herein may only be by: judges or court staff; a criminal justice agency for a criminal justice purpose, as those terms are defined by Section 411.082 of the Government Code; the Department of Public Safety; the attorney representing the state; the defendant or the defendant's counsel; if the offense is a traffic offense, an insurance company or surety company authorized to write motor vehicle liability insurance in this state; or for the purpose of complying with a requirement under federal law or if federal law requires the disclosure as a condition of receiving federal highway funds. However, this provision does not apply to records, files, and information described that relate to an offense that is sexual in nature, as determined by the holder of the records, files, or information; or as otherwise

expressly provided by Article 45.0218/45A.055 of the Code of Criminal Procedure

4. Continuing confidentiality obligation. An employee's duty to preserve confidentiality survives the employee's departure from the Court. An employee who leaves the Court has the same ongoing duty to protect confidential information that they had during their employment.

Further, the duty to protect information related to the disposition of cases, such as the substance of the Court's deliberations, persists even after an opinion or order is publicly released. Employees asked about a decision of the Court should offer no comment beyond a referral to the released opinion or order.

Finally, employees who depart from Court employment may not retain confidential materials. Employees should return or securely dispose of materials, such as in designated Court shredding bins, prior to an anticipated departure, or as soon as possible after an unanticipated departure.

5. Penalties for unauthorized disclosure: In the event of an unauthorized disclosure of confidential information, the Court will investigate the circumstances and take appropriate disciplinary action, as necessary. Potential disciplinary actions may include but are not limited to:

- a) referral of the matter to the relevant law enforcement agency for investigation and prosecution. *See* Texas Government Code Section 21.013 and Texas Penal Code Section 39.06;
- b) termination of employment;
- c) for attorneys, referral to the State Bar of Texas or of other states for discipline and possible loss of the privilege to practice before Texas or other courts; and
- d) for law students, referral to the Texas Board of Law Examiners for consideration in determining eligibility to practice law.

6. Acknowledgement. Please acknowledge your understanding and agreement to this policy by signing below.

Employee's or Intern's Signature

Date

AGENDA ITEM AND RECOMMENDATION SUMMARY
CITY COMMISSION REGULAR MEETING
MAY 14, 2024

Consider Approval of City Commission Meeting Minutes:

- October 24, 2023
 - March 12, 2024
-

STAFF COMMENTS AND RECOMMENDATIONS:

Approval of City Commission Meeting Minutes.

RECOMMENDATION:

Approval of Minutes.

PREPARED BY:

Brenda Escalante,
City Secretary

APPROVED BY:

Benjamin Arjona, City
Manager

MINUTES OF REGULAR MEETING OF THE CITY OF SAN JUAN COMMISSION

DATE: Tuesday, October 24, 2023

TIME: 6:00 p.m.

PLACE: Amigos Del Valle
600 W. 1st Street
San Juan, Texas 78589

MEMBERS PRESENT: Mario Garza, Mayor
Leonardo “Lenny” Sanchez, Commissioner
Ernesto “Neto” Guajardo, Commissioner
Adina “Dina” Santillan, Commissioner
Criselda Palacios, City Attorney

STAFF PRESENT: Benjamin Arjona, City Manager
Brenda Escalante, City Secretary
Tirso Garza, Fire Chief
Elias Lopez, Police Lieutenant
Leroy Gonzalez, Director of Finance
Silvia Duran, Human Resources Generalist
Armandina Segin, Library Director
Patrick Willingham, Director of Parks & Recreation
Daniel Tijerina, Director of Planning
Israel Garza, Director of Sanitation/ Public Works
Juan Carlos Martinez, Interim Director of Utilities
Mary Enriquez, Court Administrator
Pat Karr, Director of Information Technology
Ruben Guajardo, Interim Director of Parks & Recreation. PAL Director

ORDER OF BUSINESS

- I. CALL MEETING TO ORDER:**
Mayor Mario Garza called meeting to order at 6:00 P.M.
- II. INVOCATION:**
Benjamin Arjona, City Manager led the Invocation.
- III. PLEDGE OF ALLEGIANCE:**
Mayor Mario Garza led the Pledge of Allegiance.
- IV. PUBLIC COMMENTS:** There were no Public Comments.

**CITY OF SAN JUAN
CITY COMMISSION MEETING
TUESDAY, OCTOBER 24, 2023
V. PRESENTATIONS**

A. Presentation on a Proclamation Proclaiming October 23-31, 2023 as Red Ribbon Week.

DISCUSSION: Lieutenant Elias Lopez of the Police Department delivered the Proclamation of Red Ribbon Week. Mayor Mario Garza read the Proclamation, proclaiming October 23rd through 31st as Red Ribbon Week, and Lieutenant Lopez concluded reading it. Lieutenant Lopez informed them that they will be taking part in a Tri City Red Ribbon Parade in San Juan, Nebraska, in front of the new City Hall. He advised the city commission about the event's date and timing, which were set for Saturday at 9:00 a.m. Mayor Garza requested that the information be shared and welcomed the whole community to come out and support this wonderful event.

B. Presentation of Texas Amateur Athletic Association Platinum Member Award.

DISCUSSION: Patrick Willingham, Director of Parks and Recreation, noted that it was a joy to be here this year to honor the Parks and Recreation Department and its employees. As stated by Mr. Willingham, this is the third consecutive year that they have received the Texas Amateur Athletic Association's highest honor. This year, the San Juan Parks and Recreation Department receives the Platinum Members City Award for exceptional 2022-2023 registration support, team member involvement, and training programs. He went on to say that they continue to exceed expectations in the City of San Juan, with the students performing well at all levels and representing the city both inside and beyond the Valley. They now have 94 teams competing, including volleyball, flag football, men's softball, girls fast pitch, and boys high school baseball. Mr. Willingham introduced his workers and praised them for their hard work and dedication. He also thanked all the coaches and families that make sacrifices, volunteer, and devote their time to benefiting the community and children. Finally, he expressed gratitude to the mayor and the city commission for their support. Mayor Mario Garza congratulated the Parks and Recreation Department for their excellent job, noting a significant rise in people each year. Mayor Garza stated their primary objective is for the children to be disciplined and productive.

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

DISCUSSION: Commissioner Ernesto "Neto" Guajardo asked Israel Garza, Director of Sanitation, if they were able to get the supplies required for Hackberry Street, to which Mr. Garza replied yes. Commissioner Guajardo questioned Lieutenant Lopez about certain speed bumps that had been removed from 3rd Street. He added that there are many difficulties on 3rd Street and Standard, including drive-by shootings and automobile accidents. Mr. Garza suggested installing asphalt speed bumps, which will endure longer. According to Commissioner Guajardo, the San Juan Police Department handled the situation admirably and successfully. Lieutenant Lopez agreed with Mr. Garza that utilizing asphalt on speed bumps would be more durable than plastic. Lieutenant Lopez said that it was sad that they had to respond to a large accident on Monday morning; fortunately, there were no injuries, but one person was arrested for exceeding the speed limit twice. He informed them that they will be attending a three-month no-refusal multi-agency training from November 1st to January 1st. Lieutenant Lopez explained that No Refusal means that if you are caught driving under the influence of alcohol and are arrested, you will be asked to take a breathalyzer test or a blood test, and if you refuse, the police officer will be able to apply for a warrant signed and executed by the judge. He further stated that they have multiple judges that they work with who will be on standby during this time to help them execute these warrants. Commissioner Leonardo "Lenny" Sanchez requested an update on the Zero Tolerance City Policy, which he requested months ago and stated that we will not

**CITY OF SAN JUAN
CITY COMMISSION MEETING
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accept driving while drunk in our city. Benjamin Arjona, City Manager, noted that they are working on the policy with legal and should have an update soon.

VI. APPOINTMENTS

A. Consider the Removal and/ or Appointment of a Municipal Court Judge.

Commissioner Leonardo “Lenny” Sanchez made a motion to appoint Nereida Singleterry and Karina De Luna for Municipal Court Judges, and was seconded by Mayor Mario Garza. Motion denied (2-3).

DISCUSSION: Mayor Mario Garza questioned Benjamin Arjona, City Manager, and Ricardo Palacios, City Attorney, if the judge issuing the blood order had to be a professional attorney. Mr. Palacios stated that they do not need to be licensed attorneys, as long as they are municipal judges. He mentioned that it's good that they are licensed lawyers because they understand the legal purpose of a blood warrant. But he will double-check the restrictions because he is seen Justices of the Peace participate in blood warrants and he knows that some elected judges are not authorized to sign off on a blood warrant. Commissioner Adina "Dina" Santillan expressed her desire for our courts to have a live session with the judge to guarantee that their schedule can accommodate them. Mayor Garza stated he believed that they need to follow what the law states.

Mayor Pro Tem Marco “Markie” Villegas made a motion to appoint Robert Garza for Municipal Court Judges, and was seconded by Commissioner Ernesto “Neto” Guajardo. Motion passed (3-2).

B. Consider the Removal and/or Appointment of Board Member(s) Related to the San Juan Economic Development Corporation.

Commissioner Ernesto “Neto” Guajardo made a motion to remove Pedro Contreras and appoint Armando Garza, then following Arturo Guajardo’s resignation, Commissioner Guajardo appointed Commissioner Adina “Dina” Santillan to the EDC Board, which was seconded by Mayor Pro Tem Marco “Markie” Villegas. Mayor Mario Garza opposed the removal of Pedro Contreras. Motion passed (3-2).

VII. PUBLIC HEARING/ ORDINANCES

A. Hold a Public Hearing and Consider an Ordinance for a Rezoning Request from Single-Family Residence District (R-S) to Institutional District (IN) at 1212 S. Wyoming Avenue, Legally Described as Lots 23-26, Block I, L.F. Moore Subdivision, Block I, as Requested by Jesus Ramirez. *Tabled*

Commissioner Ernesto “Neto” Guajardo made motion to un tabled the item and was seconded by Mayor Pro Tem Marco “Markie” Villegas. Motion passed (5-0).

DISCUSSION: Daniel Tijerina, Director of Planning and Zoning, stated this is a rezoning request at 12th Street and Wyoming Avenue from single-family residential to institutional district, as requested by Jesse Ramirez. The property has two entrances and exits along Wyoming Road, and the surrounding properties are residential. Land use activities allowed in the institutional district are: public and private schools; community or other civic buildings, including museums, libraries, and auditoriums; Institutional of educational, charitable, or philanthropic nature, but not penal or mental institution; nursing or convalescent home. Mr. Tijerina further stated that staff mailed notices of the public hearing before the Planning and Zoning Commission to 27 property owners within a 200-foot radius and received no comments against or in favor. The notice of the public hearing was advertised in the Advance Newspaper on August 30, 2023. He stated staff recommended denial of the request because the future land use map designates this area for residential use. Also, there is a separate future land use map designation for institutional uses and some other items that came up.

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Mayor Mario Garza opened the public hearing at 6:36 p.m.

Mark Alanis, a citizen of the City of San Juan, stated he is familiar with the home on Wyoming and 12th Street and is respectfully asking for the City Commission to deny this request due to the congested traffic that is going to cause. Dr. Narciso Garcia, Superintendent of Vanguard Academy, stated Mr. Ramirez wants to donate his home as a charitable donation to our school district, and right now they are looking into working with the school system where they will only have one school bus go in there three days a week to allow children that are most in need of special education to have the opportunity to learn lifelong skills. It will be a life house in the city of San Juan for 15 children. Dr. Garcia further stated that the children will use the main house for life skills because, someday, their parents will no longer be there for them. So, they are looking to teach them cooking, doing their bed, laundry, and washing dishes. In addition, they will utilize the outside of the house to teach them how to plant a garden, swim, play music, do fine arts, play guitar, sing, and do arts and crafts. Dr. Garcia concluded by stating that Mr. Ramirez has agreed to take care of any legal fees to be provided to the city of San Juan. San Juan residents stated that our subdivision has survived 50 years of zoning restrictions or zone changes, and the issue is the irrigation portion. He stated that once we start giving zoning restrictions and making changes to the subdivision that's 5 years old, we are going to have more proposals and zoning requests. But at this time, he is asking to consider the same recommendation for denial. A San Juan resident who lives in Iowa on 12th Street stated that he feels that it's hard to keep the traffic slow due to the school buses. He asked that they please consider their decision against the request because they do not need more traffic, especially since the canal is closed. Nadia Jimenez spoke on behalf of her parents, uncle, aunt, and neighbor, who are directly affected by this proposal because they live at the corner of the street and the canal. She read a statement presented by their traffic engineer. Patricia Longoria, who is representing Mr. Hector and Dolores Longoria, who reside at 313 E. 12th Street, Ms. Jimenez went ahead and read her statement as well. Mr. Robert Flores stated it's a great cause to help the children in our community, and it would be wonderful if Mr. Ramirez would consider selling the property instead and using the funds to get a better location. Ms. Alvarez stated that this is not a suitable location for this kind of endeavor, as admirable as it may be, and hopes that the City Commission takes into consideration all the concerns mentioned. Mary Gamboa, who resides on Wyoming Street, stated that we claim to be friendly; they consider Wyoming Street a friendly street, which is a very intimate community with friendly neighbors, and don't agree with the rezoning request. David Alvarado stated that this is not a bad project, but the location is not right. Mayor Pro Tem Marco "Markie" Villegas stated that based on the community and what has been discussed, he believes that Mr. Ramirez should consider selling the property and, as a city, accommodate Mr. Narciso Garcia in their endeavor.

Mayor Mario Garza closed the Public Hearing at 7:07 p.m.

Mayor Pro Tem Marco "Markie" Villegas made motion to approve the Planning and Zoning Commission recommendation for denial and was seconded by Mayor Mario Garza. Motion Passed (5-0).

- B. Hold a Public Hearing and Consider an Ordinance for a Conditional Use Permit to Operate "La Herencia Event Center" at 302 E. Business Highway 83 Suite 6, Legally Described as Lettered Blks (San Juan) West 165 feet of Lot 2 and West 165 Feet of Lot 3, Block A 2, as Requested by La Herencia Event Center, LLC.**

DISCUSSION: Daniel Tijerina, Director of Planning and Zoning stated that the applicant is taking over an event center at the San Juan Plaza located at the Southeast corner of Business Hwy 83 and Iowa Avenue. Mr. Tijerina further stated the commercial plaza has a total of twelve (12) suites in total, a parking area available and two entrances along Iowa Avenue. In addition, the proposed operation hours are Thursday to Sunday, from noon to midnight and are proposing to have two employees with no alcohol sales. Mt. Tijerina stated staff mailed a notice of the public hearing before the Planning and Zoning Commission to twenty-three (23) property owners within a two hundred (200) foot radius and received one email against this request. Notice of this public hearing was published in the Advance Newspaper on September 20, 2023.

Mayor Mario Garza opened the public hearing at 7:09 p.m.

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Mayor Mario Garza closed the public hearing at 7:09 p.m.

Commissioner Ernesto “Neto” Guajardo made motion to approve and was seconded by Commissioner Adina “Dina” Santillan. Motion Passed (5-0).

- C. Hold a Public Hearing and Consider an Ordinance for a Rezoning Request for a Single-Family Residence District (R-S) to a Multi-Family Residence District (R-MF) of a 21.55-Acre Tract of Land for Lot 14, Stewarts Addition to the Conway Gardens Subdivision, Located at the Southeast Corner of Hall Acres and Stewart Road, as Requested by Esponjas Development. Ltd.**

DISCUSSION: Daniel Tijerina, Director of Planning and Zoning, stated that this was a rezoning request for more development just south of Hall Acres inside Stewart Road, and it followed the comprehensive plan. Mr. Tijerina stated a public hearing was brought before the Planning Commission, and notices were mailed out. In addition, staff and the Planning Commission recommended approval of the rezoning request.

Mayor Mario Garza opened the public hearing at 7:10 p.m.

Mayor Mario Garza closed the public hearing at 7:10 p.m.

Commissioner Ernesto “Neto” Guajardo made motion to approve and was seconded by Mayor Pro Tem Marco “Markie” Villegas. Motion Passed (5-0).

VIII. RESOLUTIONS

- A. Consideration and Action to Approve a Resolution Adopting and Implementing a Partial Amnesty Program to Waive Interest, Penalty Fees and Administrative Costs on Outstanding Mowing Charges.**

DISCUSSION: Daniel Tijerina, Director of Planning and Zoning, stated this amnesty program is to help property owners who have accrued interest with the city due to mowing liens save interest penalty fees and administrative costs added to the expense. Mr. Tijerina informed the Commission that the program would commence on October 24, 2023, through May 31, 2024.

Commissioner Ernesto “Neto” Guajardo made motion to approve and was seconded by Mayor Pro Tem Marco “Markie” Villegas. Motion Passed (5-0).

IX. DISCUSSION AND POSSIBLE ACTION ON THE FOLLOWING MATTERS:

- A. Consideration and Action to Amend the Travel and Training, Chapter 6, Work Environment, Sub-Chapter 6.06 Travel Section A. Allowable Expenses (1) Per Diem of the Personnel Policy Manual.**

DISCUSSION: Leroy Gonzales, Director of Finance, stated this was for consideration to increase the per diem from \$40.00 to \$70.00 in the state and \$80.00 out of state. Mr. Gonzales informed the Commission that a survey was conducted with other cities, and they are comfortable with this amendment.

Commissioner Leonardo “Lenny” Sanchez made motion to approve and was seconded by Commissioner Ernesto “Neto” Guajardo. Motion Passed (5-0).

- B. Discussion and Possible Action to Contract TRIMAD CONSULTANTS, LLC. to Provide Engineering Services for Lift Station No. 6 Upgrade/Relocation.**

DISCUSSION: Juan Carlos Martinez, Interim Director of Utilities, stated that TRIMAD will be collecting topographic data, conducting research, and reviewing relevant information, as well as preparing the plans and specifications for Lift Station #6. Mr. Martinez informed the commission that Lift Station #6 has reached its lifetime capacity and use. He further stated that a new lift station will be constructed at a new

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location already obtained from Oakridge Subdivision Development, approximately 1,100 feet south of the existing lift station. In addition, the project includes the construction of a new lift station, relocating all flows to the new site, removing the existing lift station, and preparing for future development within the area. It is anticipated that the new lift station will have a life expectancy of over 30 years. Mr. Martinez concluded by stating that funding is available under the American Rescue Plan (ARP).

Mayor Pro Tem Marco “Markie” Villegas made motion to approve and was seconded by Commissioner Ernesto “Neto” Guajardo. Motion Passed (5-0).

X. CONTRACTUALS

A. Consideration and Action to Approve the Memorandum of Understanding (MOU) of the "Handle with Care" Program Between the City of San Juan Police Department and PSJA ISD.

DISCUSSION: The Handle with Care program, according to Lieutenant Elias Lopez, comprises San Juan Police officers delivering a private notification to PSJA ISD whose kids may have suffered a traumatic situation that needed a police reaction in the neighborhood. Furthermore, after the traumatic experience, the trained personnel would give the needed support to the students at school. PSJA ISD students' names, DOBs, and school names will be released by email by SJPD.

Commissioner Leonardo “Lenny” Sanchez made motion to approve and was seconded by Mayor Mario Garza. Motion Passed (5-0).

B. Consideration and Action to Approve the Memorandum of Understanding on Continuing Education Units "CEU" between the City of San Juan Police Department and South Texas College.

DISCUSSION: Benjamin Arjona, City Manager stated that this MOU is to renewal.

Commissioner Leonardo “Lenny” Sanchez made motion to approve and was seconded by Mayor Pro Tem Marco “Markie” Villegas. Motion Passed (5-0).

C. Consideration and Action to Approve the Memorandum of Understanding Between the City of San Juan Police Department, a Constituent of the Texas Anti-Gang Center of the Rio Grande Valley, and the City of Mcallen, Transfer of Equipment (LPR Speed Trailer).

DISCUSSION: According to Lieutenant Elias Lopez, the City of San Juan Police Department, which is a member of the RGV Texas Anti-Gang Center, has acquired a license plate reader speed trailer. Furthermore, the LPR trailer was acquired with funds provided by the City of McAllen to the RGV Anti-Gang. If granted, this MOU will enable the City of McAllen to complete the transfer of the LPR speed radar trailer to the City of San Juan Police Department. As project was obtained through the grant, no monetary match or City of San Juan money will be required. The LPR trailer is capable of reading passing vehicle speeds and presenting them to the drivers. This trailer will be placed across the City of San Juan.

Commissioner Leonardo “Lenny” Sanchez made motion to approve and was seconded by Mayor Pro Tem Marco “Markie” Villegas. Motion Passed (5-0).

D. Consideration and Action on the Proposed Legal Services Contractual Agreement with Palacios Garza & Thompson, P.C. Regarding the New Hourly Rate.

Mayor Pro Tem Marco “Markie” Villegas made motion to approve and was seconded by Commissioner Ernesto “Neto” Guajardo. Motion Passed (5-0).

XI. CONSENT AGENDA

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- A. Consider Approval of the Tax Collection Report for the Month of September 30, 2023.**
- B. Consider Second and Final Reading of an Ordinance Regarding a Conditional Use Permit for the Sale of Alcoholic Beverages at “Carlitros Snacks and Drinks” Located at 205 W. Nolana Avenue, Suite 14, Legally Described as Lot 1, San Juan Plaza Subdivision, as Requested by Carlitros Snacks and Drinks, LLC.**
- C. Consider Second and Final Reading of an Ordinance Regarding a Conditional Use Permit for the Sale of Alcoholic Beverages (wine and beer) for On-Premise Consumption at “Tremendoz Drive-Thru” Located at 2201 N. Cesar Chavez Road, Legally Described as Lot 1, C&B Subdivision, as Requested by Tremendoz Drive Thru, LLC.**
- D. Consider Second and Final Reading of an Ordinance Regarding a Conditional Use Permit to Operate a Group Home Child Daycare at 202 E. 14 1/2 Street, Legally Described as Lot 22, Lincoln Heights Subdivision, as Requested by Xochitl Rodriguez.**
- E. Consider Second and Final Reading of an Ordinance Regarding a Rezoning Request from Single-Family Residence District (R-S) to Multi-Family Residence District (R-MF) at the Property Legally Described as 7.47-Acre Tract of Land out of Lot 4, Block 39, Alamo Land and Sugar Company, as Requested by Gerardo Mireles.**
- F. Consider Approval of the Budget Expenditure Report for the Month of August 31, 2023.**
- G. Consider Approval of City Commission Meeting Minutes:**
 - April 11, 2023**
 - August 26, 2023**

Commissioner Ernesto “Neto” Guajardo made motion to approve all items under consent agenda and was seconded by Mayor Pro Tem Marco “Markie” Villegas. Motion Passed (5-0).

XII. EXECUTIVE SESSION

Commissioner Ernesto “Neto” Guajardo made motion to enter executive session and was seconded by Mayor Pro Tem Marco “Markie” Villegas. Motion Passed (5-0).

- A. The San Juan City Commission will Convene in Executive Session, in Accordance with the Texas Open Meetings Act, Vernon's Texas Statutes and Codes Annotated, Government Code Chapter §551 et seq., and 551.071 Consultation with Attorney**
 - 1. Pursuant to Section §551.074 PERSONNEL MATTERS: Discuss the Appointment, Employment, Evaluation, Reassignment, Duties, Discipline or Dismissal of a Public Officer or Employee (Juan Carlos Martinez, Interim Director of Utilities).**
 - 2. Pursuant to Section §551.071 CONSULTATION WITH ATTORNEY; Discussion and Possible Action on Legal Issues Relating to Administrative Policies and/ or Procedures for Handling Monetary Transactions.**
 - 3. Pursuant to Section §551.071 CONSULTATION WITH ATTORNEY; Discussion and Possible Action Regarding Legal Issues Concerning Genesis/TXDOT Proposed Street Project.**

XIII. RECONVENE

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Commissioner Adina “Dina” Santillan made motion to reconvene at 8:24 p.m. and was Commissioner Ernesto “Neto” Guajardo. Motion Passed (4-0).

- A. The City Commission will Reconvene in Open Session to Take Necessary Action, if any, in Accordance with Chapter 551, Open Meetings, Subchapter E, Procedures Relating to Closed Meetings, and Requirements to Vote or Take Final Action in Open Meeting.**
- 1. Pursuant to Section §551.074 PERSONNEL MATTERS: Discuss the Appointment, Employment, Evaluation, Reassignment, Duties, Discipline or Dismissal of a Public Officer or Employee (Juan Carlos Martinez, Interim Director of Utilities).**

Commissioner Ernesto “Neto” Guajardo made motion to Appoint Juan Carlos Martinez for Director of Utilities and was seconded by Mayor Pro Tem Marco “Markie” Villegas. Motion Passed (4-0).

- 2. Pursuant to Section §551.071 CONSULTATION WITH ATTORNEY; Discussion and Possible Action on Legal Issues Relating to Administrative Policies and/ or Procedures for Handling Monetary Transactions.**

No action

- 3. Pursuant to Section §551.071 CONSULTATION WITH ATTORNEY; Discussion and Possible Action Regarding Legal Issues Concerning Genesis/TXDOT Proposed Street Project.**

Commissioner Leonardo “Lenny” Sanchez made motion to approve as discussed under executive session and was seconded by Commissioner Adina “Dina” Santillan. Motion Passed (4-0).

XIV. ADJOURNMENT

Commissioner Ernesto “Neto” Guajardo made motion to adjourn at 8:28 p.m. and was seconded by Commissioner Leonardo “Lenny” Sanchez. Motion Passed (4-0).

CITY OF SAN JUAN, TEXAS

Mario Garza, Mayor

ATTEST:

Brenda Escalante, City Secretary

MINUTES OF REGULAR MEETING OF THE CITY OF SAN JUAN COMMISSION

DATE: Tuesday, March 12, 2024

TIME: 6:00 p.m.

PLACE: San Juan Memorial Library
1010 S. Standard
San Juan, Texas 78589

MEMBERS PRESENT: Mario Garza, Mayor
Ernesto “Neto” Guajardo, Commissioner
Adina “Dina” Santillan, Commissioner
Ricardo Palacios, City Attorney

STAFF PRESENT: Benjamin Arjona, City Manager
Brenda Escalante, City Secretary
Tirso Garza, Fire Chief
Leandro Sifuentes, Chief of Police
Leroy Gonzalez, Director of Finance
Adelaida Cordero, Director of Human Resources
Christina Pérez, Interim Library Director
Daniel Tijerina, Director of Planning and Zoning
Israel Garza, Director of Sanitation/ Public Works
Juan Carlos Martinez, Director of Utilities
Mary Enriquez, Court Administrator
Pat Karr, Director of Information Technology
Ruben Guajardo, Interim Director of Parks & Recreation/ PAL Director.

ORDER OF BUSINESS

- I. CALL MEETING TO ORDER:**
Mayor Mario Garza called meeting to order at 6:00 P.M.
- II. INVOCATION:**
Benjamin Arjona, City Manager led the Invocation.
- III. PLEDGE OF ALLEGIANCE:**
Mayor Mario Garza led the Pledge of Allegiance.
- IV. PUBLIC COMMENTS:**

DISCUSSION: Bertha Alicia Cantu respectfully requested maximum security for school students of all ages with medical and social conditions. She asked for security staff to monitor each school bus by allowing them to utilize a metal detector and a toxic substance detector. The purpose for this is to avoid bullying and to increase mutual respect, to be alert to any emergency and receive help immediately. To allow the students to have a school trip more joyful and to assure that the school buses meet the safety requirements for students to be transported to school and to their homes safely.

V. PRESENTATIONS

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

- 1. Planning and Zoning Monthly Report.**
- 2. Parks and Recreation Monthly Report.**
- 3. Department of Sanitation Monthly Report.**
- 4. San Juan Memorial Library Monthly Report.**

DISCUSSION: Commissioner Ernesto “Neto” Guajardo mentioned that he received a phone call from a contractor who applied for a construction permit and was charged \$400 for a roll-off container. However, they informed him that we do not have any roll-off containers available. Israel Garza, Director of Sanitation/Public Works, stated that they still have to pay the deposit for the roll-off container regardless if they have a container available or not; the container will get delivered at one point or another because the containers are rotating every day, and that the deposit that they pay will be reimbursed if they meet the expectations. But we do have enough containers to supply. Commissioner Guajardo asked if we allow the contractors to pick up their own debris, to which Mr. Garza responded that, per City Ordinance, we do not allow third parties to pick up their debris because we need to know where the debris is being disposed of. Benjamin Arjona, City Manager, added that the city is growing at a very fast pace; there’s about 28 subdivisions coming in with a minimum of 50 homes. We are meeting with a company that can provide us with pre-pickup services so that we can have a better system in place. Commissioner Guajardo thanked Mr. Garza for the information. Commissioner Adina “Dina” Santillan acknowledged that she went to the Golden Gloves the past weekend and wanted to recognize Interim Director Ruben Guajardo for his great job during the three-day event. She added that there were a lot of people who attended the event from different age groups, male and female, and it was very successful. Commissioner Santillan also congratulated the girls that won and asked to invite them over to our next city commission meeting. Mr. Guajardo stated that the two girls did a great job, and they were both victorious and did a tremendous job that showed their hard work and dedication, and they were very excited. He stated he will contact the girls to invite them to our next City Commission meeting; hopefully they’re available. Mayor Mario Garza asked if this was the third year having this event, to which Mr. Guajardo responded, yes, 2021 was our first one, and we came back in 2022. In 2023, due to the COVID-19 issue expanding, USA Boxing wanted to go back to indoor events, which is why we didn’t do it at the Municipal Park. Mr. Oscar Tovar, who is the franchise owner of Golden Gloves, has mentioned before that he’s very appreciative of how we’ve helped him the first couple of years. He reached out to us last year about having the event indoors, but we didn’t have a venue. Mr. Guajardo added that the City of Pharr was very cooperative and appreciated that they extended their invitation to allow us to use their facility, which turned out to be a successful event. Mayor Garza stated that hopefully we can get the North Side facility ready to go as soon as possible so that we can utilize it for our future events there. Mr. Guajardo stated that we received a lot of great compliments from parents and gyms.

VI. PUBLIC HEARING/ ORDINANCES

A. Hold a Public Hearing for the Voluntary Annexation Petition of the 6.21-Acre Tract of Land Out of Lot 12, Stewart's Addition to the Conway Gardens, Located Approximately 300 feet North of Hall Acres Road, Along the West side of Stewart Road, as Requested by XLH Investments, LLC.

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DISCUSSION: Daniel Tijerina, Director of Planning and Zoning, stated this is a voluntary annexation petition request for a 6.21-acre tract of land out of 12, Stewart's addition to the Conway Gardens, located approximately 300 feet north of Hall Acres Road. Mr. Tijerina further stated that the developer is proposing to annex this additional piece to the west to develop a residential subdivision. This is just to receive the voluntary petition for annexation and hold the first public hearing. Mr. Tijerina stated that staff recommended approval of the first public hearing as presented.

Mayor Mario Garza opened the public hearing at 6:14 p.m.

Mayor Mario Garza closed the public hearing at 6:14 p.m.

Commissioner Ernesto "Neto" Guajardo made motion to approve and was seconded by Commissioner Adina "Dina" Santillan. Motion Passed (3-0).

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

A. Discussion and Consideration to Award RFP NO. 24-006-02-22 for the Purchase of Sulfur Dioxide to the Sole Bidder PVS DX, Inc. and Authorize the City Manager to Execute all Related Documents.

DISCUSSION: Lori Maldonado, Purchasing Agent stated on February 7, 2024 and February 14, 2024, staff advertised in the Advance Newspaper to Solicit Proposals for RFP NO. 24-006-02-22 for the Purchase of Sulfur Dioxide. On February 22, 2024 bid opening was held and sealed proposals were received by the following: PVS DX, Inc and Univar Solutions. PVS DX, Inc were the only vendor that submitted a proposal; therefore, staff is recommending awarding RFP NO. 24-006-02-22 for the Purchase of Sulfur Dioxide to said vendor. Mayor Mario Garza asked if staff knew why they didn't submit a bid. Ms. Maldonado responded that the vendor always states "Bid not available"

Commissioner Adina "Dina" Santillan made motion to approve and was seconded by Commissioner Ernesto "Neto" Guajardo. Motion Passed (3-0).

B. Discussion and Consideration to Award RFP NO. 24-007-02-22 for the Purchase of Chlorine to the Sole Bidder PVS DX, Inc. and Authorize the City Manager to Execute all Related Documents.

DISCUSSION: Lori Maldonado, Purchasing Agent stated on February 7, 2024 and February 14, 2024, staff advertised in the Advance Newspaper to Solicit Proposals for RFP NO. 24-007-02-22 for the Purchase of Chlorine. On February 22, 2024 bid opening was held and sealed proposals were received by the following: PVS DX, Inc and Univar Solutions. PVS DX, Inc were the only vendor that submitted a proposal; therefore, staff is recommending awarding RFP NO. 24-007-02-22 for the Purchase of Chlorine to said vendor.

Commissioner Ernesto "Neto" Guajardo made motion to approve and was seconded by Mayor Mario Garza. Motion Passed (3-0).

C. Discussion and Consideration to Award RFP NO. 24-005-02-22 Sludge Transportation & Disposal and Authorize the City Manager to Execute all Related Documents.

DISCUSSION: Lori Maldonado, Purchasing Agent stated on February 7, 2024 and February 14, 2024, staff advertised in the Advance Newspaper to Solicit Proposals for RFP NO. 24-005-02-22 Sludge Transportation & Disposal. On March 1, 2024 a bid opening was held and sealed proposal were received from the following: DENALI WATER SOLUTIONS, LLC and C&C WASTE MANAGEMENT EQUIPMENT DBA CB3 HAULING SERVICES. Staff is recommending to award and authorize the City Manager to enter into a contract and execute all related documents to RFP NO. 24-005-02-22 Sludge Transportation & Disposal to C&C WASTE MANAGEMENT EQUIPMENT DBA CB3 HAULING SERVICES being the lowest bid.

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Commissioner Adina “Dina” Santillan made motion to approve and was seconded by Commissioner Ernesto “Neto” Guajardo. Motion Passed (3-0).

VIII. RESOLUTIONS

- A. Consideration and Action on a Resolution Authorizing the City of San Juan to Accept an Award from the Office of the Governor, OOG Operation Stonegarden Grant.**

DISCUSSION: Leandro Sifuentes, Chief of Police stated this is a consideration and action on a resolution authorizing the City of San Juan to accept an award from the Office of Governor, OOG Operation Stonegarden Grant. Chief Sifuentes added that the city received a \$150,000 grant, of which \$105,000 would pay for police overtime, \$7,999 for communication officers, and \$44,000 for the purchase of a live stream trailer camera.

Commissioner Adina “Dina” Santillan made motion to approve and was seconded by Commissioner Ernesto “Neto” Guajardo. Motion Passed (3-0).

- B. Consideration and Action Regarding a Resolution in Support of the Lower Rio Grande Valley Development Council for Mexico to Comply with the Terms of the 1944 Treaty.**

DISCUSSION: Benjamin Arjona, City Manager stated we bring this item every year for the Lower Rio Grande Valley Development Council to make efforts having Mexico comply with the Treaty 1944.

Commissioner Adina “Dina” Santillan made motion to approve and was seconded by Commissioner Ernesto “Neto” Guajardo. Motion Passed (3-0).

IX. CONSENT AGENDA

- A. Consideration and Action Regarding an Ordinance Authorizing the Mayor to Execute an Unimproved Property Contract and Amendment Thereto and Related Documents for the Purchase of Real Property Legally Described as a 5-Acre Tract of Land (Consisting of Tract I and Tract II) Being Out of Lot 9, Block 6, John Closner Subdivision, W165'-E463', City of San Juan, Hidalgo County, Texas, also known as 504 Sioux Road; Providing for an Effective Date; Providing for Publication; Providing for Codification; Providing for Severability; Providing for a Repealer Clause; and Ordaining all Other Provisions Related to the Subject Matter Hereof.**
- B. Consider Approval of the Tax Collection Report for the Month of January 2024.**
- C. Consider Approval of the Investment Report for the Quarter Ending December 31, 2023.**
- D. Consider Approval of City Commission Meeting Minutes:**
- February 13, 2024
- February 27, 2024

Commissioner Adina “Dina” Santillan made motion to approve and was seconded by Commissioner Ernesto “Neto” Guajardo. Motion Passed (3-0).

X. EXECUTIVE SESSION

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

**CITY OF SAN JUAN
CITY COMMISSION MEETING
TUESDAY, March 12, 2024**

1. Pursuant to Section §551.071, CONSULTATION WITH ATTORNEY; Discussion and Possible Action on Legal Issues Concerning the Entertainment Agreement for Event to be held on March 30, 2024, Hosted by Walls and Bridges Production LLC.

No Action

XI. RECONVENE

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

1. Pursuant to Section §551.071, CONSULTATION WITH ATTORNEY; Discussion and Possible Action on Legal Issues Concerning the Entertainment Agreement for Event to be held on March 30, 2024, Hosted by Walls and Bridges Production LLC.

DISCUSSION: Mayor Mario Garza asked Israel Garza, Director of Sanitation/ Public Works to please get a count on the roll offs to see where we are at to better serve our developers.

XII. ADJOURNMENT 6:22 P.M.

Commissioner Adina “Dina” Santillan made motion to approve and was seconded by Commissioner Ernesto “Neto” Guajardo. Motion Passed (3-0).

CITY OF SAN JUAN, TEXAS

Mario Garza, Mayor

ATTEST:

Brenda Escalante, City Secretary