



Mayor: Mario Garza
Mayor Pro-Tem: Marco "Markie" Villegas
Commissioners: Mario Cantu
Adina "Dina" Santillan
Jesus "Jesse" Ramirez

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, June 10, 2025

REGULAR MEETING AGENDA
6:00 PM

I. CALL TO ORDER

II. INVOCATION

III. PLEDGE OF ALLEGIANCE

IV. PUBLIC COMMENTS

V. PRESENTATIONS

A. Update Presentation on the City of San Juan Downtown Revitalization Plan – Presented by ERO Architects.

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

1. Department of Planning and Zoning Monthly Report. [Jorge J. Garcia, Director of Planning]

2. Department of Parks and Recreation Monthly Report. [Ruben Guajardo, Director of Parks and Recreation]

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

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

VI. PUBLIC HEARING/ORDINANCES

- A. Consider the First Reading of the Ordinance for a Voluntary Annexation Petition of the 0.73-Acre Tract of Land Out of Lot 13, Block 47, Alamo Land and Sugar Company's Subdivision, According to the Plat or Map thereof Recorded in Volume 1, Pages 24-26, Map Records, Hidalgo County, Texas. [Jorge J. Garcia, Director of Planning]

VII. APPOINTMENTS

- A. Consider the Removal and/or Appointment of a Municipal Court Judge.
- B. Consider Removal and Appointment of Board Member(s) to the San Juan Noche de Paz Pageant Board.

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

- A. Discussion and Possible Action, if any, on the San Juan Municipal Court Extending the Amnesty Program. [Mary Enriquez, Court Administrator]

IX. CONTRACTUALS

- A. Consideration and Action to Approve the Memorandum of Understanding (MOU) between the City of San Juan Police Department Law Enforcement Emergency Regional Response Team (LEERRT) SWAT and the City of Palmview Fire Department. [Leandro Sifuentes, Chief of Police]
- B. Consideration and Possible Action to Enter Into an Interlocal Agreement between the City of San Juan and the County of Hidalgo for the Provision of Rural Emergency Services. [Carlos Alaniz, Interim Fire Chief]

X. CONSENT AGENDA

- A. Consider Approval of City Commission Meeting Minutes:
- May 13, 2025

XI. 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 of the Texas Government Code Consultation with Attorney; Discussion and Possible Action Regarding Legal Matters Related to the City of San Juan Event Center Presented by ERO Architects.

XII. 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 of the Texas Government Code Consultation with Attorney; Discussion and Possible Action Regarding Legal Matters Related to the City of San Juan Event Center Presented by ERO Architects.

XIII. ADJOURNMENT

CERTIFICATION

I certify that the above notice of the Regular Called Meeting of the City of San Juan is true and correct; and that I posted such notice on the bulletin board. A place convenient and readily accessible to the public on the 6th day of June 2025 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 _____, 2025.

OFFICE OF THE CITY SECRETARY



Mayor: Mario Garza
Mayor Pro-Tem: Marco “Markie” Villegas
Commissioners: Mario Cantu
Adina “Dina” Santillan
Jesus “Jesse” Ramirez

MEMORANDUM

TO: Tirso Garza, Interim City Manager

FROM: Brenda Escalante, City Secretary

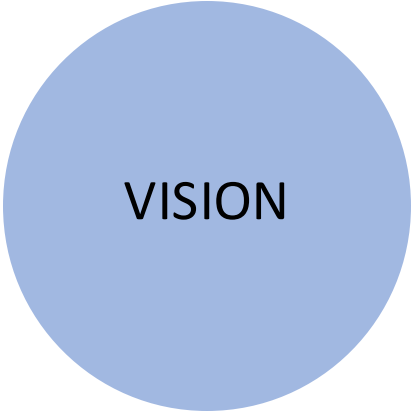
DATE: 06/06/2025

SUBJECT: Update Presentation on the City of San Juan Downtown Revitalization Plan –
Presented by ERO Architects.



Downtown Commercial Development Plan

Downtown Revitalization Plan



VISION

1

Downtown Revitalization Plan

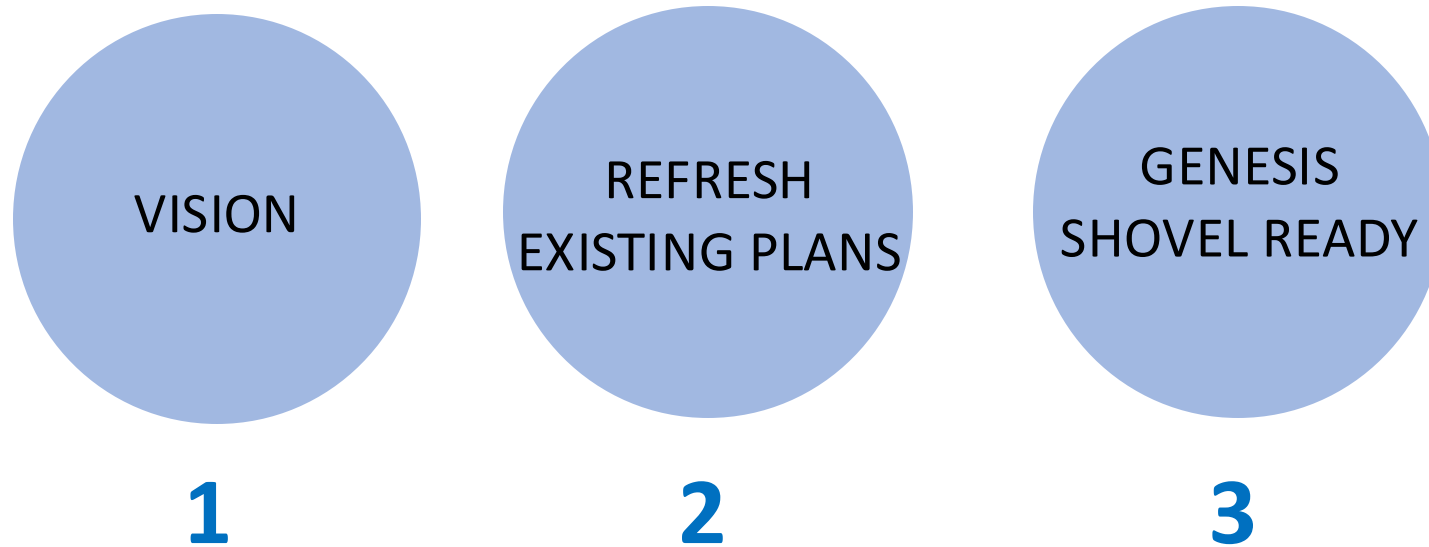
VISION

1

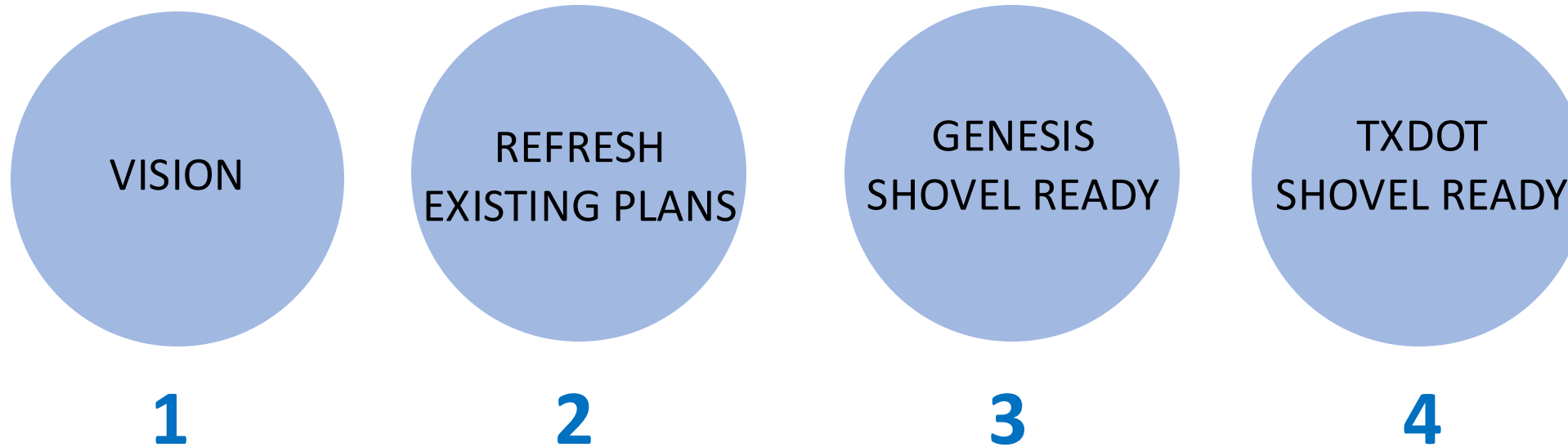
REFRESH
EXISTING PLANS

2

Downtown Revitalization Plan



Downtown Revitalization Plan



Downtown Revitalization Plan



Acknowledgements

San Juan Economic Development Corporation Board

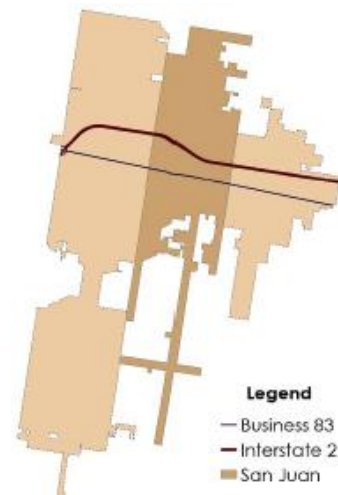
- Marco “Markie” Villegas - President
- Adina “Dina” Santillan – Vice President
- Jesus “Jesse” Ramirez – Treasurer/Secretary
- Ernesto “Neto” Guajardo – Board Member
- Armando Garza Jr. – Board Member
- Pedro “Pete” Garcia – Board Member
- Ellie Santillan – Board Member

City of San Juan Staff

- Benjamin Arjona – Executive Director/City Manager
- Monica Gomez – Interim Director of Planning
- Efrain Osorio – Engineering & Graphic Technician
- Martha Patterson - Administrative Assistant

Consultants

- ERO Architects
- Broaddus Planning
- Dunaway
- Melden & Hunt, Inc.



Planning Goals

Six Drivers Were Identified for Pursuing Goals:

- Design Guidelines
- Parking & Infrastructure
- Policies & Programs
- Arts & Culture
- Catalyst Sites
- Immediate Action Items

Corresponding Goals Were Established:

- Invest in local businesses
- Bring dollars to downtown
- Link Basilica and downtown
- Attract future residents
- Spur economic activity downtown
- Improve pedestrian experience
- Right-size parking infrastructure

Study Area

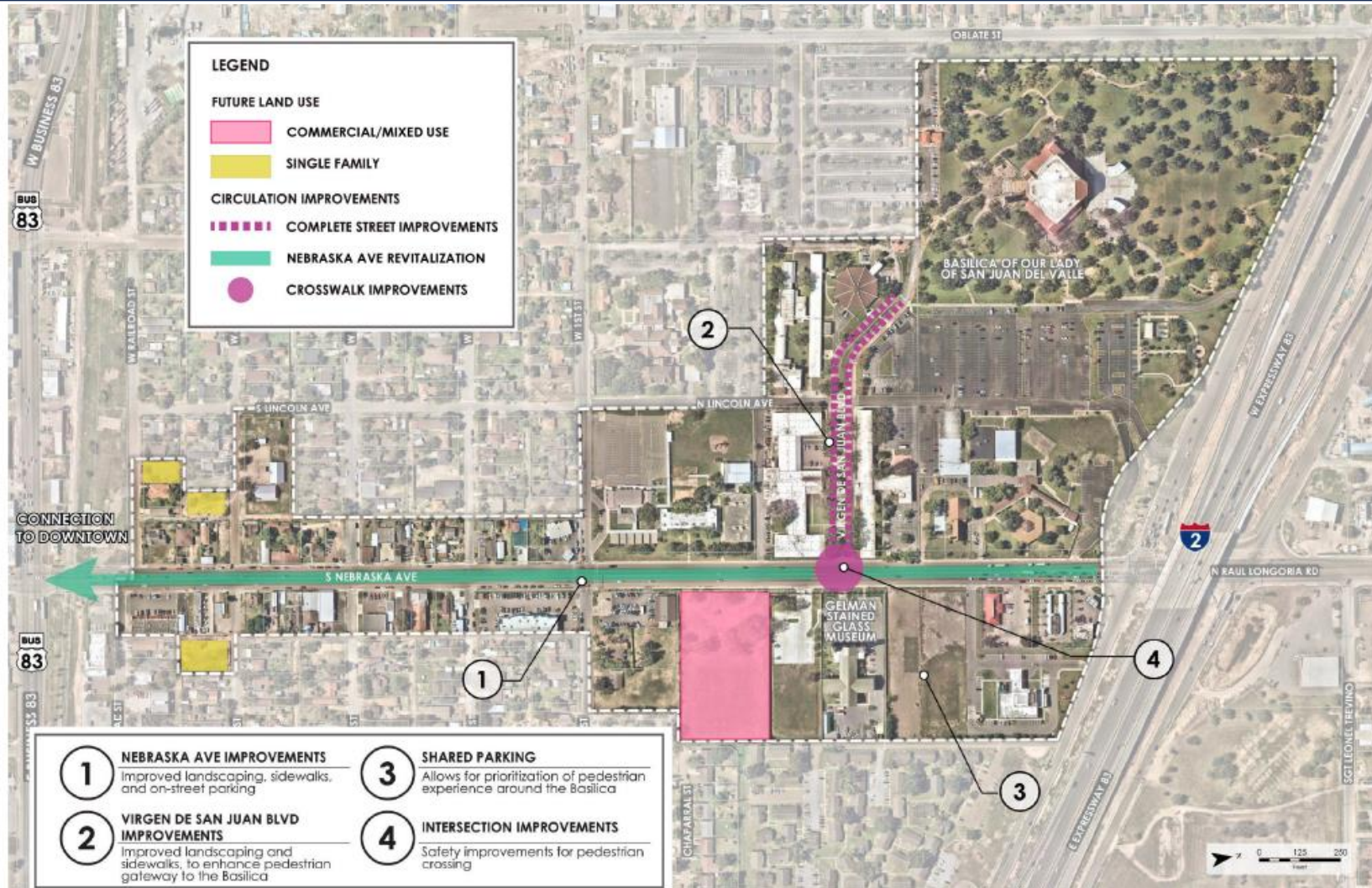


Downtown Opportunities By Land Use and Infrastructure:

- New retail/restaurants
- Shared and designated parking
- Open space/park designation
- Mixed-use/multifamily housing
- Wayfinding/signage
- Landscaping improvements
- Sidewalk improvements
- Alley designations and improvements
- Adding sufficient and dark-sky compliant lighting
- Designated bike lanes

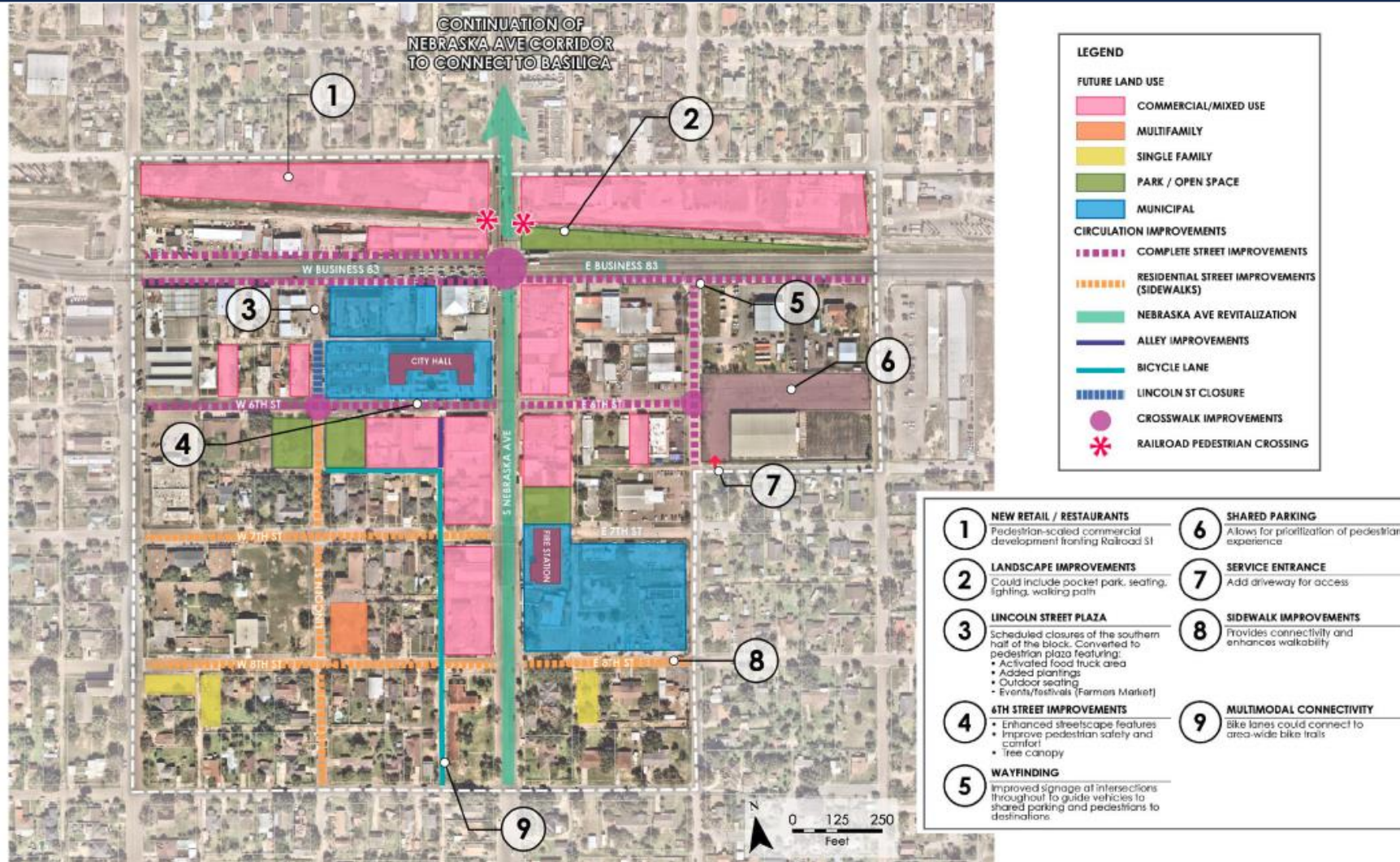
Downtown Opportunities - TxDOT

Nebraska Ave Corridor Potential Opportunities



Downtown Opportunities - Genesis

Downtown Potential Opportunities



Catalyst Site Scenarios

Mixed-Use Development

This catalyst site scenario at the corner of Business 83 and Nebraska Avenue could provide residential, commercial and cultural spaces, fostering a dynamic downtown environment. There is also an opportunity here for flexible district parking that could be restricted or shared depending on the time of the day or day of the week.



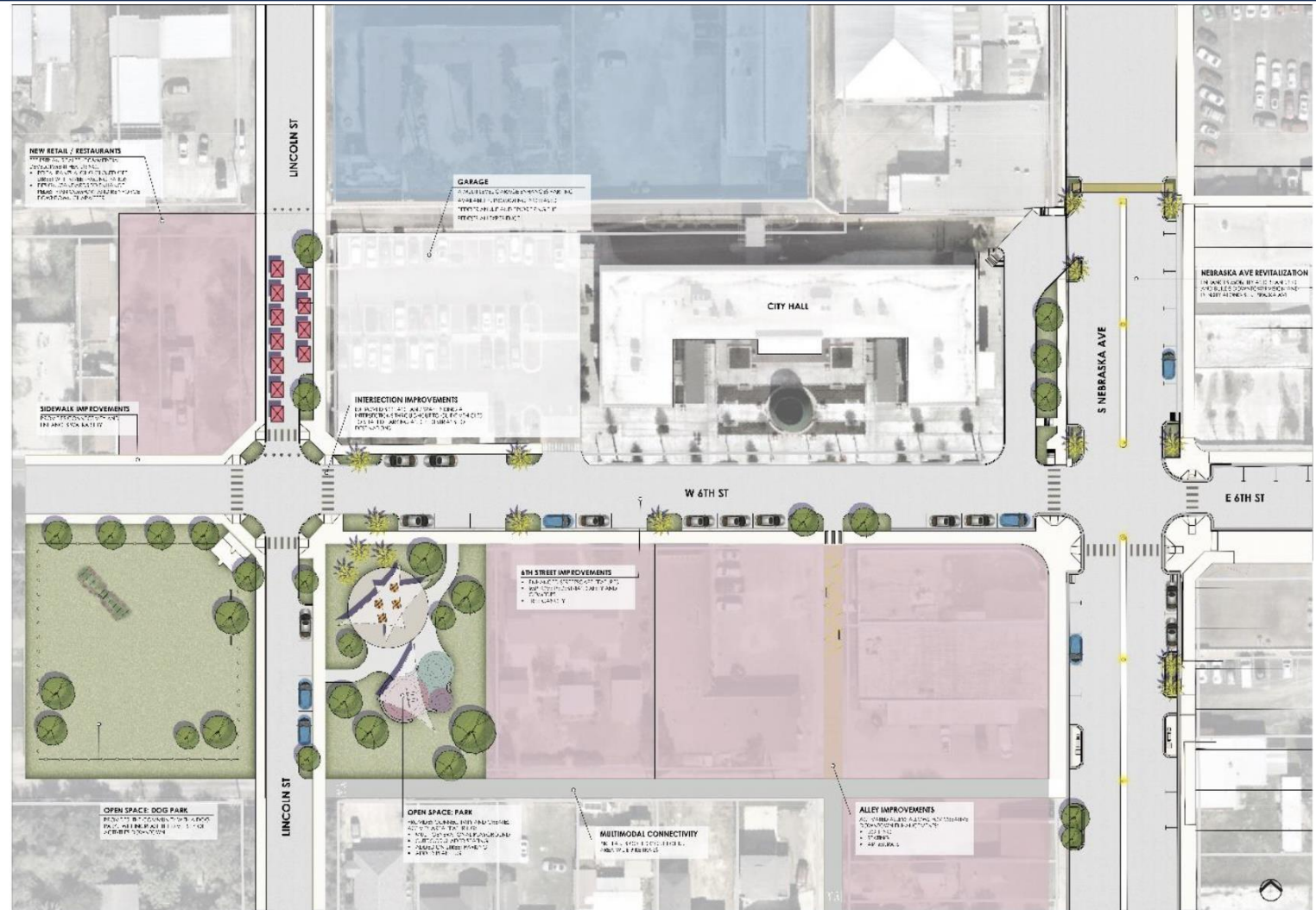
Catalyst Site Scenarios



Catalyst Site Scenarios

San Juan Plazita

This catalyst site scenario could transform the block across from City Hall into a cultural hub with parks, arts areas, and commercial spaces to serve the community, increase property values, and attract new businesses.



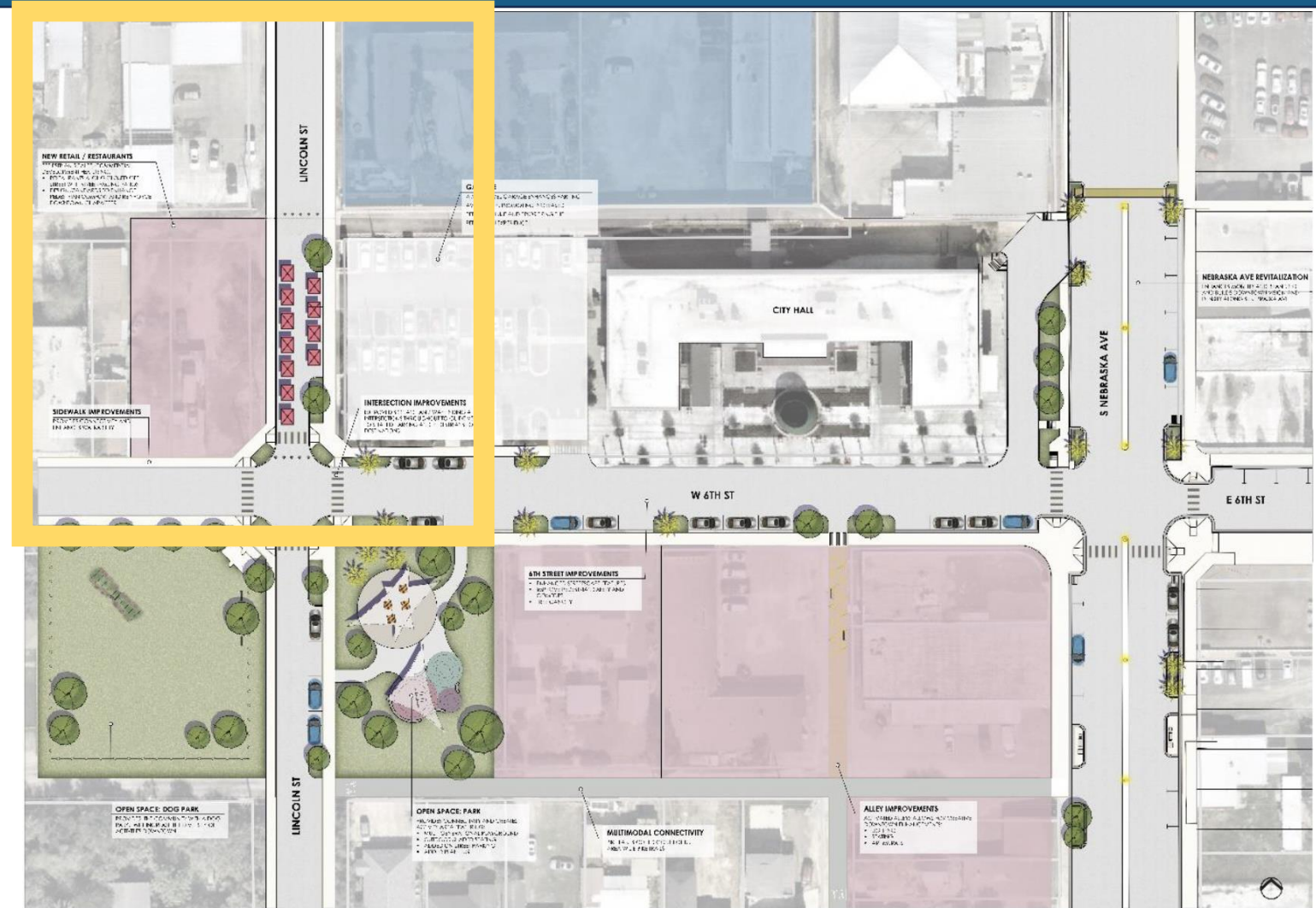
Catalyst Site Scenarios



Catalyst Site Scenarios

Lincoln Street Activation

A portion of Lincoln Street between Business 83 and W. 6th Street could be dedicated for scheduled pedestrian-only activity, with patio-like seating or stalls for a weekend market. Would only use the southern half of the block, leaving access to the existing mechanic shop open to vehicular traffic.



Catalyst Site Scenarios

Sustainable and Smart Infrastructure

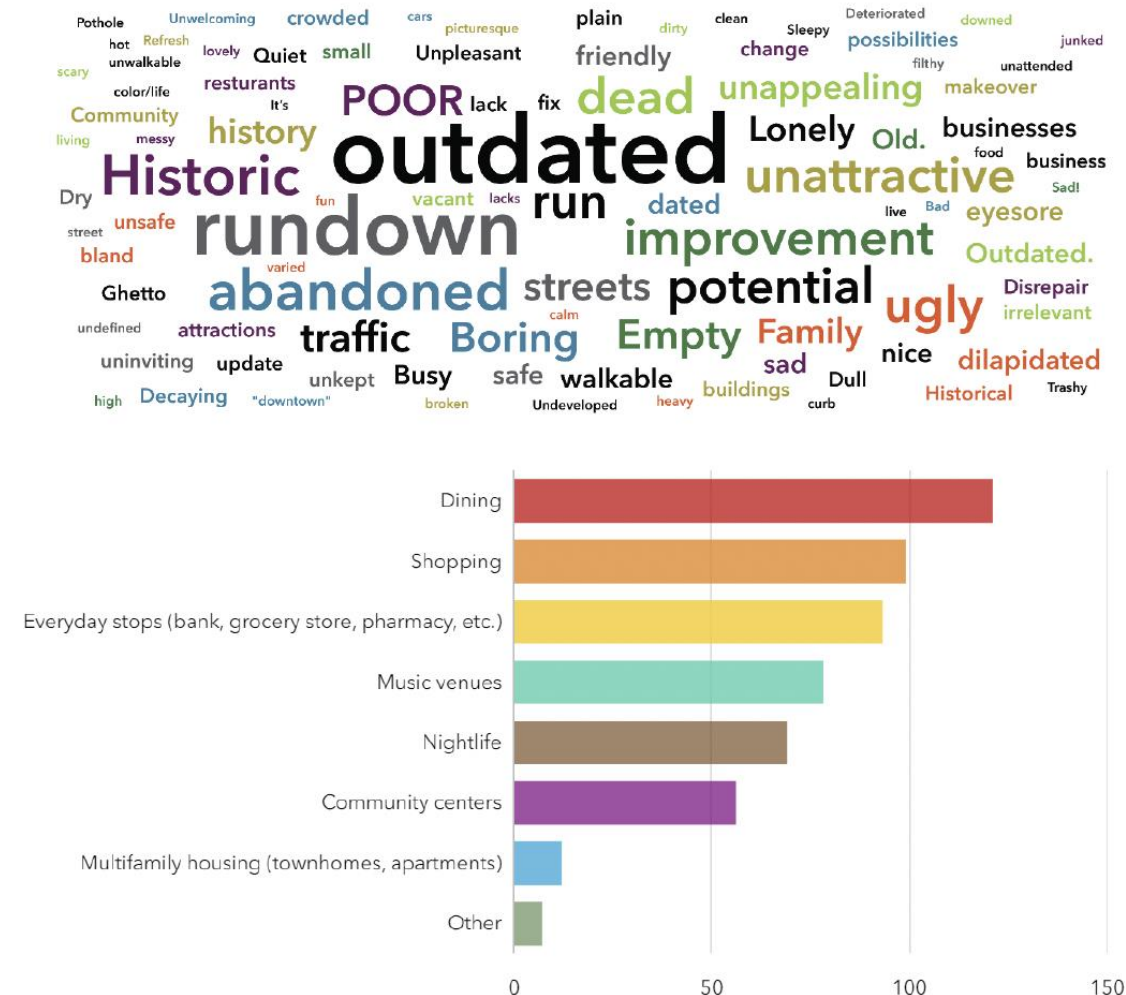
Implementing sustainable practices and smart infrastructure can attract eco-conscious businesses and residents. This could include elements like green building standards, smart technologies and public transit and mobility measures.



Public Engagement



- Survey of the community was distributed online and through hard copy versions available in city buildings.
- Over 150 responses were received through the survey.
- Held four public meetings at San Juan Memorial Library on May 2 and 3 and on June 26 and 27, 2024.



Key Strategies

Parking

Traffic

Development
& Regulation
Tools

Business
Support Policies
& Programs

Place Making
Elements

Developer
Engagement

Implementation

Schedule

Immediate Action Items

- Continue Nebraska Ave. Revitalization
- Focus On Strategies and Actions
- Initiate Policy Change
- Develop Downtown Business Grants
- Engage Partners & Investors
- Market Feasibility & Retail Analysis





Downtown Commercial Development Plan



Mayor: Mario Garza
Mayor Pro-Tem: Marco “Markie” Villegas
Commissioners: Mario Cantu
Adina “Dina” Santillan
Jesus “Jesse” Ramirez

MEMORANDUM

TO: Tirso Garza, Interim City Manager

FROM: Jorge Garcia, Planning Director

DATE: 05/28/2025

SUBJECT: Department of Planning and Zoning Monthly Report. [Jorge J. Garcia, Director of Planning]

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

- 109 building permits were issued during the month of May with a \$4,427,870.00 in total valuation.
- 117 garage sale permits were issued with \$1,680.00 in total valuation.
- We provided customer service and support to 786 people and handled approximately 1,997 calls.
- The building inspectors conducted approximately 486 inspections.
- 27 building permits were issued for new houses with \$431,254.00 in total valuation.

HEALTH DIVISION

Inspections: 101

Permits Issued: 27

Valuation: \$2,550.00

CODE ENFORCEMENT

Code Enforcement Inspectors continue conducting site visits at businesses to verify that occupational licenses and permits are up-to-date. Inspectors also conducted food truck inspections and day care/foster home permits.

Business Permits Renewed: 42

Valuation of business permits renewed: \$2,100.00

Officer Rodriguez

- Weedy Lots: 22
- Garage Sale w/o permit: 18
- Rubbish: 2
- Building w/o permit: 4
- Certified letters mailed out: 10
- Abandoned cars: 14
- Banners & Temp. Signs: 6
- Expired Business permit: 22
- Occupational Inspection: 11
- Conducting Bus. in Res: 1

Officer Munoz

- Weedy Lots: 13
- Rubbish: 1
- Work Orders: 8
- Illegal dumping: 2
- Certified letters mailed out: 11
- Abandoned cars: 3
- Occupational Inspection: 9
- Unsafe structure: 2

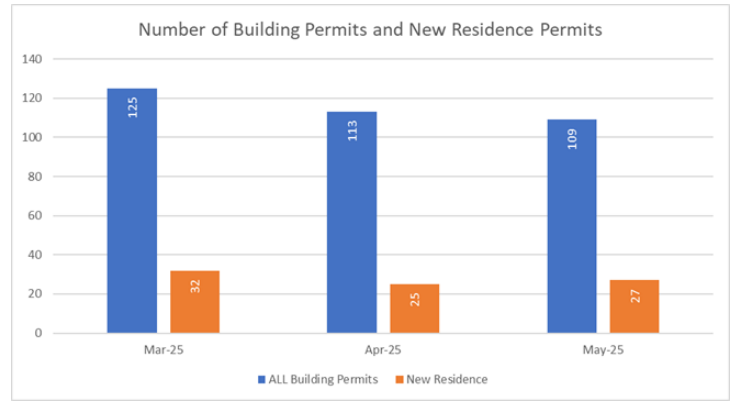
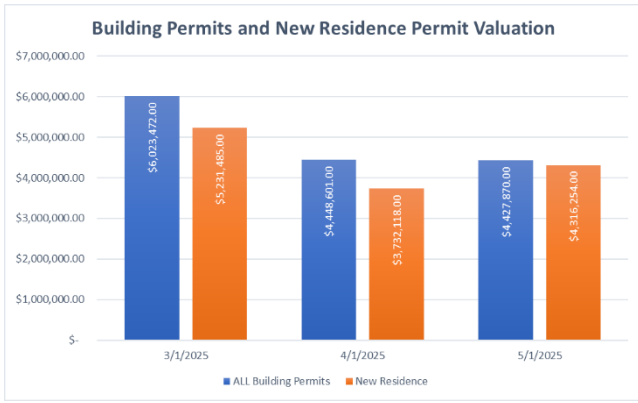
Officer Cavazos

- Weedy Lots: 31
- Garage Sale w/o permit: 3
- Building w/o permit: 3
- Certified letters mailed out: 31
- Commercial Vehicles: 2

NEW BUSINESSES OPENING IN THE CITY DURING THIS MONTH

A total of six (6) new businesses were open in the City of San Juan during the month of May.

- | | |
|----------------------------|---------------------------|
| • Acayucan Food Truck | 2506 N. Raul Longoria Rd. |
| • Gloria's Beauty Salon | 2604 N. Raul Longoria Rd. |
| • Hibachi by Ruben | 205 W. Nolana Ave. |
| • Panchito's Food Truck | 232 E. Bus. Hwy. 83 |
| • Protein 2 Go | 627 S. Veterans Blvd. |
| • Tortilleria San Jose LLC | 1208 N. Raul Longoria Rd. |





**PLANNING AND ZONING COMMISSION
MAY 8, 2025
SAN JUAN CITY HALL
EOC ROOM
6:00 P.M.**

P&Z PRESENT

Irma Castillo
Luis Mancillas
Valerie Cardenas
Cesar Cantu
Eric Sanchez

P&Z ABSENT

Eliza Yzaguirre
Mark Salinas

STAFF PRESENT

Monica Gomez
Clarissa Aviles

GUESTS PRESENT

1. CALL TO ORDER

Chairwoman Cardenas called the meeting to order at 6:00 p.m.

2. APPROVAL OF MINUTES – April 10, 2025

Vice-Chair Castillo made a motion to approve the minutes as presented by staff. Commissioner Mancillas seconded the motion. The motion passed unanimously with a 5-0 vote.

3. PUBLIC HEARINGS

3.1 Final Plat Approval

Shops at Chavez Lot 6 Subdivision
Being a 1.94-acre tract of land out of Lot 4, Block 35, Alamo
Land and Sugar Company's Subdivision
The property is located approximately 350 feet North of Frontage
Road, along the West side of Cesar Chavez Road
Developer: Merit Commercial Real Estate
Engineer: Half Associates
Flood Zone: C
Water: City of San Juan
Sewer: City of San Juan

REVIEW COMMENTS:

Ms. Gomez explained that final plat approval of the Shops at Chavez Lot 6 Subdivision is 1.94-acre tract located approximately 350 feet North of Frontage Road, along the West side of Cesar Chavez. The water and sewer services will be provided by the City of San Juan and no variances were requested at this time.

No discussion took place on item.

FINAL RESOLUTION OF REQUEST & COMMENTS:

Commissioner Sanchez made a motion to approve the final plat as presented. Commissioner Cantu second the motion. The motion passed unanimously with a 5-0 vote.

NEXT MEETING – TBD

4. ADJOURNMENT

There being no further items to discuss, Vice Chair Castillo made a motion to adjourn; Commissioner Mancillas second the motion. The meeting was adjourned at 6:03 p.m.

City of San Juan, Texas

Valerie Cardenas, Chairwoman
Planning and Zoning Commission

Attest:

Jorge J. Garcia, CFM
Director of Planning & Zoning



Mayor: Mario Garza
Mayor Pro-Tem: Marco “Markie” Villegas
Commissioners: Mario Cantu
Adina “Dina” Santillan
Jesus “Jesse” Ramirez

MEMORANDUM

TO: Tirso Garza, Interim City Manager

FROM: Ruben Guajardo, Director of Parks & Recreation

DATE: 06/05/2025

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

For May 2025, we have the following report: The San Juan Parks and Recreation Department addressed the following areas.

Parks Division-

- Parks staff has continued to maintain our athletic fields by marking and grooming them in preparation for rentals and league games.
- Parks Staff continues to maintain the grounds of all City-owned Buildings and parklands by maintaining the landscape and making all necessary repairs to keep our facilities in good condition.
- Preparations for PONY baseball/softball games is ongoing daily, Mid-Season Tournaments in May and preparations for the upcoming All-Star Tournaments in June.
- Parks Crew assisted in the distribution of sand bags for the San Juan residents due to potential flooding.
- Saturday, May 10th, 2025 Parks Crew assisted with set-up of the 3rd Annual 5K for Heros Run, traffic control and event take down.
- Friday, May 16, Parks Superintendent Nick Salazar attended a Splash Pad Training at the new San Juan Parks & Recreation Center held by Tommy Canul.
- Saturday, May 17 staff assisted in the Moonlight Market Days event from 7 am-9:30 pm. Parks Crew assisted in the set up and take down of tents, sound system, tables and chairs.
- Parks Crew set up our 40x40 tent and inflatable movie screen at Austin Middle School for a Memorial Day event.

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

- Parks Crew has pruned, cut and cleaned the San Juan Wetlands.

Recreation Division-

- PONY Baseball and Softball All-Star teams have been created and have begun practicing. We have a total of 6 Baseball and 5 Softball teams representing San Juan. Teams have begun practices in preparation for the June 2, 2025, Invitational #1 All-Star Tournament.
- Summer Program registration is currently ongoing. SJPR is taking registration for track & field, swim, tennis, quarterback & receiving camp, baseball camp, softball & pitching camp, soccer camp, dance camp, cheer camp, and middle school volleyball league.
- Summer Programs job applicant interviews have begun as of May.
- Saturday, May 3, the Parks and Recreation Advisory Board BBQ Scholarship Fundraiser was held at Firemen Park from 11 am – 2 pm. Staff and volunteers assisted in preparing the bbq plates and serving the patrons.
- Thursday, May 8, staff distributed the 2025 Summer Program Guide to all elementary schools, middle schools and high schools located in the City of San Juan, to include our City Library and City Hall.
- Thursday, May 8, 2025 at 10:30 am, Asst. Director Ramiro Moreno attended a TAAF Executive Board Zoom Meeting to discuss upcoming summer events, rules, and possible circumstances that could affect rule amendments.
- Thursday, May 8, at 11:30 am, staff attended a SJPR Construction Update Meeting at the New San Juan Parks & Recreation Center.
- Saturday, May 10, 2025, Staff assisted in the 3rd Annual 5K for Heroes 5k. Staff distributed summer program information and goody bags.
- Friday, May 16, 2025, staff attended the Splash Pad Training at the new San Juan Parks & Recreation Center held by Tommy Canul.
- Saturday, May 17, 2025, staff assisted in the Moonlight Market Days from 10 am-1 pm and 5 pm – 8 pm. Staff assisted in the setup and take-down of tents, sound systems, tables, and chairs.
- Thursday, May 22, SJPR partnered and assisted with the PSJA ISD Special Education All-Star Event, held at Municipal Park from 9 am – 11 am.

Building Maintenance Division-

- Staff have continued daily and weekly cleaning, repairing, and maintaining all city buildings. Along with coordinating Amigo del Valle Rentals, City Hall EOC Room, and Library set-ups for weekly meetings as needed.
- Staff performs regular care & preventative maintenance of A/C systems at all City Buildings.
- Staff is assisting with opening and closing the library and fire station for early voting and election day for the run-off election.
- Staff is also maintaining the restrooms and the election areas of the designated voting polls.
- Tuesday and Wednesday, May 20-21, staff attended the Aeon Training and LG VRF Training for the air conditioning systems at City Hall.
- Friday, May 16, Building Maintenance Supervisor Ruben Martinez attended the Splash Pad Training at the new San Juan Parks & Recreation Center held by Tommy Canul.
- Saturday, May 17, 2025, Building Maintenance staff assisted the Moonlight Market Days from

10 am-1 pm and 5 pm – 8 pm, Staff assisted in the upkeep of facilities and electrical setup.

Facility Rentals-

- Municipal Park Pavilion: Two rentals for the month. Costs \$45.00 each rental.
- Municipal Park Baseball/Softball Fields: No facility rentals for April due to Pony League games.
- Sports Complex (Mayfield - Arcaute): No facility rentals for April due to Pony League games.

San Juan Parks and Rec. Advisory Board

- Meeting Date – May 13, 2025, @ 5:30 pm.
- Quorum- No
- Discussion-Via Text Messages. Discussed who may be able to attend the PSJA High Scholarship Ceremony on May 16, 2025. The board chose the male and female scholarship recipients. Discussed who may be able to attend the PSJA High Scholarship Ceremony on May 16, 2025. The board chose the male and female scholarship recipients. Board Secretary Aaron Gonzalez, along with Ms. Angie Cano did attend the PSJA ceremony, representing our San Juan Parks Board. .

San Juan Police Athletic League:

- Meeting Date – May 13, 2025, @ 6:00 pm
- Quorum- Yes
- Discussed who may be able to attend the PSJA High Scholarship Ceremony on May 16, 2025. The board chose the male and female scholarship recipients. President Gilbert Garza, along with Ms. Angie Cano did attend the PSJA ceremony, representing PAL.
- Next meeting date scheduled for Wednesday, May 14th.



Mayor: Mario Garza
Mayor Pro-Tem: Marco "Markie" Villegas
Commissioners: Mario Cantu
Adina "Dina" Santillan
Jesus "Jesse" Ramirez

MEMORANDUM

TO: Tirso Garza, Interim City Manager
FROM: Israel Garza, Sanitation Director
DATE: 06/03/2025
SUBJECT: Department of Sanitation Monthly Report. [Israel Garza, Director of Sanitation]

MEMORANDUM

To: Tirso Garza, Interim City Manager
From: Israel Garza, Director of Sanitation
Date: June 2, 2025
Subject: Sanitation Monthly Report

May 2025 Report

Sanitation Department (May 2025)

- ☐ Solid Waste Collection ran on schedule all month
- ☐ Brush Pickup ran on schedule all month
- ☐ Drop off Site: 1,241 Residents
- ☐ Residential: 1,039.19 Tons
- ☐ Commercial: 803.80Tons
- ☐ Roll-Off Containers: 443.78Tons/89 loads
- ☐ Brush: 670.60 Tons/1943 loads of brush

Central Garage (May 2025)

- ☐ Tickets Open: 35

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

- ☐ Tickets Closed: 31
- ☐ Pending Vehicles: 5
 - SW 736
 - SW 743
 - PU 245
 - PW 433
 - PD 28
- ☐ Residential Side Loaders operating
- ☐ 2 Commercial Side Loaders operator
- ☐ 2 Brush Truck Operating
- ☐ 1 Brush Tractor (grapple) operating
- ☐ 2 Brush Grapple Truck operating
- ☐ 1 Roll- Offs Trucks operating

Recycling (May 2025)

- ☐ Cardboard: 14.43 tons/\$1,141.60
- ☐ Curbside: 2.96 tons/0.00
- ☐ Mix White Paper: 0.33 tons/\$13.20
- ☐ Batteries: 0.088 tons/\$26.50
- ☐ Metal: 7.91 tons/\$363.02
- ☐ Books: 0.00 tons/\$0.00
- ☐ Tin Cans: 0.00 tons/\$0.00
- ☐ Plastic: 0.00 tons/\$0.00
- ☐ E-Waste: 0.00 tons/\$0.00
- ☐ Aluminum: 0.073 tons/\$87.60

- Total Tons/Revenue: 25.79 tons/\$1,631.92
- ☐ Savings of \$515.80
- ☐ Walk-Ins: 245

Code Enforcements (May 2025)

Estaban Garcia

- ☐ Violation Notice Issued: 35
- ☐ Illegal Dumping: 41
- ☐ Contact People: 51
- ☐ Construction Material: 6
- ☐ Tires: 0

Code Enforcements (May 2025)

Ruben Navarro

- ☐ Violation Notice Issued: 3
- ☐ Illegal Dumping: 14
- ☐ Contact People: 14
- ☐ Construction Material: 6
- ☐ Tires: 0



Mayor: **Mario Garza**
Mayor ProTem: **Marco “Markie” Villegas**
Commissioners: **Mario Cantu**
Adina “Dina” Santillan
Jesus “Jesse” Ramirez

MEMORANDUM

To: Tirso Garza, Interim City Manager

From: Israel Garza, Director of Sanitation

Date: June 2, 2025

Subject: Sanitation Monthly Report

May 2025 Report

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 - ☐ Pending Vehicles: 5
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SW 743
PU 245
PW 433
PD 28

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Commissioners: Mario Cantu
Adina “Dina” Santillan
Jesus “Jesse” Ramirez

MEMORANDUM

TO: Tirso Garza, Interim City Manager

FROM: Christina Perez, Director of Library

DATE: 06/03/2025

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

Enclosed is the May Monthly Report including statistics and programs:

For the month of May, we had, 2,967 visitors. Out of those visitors, 481 were here for computer use only. The library checked out a total of 270 physical items for both adult and children. We had 3 in-house circulation items. We requested and received eighty (16) Interlibrary Loans (ILL). We had 30 new patrons added to our circulation system. We helped the public with an estimated 1,833 reference/informational questions. We had 22 fax transactions. The monthly amount deposited was \$1,170.14 both fines and fees.

Please see the attached statistical report.

During the month of May

- Attended PSJA Community Mental Health Fair
- Held Mother’s Day Event
- Held Bike Storytime in partnership with the San Juan Police Department
- Awarded \$1,350 TLA/HEB grant for our Summer Reading Program
- Attended Hidalgo County Library System Meeting
- Managed the day-to-day operations of the San Juan Memorial Library

Meetings to be held in June 2025

Multipurpose Room

Early Voting, June 2nd & 3rd

Election Day, June 7th

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

Summer Reading Program, June 9th – 13th, 16th – 20th 23rd – 27th

City Commission, June 10th & 24th

Lions Club, June 14th

Border Patrol Meeting, June 30th

Training Room:

Keep San Juan Beautiful, June 4th

Border Patrol, June 9th & 23rd

Texas Workforce Commission, June 16th – 20th , 25th – 27th , & 30th

Youth & Children's Programs/Attendance

Date	Program	Attendance
Tuesday, May 8, 2025	Toddler Time	4
Wednesday, May 9, 2025	Star Wars Crafts & Snacks	18
Thursday, May 10, 2025	PSJA Community Event	52
Monday, May 12, 2025	Coloring Time	6
Tuesday, May 13, 2025	Toddler Time	13
Thursday, May 15, 2025	Crafts & Snacks	6
Saturday, May 17, 2025	Mother's Day Event	91
Tuesday, May 20, 2025	Toddler Time	6
Wednesday, May 21, 2025	Coloring Time	9
Thursday, May 22, 2025	Bike Storytime	16
Tuesday, May 27, 2025	Toddler Time	11
Wednesday, May 28, 2025	Bingo	7
Thursday, May 29, 2025	Crafts & Snacks	6
Total	13	245

MINUTES OF REGULAR MEETING OF THE SAN JUAN LIBRARY ADVISORY BOARD

DATE: Wednesday, May 7, 2025

TIME: 6:00 p.m.

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

MEMBERS PRESENT: Maria Alicia Navarro
Elizabeth Saldana
Iris Ayala
Melyna Montoya
Sarah Guerra
Dina Santillan

MEMBERS ABSENT: Maria Estela Ayala
Christina Garza

LIBRARY DIRECTOR: Christina Perez

ORDER OF BUSINESS

- I. INVOCATION:**
Maria Alicia Navarro led the Invocation
- II. PLEDGE OF ALLEGIANCE:**
Melina Montoya
- III. CALL MEETING TO ORDER:**
Meeting was call to order at 6:02 p.m.
- IV. ROLL CALL:**
All Board Members were present with the exception of Maria Estela Ayala and Christina Garza.
- V. REVIEW OF MINUTES:**
No minutes / on hold
Will do April & May in August

**CITY OF SAN JUAN
LIBRARY BOARD MEETING
WEDNESDAY, MAY 7, 2025**

VI. NEW BUSINESS:

- a. Calendar
- b. Health Classes
- c. Mother's Day – May 10 @ 10:30 (performances (2 Schools)
Trevino Middle School (Cheer and Folkloric)
- d. Bike week / Police Station May 22

VII. Old Business:

None

VIII. DIRECTOR'S REPORT:

Directors report Accepted: Motion: Elizabeth Saldana
2nd: Melyna Montoya

IX. ADJOURMENT:

A motion to adjourn was made at 6:30 p.m. by Maria Alicia Navarro and 2nd by Melina Montoya

Elizabeth Saldana, Chair

Iris Lara, Secretary

San Juan Memorial Library MAY 2025 Statistics

Statistics	
Total Visitors	2,967
Computer Users	481
Total Checkouts	270
In-House Use	3
Inter-Library Loans	16
New Patrons	30
Reference\ Informational Questions	1,833
FAX transactions	22
Children's Programs	13
Attendance	245

Multipurpose Room Reservations	Attendance
3 Election Day	2,300
7 Library Board	5
7 San Juan EDC Community Workshop	23
10 Mother Day Event	91
13 City Commission	86
14 Swear in Ceremony	100
17 Advance Provider	12
22 Bike Storytime and Crafts with San Juan Police	10
24 Advance Provider Meeting	12
27 Early Voting	208
28 Early Voting	114
29 Early Voting	143
30 Early Voting	120
31 Early Voting	227
Total	661

Training Room Reservations	Attendance
3 Advance RGV Education	8
6 Health Classes	4
6 Adult Painting and Crafts	3
8 Vanguard Academy Teacher Training	3
13 Health Classes	6
14 Sanatation Department	12
20 Health Classes	3
20 Texas Workforce Commissions	18
21 Texas Workforce Commissions	18
27 Health Classes	4
Total	12

Total DVD Checkouts	
Children's DVDs	17
Other than Children's DVDs	5
Total	22

Total Book Checkouts	
Children's Books	203
Other than Children's Books	40
Total	243

WiFi Usage	
LibGuest	2,374
LibStaff	593
Total	2,967

Study Room Attendance	
Study Rooms	46

Likes	15
Visitors	2,908

SJML Homepage	
Visitors	6,331

Deposits	
Fines	\$ 59.29
Copies	\$ 1,110.85
Surcharges	\$ -
Total + Surcharges	\$1,170.14

Week	FINES		SERVICES		SURCHARGES	TOTALS		GRAND
	cash	credit	cash	credit	credit	cash	credit & surcharges	
05/01/2025 - 05/03/2025	\$3.55	\$0.00	\$115.25	\$21.95	\$0.00	\$118.80	\$21.95	\$140.75
05/04/2025 - 05/10/2025	\$25.50	\$0.00	\$148.35	\$87.15	\$0.00	\$173.85	\$87.15	\$261.00
05/11/2025 - 05/17/2025	\$0.00	\$0.00	\$206.25	\$86.35	\$0.17	\$206.25	\$86.52	\$292.77
5/18/2025 - 5/24/2025	\$29.24	\$0.00	\$173.45	\$84.35	\$0.00	\$202.69	\$84.35	\$287.04
5/25/2025 - 5/31/2025	\$1.00	\$0.00	\$168.30	\$19.45	\$0.00	\$0.00	\$0.00	\$0.00
						\$0.00		\$0.00
Dept Totals						\$701.59	\$279.97	\$981.56
GRAND	\$59.29		\$1,110.85		\$0.17		\$981.56	

Attendance	711	596	526	1833
Reference	393	353	119	865
In-house	0	0	0	0
Computer users	0	0	481	481
Faxes	2	9	11	22
Studyrooms	46			
ILLs Received	8			
ILLs Sent Off	8			
Total ILLs	16			
New Patrons	30			
Total Titles	34		0	
Total copies	70		0	
Total Checkouts	C/DVDs	17	270	
	OTC/DVD	5		
	Juvenile	203		
	Adult	45		
Web Visits		300714	294383	6331
Facebook	Likes	15		
	Visits	2,908		
WIFI	Guest	2374		
	Staff	593		
	Total	2967		

AGENDA ITEM AND RECOMMENDATION SUMMARY
CITY COMMISSION REGULAR MEETING
JUNE 10, 2025

Consider the First Reading of the Ordinance for a Voluntary Annexation Petition of the 0.73-Acre Tract of Land Out of Lot 13, Block 47, Alamo Land and Sugar Company's Subdivision, According to the Plat or Map thereof Recorded in Volume 1, Pages 24-26, Map Records, Hidalgo County, Texas. [Jorge J. Garcia, Director of Planning]

STAFF COMMENTS AND RECOMMENDATIONS:

The Planning and Zoning Department is presenting the First Reading of the Ordinance for a Voluntary Annexation Petition of the 0.75-acre tract of land out of Lot 13, Block 47, Alamo Land and Sugar Company's Subdivision.

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

RECOMMENDATION:

Hold the First Reading of the Ordinance as presented.

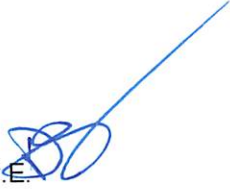
PREPARED BY:

Jorge Garcia,
Planning Director

APPROVED BY:

Tirso Garza, Interim City
Manager

Memo

To: City of San Juan
Attn: Monica Gomez
From: David Omar Salinas, P.E. 
(956) 682-9081
dsalinas@salinasengineering.com
CC: file
Date: 3/25/2025
Re: Light of the Valley Church Annexation

Please find attached the survey with metes and bounds that represents the areas that need to be annexed to the Light of the Valley Church Subdivision so that the entire lands of the plat are inside the city.

Please advise if you need anything else. Thank you.

RECEIVED

MAR 26 2025

Planning Department



**Planning & Zoning Department
VOLUNTARY ANNEXATION SCHEDULE
Proposed Light of the Valley Church Subdivision**

Subject Property	Being a 0.73-acre tract of land out of Lot 13, Block 47, Alamo Land and Sugar Company's Subdivision, Hidalgo County, Texas.
Monday, March 31, 2025	Planning Department distributes location map, annexation map and subdivision plat to other city departments for their review and comments.
Wednesday, April 2, 2025	Negotiate written service agreement with property owner and City.
Tuesday, April 8, 2025	City Commission accepts the petition for Voluntary Annexation, setting dates and times for public hearings by a Resolution.
Wednesday, April 9, 2025	First Public Hearing Notice is published in local newspaper. Send Written Notice by Certified Letter to school district, public entity, and appraisal district, etc.
Tuesday, April 22, 2025	City Commission holds public hearing on Voluntary Annexation.
Wednesday, April 30, 2025	Notice of 2 nd Public Hearing is published in the local newspaper.
Tuesday, May 13, 2025	City Commission holds 2 nd public hearing on Voluntary Annexation.
Tuesday, May 27, 2025	First Reading: City Commission Approves Voluntary Annexation Ordinance.
Tuesday, June 10, 2025	2 nd Reading: City Commission Approves Voluntary Annexation Ordinance.

ADJOINER:
OWNER: TREVINO FEDERICO GARZA
PROPERTY I.D. NO.: 112858
WARRANTY DEED: VOL. 2573, PG. 987,
H.C.D.R.

ADJOINER:
OWNER: COSSIO JUAN MANUEL
PROPERTY I.D. NO.: 112845
WARRANTY DEED: 1767003, H.C.D.R.

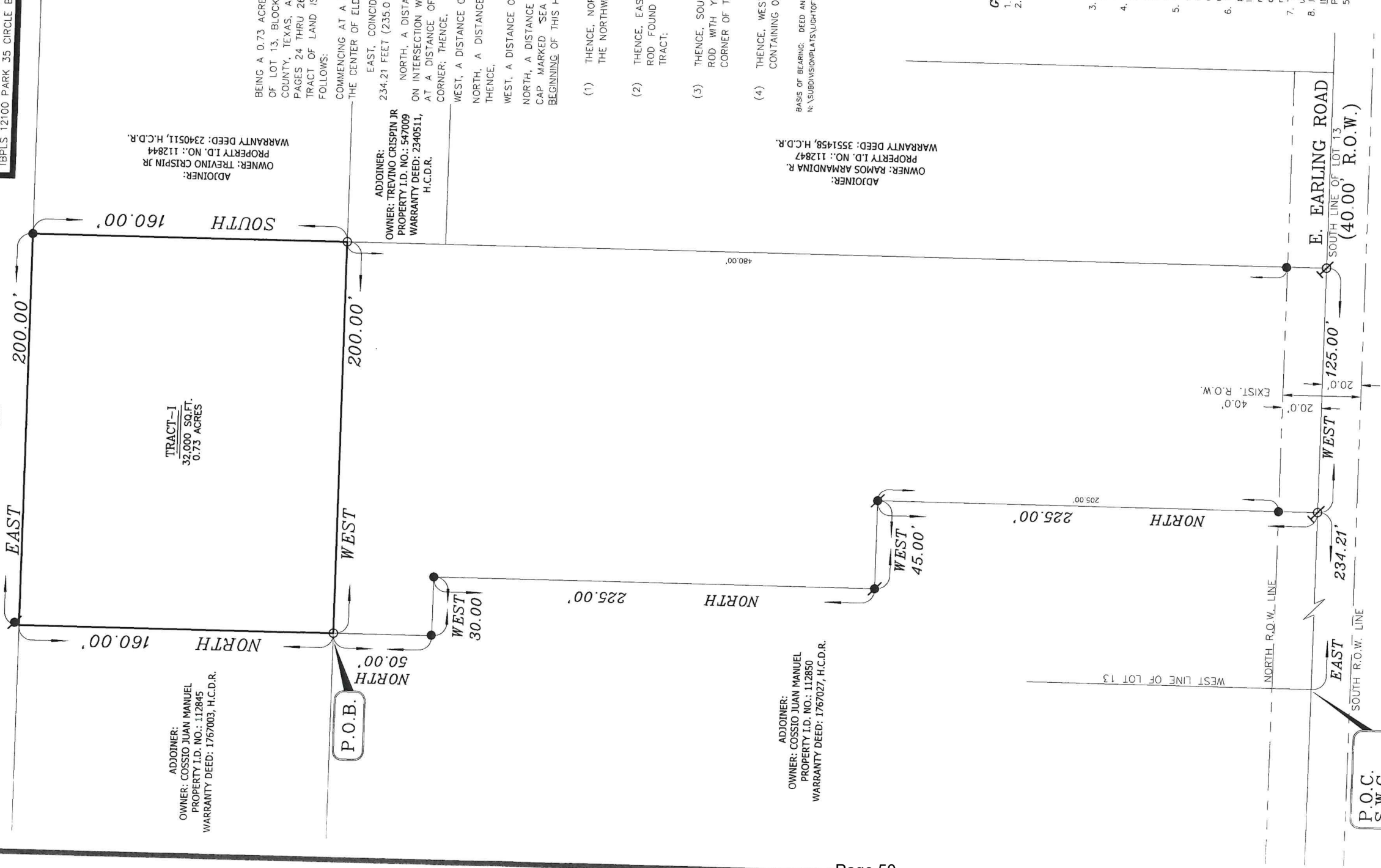
TRACT-1
32,000 SQ.FT.
0.73 ACRES

ADJOINER:
OWNER: TREVINO CRISPIN JR
PROPERTY I.D. NO.: 112844
WARRANTY DEED: 2340511, H.C.D.R.

ADJOINER:
OWNER: TREVINO CRISPIN JR
PROPERTY I.D. NO.: 547009
WARRANTY DEED: 2340511,
H.C.D.R.

ADJOINER:
OWNER: COSSIO JUAN MANUEL
PROPERTY I.D. NO.: 112850
WARRANTY DEED: 1767027, H.C.D.R.

ADJOINER:
OWNER: RAMOS ARMANDINA R.
PROPERTY I.D. NO.: 112847
WARRANTY DEED: 3551458, H.C.D.R.



GENERAL PLAT NOTES:

1. Bearing Basis: Warranty Deed And Survey (By Others)
2. This survey was prepared without the benefit of a title policy. The research of any easements is not within the scope of this boundary/improvement survey. Any easement shown herein were taken directly from the plat of record. This survey is for the exclusive use of the client named herein and may not be copied or transferred to another party without the express written consent of the surveyor.
3. There are no discrepancies, conflicts, excesses or shortages in area, encroachments or any overlapping improvements, visible or apparent easements except as shown or noted herein.
4. The surveyor has made no attempt to locate or define wetlands, hazardous waste areas, habitats, endangered species or any other environmentally sensitive areas on the tract of land shown herein; Nor does this survey make any representations of being an environmental assessment of the tract of land shown herein.
5. The surveyor has made no attempt to locate or define archeological sites, historical sites or undocumented cemeteries on the tract of land shown herein; Nor does this survey make any representations of being an archeological or historical survey of the tract of land shown herein.
6. The surveyor has made no attempt to locate abandoned, or plugged oil and gas wells, or any other wells on the tract of land shown herein; Nor has the surveyor made any attempt to research same with the Railroad Commission of Texas or any other State agency; Nor has the surveyor investigated any mineral or royalty interests in the tract of land shown herein.
7. This is a standard survey and does not include a subsurface utility or topographic investigation.
8. If this survey does not bear an original seal and signature it is INVALID as per Section 661.46 and Section 663.19 of the "The Professional Land Surveying Practices Act" enacted under Article 5282c, Vernon's Texas Civil Statutes.

This is to certify that I have, this date, made a careful and accurate standard land survey on the ground of property which is located at 1102 EARLING ROAD in SAN JUAN, Texas, described as follows:

Lot 13, Block 47, of ALAMO LAND & SUGAR COMPANY'S SUBDIVISION (SEE METES AND BOUNDS DESCRIPTION)

Texas, according to the plat recorded in Volume 01, Page 24-26, of the MAP Records of Hidalgo County, Texas. I further certify that this property lies in Zone "B" as per FIRM (Flood Insurance Rate Map) dated NOV. 16, 1982 Community Panel No. 480334 0425 C.

DRN. BY
03/25/25
DATE

S-25-26274
JOB NO.



REGISTERED PROFESSIONAL LAND SURVEYOR NO. 5782



ORDINANCE NO.

AN ORDINANCE PROVIDING FOR THE EXTENSION ON CERTAIN BOUNDARY LIMITS OF THE CITY OF SAN JUAN, TEXAS; AND THE VOLUNTARY ANNEXATION OF A 0.73-ACRE TRACT OF LAND OUT OF LOT 13, BLOCK 47, ALAMO LAND AND SUGAR COMPANY'S SUBDIVISION, HIDALGO COUNTY, TEXAS; AS PER MAP OR PLAT THEREOF RECORDED IN VOLUME 1, PAGES 24-26, DEED RECORDS OF HIDALGO COUNTY.

WHEREAS, Section 43.067 of the Texas Local Government Code provides for an alternate to the standard annexation proceedings where the property owner petitions for annexation; and

WHEREAS, the City Commission of the City of San Juan has decided to extend the corporate limits to include tracts of land adjacent to our present corporate limits as shown in **Exhibit "A"**; and

WHEREAS, the hereinafter described territory lies within the extraterritorial of the City of San Juan, Texas; and

WHEREAS, the territory hereinafter described contains approximately **0.73** acres of land; and

WHEREAS, a notice of the City of San Juan proposed annexation was published in a newspaper having general circulation in the City of San Juan, Texas on April 29, 2025 and May 20, 2025 and was published between 11th day and 20th day before the public hearing dates; and

WHEREAS, the first public hearing was held at 6:00 p.m. on May 13, 2025 at the San Juan Memorial Library, located at 1010 S. Standard Avenue, San Juan, Texas and second public hearing was held at 6:00 p.m. on May 27, 2025 at San Juan Memorial Library, located at 1010 S. Standard Avenue, San Juan, Texas so that all interested parties were provided the opportunity to be heard regarding the proposed annexation of those tracts hereinafter described; and

WHEREAS, the enclosed municipal service plan for the proposed annexation was available for public inspection and explained in response to questions asked; and

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

Exhibit "B"

SECTION I: The following described in **Exhibit "B"** land and territory adjacent to and adjoining the City of San Juan, Texas is hereby added and annexed to the City of San Juan, Texas, and the property herein described is altered and amended so as to include such areas within the corporate limits of the City of San Juan. The description of the property to be annexed is as follows:

BEING A 0.73 ACRE TRACT OF LAND, MORE OR LESS, OUT OF AND FORMING A PART OF LOT 13, BLOCK 47, ALAMO LAND & SUGAR COMPANY'S SUBDIVISION, HIDALGO COUNTY, TEXAS, AS PER THE MAP OR PLAT THEREOF RECORDED IN VOLUME 01, PAGES 24 THRU 26, MAP RECORDS OF HIDALGO COUNTY, TEXAS; SAID 0.73 ACRE TRACT OF LAND IS MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

COMMENCING AT A POINT ON THE SOUTHWEST CORNER OF SAID LOT 13 LOCATED IN THE CENTER OF ELDORA ROAD; THENCE,

EAST, COINCIDENT WITH THE SOUTH LINE OF SAID LOT 13, A DISTANCE OF 234.21 FEET (235.0 FEET DEED) TO A NAIL SET; THENCE,

NORTH, A DISTANCE OF 20.0 FEET PASS A ½ INCH DIAMETER IRON ROD FOUND ON INTERSECTION WITH THE NORTH RIGHT-OF-WAY LINE OF SAID E. EARLING ROAD, AT A DISTANCE OF 225.0 FEET IN ALL TO A P.K. NAIL FOUND FOR AN INSIDE CORNER; THENCE,

WEST, A DISTANCE OF 45.0 FEET TO A P.K. NAIL FOUND; THENCE,

NORTH, A DISTANCE OF 225.0 FEET TO A ½ INCH DIAMETER IRON ROD FOUND; THENCE,

WEST, A DISTANCE OF 30.0 FEET TO A ½ INCH DIAMETER IRON ROD FOUND; THENCE,

NORTH, A DISTANCE OF 50.0 FEET TO A ½ INCH DIAMETER IRON ROD WITH YELLOW CAP MARKED "SEA 5782" SET FOR THE SOUTHWEST CORNER AND **POINT OF BEGINNING** OF THIS HEREIN DESCRIBED TRACT;

- (1) THENCE, NORTH, A DISTANCE OF 160.0 FEET TO A P.K. NAIL FOUND FOR THE NORTHWEST CORNER OF THIS HEREIN DESCRIBED TRACT;
- (2) THENCE, EAST, A DISTANCE OF 200.0 FEET TO A ½ INCH DIAMETER IRON ROD FOUND FOR THE NORTHEAST CORNER OF THIS HEREIN DESCRIBED TRACT;
- (3) THENCE, SOUTH, A DISTANCE OF 160.0 FEET TO A ½ INCH DIAMETER IRON ROD WITH YELLOW CAP MARKED "SEA 5782" SET FOR THE SOUTHEAST CORNER OF THIS HEREIN DESCRIBED TRACT;
- (4) THENCE, WEST, A DISTANCE OF 200.0 FEET TO THE **POINT OF BEGINNING**, CONTAINING 0.73 ACRES OF LAND, MORE OR LESS.

SECTION II: The service plan attached to this ordinance as **Exhibit “C”** and being the same service plan presented at the public hearing held regarding this annexation, is hereby approved by the City Commission of the City of San Juan, Texas provided that’s such service plan may be amended or repealed in accordance with Section 43.0672 of the Local Government Code, when in the opinion of the City Commission, changed conditions or subsequent occurrences make the plan unworkable or obsolete.

SECTION III: The herein above described property and the area so annexed shall be a part of the City of San Juan, Texas and the property so added hereby shall bear its pro rata share of taxes levied by the City of San Juan, Texas, and inhabitants thereof shall be entitled to all of the rights and privileges of the citizens of San Juan, Texas, in areas having similar characteristics of topography, land utilization and population density, and shall be bound by the acts ordinances, resolutions and regulations of the City of San Juan, Texas.

SECTION IV: The zoning of the property shall be classified as Single-Family Residence District (R-S).

SECTION V: Upon annexation of the herein above-described property, the acreage within the city limits of San Juan after annexation will be increased in an amount which does not exceed the statutory limitation as set out in Chapter 43 of the Texas Local Government Code.

SECTION VI: Upon the approval of the second and final reading hereof, the City Secretary of the City of San Juan is hereby authorized and directed to cause a true and correct copy of the caption of this ordinance, including the general description of the property annexed to be published in a newspaper of general circulation in San Juan, Texas.

SECTION VII: If any part, phrase or sentence of this Ordinance is held void or unconstitutional by a Court or competent jurisdiction, or if any tract of land or portion of any tract of land hereby annexed shall be held to be ineligible for annexation or wrongfully annexed, the remaining portions of this Ordinance and the remaining tracts so annexed shall be considered severable and shall remain in full force and effect.

SECTION VIII: In accomplishing the annexation of the territory annexed by this Ordinance, the City of San Juan has strictly followed the provisions of State Law and the cases as they apply to annexations and any possible deviation from special provisions was unintentional and not material to the accomplishment of this annexation.

PASSED and **APPROVED** on first reading on the 10th day of June, 2025.

PASSED and **APPROVED** on second reading on the ____ day of _____, 2025.

CITY OF SAN JUAN

MARIO GARZA, Mayor

ATTEST:

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

BRENDA ESCALANTE
City Secretary

City Attorney

AGENDA ITEM AND RECOMMENDATION SUMMARY
CITY COMMISSION REGULAR MEETING
JUNE 10, 2025

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

STAFF COMMENTS AND RECOMMENDATIONS:

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

RECOMMENDATION:

Approved as Recommended by the City Commission.

PREPARED BY:

Brenda Escalante,
City Secretary

APPROVED BY:

Tirso Garza, Interim City
Manager

AGENDA ITEM AND RECOMMENDATION SUMMARY
CITY COMMISSION REGULAR MEETING
JUNE 10, 2025

Consider Removal and Appointment of Board Member(s) to the San Juan Noche de Paz Pageant Board.

STAFF COMMENTS AND RECOMMENDATIONS:

Consider Removal and Appointment of Board Member(s) to the San Juan Noche de Paz Pageant Board.

RECOMMENDATION:

Approved as Recommended by the City Commission.

PREPARED BY:

Brenda Escalante,
City Secretary

APPROVED BY:

Tirso Garza, Interim City
Manager

AGENDA ITEM AND RECOMMENDATION SUMMARY
CITY COMMISSION REGULAR MEETING
JUNE 10, 2025

Discussion and Possible Action, if any, on the San Juan Municipal Court Extending the Amnesty Program. [Mary Enriquez, Court Administrator]

STAFF COMMENTS AND RECOMMENDATIONS:

Discussion and Possible Action on the San Juan Municipal Court Extending the Amnesty Program starting June 20 through August 29, 2025. During the amnesty, the Failure to Appear will be waived on each warrant.

RECOMMENDATION:

Approval of the Municipal Court Extending the Amnesty Program.

PREPARED BY:

Mary Enriquez,
Court Administrator

APPROVED BY:

Tirso Garza, Interim City
Manager



Mayor: Mario Garza
Mayor Pro-Tem: Marco “Markie” Villegas
Commissioners: Mario Cantu
Adina “Dina” Santillan
Jesus “Jesse” Ramirez

MEMORANDUM

Consideration and Action to Approve the Memorandum of Understanding (MOU) between the City of San Juan Police Department Law Enforcement Emergency Regional Response Team (LEERRT) SWAT and the City of Palmview Fire Department. [Leandro Sifuentes, Chief of Police]

STAFF COMMENTS AND RECOMMENDATIONS:

Purpose:

To seek approval from the City Commission for a Memorandum of Understanding (MOU) between the City of San Juan Police Department and the City of Palmview Fire Department for joint operations under the City of San Juan Police **Law Enforcement Emergency Regional Response Team (LEERRT)**.

Background:

This MOU establishes a framework for interagency cooperation to enhance public safety during critical incidents, emergencies, and specialized law enforcement operations. It outlines shared protocols, operational procedures, and mutual support between the agencies to respond efficiently and effectively to situations that may exceed the capabilities.

Key Points:

- Promotes **interagency collaboration** for specialized police services.
- Supports **coordinated response** to high-risk incidents
- Enhances public and officer safety by utilizing **their resources and expertise in the medical field**.

Recommendation:

Staff recommends approval of the MOU to formalize this collaborative effort and strengthen regional emergency response capabilities.

RECOMMENDATION:

Approve

PREPARED BY:

Leandro Sifuentes,
Chief of Police

APPROVED BY:

Tirso Garza, Interim City Manager

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



MEMORANDUM OF UNDERSTANDING

FOR POLICE SERVICES BY AND BETWEEN

City of San Juan, Texas Police Department and City of Palmview, Texas Fire Department

This Memorandum of Understanding is being executed between the **City of San Juan, Texas Police Department** and the **City of Palmview, Texas Fire Department** to establish operating procedures for the **Law Enforcement Emergency Regional Response Team**. The agencies jointly and separately agree to abide by the terms and provisions of this Memorandum of Understanding and their respective operation procedures.

WHEREAS, it is in the best interest of the **City of San Juan Police Department** and **City of Palmview Fire Department** to provide for certain police services upon request; and

WHEREAS, the Texas Constitution provides authority for intergovernmental cooperation; and

WHEREAS, the two Cities may obtain more effective and efficient police services when their police officers cooperate with and assist each other in providing certain specialized police services;

NOW, THEREFORE, in consideration of the mutual promises contained in this Agreement, the **City of San Juan Police Department (Law Enforcement Emergency Regional Response Team)** and the **City of Palmview Fire Department** agree as follows:

PURPOSE AND MISSION

The primary purpose of the **Law Enforcement Emergency Regional Response Team** is to provide a systematic approach to saving lives in accordance with the priorities of life and the specific standards set forth herein, in concert with the totality of circumstances presented. While life safety is a priority of the **Law Enforcement Emergency Regional Response Team**, the specific circumstances will dictate the level of force necessary to adequately protect the public and the officers involved.

Resolution of some incidents may require the specific application of various levels of force, up to and including, deadly force. The purpose of this Memorandum of Understanding is to formally adopt the procedures contained in the **Law Enforcement Emergency Regional Response Team Policies and Procedures**.

The mission of the LEERT is to provide a professionally specialized trained team capable of responding to any critical incident and render the location and area safe utilizing special weapons and tactics. The **Law Enforcement Emergency Regional Response Team** recognizes the vulnerability of the people and communities located within the Region to loss of life and or serious injury due to acts of violence and/or threats of violence. These critical incidents, civil emergencies and disasters may present equipment and manpower requirements beyond the capacity of each individual Agency.

GENERAL AGREEMENTS

A. DEFINITIONS

The following terms are defined for use in this Agreement:

1. "Agency" means the Police Departments of **(City of San Juan)** and **(City of Palmview Fire Department)**.
2. "Requesting Agency" means an Agency requesting specialized emergency police services or assistance pursuant to this Agreement.
3. "Responding Agency" means an Agency providing specialized emergency police services or assistance pursuant to this Agreement, or an Agency that may be called upon to provide emergency services or assistance pursuant to this Agreement.
4. "Emergency police services and assistance" means personnel and equipment necessary for providing specialized emergency police protection and services in police matters involving a life-threatening situation, a situation in which there is grave danger of serious bodily harm to civilians and police officers, a situation involving critical incident that will require specialized personnel and equipment, or other similar civil disturbance.
5. "Jurisdiction" of the Agency shall be as follows:
 - a. **"(City of San Juan Police Department)"** means the corporate limits of said City.
 - b. **"(City of Palmview Fire Department)"** means the corporate limits of said City.
6. "Policies and procedures" means the policies and procedures adopted by the Agencies which set forth, among other things:
 - a. The persons in each Agency who are authorized to request specialized emergency police services or assistance from another Agency and the manner in which such requests are to be processed and approved.
 - b. The persons in each Agency who are authorized to approve requests for their police officers to provide specialized emergency police services or assistance in another Agency, and who are thus responsible for determining whether or not their Agency will respond, and if so, the number of personnel and the amount and type of equipment which will be provided.

B. POLICE SERVICES AND ASSISTANCE

The Chief of Police, or designee, shall be responsible for receiving requests for specialized emergency police services and assistance **(Law Enforcement Emergency Regional Response Team)** in accordance with the policies and procedures adopted by the Agencies. The manner in which Agencies shall request specialized emergency police services and assistance from other Agencies, and themselves respond to such requests, shall be as follows:

1. Any Agency, through its authorized personnel, may request specialized police emergency police services or assistance from other Agencies. **(Law Enforcement Emergency Regional Response Team)**.
2. The requesting Agency shall specify the type of specialized emergency police service or assistance, **(Law Enforcement Emergency Regional Response Team)** which is needed, and state the number of personnel and the amount and type of equipment, which are being requested.

3. The responding Agency shall make a reasonable effort to provide the specialized emergency police services or assistance (**Law Enforcement Emergency Regional Response Team**) requested pursuant to this Agreement, subject to its workload and availability of police officers at the time of the request, the nature and urgency of the request, and other such similar limiting factors. If it agrees to provide specialized emergency police services or assistance, the responding Agency shall, at its sole discretion, determine the number of personnel and the amount and type of equipment that will be provided.

4. The Agency which is requesting specialized emergency police services or assistance from other Agencies, and the types of specialized emergency police services and assistance (**Law Enforcement Emergency Regional Response Team**) which they are requesting are as follows:

a. The (**City of Palmview Fire Department**) hereby requests that the police department of (**City of San Juan, Texas Law Enforcement Emergency Regional Response Team**) provide specialized emergency police services and assistance in situations where they receive calls or other requests for specialized emergency police services and assistance from persons who would ordinarily be within the jurisdiction of the police department of (**City of Palmview Fire Department**), or where the police officers or other personnel of said Agencies view circumstances indicating probable cause that there has been, is, or other rule or regulation within the jurisdiction of the police department of (**City of Palmview Fire Department**).

C. POLICE AUTHORITY

Police officers and other personnel who are providing emergency police services and assistance within the jurisdiction of another Agency shall have the following police authority and power, and be subject to the following working procedures and measures:

1. When acting pursuant to this Agreement within the jurisdiction of the requesting Agency, police officers and other personnel of a responding Agency shall therein have the same police authority and power as police officers or other personnel of the requesting Agency.
2. The heads of the Agencies shall establish working procedures and measures as they deem necessary for the control and direction of police officers, personnel, and equipment that are acting within the jurisdiction of a requesting Agency pursuant to this Agreement; provided, however, that until such working procedures and measures are established, the police officers, personnel, and equipment of a responding Agency shall be subject to the direction and control of the Police Chief of the requesting Agency.

D. COMPOSITION AND COMMAND

The (**City of Palmview Fire Department**) agrees to assign a minimum of **two (2) designated Fire Fighters to the LEERRT Team, to operate within the capacity of Tactical Medics**. Increases to the LEERRT team by either agency may occur upon agreement by both participating agencies. Selection and dismissal of personnel to/from the LEERRT Team will be in accordance with the provisions outlined in the LEERRT Policies.

Each department reserves the right to make changes in its certified personnel assigned to the LEERRT team by providing a **thirty (30) day notice to the team Commander in writing**. This will include the number of personnel assigned.

The LEERRT will select all prospective members from a valid selection roster created through applicant testing. Criteria for application will be based on the following; time in service if a certain length, satisfactory job performance in present

and previous assignments, review of operator's attendance, performance and conduct, satisfactory physical fitness levels and a LEERRT specific, validated task-related tests.

The LEERRT team Commander and team leaders will be assigned by the Command and Control Structure of the San Juan Police Department. The team commanders will have the responsibility for overall command and control, supervision, selection, training, assignments, call-outs, and equipment purchases and replacement for the team. Command of the LEERRT Team tactical operations shall rest with the Team Leaders assigned to the team until the critical incident has been resolved and the scene has been rendered safe.

E. POLICY AND DIRECTION

The policy and direction of the **Law Enforcement Emergency Regional Response Team** will be a joint responsibility of the participating agencies on the team and the San Juan Police Department in accordance with the policies and procedures of the LEERRT team.

F. INVESTIGATIVE GUIDELINES, PROCEDURES AND JURISDICTION

After the **Law Enforcement Emergency Regional Response Team** has responded and secured the critical incident, the agency with jurisdiction will be responsible for processing the crime scene. The LEERRT Team will assist when requested to the extent possible.

G. COOPERATION BETWEEN AGENCIES To the extent possible, all **Law Enforcement Emergency Regional Response Team** operations will be a joint activity, with no agency acting independently of the other agency. Agencies will operate in accordance with established guidelines under the Incident Command System and established protocol through the LEERRT policies.

H. TEAM ACTIVATION AND OPERATIONAL PROBLEMS

Team activations take precedence over all others assignments within the agencies assigned to the LEERRT. Team members from the various agencies assigned to the LEERRT become subordinate to the team Commander and/or team leaders. The Commander or Team Leaders will then take responsibility for the conduct of the activation. The personnel costs of training and activations shall be absorbed by each member agency as agreed upon in these MOU.

The LEERRT team is available, with the approval of the team Commander to any requesting law enforcement agency. When a request for the team is received it shall be immediately forward to the LEERRT Commander who will determine if in fact the situation warrants the activation of the team based on a standard threat matrix.

If the situation warrants the activation of the team, the Commander will request activation of the team. Once permission is granted the activation will follow standard procedures.

If any tactical operational problems are encountered, they will be mutually addressed and resolved by the **Law Enforcement Emergency Regional Response Team Command and Control Element**. Ideally, it is agreed that resolution of tactical operational problems will be resolved by the LEERRT Team. Any tactical operational problems not resolved at this level will be referred to the heads of the respective agencies on scene.

I. OPERATIONAL PROCEDURES

The **Law Enforcement Emergency Regional Response Team** in concert with this Memorandum of Understanding will report to the On-Scene Incident Commander and operate under their control in concert with the National Incident

Management System (NIMS) and/or Incident Command System (ICS) protocols. The **LEERRT** will respond to but not limited to the following types of incidents: Homeland Security related Missions (Border Security), Protection of Critical Infrastructure and Personnel, Terrorists Incidents, Hostage Rescue Operations, Response to Suicide & Homicide Bombers, Civil Disturbances, including Riots, Active Shooter Incidents, Hazardous Warrant Service, Operations in CBRNE environments, Barricaded Persons and in any event in which a member agencies tactical resources have been depleted.

J. EQUIPMENT

Equipment acquisition will occur jointly by the **Law Enforcement Emergency Regional Response Team**. The Command Staff will meet monthly and answer to and provide regular updates on the following to the **LEERRT participating agencies**; Operational standards, Equipment acquisitions, personnel acquisitions, training activities, activations, after action summaries and regional grant funding concerns and opportunities. **Regional Grant monies will be used to purchase specialized equipment for the members and for the LEERRT team.**

In the event the LEERRT team is dissolved, an inventory of all equipment shall be made, and the equipment shall be returned to the purchasing department. Equipment will be stored in accordance with LEERRT Protocols. It is understood that from time to time, some equipment may need to be stored temporarily at other locations until such time that it can be moved to a regularly assigned location.

K. PRESS RELEASES

Press releases and/or the release of information to the media will be made by the agency that has jurisdiction where the event occurred in accordance with the releasing agencies established media release policy. No unilateral press releases will be made by any participant without the prior approval by the other participants. No information pertaining to the LEERRT team itself will be released to the media without the mutual approval of the team commander.

L. EVALUATION AND REVIEW

The **Law Enforcement Emergency Regional Response Team** will be evaluated on an annual basis by the police chiefs from each participating department who may make recommendations for improving the performance of the team.

M. LIABILITY

The statutes and case law of the State of Texas shall be used to establish the liability of the parties to this Agreement or for injuries caused to third parties. In the event of any injury to the person(s) or damaged to the property of the police officers or other personnel of a responding Agency, when acting pursuant to this Agreement within the jurisdiction of a requesting Agency, the governmental entity of the responding Agency shall be responsible for any damages from any liabilities arising out of such injury.

All damaged property claims; injury claims and/or use of force claims reported as a result of a tactical operation will be reviewed, investigated and evaluated by the Command and Control staff of the San Juan Police Department's legal department.

N. SEVERABILITY

If any provision of this Agreement is invalid for any reason, such as invalidation shall not render invalid other provisions of this Agreement that can be given effect without the invalid provision.

O. EFFECTIVE DATE

This Agreement shall be effective when duly executed by the authorized representatives of the **(City of San Juan, Texas Police Department (Law Enforcement Emergency Regional Response Team))** and the **(City of Palmview, Texas Fire Department)**.

P. AMENDMENT

This Agreement may be modified or amended by unanimous agreement of the **(City of San Juan Police Department (Law Enforcement Emergency Regional Response Team))** and the **(City of Palmview Fire Department)**.

Q. TERMINATION

This Agreement shall terminate, and shall have no force or effect, upon the passage by the **(City of San Police Department (Law Enforcement Emergency Regional Response Team))** and the **(City of Palmview Fire Department)** of an ordinance, resolution, or other document indicating withdrawal from this agreement.

R. GOVERNING LAW

This Agreement shall be construed in accordance with the laws and Constitution of the State of Texas.

S. CONFIDENTIALITY

In order to ensure the safety of all operators, all parties to the memorandum of understanding agree to adhere to the confidentiality expectations as outlined in the LEERT policies and procedures manual.

IN WITNESS WHEREOF, the City Council of **(City of San Juan, Texas)** and the City Council / Board of the **(City of Palmview, Texas)** have authorized their representatives to execute this Agreement; and said representatives have caused this Agreement to be executed, and have attached herewith a copy of the ordinance, resolution, or other documents adopted by their respective governing body authorizing them to execute this Agreement.

It is agreed that this Memorandum of Understanding will remain in effect until further notice contingent upon agreement of the parties. This agreement may be terminated at any time by any participating agency delivering a written notice of termination to the other participating agency.

AGENCY A

Authorized Official: _____
Signature

Chief Leandro Sifuentes
Printed Name and Title

Agency: San Juan Police Department

Address: 301 E Ridge Rd San Juan, Tx 78589

Telephone(s): (956) 223-2400

AGENCY B

Authorized Official: _____
Signature

Chief Gerardo Alaniz
Printed Name and Title

Agency: Palmview Fire Department

Address: 1625 S Showers Rd Palmview, Tx 78572

Telephone(s): (956) 956-432-0306

APPROVED BY

PALMVIEW CITY COUNCIL

ON: 5-1-25

AGENDA ITEM AND RECOMMENDATION SUMMARY
CITY COMMISSION REGULAR MEETING
JUNE 10, 2025

Consideration and Possible Action to Enter Into an Interlocal Agreement between the City of San Juan and the County of Hidalgo for the Provision of Rural Emergency Services. [Carlos Alaniz, Interim Fire Chief]

STAFF COMMENTS AND RECOMMENDATIONS:

The San Juan Fire Department is seeking authorization to enter into an Interlocal Cooperation Agreement with the County of Hidalgo to set an annual lump sum payment of \$20,000 for all county calls that the fire department responds to and provides services in our rural areas. The Fire Department averages approximately three to four calls monthly; reports are submitted to the Hidalgo County Fire Marshal's Office for review and reimbursement on the 15th day of every month.

The contract shall be for a period commencing on June 1, 2025, and shall terminate on May 31, 2026. After May 31, 2026, this contract, unless terminated as provided elsewhere, shall be renewed on an annual basis, under the same fee(s), rate(s), terms and conditions of this agreement, until re-negotiated by both parties.

The purpose of this agreement is to coordinate the delivery of emergency services, including fire protection, medical responses, and disaster coordination, in a more efficient and cost-effective manner.

RECOMMENDATION:

Consider and Enter Into an Interlocal Agreement between the City of San Juan and the County of Hidalgo for the Provision of Rural Emergency Services.

PREPARED BY:

Tirso Garza, Fire
Chief

APPROVED BY:

Tirso Garza, Interim City
Manager

STATE OF TEXAS

COUNTY OF HIDALGO

INTERLOCAL COOPERATION AGREEMENT
BETWEEN CITY OF SAN JUAN AND HIDALGO
COUNTY, TX

This Interlocal Cooperation Agreement is made on the **13th** day of **May**, by and between the COUNTY OF HIDALGO, TEXAS, hereafter called ("County"), and the **City of San Juan**, TEXAS, a municipal corporation/non-incorporated area hereinafter called ("CITY/ENTITY"), collectively referred to as "Parties". Entity and County are authorized to enter into this Agreement pursuant to the Interlocal Cooperation Act, Texas Government Code 791.001 et seq., which authorizes local governments to contract with each other to perform Governmental functions.

1.0 TERMS

- 1.1 This contract shall be for a period commencing on **June 1, 2025**, and shall terminate on **May 31, 2026**.
- 1.2 After **May 31, 2026**, this Contract, unless terminated as provided elsewhere shall be renewed on an annual basis, under the same fee(s), rate(s), term and conditions of this agreement, until re-negotiated by mutual consent of both parties.
- 1.3 Either party has the option to terminate this Contract without cause by written notification, to the other on sixty (60) day notice.
- 1.4 The Rural Emergency Service Incident Report (Exhibit "A") form must be utilized as part of the monthly report submitted to the County Fire Marshal or his designee.
- 1.5 All Incident Reports should be submitted to County Fire Marshal's Office within (fifteen) 15 days of the following month.

2.0 DEFINITIONS

BASIC FIRST AID - Refers to the initial process of assessing and addressing the needs of someone who has been injured or is in physiological distress due to choking, minor scrapes and bruises, allergic reactions, drugs or other medical emergencies. Basic first aid allows you to quickly determine a person's physical condition and the correct course of treatment. You should always follow correct first aid procedures for it can be the difference between life and death.

BEE ATTACK – Any response to a situation where there is an on-going attack on person(s), domestic animal(s), and/or livestock, or a recent attack that requires first responder entrance into the immediate scene to rescue any person(s.) **INCLUDING situations of bee removal of**

hazards where no attack is in progress when arriving at emergency scene, or sustained at the time of response where firefighters are required to utilize bee suits and equipment.

BODY RECOVERY – Any recovery of a deceased human remains.

CATEGORY – All and any emergency response shall be categorized in a category that will be enumerated as I, II, III. Categories are designed to simplify reporting.

COUNTY FIRE MARSHAL – the person appointed by the Commissioners Court in accordance with LGC 352 who is responsible for the administration of fire investigations, fire safety inspections, and fire prevention activities, administration of the Rural Emergency Services Contract and enforcement of the most recently adopted International Fire Code. This is a sworn position.

COUNTY FIRE INVESTIGATORS – Those officers designated as such, by the County Fire Marshal that are responsible for all duties which may be assigned.

CHIEF DEPUTY / DEPUTY FIRE MARSHAL – Those officers designated and commissioned by the County Fire Marshal that are responsible for all duties which may be assigned by the County Fire Marshal.

ENTITY – The parent organization of a Fire Department whose members are full time, part time, paid or unpaid volunteers and for the purposes of this contract includes any elements from any regional response team/public works department that are requested or deployed to assist with the suppression, control or extinguishment of a fire.

FALSE ALARM CALL - Any emergency response to a mischievous or malicious call, or false call that requires fire personnel to investigate the scene or incident to make a determination as to whether or not there is an emergency incident. If there are multiple alarms at the same location the responding Primary/Secondary Entity shall notify the Fire Marshal's Office by the next Business Day.

FIREFIGHTING – Any incident upon arrival that is a Working Structural and/or Vehicle Fire, a Petroleum Based Fire, or Brush, Grassland or Rubbish Fire requires the action or process of extinguishing fires by Entities

GOOD INTENT CALLS – Any emergency incident response where fire personnel were summoned, but were not required to take any action (investigation, standby, or there was no actual incident). **Response to this type of call must come through a dispatch point.**

HAZARDOUS MATERIAL FIRST RESPONDER INCIDENT – response to any incident at a First Responder (**Awareness & Operations**) Level, as defined by the Environmental Protection Agency and/or the Texas Commission on Environmental Quality and includes, hazardous material Identification, low level containment / Mitigation, i.e. (fuel spills **below 35 gallons**, from any vehicle, including motor vehicles, trains, motorcycle or aircraft.)

HAZARDOUS MATERIAL TECHNICIAN LEVEL INCIDENT– response to any incident at the Technician Level, as defined by the Environmental Protection Agency and/or the Texas Commission on Environmental Quality and includes, hazardous material Identification via Monitoring / Identification devices, and or specialized equipment for such purposes, High level containment / Mitigation, (i.e. Solid, Liquid, Gas (Vapor) Chemical / Fuel spills **above 35 gallons** from any structure, vehicle, and or storage type facility..

INCORPORATED / UNINCORPORATED AREA(S) - any area(s) within Hidalgo County that exist at time of execution thereof, and as they may be amended by reasons of annexation and/or de-annexation of property by any respective city shall not be covered in this contract.

LAW ENFORCEMENT ASSISTANCE – any non-fire assistance requested by County, State, or Federal Law Enforcement Agency, and includes, but is not limited to – vehicle recovery (water), crowd control, and “standing-by” for any situation in pursuance of a law enforcement, and or Investigative mission. **Excluding MVA duties (Traffic Control, Wash downs, Patient Packaging).**

MASS CASUALTY INCIDENT – any emergency rescues and/or recovery of victims, eight (8) victims or more, from any major incident or accident, (i.e. Haz-Mat, aircraft, any passenger transportation bus, regardless of cause, building collapse, or assembly area.)

MEDICAL CALL – In an emergency situation, under exigent circumstances and the situation dictates immediate medical attention excluding Basic First Aid, An EMS protocol shall be set up as follows:

Medical calls to be eligible for this category shall be limited to:

1. Burns/Explosions
2. Carbon Monoxide/Inhalation/Haz-Mat/CBRN
3. Electrocutions/Lightning
4. Inaccessible Incident, Other Entrapments (non-traffic)
5. Psychiatric/Abnormal Behavior/Suicide Attempt
6. Traffic/Transportation Incidents
7. Heart Problems– Stroke - Chest Pains – Cardiac or Respiratory Arrest/Death
8. Person Down – Unconscious/Non Responsive, Fatality
9. Breathing Problems -Choking
10. Traumatic Injuries

This section is not to be construed as a reimbursement plan for a fire-based department that operates an emergency medical service (EMS) otherwise covered by any other contracts that are already in place.

MUTUAL AID – When a Primary Entity response to an emergency event where the situation is of such magnitude, either upon arrival or during the actual response, that the primary city/entity must declare a multiple alarm and request response from one or more Secondary Entity(s) and such assistance is necessary to control, extinguish, or otherwise assist with the response. This includes any element of Public Works/Am-Bus/Regional Response Teams that is called upon to help mitigate the emergency. The call for additional resources is made by the

Primary Entity and the call from Secondary Entity may be based on the extenuating circumstances, and may be made by the On-Scene Incident Commander, and must go through a dispatch point. The Fire Marshal may authorize and/or request mutual aid at any time whether or not on-scene, when the request is made directly to them.

PETROLEUM BASED INCIDENT – any emergency incident or fire whose main fuel source includes natural gas, liquefied gas, crude or refined oil or any other petroleum based product that may be used or processed as fuel or as a precursor for fuel. It also includes any storage container, conveyance of said product, whether by motor vehicle, pipeline or any other type of transport medium

PRIMARY ENTITY – An Entity who has contracted as a party with the County and is assigned to respond as the Lead Emergency Incident-Based Response Agency to the geographical area assigned to the Entity within the rural areas of the County, wherein the respective Entity Shall be responsible for primary response to an emergency incident as per Section II, Paragraph A, of this contract. This may be based on geographical assignments or capability.

PUBLIC WORKS/REGIONAL RESPONSE TEAM/AM-BUS RESPONSE – Any incident response that requires operational support elements from what is commonly referred to as Public Works, to respond to an emergency situation, to help mitigate, control, or otherwise facilitate the overall response. This response may only be requested and authorized by the On-Scene Incident Commander through the County Fire Marshal's Office. The Am-Bus is an additional resource that may respond to any special situation to provide tactical rescue/EMS assistance and support for any first responder regardless of discipline. The Regional Response Teams are based and maintained from the Lower Rio Grande Valley Development Council (LRGVDC) Homeland Security Association Committee (HSAC).

REIMBURSEMENT PLAN – County method by which contracted Entity is reimbursed by the County for emergency services rendered in any rural area within Hidalgo County.

RUBBISH/BRUSH/GRASS//WILDLAND FIRE– Any fire occurring in vegetative areas, trash, garbage, brush, grass or other unwanted things, and includes any tangible item discarded, collected, or recycled arranged as to burn for cleaning / clearing as a part of a controlled situation, whether permitted or not regardless of ignition sources, damages or benefits. An uncontrolled fire in grassland, brush-land, or land sown crops.

RURAL AREA – any non-incorporated areas within Hidalgo County, as they exist at the time of execution thereof, and as they may be amended by reasons of annexation and/or de-annexation of property by any respective city or any incorporated area within Hidalgo County that does not provide its own emergency services or response.

RURAL RESPONSE DISTRICT – The area designated for the respective Primary Entity for emergency response within a delineated geographical area as depicted and described in Exhibit "B", attached hereof. The rural response district may be amended from time to time pursuant to Section 3.2.

SEARCH and RESCUE CALLS – all rescues of person(s), from water, high angle, confined space, or all rescue/extrication of person(s) from entanglement, entrapment, enclosed areas, elevators, building collapse **Excluding Recovery, and/or Vehicle Extrication.**

SECONDARY CITY – the Entity who is a party to a cooperative agreement with the County and is assigned or requested to respond to assist the primary city in any type of emergency response to an area where the emergency occurred (Mutual Aid). The response may occur anywhere within the rural County and may be based on geographical assignment or capability **EXCLUDING any aid to any other Jurisdictions in their city limits or other counties.**

SERVICE CALLS – any call involving, smoke scare, mischievous or malicious calls, and alarm system malfunctions **requiring fire personnel to deal with an incident,** but where no actual services, investigation or standby was rendered or needed.

STRUCTURE – any construction within reason, or any production or piece of work artificially built or composed of parts joined together in some definite manner, that is built, under construction or constructed and it includes any edifice, or building of any kind.

TRAFFIC CONTROL – Any incident response where the nature of the call is strictly for traffic control assistance.

MOTOR VEHICULAR ACCIDENT (MVA) – any motor vehicle or automobile collision regardless of amount of or type of vehicles involved, where services other than “VEHICULAR EXTRICATION” is performed.

VEHICULAR EXTRICATION – any emergency extrication of person(s) with the use of any specialized tools; hydraulic, and/or manual tools from wreckage entanglement as a result of an automobile collision, regardless of motor vehicle type.

VEHICLE FIRE -A working fire – upon arrival that involves any vehicle fire. (i.e. Semi-Truck and or Trailer, Transport Vehicle, Service Vehicles, commuter bus or personal vehicle, car, truck, van).

WASH DOWN – Any spill where there is no fire and the spill consists of vegetation such as fruits & vegetables and any other non-petroleum based products on roadway, parking lots, etc. that requires a wash down – no vehicular accident.

WIRELINE INCIDENTS (All TYPES) – where the response is of such nature that there is a “downed-wire” or “low-hanging wire” or energized or with/without fire and the responding Entity must standby and await the arrival of a utility company or responding Entity must remove, and or mitigate the non-emergency situation. Any situation where there is immediate danger to the public from an electrical wire, and the situation dictate immediate traffic control, or public redirection or any situation where there is no immediate danger to the public from an electrical wire, and the situation does not dictate immediate traffic control, or

public redirection. **Any situation where the Entity is not required to stand-by for the service company will be classified as a Service Call.**

3.0 ENTITY RESPONSIBILITIES

- 3.1 Entity hereby agrees to provide emergency incident response based services, *if resources are available*, to the geographically assigned Rural Response District, within the County, as may be required by the County Fire Marshal or otherwise as delineated within this contract.
- 3.2 Entity hereby agrees to the designation of Primary (response) within their designated Rural Response District as depicted in the attached map, as Exhibit “B”. Each Entity Rural Response District may be amended from time to time during the period of this contract by annexation or de-annexation of property by any respective city(s), or by agreement of the County Fire Marshal, and Fire Chief(s) responsible for the existing Rural Response District. The Response Districts and assigned Entity will be provided to the designated 911 Coordinator and the Sheriff’s Office. A map depicting the Rural Response Districts of all participating Entity(s) shall be maintained and provided upon request by the County Fire Marshal, at their designated office.
- 3.3 Entity hereby agrees to seek authorization from the County Fire Marshal prior to responding to a call outside of the Rural Response Districts’ geographical area as delineated and depicted in Exhibit “B” unless authorized by the County Fire Marshals and/or Entity of the Rural Response District.
- 3.4 Entity hereby agrees to provide the County Fire Marshal, with any and all records, reports, and documents, to include, but not limited to, statistics, data, calls for service records, dispatch logs, and any other records or other documents requested. In the absence of the Fire Marshal, said records, reports, and documents may be provided to the County Judge or his designee.
- 3.5 Entity agrees that in multi-agency response calls, the communications interoperability radio channels will be used as primary communications with the designated incident commander. The Incident Commander or assigned communications officer may designate user and sub-user groups as necessary.
- 3.6 Entity agrees to allow the County Fire Marshal, full access to any and all operational communications frequencies / talk groups, that the Entity operates on and authorize the County Fire Marshal to use those frequencies/talk groups during a response to a designated emergency situation that the Entity responds to. This will include assigning user-identification numbers (if available) to any County Fire Marshal communications radio.
- 3.7 Entity agrees to practice NIMS/ICS during any multi-agency – multi-tiered response.
- 3.8 Entity agrees to provide its’ own insurance for equipment, vehicles, and personnel used in performing any of the services described herein. Emergency vehicles and fire-fighting equipment must be owned and/or managed by the Entity. Entity agrees to provide proof of

current and adequate vehicle, equipment and workmen's compensation insurance to the County upon submission of this contract or upon request from the County Fire Marshal.

- 3.9 During extended operations as designated by the Incident Commander, the Entity agrees to provide adequate hydration and sustenance for its firefighters/emergency response personnel.
- 3.10 Entity agrees that it will not cause, create or allow any type of "roving-patrols" or "smoke-hunting / chasing" operations by full-time employees, volunteers or paid-volunteers, in an effort to seek out emergency responses. A simple trash burning call will be referred to the appropriate law enforcement agency, i.e... Fire Marshal, Constable Office or Sheriff's Office, unless the Roving preventive fire patrol activity is requested and authorized by the Fire Marshal in writing during an emergency situation, burn ban period, or fireworks ban period.

4.0 COUNTY RESPONSIBILITIES

- 4.1 In consideration for the Entity's Rural Emergency Services, the County will provide an annual lump sum payment of \$20,000.00.
- 4.2 The County shall designate a person and office that shall be known as the County Fire Marshal and County Fire Marshal's Office, who shall have the following responsibilities;

4.2.1.1 ADMINISTRATION

- a. Administration of Fire Marshal's Office
- b. Cause Burn Ban Signs (during designated times) to be displayed in conspicuous locations at all major roadway entrances to the County.
- c. Commercial Building Inspections
- d. Fire Safety Inspections
- e. Adult and Child Day Care Facility Inspections
- f. Health Care Facility Inspections
- g. Existing and New Construction Inspections
- h. Implementation and Enforcement of the most current version of the International Fire Code.
- i. Issuance and Regulation of Burn Permits in Rural County areas
- j. Monitor weather conditions and cause burn bans and fireworks bans to be enacted by the Commissioners Court, as appropriate.
- k. Plat/Plan Reviews and approvals

4.2.2 INVESTIGATIONS

- a. Conduct Fire Investigations
- b. Assist and guide other law enforcement agencies with Fire Code violations and enforcement.
- c. Provide Information and Reports
- d. May provide assistance to Municipal Fire Marshal(s) or representative with Fire Investigations, upon request.

- e. May provide primary assistance to contracted entity where there is no fire investigator at present the county may with advanced notification to HCFMO so that arrangements can be made.
- f. Issue Citations, make arrests, and file criminal cases as appropriate.

4.2.3 FIRE PREVENTION

- a. Plan, coordinate and direct activities.
- b. Conduct and participate in training with all Fire Departments.
- c. Acquire and maintain equipment.
- d. Conduct public education.
- e. Perform fire safety presentations.

4.2.4 ADMINISTER RURAL EMERGENCY SERVICES CONTRACT

- a. Review and process all payments in a timely manner.
- b. Confer with appropriate Fire Chief on any discrepancies.
- c. Determine if a Rural Response District may respond outside of the Rural Response Districts' geographical area as delineated and depicted in Exhibit "B".

4.2.5 RESPONSE

- a. When requested, respond to a fire scene within a reasonable time to conduct an investigation into the cause of the fire.
- b. Will respond to any major incidents.
- c. Will integrate into the NIMS/ICS structure as appropriate
- d. Will assist the Incident Commander with any duties as assigned.
- e. Will provide Law Enforcement assistance/coordination as needed

5.0 LIABILITY

- 5.1 Entity and County agree pursuant to Section 352.004, Texas Local Government Code that the acts of any person or persons traveling to or from or in a manner as defined in Section 352.004(c), shall be deemed as the acts of agents or employees of the County in all respects, notwithstanding such person or persons may otherwise be employees or firefighters of the Entity.
- 5.2 The County of Hidalgo and Entity agree that they will provide general liability insurance coverage for liabilities caused by vehicles, equipment, and personnel. Entity shall be responsible for any damage to its vehicles or equipment used in performing services under this Agreement. Each party agrees that it shall provide general liability insurance coverage for the action of their respective employees and firefighters.

- 5.3 Nothing herein shall be construed to prevent either party from becoming self-insured. Each Entity participating and entering into this contract must provide written proof of insurance to the County when submitting the contract for approval. Upon request by the County or its duly authorized representative, the Entity must provide documentation of completion of any other State or Federal fire-fighting training requirements.
- 5.4 If either party cannot acquire the insurance required herein, this Agreement shall be void and the parties shall negotiate their respective obligations regarding emergency services response in the rural areas of Hidalgo County at the time. If at any time during the year the respective Entity loses its insurance capacity, it must immediately report this to the Fire Marshal and cease any responses to their assigned Rural Response District.

6.0 PAYMENT PLAN

- 6.1 County shall pay Entity for services provided hereunder in a lump sum payment to be made annually.
- 6.1.1 Entity shall keep true and accurate records of all rural emergency services provided hereunder and shall submit, on a monthly basis (within a reasonable time), any Rural Emergency Service Incident Reports to the County Fire Marshal, reporting is a condition of receiving payment from the County. The Rural Emergency Service Incident Report form(s), and supporting documents as listed in Section 3.4 shall be required as part of the monthly report. Accident Prevention Plan documentation is required from any Entity that utilized the County Worker's Compensation Policy, as described in Section 5.3.
- 6.1.2 County Fire Marshal shall accumulate records of all rural emergency service responses provided by all Entity(s) within Hidalgo County.
- a. Any and all disputes of Entity reports shall be addressed directly to the Fire Marshal and/or the Entity in writing.
 - b. If a resolution of dispute for emergency response services cannot be reached, the reporting Entity may appeal to the Hidalgo County Executive Chief Officer.
 - c. If a resolution of dispute for emergency response services cannot be reached, the reporting Entity may appeal to the Hidalgo County Commissioner's Court.

7.0. ASSIGNMENT

In the event a Rural Fire District(s) is created for the rural, non-incorporated areas of Hidalgo County, this contract may be assigned by County to such District, and Entity shall look solely to the District(s) to perform and assume all Obligations and Responsibilities of County.

8.0. AUDIT

Any and all requests from Entity for payment from County or any past reimbursements made under this contract or its predecessors shall be subject to audit by the County Auditor's Office, and/or the Fire Marshal. Should an audit procedure be invoked, Entity agrees to provide any and all records, photographs, videos, or other documents, pertaining to any request or claim for payment or reimbursement made or paid hereunder that are requested by the Auditor or Fire Marshal.

Should the County Auditor determine that any payments made were not properly claimed under the terms of this contract, Entity agrees to remit the amount of payments so found by the County Auditor to the County within ten (10) working days, following the date of receipt of Entity of County Auditors written determination.

9.0. MISCELLANEOUS

9.1 CONFLICT WITH APPLICABLE LAW. Nothing in this Agreement shall be construed so as to require the commission of any act contrary to law, and whenever there is any conflict between the provision of this Agreement and any present or future law, ordinance, or administrative, executive or judicial regulation, order or decree, or amendment thereof, contrary to which the parties have no legal right to contract, the latter shall prevail, but in such event the affected provision or provisions of this Agreement shall be modified only to the extent necessary to bring them within the legal requirements and only during the time such conflict exists.

9.2 NO WAIVER. No waiver by any party hereto of any breach of any provision of this Agreement shall be deemed to be a waiver of any preceding or succeeding breach of the same or any other provision hereof.

9.3 ENTIRE AGREEMENT – This agreement contains the entire contract among the parties hereto, and each party acknowledges that no other party has made (either directly or indirectly or through any agent or representative), any representations or agreements in connection with this agreement not specifically set forth herein. This Agreement may be modified or amended only by agreement in writing executed by both parties. This Agreement supersedes any and all agreements by and between the parties hereto. All previous agreements concerning the subject matter hereof between the parties are terminated as of the date of this Agreement.

9.4 TEXAS LAW TO APPLY. This agreement shall be construed under and in accordance with the Laws of the State of Texas, and all obligations of the parties created hereunder are performable in Hidalgo County, Texas. The parties hereby consent to personal jurisdiction in Hidalgo County, Texas.

9.5 NOTICE. Except as may be otherwise specifically provided in this Agreement, all notices, demands, request for communications required or permitted hereunder shall be in writing and shall either be (i) personally delivered against a written receipt, or (ii) sent by registered or certified mail, return receipt requested, postage pre-paid and addressed to the parties at the addresses set forth below, or at such other addresses as may have been therefore specified by written notice delivered in accordance herewith:

If to Entity	City of San Juan City Secretary/Fire Chief 709 N. Nebraska San Juan TX, 78539
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If to County:	County of Hidalgo County Judge's Office 100 E. Cano St. 2 nd Floor, Edinburg, Texas 78539 or
---------------	---

P.O. Box 1356, Edinburg, Texas 78540

Each notice, demand, request or communication which shall be delivered or mailed in the manner described above shall be deemed sufficiently given for all purposes of such time as it is personally delivered to the addressee or, if mailed, at such time as it is deposited in the United States Mail.

9.6 ADDITIONAL DOCUMENTS. The parties hereto covenant and agree that they will execute such other and further instruments and documents as are or may become necessary or convenient to effectuate and carry out the terms of this Agreement.

9.7 SUCCESSORS. This agreement shall be binding upon and insure to the benefit of the parties hereto and their respective heirs, executors, administrators, legal representatives, successors, and assigns where permitted by this Agreement.

9.8 HEADINGS. The headings and captions contained in this Agreement are solely for convenient reference and shall not be deemed to affect the meaning or interpretation of any provision or paragraph hereof.

9.9 GENDER and NUMBER. All pronouns used in this Agreement shall include the other gender, whether used in the masculine, feminine, or neutral gender, and the singular shall include the plural whenever and as often as may be appropriate.

9.10 AUTHORITY TO EXECUTE. The execution and performance of this Agreement by each of the parties hereto has been duly authorized by all necessary laws, resolutions, ordinances, or governing body action, and the Agreement constitutes, the valid and enforceable obligations of the parties hereto in accordance with its terms.

9.11 PERFORMANCE of GOVERNMENT FUNCTIONS. Each party hereto is entering into this Agreement for the purpose of providing for governmental services or functions, and will pay for such services out of current revenues available to the paying party as herein provided.

9.12 IMMUNITIES. Nothing in this Agreement is intended to and Parties do not hereby waive, release or relinquish any right to assert any of the defenses Parties enjoy by virtue of the state or federal constitution, laws, rules or regulations, and any sovereign, official or qualified immunity available to Parties as to any claim or action of any person, entity, or individual against Parties.

9.13 COMMITMENT of CURRENT REVENUES. In the event that, during any term hereof, the Commissioners Court does not appropriate sufficient funds to meet the obligations of County under this Agreement, County may terminate this Agreement upon ninety (90) days written notice to Entity. County agrees, however, to use reasonable efforts to secure funds necessary for the continued performance of this Agreement. The parties intend this provision to be a continuing right to terminate this Agreement at the expiration of each budget period of County.

9.14 MUTUAL INDEMNIFICATION. Without waiving its sovereign immunity, and to the extent provided by law, each party shall indemnify and hold harmless each other, its officers, officials, and employees from and against all claims and liabilities of any nature or kind, including

costs and expenses for or on account of any claims, damages, losses, or expenses of any character whatsoever resulting in whole or in part from the negligent performance or omission of either party's employees or representatives connected with the activities described herein.

(Signature Page to Follow)

EXECUTED as of the day and year first written above.

APPROVED BY COMMISSIONERS' COURT ON Month XX, 20XX .

Agenda Item No. _____

Executive Office: _____

CITY OF SAN JUAN

, Mayor

Date

ATTEST:

, City Secretary

COUNTY OF HIDALGO

Richard Cortez, County Judge

Date

ATTEST:

Arturo Guajardo, Jr., County Clerk

Approved as to Form:
Office of Criminal District Attorney's Office
Toribio "Terry" Palacios

By: _____
Michelle Lopez, Assistant District Attorney

5



EXHIBIT "A"

Department: _____ County Incident: _____

Date: _____ Alarm Time: _____ Arrival Time: _____ Depart Time: _____

Situation Reported: _____ Situation Found: _____

Mutual Aid: _____ Given: _____ Received: _____ Department(s): _____

Non-Applicable: _____ Department: _____

Caller Name: _____ Requesting Person: _____

Incident Location: _____

GPS Coordinates: _____

Occupant Name: _____

Owner Name: _____

Owner Address: _____

Owner Phone #: _____ Occupant Phone#: _____

Incident Cause: _____

Type Action Taken: _____

Units Responding: _____ Units Committed: _____

of Personnel: _____ Mileage (Round Trip): _____ Advised County Fire Marshal: Yes _____ No _____

Check All That Apply:

- | | |
|---|--|
| ☐ House Fire | ☐ Law Enforcement Assistance |
| ☐ Vehicle Fire | ☐ Mutual Aid |
| ☐ Haz-Mat | ☐ Medic Calls |
| ☐ Rescue Call | ☐ False Alarm |
| ☐ Vehicular Extrication | ☐ Landing Zone |
| ☐ Public Works/Reg. Teams, and/or AM-Bus Response | ☐ MVA |
| ☐ Regional Medical Response Team | ☐ Petroleum Based Incident Stand By |
| ☐ Secondary Entity | ☐ Traffic Control |
| ☐ Special Situations | ☐ Wireline Incidents (all types) |
| ☐ Rubbish/Brush/Grass/Wildland (above 1HR) | ☐ Basic First Aid |
| ☐ Bee Attacks | ☐ Rubbish/Brush/Grass/Wildland (30 mins & below) |
| ☐ Human Remains Recovery Calls | ☐ Good Intent Calls |
| ☐ Rubbish/Grass//Wildland (31 mins to 1HR) | ☐ Service Calls |
| ☐ Haz-Mat/ Wash Down | |

AGENDA ITEM AND RECOMMENDATION SUMMARY
CITY COMMISSION REGULAR MEETING
JUNE 10, 2025

Consider Approval of City Commission Meeting Minutes:
- May 13, 2025

STAFF COMMENTS AND RECOMMENDATIONS:

Consider Approval of City Commission Meeting Minutes:
- May 13, 2025

RECOMMENDATION:

Approval of minutes.

PREPARED BY:

Brenda Escalante,
City Secretary

APPROVED BY:

Tirso Garza, Interim City
Manager

MINUTES OF REGULAR MEETING OF THE CITY OF SAN JUAN COMMISSION

DATE: Tuesday, May 13, 2025

TIME: 6:00 p.m.

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

MEMBERS PRESENT: Mario Garza, Mayor
Marco “Markie” Villegas, Mayor Pro Tempore
Adina “Dina” Santillan, Commissioner
Ernesto “Neto” Guajardo, Commissioner
Jesus “Jesse” Ramirez, Commissioner
Rick Palacios, City Attorney

STAFF PRESENT: Tirso Garza, Interim City Manager
Brenda Escalante, City Secretary
Carlos Alaniz, Chief of Fire
Leandro Sifuentes, Chief of Police
Adelaida Cordero, Director of Human Resources
Leroy Gonzales, Finance Director
Christina Perez, Interim Library Director
Ruben Guajardo, Director of Parks & Recreation / PAL Director
Jorge Garcia, Director of Planning
Israel Garza, Director of Sanitation/ Public Works
Juan Carlos Martinez, Director of Utilities
Mary Enriquez, Court Administrator
Pat Karr, Director of Information Technology

ORDER OF BUSINESS

- I. CALL MEETING TO ORDER:**
Mayor Mario Garza called meeting to order at 6:00 p.m.
- II. INVOCATION:**
Tirso Garza, Interim City Manager led the Invocation.
- III. PLEDGE OF ALLEGIANCE:**
Mayor Mario Garza led the Pledge of Allegiance.
- IV. PUBLIC COMMENTS:** Elizabeth Palomin, representing the PSJA Service Unit Girl Scouts, expressed her gratitude to Mayor Mario Garza and city staff for their support in facilitating the Girl Scouts' overnight lock-in event in collaboration with Amigos Del Valle. As a token of appreciation, she shared Girl Scout Cookies with the City Commission and staff. Stephanie Alvarez, a San Juan resident, announced that the San Juan Hotel has been recognized by the National Trust for Historic Preservation as one of America's 11 Most Endangered Historic Places for 2025. She urged the City Commission to take action to protect the building and requested a workshop with city officials to present grant opportunities for preservation. Additionally, she advocated for the inclusion of public comments in the online City Commission meeting videos to ensure transparency. Kimberly Grimaldo, a lifelong San Juan resident, voiced her support for preserving the San Juan Hotel, emphasizing its historical significance to the community. Gabriel Ozuna reiterated his call for the preservation of the San Juan Hotel and requested an opportunity to share his expertise. He mentioned a grant with a June deadline that could aid in restoring the building. Juventina Herrera thanked city staff for their ongoing efforts to maintain the San Juan Hotel. She highlighted the building's rich history and requested a chance to contribute to its preservation. Mae Anzaldua, another San Juan resident, requested that the long-requested workshop regarding the San Juan Hotel be scheduled, noting that residents have been advocating for this meeting for over a year. Leo Rangel brought attention to a matter involving San Juan Police Department officers. He stated that he had previously discussed his concerns with Interim City Manager Tirso Garza but had yet to see any resolution. Luis Pena expressed his enthusiasm for the city’s progress and the appointment of a new city manager. He also commented on the noticeable presence of police officers at the meeting, stating he did not understand the reason for it.
- V. PRESENTATIONS**
 - A. Presentation on a Proclamation Proclaiming the Month of May 2025 as National Trauma Awareness Month.**

**CITY OF SAN JUAN
CITY COMMISSION MEETING
TUESDAY, MAY 13, 2025**

DISCUSSION: DHR Health representatives, including Mario Lizcano (Administrator of Corporate Affairs) and Cassandra Bravo (Trauma Department Injury Prevention Coordinator), presented a proclamation in recognition of National Trauma Awareness Month. Highlighting the importance of trauma prevention, early intervention, and community support. They thanked the City of San Juan for its partnership and support. DHR also expressed appreciation to the city's police, fire, and EMS personnel in honor of Police Week, Firefighters Week, and EMS Week.

**B. Presentation on a Proclamation Proclaiming May 11 - 17, 2025 as National Police Week.
[Leandro Sifuentes, Chief of Police]**

DISCUSSION: The City of San Juan recognized National Police Week and Peace Officers Memorial Day with a formal proclamation. The city honored the service and sacrifice of law enforcement officers, especially the 37 sworn members of the San Juan Police Department, for their dedication to protecting the community. The proclamation emphasized the importance of recognizing the duties and risks faced by police officers. City Commission expressed deep gratitude to all first responders for their commitment to public safety at the local, state, and national levels.

C. Presentation on the 2025 San Juan Nature Nights Events hosted by the Keep San Juan Beautiful Board. [Israel Garza, Director of Sanitation]

DISCUSSION: At the May 2025 meeting, members of the Keep San Juan Beautiful board presented details about their upcoming event, San Juan Nature Nights, scheduled for June 14 at 5 PM. The event, which will take place at the San Juan Wetlands, aims to promote environmental awareness, community engagement, and pride in local green spaces. Activities will include live music, local vendors, children's entertainment, and nature-based programs. Board Secretary Raquel Jimenez introduced the event, highlighting it as a first-time initiative to reintroduce the community to the wetlands. City Commission commended the board for their growing membership, dedication, and recent accomplishments, including cleanups and beautification projects. They expressed full support for the event and offered promotional suggestions. Commissioners also discussed potential future features like a kids' fishing area to further engage families. The city was invited to visit and tour the improved wetlands area to see the progress made by the board and volunteers.

D. Presentation on Employee Benefit Enhancement Package. [Adelaida Cordero, Director of Human Resources and Leroy Gonzales, Director of Finance]

DISCUSSION: TMRS representatives, Anthony Mills and Lorraine Moreno, presented proposed enhancements to the City of San Juan's retirement plan. These include increasing the employee contribution rate from 6% to 7% and adopting Updated Service Credits (USC) to improve benefits for long-term employees. Financial projections show that while the current plan is fully funded at 102.3%, the proposed changes would lower the funded ratio to 85.7%, with costs spread over 20 years. Final numbers will be available after TMRS completes its valuation in June. City staff and City Commissioners expressed support for continuing to improve employee benefits in a gradual and responsible manner.

E. Presentation on Departmental Reports: Department of Finance, Fire Department, Police Department, Municipal Court, Department of Utilities, 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.**
2. **Department of Finance Monthly Report.**
3. **Fire Department Monthly Report. [Carlos Alaniz, Interim Fire Chief]**
4. **Police Department Monthly Report. [Leandro Sifuentes, Chief of Police]**
5. **Municipal Court Monthly Report.**
6. **Department of Utilities Monthly Report.**
7. **Department of Sanitation Monthly Report.**
8. **San Juan Memorial Library Monthly Report.**
9. **Department of Parks and Recreation Monthly Report.**

DISCUSSION: During the meeting, updates were provided from various departments. The Health Department reported 17 outdated permits brought into compliance after inspections. Commissioners raised concerns about multiple dwellings on single-family lots and electrical safety, suggesting coordinated inspections. Budget amendments and vehicle maintenance data were requested for better oversight. Public service announcements are being developed in both English and Spanish. Discussions covered volunteer fire department challenges, mosquito spraying logistics, and ongoing street repairs, particularly on Nebraska Ave.

**CITY OF SAN JUAN
CITY COMMISSION MEETING
TUESDAY, MAY 13, 2025**

Code enforcement continues addressing property violations like abandoned toilets and construction debris. Ribbon cuttings for new businesses are being coordinated. Court activity data was questioned, with a request for broader case tracking. Graffiti issues around Stewart Place and Austin Junior High were noted, with law enforcement planning camera monitoring to address it. Overall, departments are actively working on community safety, infrastructure, and communication.

VI. PUBLIC HEARING/ORDINANCES

A. Hold a Public Hearing and Consider an Ordinance Providing a Conditional Use Permit Regarding the Sale of Alcoholic Beverages (BG – Wine and Beer Retailer’s Permit) at “Valley Ranch Drive-In” Located at 601 E. Hall Acres Road, Legally Described as Lot 95, Valley Ranch No. 5 Subdivision, as Requested by Valley Ranch Drive In, LLC. [Jorge J. Garcia, Director of Planning]

DISCUSSION: Jorge J. Garcia, Director of Planning and Zoning stated that the applicant, Valley Ranch Drive-In LLC, had requested a conditional use permit to sell alcoholic beverages for on-site consumption at their drive-through convenience store located at the southwest corner of Hall Acres and Stewart Road. The proposed hours of operation are daily from 7:00 a.m. to midnight. The Planning Department confirmed that the applicant will comply with all TABC requirements and may need additional city permits. Of the nine nearby property owners notified, one submitted a letter of opposition. Mr. Garcia stated that the Planning and Zoning Commission unanimously recommended approval.

Mayor Mario Garza opened the public hearing at 7:18 p.m.

Mayor Mario Garza closed the public hearing at 7:19 p.m.

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

B. Hold a Public Hearing and Consider an Ordinance Providing a Conditional Use Permit Regarding the Sale of Alcoholic Beverages (BG – Wine and Beer Retailer’s Permit) at “The Craft” Located at 234 E. Business Hwy 83, Legally Described as Lot 1, Block B, Lettered Blocks (San Juan), as Requested by MAG Investments RGV, LLC. [Jorge J. Garcia, Director of Planning]

DISCUSSION: Jorge J. Garcia, Director of Planning and Zoning, stated that the City Commission held a public hearing regarding a conditional use permit for the sale of alcoholic beverages (wine and beer) for on-premise consumption at The Craft at Cheers Food Truck Park, located at the southwest corner of US Business 83 and Iowa Avenue. The business plans to operate Thursday through Sunday, from 3 p.m. to 12 a.m. The applicant must comply with Texas Alcoholic Beverage Commission (TABC) regulations and may require additional city permits. Mr. Garcia mentioned that no public comments were received either in favor of or against the request. The Planning & Zoning Commission unanimously recommended approval on April 10, 2025, with a 6–0 vote, contingent upon address verification. A concern regarding duplicate liquor licenses at the same address was clarified—a new address was issued to resolve the issue.

Mayor Mario Garza opened the public hearing at 7:20 p.m.

Mayor Mario Garza closed the public hearing at 7:21 p.m.

Commissioner Jesus “Jesse” Ramirez made motion to approve and was seconded by Commissioner Ernesto “Neto” Guajardo. Motion passed (5-0)

C. Hold a Public Hearing and Consider an Ordinance Regarding a Voluntary Annexation Petition of the 0.73-Acre Tract of Land Out of Lot 13, Block 47, Alamo Land and Sugar Company's Subdivision, Hidalgo County, Texas, According to the Plat or Map thereof Recorded in Volume 1, Pages 24-26, Map Records, Hidalgo County, Texas. [Jorge J. Garcia, Director of Planning]

DISCUSSION: Jorge J. Garcia, Director of Planning and Zoning, stated that the City of San Juan held a public hearing to consider a voluntary annexation petition for a 0.773-acre tract of land located on the north side of Earling Road, approximately 935 feet west of Cesar Chavez Road. The property, which is currently undergoing the subdivision process, is part of Lot 13, Block 47, of the Alamo Land and Sugar Company Subdivision. The annexation is being conducted in accordance with Texas Local Government Code Chapter 43.028 and the San Juan City Charter.

Mayor Mario Garza opened the public hearing at 7:22 p.m.

Mayor Mario Garza closed the public hearing at 7:22 p.m.

**CITY OF SAN JUAN
CITY COMMISSION MEETING
TUESDAY, MAY 13, 2025**

Commissioner Jesus “Jesse” Ramirez made motion to approve and was seconded by Mayor Pro Tem Marco “Markie” Villegas. Motion passed (5-0)

- D. Consider Second and Final Reading of an Ordinance Classifying Property Described as Being a 0.57-Acre Tract of Land Out of Lot 8, Block 35, Alamo Land and Sugar Company Subdivision, Hidalgo County, Texas, According to the Map or Plat Thereof Recorded in Volume 1 Pages 24-26, Map Records Hidalgo County, Texas and According to Order of Judgment Recorded Under County Clerk's Document Number 150118, Official Records, Hidalgo County, Texas as "Surplus" Property and Authorizing the Transfer of that Certain Property to the San Juan Economic Development Corporation for Economic Development Purposes; Providing for 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. [Jorge J. Garcia, Interim Executive Director of San Juan EDC]**

DISCUSSION: Jorge J. Garcia, Director of Planning and Zoning stated that the City of San Juan conducted the second and final reading of an ordinance to classify and authorize the transfer of a 0.57-acre tract of land (out of Lot 8, Lot 35 of the Alamo Land Company Subdivision) to the San Juan Economic Development Corporation (EDC) for economic development purposes. The property is located on the north side of First Street, west of Stewart Road. Mr. Garcia recommended approval, and the Commission unanimously approved the ordinance, finalizing the transfer.

Commissioner Jesus “Jesse” Ramirez made motion to approve and was seconded by Commissioner Ernesto “Neto” Guajardo. Motion passed (5-0)

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

- A. Final Plat Approval of Shops at Chavez Lot 6 Being a 1.94-Acre Tract of Land out of Lot 4, Block 35, Alamo Land and Sugar Company's Subdivision, Located Approximately 350 feet North of Frontage Road (Interstate Highway 2), along the West side of Cesar Chavez Road, as Requested by Halff Associates. [Jorge J. Garcia, Director of Planning]**

DISCUSSION: Jorge Garcia, Director of Planning and Zoning, stated that the Shops at Chavez Lot 6 is a 1.94-acre tract of land. The subdivision consists of one (1) lot with an entrance and exit along Cesar Chavez Road. It is located in Flood Zone “C,” which indicates areas of minimal flooding, according to the FEMA map. Water and sewer services are provided by the City of San Juan. During their regular meeting on May 8, 2025, the Planning and Zoning Commission unanimously recommended approval of the Final Plat with a 5-0 vote. Mr. Garcia stated that staff also recommended approval.

Commissioner Jesus “Jesse” Ramirez made motion to approve and was seconded by Mayor Pro-Tem Marco “Markie” Villegas. Motion passed (5-0)

- B. Discussion and Possible Action, if any, Setting a Deadline for Waiving Permit Fees for those Affected by the Flood on March 27, 2025. [Jorge J. Garcia, Director of Planning]**

DISCUSSION: Jorge Garcia, Director of Planning and Zoning, asked the City Commission for direction on setting a deadline for waiving the permit fees for areas affected by the flooding on March 27, 2025. Mr. Garcia informed the City Commission that, since the day of the event, fees have been waived for 11 permits. Mayor Mario Garza asked Mr. Garcia for his recommendation, to which Mr. Garcia responded that the fee waiver should end as of today. Commissioner Adina “Dina” Santillan requested that a public announcement be sent out to inform residents.

Commissioner Adina “Dina” Santillan made motion to extended the permit fees to June 1, 2025 and was seconded by Mayor Pro-Tem Marco “Markie” Villegas. Motion passed (5-0)

- C. Discussion and Possible Action, if any, to Allow the Interim City Manager to Proceed with the Employee Benefit Enhancement Package. [Adelaida Cordero, Director of Human Resources and Leroy Gonzales, Director of Finance]**

DISCUSSION: Adelaida Cordero, Director of Human Resources, reviewed the Employee Enhancement Package with the City Commission, which includes not only the retirement plan but also employee benefits. Mrs. Cordero stated that these enhancements had been reviewed in collaboration with Chief Tirso Garza, Leroy Gonzales, and herself, as well as with the prior administration. She informed the City Commission about the proposal, emphasizing the importance of considering the upcoming budget and maintaining fiscal responsibility.

**CITY OF SAN JUAN
CITY COMMISSION MEETING
TUESDAY, MAY 13, 2025**

- First, enhance the current TMRS (retirement plan) by increasing the employee contribution from 6% to 7%.
- Include the Updated Service Credit at 75% (Option 2), which would result in a 9.64% cost including transfers, and set it on a repeating basis so it does not require annual commission approval.
- These changes should take effect on January 1, 2026, and must be approved by ordinance with TMRS in the city no later than December 2025.

Leroy Gonzales, Director of Finance, informed the city commission that he included a chart broken down by funds, showing the total cost to the city as \$643,809.82. This number is preliminary. Commissioner Jesus “Jesse” Ramirez asked for confirmation of the current cost, which he believed would double from \$602,440.52, and requested clarification on Proposed Option #2 at 9.64%. Mr. Gonzales clarified that \$602,440.52 is the city’s current cost at 4.66%. If the city adopts the 9.64% option, there will be an increase of \$643,809.82, for a total cost of \$1,246,250.34. He also mentioned that city staff is currently working on the budget, with a deadline of December 2025. Commissioner Ramirez asked if it would be possible to provide both scenarios during the budget workshop to allow better preparation. Lorraine Moreno stated that the city ordinance needs to be completed before the end of the year. Commissioner Santillan noted that the health insurance numbers are still pending and requested Mr. Gonzales to speak with the agent of record to obtain proposed amounts for health insurance and the cafeteria plan so the city can better prepare. Both Commissioner Santillan and Commissioner Ramirez agreed that the agent of record stated they would be able to provide estimates in June or July. Ms. Cordero then proceeded with the enhancement presentation to:

- Sick Leave Accrual: is capped at 96 hours for full-time employees; proposing to be unlimited. As last change was approved by the City Commission October 2015 to in accrual from 4 hours to 8 hours a month. Employees eligible for payout must have provided a 2-week notice and physically worked the last weeks of employment. Capped at 240 for payout upon termination for eligible employees as in vacation leave. The following criteria Employed; 5 years; payout will be 120 Employed 10 years or more; payout will be 240 max. Employment must be continuous with City full time employee. I employee is terminated or dismissed; employee is not eligible for payout as in the case for payout of vacation leave.
- Holiday Schedule: Juneteenth (June 19) is one of the oldest known commemorations related to the abolition of slavery in the United States and recognized since 2021. As our calendar will coincide with the Hidalgo County and most state agencies to be effective immediately.

Commissioner Santillan asked to look into the holidays particularly when it comes to the Fourth of July for example when it falls on a Thursday and give Friday off to make the weekend longer, to see if it’s something the City Commission would even entertain. Ms. Cordero continued with the presentation:

- Longevity Pay: Currently the city has seniority pay and we’d like to change it to longevity pay for full-time employees non civil service to be paid bi-weekly as in the case of civil service to keep it similar to civil service police and fire. Change to be effective October 1, 2025 with the criteria will begin at two (2) years plus at \$200.00 and end at thirty (30) years plus @6,000.00.

Ms. Cordero provided the City Commission with a Proposed Longevity Pay Cost spreadsheet outlining two scenarios: one at two years of service, and another after the third year of service. Mr. Gonzales stated that with 132 employees receiving \$200.00 each, the bi-weekly cost would be about \$26,400.00. Regarding seniority pay, the city would save money, but everyone would receive longevity pay—not just those who have reached 5, 10, 15, or 20 years of service. The current year projection shows \$26,400 for longevity pay versus \$35,000 for seniority pay. For FY 2026–2027, the projection includes 131 employees, with costs of \$39,100 for longevity pay compared to \$43,000 for seniority pay, resulting in a savings of \$3,700. Mr. Gonzales stated that the proposal is to discontinue seniority pay and implement bi-weekly longevity pay, so employees receive payments in their regular paycheck rather than a lump sum at the end of the year. He explained that employees currently receiving seniority pay would be affected by this transition. Approximately 20 employees are scheduled to receive seniority pay in FY 2025–2026. If longevity pay is implemented, these employees will no longer receive lump sums. The estimated lump sums affected range from \$1,000 to \$4,000, depending on tenure. The breakdown is as follows: 7 employees at \$1,000, 2 employees at \$2,000, 5 employees at \$3,000, and 1 employee at \$4,000 (with 20 years of service).).

- Retiree Medical insurance:

Ms. Cordero stated that the city currently does not offer retiree medical insurance or medical coverage. However, if this coverage is implemented, the employee or retiree must have at least 20 consecutive years of service with no interruptions. Of course, the coverage would end at age 65 or once the retiree becomes Medicare-eligible. The city would cover 70% of the medical insurance premium (retiree-only), and the retiree would pay the remaining 30%. No dependents or supplemental plans would be included, and the coverage

**CITY OF SAN JUAN
CITY COMMISSION MEETING
TUESDAY, MAY 13, 2025**

would not be retroactive, becoming effective January 2026 moving forward. She also mentioned that this proposal depends on cost projections based on the current HMO plan, as the city currently pays the entire premium for active employees on the HMO plan. Mr. Gonzales provided a scenario: should all 11 eligible employees with 20+ years of service retire simultaneously, the estimated cost to the city would be \$55,000 annually. The actual cost depends on the insurance premium at retirement and how many retirees opt in. She further stated that this proposal is a budget planning initiative to explore options early and aligns with trends seen in other cities to attract and retain employees. Commissioner Ramirez inquired about the benefits TMRS provides to the city, to which Mrs. Moreno confirmed that TMRS only covers retirement; medical insurance would be through TML. Mayor Mario Garza stated that no action would be taken at this time and asked Tirso Garza, Interim City Manager, to bring this item back on another day in the form of a workshop.

No Action was Taken.

D. Discussion and Possible Action, if any, to Award RFB NO. 25-005-04-09 City of San Juan Lift Station No. 6 Relocation Project to the Lowest Responsive and Responsible Bidder, GO Underground LLC in the Amount of \$3,387,183.20 and Authorize the Interim City Manager to Execute all Related Documents. [Lori A. Maldonado, Purchasing Agent]

DISCUSSION: Lori Maldonado, Purchasing Agent stated on Wednesday, March 12, 2025, and March 26, 2025, staff solicited proposals for RFB NO. 25-005-04-09 City of San Juan Lift Station No. 6 Relocation Project in The Advance News Journal. A Pre-Bid Conference was held on March 26, 2025, with a Bid Opening on April 16, 2025. Two proposals were submitted from the following Contractors:

- GO Underground LLC
- MOR-WIL LLC

After evaluating the submitted bids, considering the price ranking and previous experience with the City of San Juan, TRIMAD Consultants, L.L.C. determined that GO Underground, LLC was the lowest responsive and responsible bidder. Commissioner Jesus “Jesse” Ramirez asked what the city’s budget for this project was. Rick Salazar with TRIMAD Consultants stated that they had submitted the PSN to the city before bidding. The estimate provided to the city was \$3,449,100.00, which was the budgeted amount included in the plans. When the bids were opened, the low bid came in at \$3,137,830.20; however, GO Underground had left out an amount of \$250,000. After reviewing the bid tabulations, this omission was caught. The \$250,000 represents a betterment fund provided to the contractor. This amount was not included in the last item on the bid, but after accounting for it, the adjusted bid total came to \$3,387,183.20. This is the base bid plus the additional betterment amount for their portion of the project. The difference between the lowest bidder, GO Underground, and TRIMAD’s estimate is \$61,916.80, which is about 1.8%. Commissioner Adina “Dina” Santillan asked if there was a table for the alternates. Mr. Salazar confirmed that there were a couple of alternates. The bid tabulation they provided included the base bid with 32 items plus three alternates. The alternates were necessary items included in the plans, though some may not be needed immediately. For this reason, only Alternate #2 was included in the recommendation, but alternate #3 will eventually be needed to ensure that the line crosses 495 and is prepared for future road expansion. He further stated their recommendation: base bid of \$3,387,183.20 plus Alternate #2, recommended to include \$130,000. This amount keeps the project within budget. Commissioner Ramirez inquired how far along the road the city would need to add additional funds. Mr. Salazar recommended the sewer line addition from the lift station north of 495 to South Chavez to support future development. He noted this is over budget by the \$130,000 already included in the bid tabs but mentioned that the city could decide to rebid the alternates if desired. Commissioner Marco “Markie” Villegas asked about the project timeframe. Mr. Salazar replied that the project would take about a year and a couple of months to complete. Commissioner Santillan asked about the anticipated start date if approved tonight. Mr. Salazar responded that they are still waiting on environmental approval. They received an email today confirming everything is already approved but had some follow-up questions regarding the contractor to be selected tonight. TRIMAD will provide the requested information tomorrow morning, and they hope to receive the permit soon. He emphasized that everything is pre-approved and ready to go. He confirmed the city has worked with this contractor before and is comfortable recommending them. GO Underground has done several projects locally, including finishing a lift station in the city about a year or two ago, which was similar to this project. They checked references, and the company has been in business for 24 years under the current name. For the first two years, they operated under a different name. Commissioner Ramirez asked if the company did business with the City of San Juan during those first two years, Mr. Salazar replied no. Commissioner Ramirez further inquired about the evaluation forms submitted. He noted that Cruz Flores, the evaluator, gave a score of zero for relevant completed projects—where “relevant” means pertaining to this type of project. Mr. Salazar explained that the zero score was for the quality category rated 13, and the number of relevant projects was zero because GO Underground currently has a project with another city nearby that is not yet finished. Other evaluators scored GO Underground as follows: Jose Perez gave 2 out of 5, Miguel Garcia gave 3 out of 5, and Mr. Martinez gave 3 out of 5. Commissioner Ramirez wanted to ensure the selected company could handle the

**CITY OF SAN JUAN
CITY COMMISSION MEETING
TUESDAY, MAY 13, 2025**

project. Mr. Salazar assured him they could, highlighting that the company is local and has completed lift stations within the City of San Juan, including Lift Station Number 13. Commissioner Ramirez asked Mr. Juan Carlos Martinez if there were any issues with that project. Mr. Martinez replied there were no issues, only one change order, which was not requested by the contractor but by AEP for an additional breaker. Mayor Garza inquired about any litigations involving the contractor. Mr. Salazar replied no, none that he was aware of.

Commissioner Jesus “Jesse” Ramirez made motion to approve and was seconded by Commissioner Ernesto “Neto” Guajardo. Motion passed (5-0)

VIII. CONTRACTUALS

A. Consideration and Action on the Interlocal Cooperation Agreement Between the City of San Juan and the County of Hidalgo Regarding the Inspection and Approval of On-Site Sewage Facility Systems (OSSF). [Jorge J. Garcia, Director of Planning]

DISCUSSION: Jorge J. Garcia, Director of Planning and Zoning, stated that the City of San Juan reviewed and approved an updated interlocal agreement with Hidalgo County concerning septic tank permits and inspections. Under this agreement, Hidalgo County will continue to be responsible for issuing permits and conducting inspections for septic tank installations within the city. The update was prompted by a change in the county’s fee schedule, specifically the addition of a \$75 reinspection fee. The previous agreement between the city and county was signed on February 26, 2020. During the meeting, a council member inquired about the number of homes using septic tanks in San Juan, and it was noted that such cases are very minimal.

Commissioner Jesus “Jesse” Ramirez made motion to approve and was seconded by Commissioner Ernesto “Neto” Guajardo. Motion passed (5-0)

B. Consideration and Action, if any, on Memorandum of Understanding (MOU) Between the City of San Juan and the San Juan Economic Development Corporation for Conveyance of Property Described as Being a 0.57-Acre Tract of Land Out of Lot 8, Block 35, Alamo Land and Sugar Company Subdivision, Hidalgo County, Texas. [Jorge J. Garcia, Interim Executive Director of San Juan EDC]

DISCUSSION: Jorge J. Garcia, Director of Planning and Zoning stated that the City of San Juan approved a Memorandum of Understanding (MOU) with the San Juan Economic Development Corporation for the conveyance of a 0.578-acre tract of land located in Lot 8, Block 35 of the Alamo Land and Sugar Company Subdivision. Staff recommended approval..

Commissioner Jesus “Jesse” Ramirez made motion to approve and was seconded by Mayor Pro Tem Marco “Markie” Villegas. Motion passed (5-0)

C. Consideration and Action, if any, on an Agreement Between the City of San Juan and Tyler Technologies Regarding Payment Card Processing, and Authorization for the City Manager to Sign all Related Documents.

DISCUSSION: Leroy Gonzales, Director of Finance stated that the City of San Juan considered and approved an agreement with Tyler Technologies for integrated payment card processing. Currently, the city uses multiple standalone credit card systems with different vendors, including Avalon. This causes inefficiencies and technical issues, especially during system updates. The new agreement with Tyler Technologies will unify all credit card processing under one system, streamlining transactions across departments like municipal court, planning, and utilities. It will also reduce manual input errors by allowing direct integration into the city’s Encode system. The transition is expected to cost \$7,000 and will take approximately three to four months to implement. The city currently spends an estimated \$60,000 to \$70,000 annually on its fragmented processing setup, so this change is expected to bring cost and efficiency benefits. The new system will accept all major credit cards and is considered a significant technological upgrade for the city. The motion to approve the agreement was passed.

Commissioner Ernesto Neto’ Guajardo made motion to approve and was seconded by Commissioner Jesus “Jesse” Ramirez. Motion passed (5-0)

IX. RESOLUTIONS

A. Consideration and Action, if any, on a Resolution Canvassing the Returns; Declaring the Results of the General Election Held on May 3, 2025, for the Purpose of Electing a Mayor, Commissioner for Place 2 and Commissioner Place 3 for the City of San Juan. [Brenda Escalante, City Secretary]

CITY OF SAN JUAN
CITY COMMISSION MEETING
TUESDAY, MAY 13, 2025

DISCUSSION: Brenda Escalante, City Secretary presented the resolution certifying the election results for the election held on **Saturday, May 3, 2025.**

This election was conducted for the following positions:

Mayor
Commissioner, Place 2
Commissioner, Place 3

Voter Turnout:
Total Votes Cast in the Election: 2,817

Office of Mayor:
Ernesto “Coach” Guajardo

- Absentee: 66
- Early Voting: 872
- Election Day: 339
- Total: 1,277 votes (45.59%)

Mario Garza

- Absentee: 15
- Early Voting: 1,116
- Election Day: 393
- Total: 1,524 votes (54.41%)

Commissioner, Place 2:
Mario Cantu

- Absentee: 9
- Early Voting: 1,129
- Election Day: 396
- Total: 1,534 votes (55.30%)

Marta Santa Maria

- Absentee: 71
- Early Voting: 839
- Election Day: 330
- Total: 1,240 votes (44.70%)

Commissioner, Place 3:
Adina Santillan

- Absentee: 64
- Early Voting: 767
- Election Day: 293
- Total: 1,124 votes (40.29%)

Gilbert Garza

- Absentee: 13
- Early Voting: 909
- Election Day: 282
- Total: 1,204 votes (43.15%)

Jaime Castillo

- Absentee: 3
- Early Voting: 304
- Election Day: 155
- Total: 462 votes (16.56%)

Therefore, Mario Garza received the majority of votes cast and is hereby certified as elected Mayor.

Mario Cantu received the majority of votes cast and is hereby certified as elected Commissioner for Place 2.

For Commissioner Place 3, no candidate received over 50% of the votes; therefore, a runoff election is required between the top two candidates: Adina Santillan and Gilbert Garza.

Commissioner Ernesto Neto’ Guajardo made motion to approve and was seconded by Commissioner Jesus “Jesse” Ramirez. Motion passed (5-0)

B. Consideration and Action, if any, on a Resolution Issuing Order and Notice of City of San Juan Runoff Election for Commissioner Place 3. [Brenda Escalante, City Secretary]

DISCUSSION: Brenda Escalante, City Secretary, stated that this resolution is a follow-up to the previously approved resolution canvassing and accepting the election results for the May 3, 2025 General Election. The

**CITY OF SAN JUAN
CITY COMMISSION MEETING
TUESDAY, MAY 13, 2025**

City is now seeking approval for a resolution and official notice to order a runoff election. This runoff election is scheduled for June 7, 2025, for City Commissioner Place 3, as no candidate received a majority of the votes in the initial election. Mrs. Escalante recommended approval of the resolution issuing the order and notice for the City of San Juan runoff election for Commissioner Place 3. She also recommended selecting the number of polling locations needed to ensure voter access.

Mayor Pro Tem Marco “Markie” Villegas made motion to enter into executive session at 8:19 p.m. and was seconded by Commissioner Adina “Dina” Santillan. Motion passed (4-0)

Mayor Pro Tem Marco “Markie” Villegas made motion to reconvene at 8:27 p.m. and was seconded by Commissioner Jesus “Jesse” Ramirez. Motion passed (4-0)

Commissioner Jesus “Jesse” Ramirez made motion to approve and was seconded by Mayor Pro Tem Marco “Markie” Villegas. Motion passed (4-0)

C. Consideration of a Resolution to Approve a Waterline Access Agreement between the City of San Juan and North Alamo Water Supply Corporation (NAWSC) for the Sioux Heights Subdivision. [Jorge J. Garcia, Director of Planning]

DISCUSSION: Jorge J. Garcia, Director of Planning and Zoning stated that the proposed property is within the North Alamo Water Supply Corporation (NAWSC) water service area. The NAWSC requires an agreement between the Corporation and the City of San Juan to be signed and executed before the Corporation allows the installation of fire hydrants and water lines in the Sioux Heights Subdivision, located approximately a quarter of a mile West from Cesar Chavez Road along the Southside of Sioux Road. The format of the Agreement is consistent with previous agreements approved by the City Commission in the past years.

Commissioner Jesus “Jesse” Ramirez made motion to approve and was seconded by Mayor Mario Garza. Motion passed (4-0)

X. CONSENT AGENDA

- A. Consider Approval of the Tax Collection Report for the Month of February 28, 2025. [Leroy Gonzales, Director of Finance]**
- B. Consider Approval of the Tax Collection Report for the Month of March 31, 2025. [Leroy Gonzales, Director of Finance]**
- C. Consider Approval of the Budget Expenditures Report for the Month of March 31, 2025. [Leroy Gonzales, Director of Finance]**
- D. Consider Approval of the Quarterly Investment Report for the Period Ending March 31, 2025. [Leroy Gonzales, Director of Finance]**
- E. Consider Approval of City Commission Meeting Minutes:
- April 13, 2025**

Commissioner Jesus “Jesse” Ramirez made motion to approve all items under consent agenda and was seconded by Mayor Pro Tem Marco “Markie” Villegas. Motion passed (4-0)

XI. 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) of the Texas Government Code; Discussion and Possible Action Regarding Legal Issues Concerning Unemployment Matters.**
 - 2. Pursuant to Section §551.071 (Consultation with Attorney) of the Texas Government Code; Discussion and Possible Action Regarding AEP Texas Inc. Acquisition of Easement Rights.**
 - 3. Pursuant to Section §551.071 (Consultation with Attorney) of the Texas Government Code; Discussion and Possible Action Regarding Legal Issues Concerning the 2025 4th of July Event.**

Commissioner Jesus “Jesse” Ramirez made motion to enter into executive session at 8:31 p.m. and was seconded by Mayor Pro Tem Marco “Markie” Villegas. Motion passed (4-0)

**CITY OF SAN JUAN
CITY COMMISSION MEETING
TUESDAY, MAY 13, 2025**

Commissioner Jesus “Jesse” Ramirez made motion to reconvene at 9:00 p.m. and was seconded by Mayor Pro-Tem Marco “Markie” Villegas. Motion passed (4-0)

XII. 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) of the Texas Government Code; Discussion and Possible Action Regarding Legal Issues Concerning Unemployment Matters.**

Mayor Mario Garza made motion to approve as discussed under executive session and was seconded by Mayor Pro Tem Marco “Markie” Villegas. Motion passed (4-0)

- 2. Pursuant to Section §551.071 (Consultation with Attorney) of the Texas Government Code; Discussion and Possible Action Regarding AEP Texas Inc. Acquisition of Easement Rights.**

No Action was Taken.

- 3. Pursuant to Section §551.071 (Consultation with Attorney) of the Texas Government Code; Discussion and Possible Action Regarding Legal Issues Concerning the 2025 4th of July Event**

Mayor Mario Garza made motion to approve as discussed under executive session and was seconded by Mayor Pro Tem Marco “Markie” Villegas. Motion passed (3-1)

Commissioner Adina “Dina” Santillan for the record stated that she opposed.

XIII. ADJOURMENT

Commissioner Adina “Dina” Santillan made motion to adjourn at 9:00 p.m. and was seconded by Mayor Pro Tem Marco “Markie” Villegas. Motion passed (4-0)

CITY OF SAN JUAN, TEXAS

Mario Garza, Mayor

ATTEST:

Brenda Escalante, City Secretary