



**NOTICE OF THE REGULAR MEETING OF
THE CITY OF SAN BENITO CITY COMMISSION
OCTOBER 1, 2024
5:30 PM**

**SAN BENITO MUNICIPAL BUILDING
CESAR GONZALEZ MEETING HALL
401 NORTH SAM HOUSTON BOULEVARD
SAN BENITO, TEXAS 78586**

During the course of this meeting, the City Commission may retire into Executive Session under Texas Government Code Section 551.071 (2) to consult with its legal counsel on legal matters relating to any item on this agenda when the duty of the attorney to the City Commission under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551 of the Texas Government Code. The City Commission reserves the right to consider and address any of the items in this agenda in any order during the meeting.

CALL TO ORDER:

1. Roll call and possible action on the excusing of any absent member of the governing board.
2. Pledge of Allegiance to the U.S. Flag and to the Texas Flag.
3. Invocation.

PROCLAMATION(S)

- Presentation of a proclamation recognizing the month of October as National Breast Cancer Awareness Month.

ANNOUNCEMENTS

1. Presentation of Certificates of Appreciation to members of the Leadership, Experience, Opportunity Club for outstanding volunteer efforts of the Resaca Trail Clean-Up.
2. Presentation of a Certificate of Appreciation to Noah Mireles for his invaluable services and contributions to the City of San Benito Animal Shelter.
3. The Building Code Effectiveness Grading Classification granted to the City of San Benito.

PUBLIC COMMENTS (Speaker remarks limited to three minutes)

- **Non-Agenda Items:** Kindly submit a "Public Comment Form" stating the City business or City policy you wish to speak to an hour before the start of the scheduled meeting time with the City Secretary. Forms are not reserved for anyone nor may time be deferred to anyone. PowerPoint presentations may not be accommodated. This period is limited to five (5) speakers with a time limit of three (3) minutes per speaker.
- **Agenda Items:** Kindly submit a "Public Comment Form" stating which item(s) on the agenda you wish to speak to an hour before the start of the scheduled meeting time with the City Secretary. Speakers will be allowed to address the Commission on the agenda item before it is to be considered. The speaker is limited to three (3) minutes.
- **Time Limits:** The City Commission shall have the discretion to modify its regulations regarding time limits on public comment if necessary. For example, the time limit may be shortened to accommodate a lengthy agenda or it could be lengthened to allow additional time for discussion on a complicated matter or if there is a need for an interpreter.

PRESENTATION(S)

- Presentation of the City of San Benito Financial Statements for the period ended August 31, 2024.

CONSENT AGENDA ITEM(S)

The following are considered to be routine by the City Commission and will be approved by one motion. There will be no separate discussion of these items unless a City Commissioner so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.

1. Consideration and possible action to approve the minutes of the May 14, 2024 City of San Benito Special City Commission Meeting and the May 21, 2024 City of San Benito Regular City Commission Meeting.
2. Consideration and possible action to nominate and cast a vote for the Texas Municipal League Region 12 Director Election.
3. Discussion and possible action on matters pertaining to the Cameron Appraisal District:
 - a) Nominate one candidate for each of the five open positions
 - b) Approval of Resolution Number 2024-1001-001(R)
4. Consideration and possible action to approve Resolution Number 2024-1001-002(R) ratifying the adoption of the amended bylaws of the San Benito Economic Development Corporation, Inc.
5. Consideration and possible action to approve Resolution Number 2024-1001-003(R) approving proposed projects of the San Benito Economic Development Corporation, Inc.

6. Consideration and possible action to approve a road closure request and a special parking request by Saint Theresa Catholic Church for their Annual Fall Festival scheduled for October 5-6, 2024, from 5:00 p.m. to 10:00 p.m.
 - a. Encino Street from Combes Street to Paseo Union Street.
 - b. Caoba Street from Combes Street to Paseo Union Street.
 - c. Paseo Union Street from Encino Street to Caoba Street.
 - d. Parking in Falligant Park

7. Consideration and possible action to approve the purchase and installation of a new surveillance camera system at the San Benito Police Department from ProtekAV LLC for the total amount of \$55,695.00.

8. Consideration and possible action to approve the purchase and installation of emergency vehicle equipment for six 2023 Ford Police Interceptor Utility vehicles from DANA Safety Supply Inc., in the total amount of \$144,520.96.

9. Consideration and possible action to approve Bid Number 2024-08-002 for a year supply of road materials for Fiscal Year 2024-2025.

10. Consideration and possible action to approve the South Texas Emergency Care Foundation base rate increase effective October 1, 2024.

11. Consideration and possible action to approve a proposal from the Offices of Marc A. Rodriguez for the 89th Texas Legislative Session consulting and lobbying services for the City of San Benito.

12. Consideration and possible action to ratify payment to Engoplanet Energy Solutions, LLC for the replacement of ten solar lights at the Heavin Park in the total amount of \$14,975.00.

ITEMS FOR INDIVIDUAL CONSIDERATION(S)

1. First Reading of Ordinance 2573-B-10-2024, an ordinance amending Ordinance 2573-A-08-2024, providing a Comprehensive Schedule of Fees and related policies and procedures for Building Permit Fees, a stipulated.

2. First Reading of Ordinance Number 2625-10-2024 approving 380 Agreement transferring City properties to the San Benito Economic Development Corporation, Inc.

3. First Reading of Ordinance Number 2186-A-10-2024 that repeals and replaces Ordinance 2186 on standards of conduct.

BOARD APPOINTMENT(S)

1. Consideration and possible action to appoint a member to the Planning and Zoning Commission to the place and term starting and expiring as shown:
 - a) Place 2 - Current Term June 1, 2024 to May 31, 2026

ADJOURNMENT

Note: The City of San Benito 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 City Secretary at (956) 361-3800, Extension 103, by Monday, no later than 5:00 P.M., to make proper arrangements.

Dated: September 27, 2024

CITY OF SAN BENITO

Ricardo Guerra

**Honorable Ricardo Guerra
Mayor**

**STATE OF TEXAS
COUNTY OF CAMERON**

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I, the undersigned authority, do hereby certify that the above Notice of the Regular Meeting of the City of San Benito City Commission is a true and correct copy of said Notice posted on the front outdoor bulletin board cabinet for agendas at the San Benito Municipal Building, 401 North Sam Houston Boulevard, in San Benito, Texas, a place convenient and readily accessible to the general public at all times which has been continuously posted for a period of seventy-two (72) hours prior to the date and time said meeting was convened. This agenda may be downloaded by accessing: <http://cityofsanbenito.com/AgendaCenter>.

ATTEST:



Ruth McGinnis

**Ruth A. McGinnis
City Secretary**



1000 Bishops Gate Blvd., Suite 300
Mt. Laurel, NJ 08054

tel. 1 800 444-4554

August 22, 2024

Ms. Johanna Maldonado, Planning Director
San Benito
400 N. Travis St.
San Benito, TX 78586

RE: Building Code Effectiveness Grading Schedule Results
San Benito, Cameron County, TX

Dear Ms. Maldonado:

We wish to thank you for the cooperation given to our representative, Daniel Cortez, during our recent survey. We have completed our analysis of the building codes adopted by your community and the efforts put forth to properly enforce those codes. The resulting Building Code Effectiveness Grading Classification is 04 for 1 and 2 family residential property and 04 for commercial and industrial property.

ISO primary mission is providing advisory insurance underwriting and rating information to insurers. There is no requirement that insurers use our advisory material. Insurers may have adopted, or may be in the process of adopting, an ISO insurance rating program that will provide rating credits to individual property insurance policies in recognition of community efforts to mitigate property damage due to natural disasters. These insurers may use the Building Code Effectiveness Grading Classification we have recently developed for your community as a basis for the credits used. While individual insurers may use different credits or different effective dates, the ISO program will apply credits to new construction within San Benito that has been issued a Certificate of Occupancy in the year of publication and forward.

BCEGS classifications range from 1-10 with a Class 1 representing exemplary commitment to building-code enforcement. A classification of 99 indicates that a particular aspect of a community's building code enforcement program does not meet the minimum requirements of the BCEGS Schedule to receive a classification of 1-10. The BCEGS Schedule requires that a jurisdiction adopts building codes, conducts plan review, conducts inspections, and provides for staff training.

If you have any questions about the Classification that was developed, please let us know. Additionally, if you are planning on any future changes in your building codes or their enforcement, please advise us as these changes may affect our analysis and your community's grading classification.

Sincerely,

BCEGS Notification Team
Insurance Services Office
Phone: +1.800.444.4554
Email: BCEGSNotifications@iso.com
Website: www.isomitigation.com

cc: Mr. Fred Sandoval, City Manager
San Benito
401 North Sam Houston Blvd.
San Benito, TX 78586



EXECUTIVE SUMMARY

REQUEST:

Presentation of the City of San Benito Financial Statements for the period ended August 31, 2024.

RECOMMENDATION:

Staff recommends acknowledgment

RATIONALE:

Monthly financial presentation

BUDGET IMPACT:

N/A

RESOURCE PERSONNEL:

Stephanie Sarrionandia, Finance Director

Fred Sandoval, City Manager

EXHIBITS:

FINANCE PRESENTATION AUGUST 2024
COSB FINANCIALS- AUG 2024

PREPARED BY:

Stephanie Sarrionandia
Finance Director

09/27/2024
Date

Fred R. Sandoval

Fred Sandoval
City Manager



SAN BENITO
The Resaca City

FINANCIAL REPORTS

AUGUST 2024

GENERAL FUND – BALANCE SHEET

	August 31, 2024	August 31, 2023
ASSETS		
Cash and cash equivalents	\$ 3,597,266	\$ 4,497,130
Investments		
Veritex	4,935,383	4,656,647
Texas Regional Bank MM	-	-
Prosperity Bank MN	-	-
Texpool	-	-
East West Bank CD	5,443,637	5,133,535
Veritex CD	-	-
Texpool-Escrow	294,425	277,882
Southside	-	-
Receivables (less allowance for uncollectible accts)		
Property Taxes	876,510	736,624
Sales Tax	924,173	867,575
Other	2,310,401	1,229,635
Prepaid expenses	9,575	17,127
Due from other funds	71,428	213,849
Due from component unit EDC	23,541	48,036
Total assets	\$ 18,486,339	\$ 17,678,040

GENERAL FUND – LIABILITIES & FUND BALANCE

LIABILITIES

Accounts payable	\$	551,888	\$	521,394
Accrued and other liabilities		165,284		161,452
Due to other funds		47,710		29,124
Due to component unit EDC		-		-
Deferred revenues		1,470,511		1,186,923
Total liabilities	\$	2,235,393	\$	1,898,893

FUND BALANCE

Nonspendable	\$	9,575	\$	17,127
Restricted				
State court payment (one year's payment)		-		-
Committed				
For street improvement		600,000		-
City Projects (Equipment, Grant Payment & CCRMA)		2,008,108		0
Days in reserve, 120		4,300,000		4,200,000
Encumbered budget balance		364,268		1,418,583
Unassigned Funds		8,768,997		2,400,000
Assigned		200,000		7,743,437
Total fund balance	\$	16,250,947	\$	15,779,147

TOTAL LIABILITIES and FUND BALANCE

	\$	18,486,339	\$	17,678,040
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GENERAL FUND

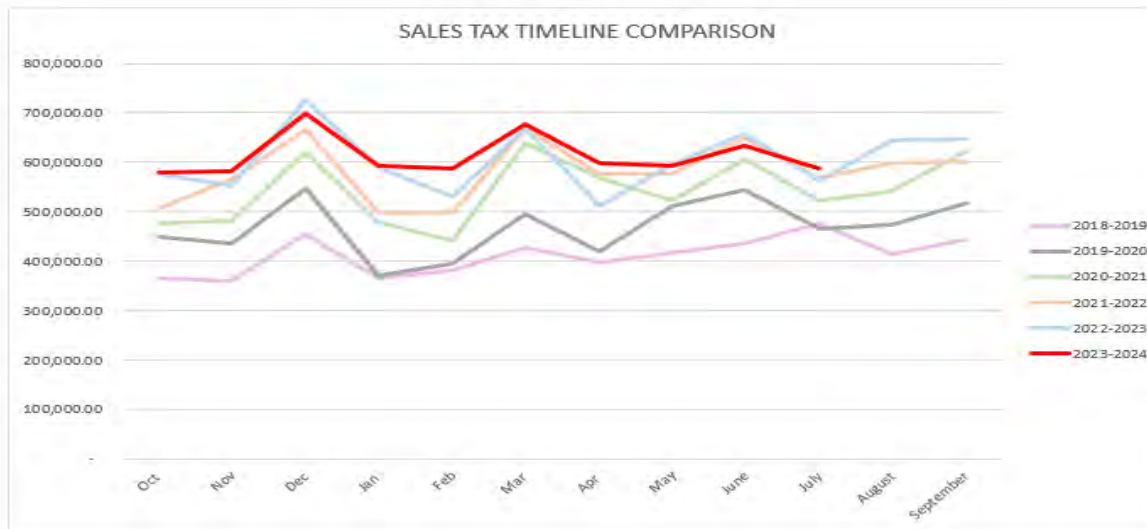
REVENUES, EXPENDITURES & FUND BALANCE

	MTD 2023	MTD Actual	YTD Actual
Revenues			
Property taxes	\$ 49,024	\$ 57,329	\$ 6,434,071
Non-property taxes	667,484	690,021	6,247,702
Fees revenue	128,896	33,544	420,021
Fines and forfeitures	23,211	21,835	300,466
Licenses and permits	28,817	22,672	301,117
Interest revenue	75,789	70,799	849,191
Miscellaneous revenues	106,208	1,069,676	1,241,605
Other Financing Sources	782	5,147	42,386
Total Revenues	\$ 1,080,211	\$ 1,971,023	\$ 15,836,560

	MTD 2023	MTD Actual	YTD Actual
Expenditures			
City commission	\$ (1,160)	\$ 290	\$ 45,871
City management	66,656	113,166	1,253,424
Public Relations	10,144	9,612	97,348
Personnel/civil services	10,221	16,620	\$ 138,243
Finance	27,294	66,224	461,838
Information technology	50,954	51,224	381,029
Planning & development	24,332	65,940	513,665
Municipal court	18,427	20,919	\$ 212,997
Police department	317,011	475,021	4,033,640
Police clearing-DEA/PS Grant Reimb	-	-	-
Fire department	182,064	300,649	2,382,604
Code enforcement	14,910	37,558	242,416
Stormwater	2,690	4,551	95,680
Public Safety	-	151	848
General maintenance	61,348	53,669	512,025
Streets maintenance	171,604	178,701	1,709,797
Grounds maintenance	89,219	80,678	512,095
Parks and Recreation	38,846	241,638	751,420
Public library	40,312	40,689	353,155
Cultural Arts	4,158	10,673	70,420
Capital outlay	66,024	137,979	619,429
Debt service			
Principal	-	-	336,267
Interest and fees	-	-	3,260
Bond issuance costs	-	-	-
Non-capitalized items	-	-	-
Total Expenditures	\$ 1,195,054	\$ 1,905,949	\$ 14,727,470
Revenues Over(Under) Expenditures	\$ (114,843)	\$ 65,074	\$ 1,109,090

SALES TAX YEARLY COMPARISON

Last Year Sales Tax Comparison							
	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	Yr % Inc/Dec
Oct	365,411.93	448,864.24	475,412.81	506,597.34	577,150.05	580,410.48	0.56%
Nov	358,906.88	435,508.98	481,599.70	565,307.20	553,080.02	580,902.92	5.03%
Dec	454,808.70	545,789.51	619,176.82	665,687.71	726,302.46	698,668.11	-3.80%
Jan	365,868.49	369,754.84	478,926.25	498,265.62	590,812.84	593,112.07	0.39%
Feb	380,777.69	393,847.05	441,941.44	497,240.48	529,140.00	587,008.17	10.94%
Mar	427,262.39	493,891.37	639,556.59	669,048.31	669,361.21	676,451.81	1.06%
Apr	398,438.26	420,382.73	568,937.99	575,757.01	511,660.38	598,594.44	16.99%
May	415,189.65	511,662.81	521,859.97	575,498.12	595,364.03	594,036.00	-0.22%
June	434,559.31	545,080.55	606,975.24	650,535.58	656,765.91	633,250.89	-3.58%
July	474,804.22	466,318.27	523,543.50	569,195.57	564,133.89	587,230.86	4.09%
August	414,906.50	472,263.83	541,174.94	597,504.15	644,065.38		-100.00%
September	442,644.20	517,250.95	623,366.22	599,510.10	647,206.25		-100.00%
EOY Adj							
	4,933,578.22	5,620,615.13	6,522,471.47	6,970,147.19	7,265,042.42	6,129,665.75	2.61%



Allocation Historical Summary

Results

City of San Benito
Authority Code: 2031021

Select a year ▼

2024	
January	580,902.92
February	698,668.11
March	593,112.07
April	587,008.17
May	676,451.81
June	598,594.44
July	594,036.00
August	633,250.89
September	587,230.86
October	.
November	.
December	.
TOTAL	5,549,255.27



SAN BENITO
The Resaca City

ANY QUESTIONS?

THANK YOU



CITY OF SAN BENITO

FINANCIALS

AUGUST 2024

**City of San Benito
General Fund
Balance Sheet
As of August 31, 2024**

	August 31, 2024	August 31, 2023
ASSETS		
Cash and cash equivalents	\$ 3,597,266	\$ 4,497,130
Investments		
Veritex	4,935,383	4,656,647
Texas Regional Bank MM	-	-
Prosperity Bank MN	-	-
Texpool	-	-
East West Bank CD	5,443,637	5,133,535
Veritex CD	-	-
Texpool-Escrow	294,425	277,882
Southside	-	-
Receivables (less allowance for uncollectible accts)		
Property Taxes	876,510	736,624
Sales Tax	924,173	867,575
Other	2,310,401	1,229,635
Prepaid expenses	9,575	17,127
Due from other funds	71,428	213,849
Due from component unit EDC	23,541	48,036
	<u>\$ 18,486,339</u>	<u>\$ 17,678,040</u>
Total assets	\$ 18,486,339	\$ 17,678,040
 LIABILITIES		
Accounts payable	\$ 551,888	\$ 521,394
Accrued and other liabilities	165,284	161,452
Due to other funds	47,710	29,124
Due to component unit EDC	-	-
Deferred revenues	1,470,511	1,186,923
	<u>\$ 2,235,393</u>	<u>\$ 1,898,893</u>
Total liabilities	\$ 2,235,393	\$ 1,898,893
 FUND BALANCE		
Nonspendable	\$ 9,575	\$ 17,127
Restricted		
State court payment (one year's payment)	-	-
Committed		
For street improvement	600,000	-
City Projects (Equipment, Grant Payment & CCRMA)	2,008,108	0
Days in reserve, 120	4,300,000	4,200,000
Encumbered budget balance	364,268	1,418,583
Unassigned Funds	8,768,997	2,400,000
Assigned	200,000	7,743,437
	<u>\$ 16,250,947</u>	<u>\$ 15,779,147</u>
Total fund balance	\$ 16,250,947	\$ 15,779,147
 TOTAL LIABILITIES and FUND BALANCE	 \$ 18,486,339	 \$ 17,678,040

**City of San Benito
General Fund
Statement of Revenues, Expenditures and Changes in Fund Balance
As of August 31, 2024**

	MTD 2023	MTD Actual	YTD Actual	Budget	YTD Encumbered	Unencumbered Balance	% Used 91.67%
Revenues							
Property taxes	\$ 49,024	\$ 57,329	\$ 6,434,071	\$ 6,961,612	-	\$ 527,541	92.42%
Non-property taxes	667,484	690,021	6,247,702	6,663,614	-	415,912	93.76%
Fees revenue	128,896	33,544	420,021	365,099	-	(54,922)	115.04%
Fines and forfeitures	23,211	21,835	300,466	313,236	-	12,770	95.92%
Licenses and permits	28,817	22,672	301,117	437,210	-	136,093	68.87%
Interest revenue	75,789	70,799	849,191	172,093	-	(677,098)	493.45%
Miscellaneous revenues	106,208	1,069,676	1,241,605	210,010	-	(1,031,595)	591.21%
Other Financing Sources	782	5,147	42,386	118,717	-	76,331	35.70%
Total Revenues	\$ 1,080,211	\$ 1,971,023	\$ 15,836,560	\$ 15,241,591	-	\$ (594,969)	103.90%

	MTD 2023	MTD Actual	YTD Actual	Budget	YTD Encumbered	Unencumbered Balance	% Used 91.67%
Expenditures							
City commission	\$ (1,160)	\$ 290	\$ 45,871	\$ 76,790	\$ -	\$ 30,919	59.74%
City management	66,656	113,166	1,253,424	1,518,715	356	264,935	82.56%
Public Relations	10,144	9,612	97,348	119,801	460	21,994	81.64%
Personnel/civil services	10,221	16,620	\$ 138,243	208,059	-	69,816	66.44%
Finance	27,294	66,224	461,838	589,732	669	127,225	78.43%
Information technology	50,954	51,224	381,029	415,225	17,170	17,026	95.90%
Planning & development	24,332	65,940	513,665	377,706	228	(136,187)	136.06%
Municipal court	18,427	20,919	\$ 212,997	249,140	250	35,893	85.59%
Police department	317,011	475,021	4,033,640	4,864,687	35,461	795,587	83.65%
Police clearing-DEA/PS Grant Reimb	-	-	-	-	-	-	0.00%
Fire department	182,064	300,649	2,382,604	2,811,878	13,140	416,133	85.20%
Code enforcement	14,910	37,558	242,416	407,107	1,097	163,594	59.82%
Stormwater	2,690	4,551	95,680	68,926	-	(26,754)	138.82%
Public Safety	-	151	848	-	-	(848)	0.00%
General maintenance	61,348	53,669	512,025	674,873	11,922	150,926	77.64%
Streets maintenance	171,604	178,701	1,709,797	1,874,212	64,018	100,397	94.64%
Grounds maintenance	89,219	80,678	512,095	683,886	13,792	157,999	76.90%
Parks and Recreation	38,846	241,638	751,420	717,453	11,954	(45,921)	106.40%
Public library	40,312	40,689	353,155	459,849	23,354	83,340	81.88%
Cultural Arts	4,158	10,673	70,420	112,832	5,288	37,124	67.10%
Capital outlay	66,024	137,979	619,429	-	165,109	(784,538)	0.00%
Debt service	-	-	-	-	-	-	0.00%
Principal	-	-	336,267	531,114	-	194,847	63.31%
Interest and fees	-	-	3,260	3,104	-	(156)	105.03%
Bond issuance costs	-	-	-	-	-	-	0.00%
Non-capitalized items	-	-	-	-	-	-	0.00%
Total Expenditures	\$ 1,195,054	\$ 1,905,949	\$ 14,727,470	\$ 16,765,089	\$ 364,268	\$ 1,673,351	90.02%

Revenues Over(Under) Expenditures \$ (114,843) \$ 65,074 \$ 1,109,090 \$ (1,523,498) \$ (364,268) \$ (2,268,320)

Details-Other financing sources (uses)

Refunded bonds issued	-	-	-	-	-	-	0.00%
Finance contract issued	-	-	-	-	-	-	0.00%
Payment to refunded bond escrow agent	-	-	-	-	-	-	0.00%
Sale of fixed assets / auction	-	-	-	-	-	-	0.00%
Sandbag fees	-	-	-	-	-	-	0.00%
Insurance proceeds	-	-	-	-	-	-	0.00%
Public safety grant reimbursements	-	-	-	-	-	-	0.00%
Transfers in	-	-	-	-	-	-	0.00%
Transfers out	-	-	-	-	-	-	0.00%
Total other financing sources (uses)	-	-	-	-	-	-	0.00%

Net change in fund balance \$ (114,843) \$ 65,074 \$ 1,109,090 \$ (1,523,498) \$ (364,268) \$ (2,268,320)

Beginning Fund Balance \$ 15,378,020

Fund balance, end of year \$ 16,487,110

Note:* = not part of budget.



UTILITY FUNDS

FINANCIALS

AUGUST 2024

**City of San Benito
Water Production Fund
Statement of Net Position
As of August 31, 2024**

	August 31, 2024	August 31, 2023
CURRENT ASSETS		
Cash and cash equivalents	\$ 2,309,687	\$ 1,540,537
Investments (Texpool)	-	-
Receivables (less allowance for uncollectible accts)	17,644	31,399
Due from other funds	<u>932,650</u>	<u>933,100</u>
Total current assets	3,259,981	2,505,036
RESTRICTED ASSETS		
Investments, at cost		
Greenbank	-	-
Southside	1,099,197	1,059,515
Reserves (R&R,O&M,Debt Serv, CIP)	<u>57,600</u>	<u>277,687</u>
Total restricted assets	1,156,797	1,337,202
NON CURRENT ASSETS-NET		
Deferred development costs	-	-
Bond issue costs (net)	367,058	367,058
Land, plant and equipment (net)	<u>20,280,744</u>	<u>20,872,739</u>
Total capital assets	<u>20,647,802</u>	<u>21,239,797</u>
Total assets	<u>\$ 25,064,580</u>	<u>\$ 25,082,035</u>
CURRENT LIABILITIES		
Accounts payable	\$ 137,082	\$ 116,577
Meter deposits	1,074,728	1,038,521
Due to other funds	98,116	105,097
Accrued liabilities	<u>330,760</u>	<u>249,735</u>
Total current liabilities	1,640,687	1,509,930
CURRENT LIABILITIES PAYABLE FROM RESTRICTED ASSETS		
Accrued interest payable(net of unamortized discounts)	57,808	57,808
Deferred Revenue	<u>-</u>	<u>-</u>
Total current liabilities payable from restricted assets	57,808	57,808
NONCURRENT LIABILITIES		
Net Pension Liability	113,779	103,677
Revenue bonds payable (net of unamortized discounts)	<u>3,017,747</u>	<u>4,188,787</u>
Total non current liabilities payable	3,131,526	4,292,464
Total liabilities	<u>\$ 4,830,020</u>	<u>\$ 5,860,202</u>
NET POSITION		
Net investment in capital assets	17,262,996	16,683,952
Restricted (reserved)	1,272,353	1,272,353
Reserve retained earnings	298,091	298,091
Unrestricted (unreserved)	<u>1,401,119</u>	<u>967,437</u>
	<u>20,234,559</u>	<u>19,221,833</u>
Total liabilities and net position	<u>\$ 25,064,580</u>	<u>\$ 25,082,035</u>

City of San Benito
Water Production Fund
Revenues, Expenses and Changes in Net Position
As of August 31, 2024

	MTD Actual	YTD Actual	Current Budget	Unencumbered Balance	% Used 91.67%
Beginning Net Position	-	20,664,082	20,664,082	-	
Total Revenues	368,345	4,040,394	4,111,043	70,649	98.28%
Personnel expenditures	87,409	698,205	1,065,127	366,922	65.55%
Personnel benefits	23,080	226,314	367,426	141,112	61.59%
Materials/supplies expenditures	64,388	623,313	737,750	114,437	84.49%
Contracted services	63,654	557,150	667,377	110,227	83.48%
Other expenses	28,080	394,201	595,700	201,499	66.17%
Total Expenses	266,610	2,499,183	3,433,380	934,197	72.79%
Operating income / (loss)	101,735	1,541,211	677,663	(863,548)	
Debt service expense	-	969,153	981,538	12,385	
Capital Outlay	60,457	138,102	-	(138,102)	98.74%
Subtotals	41,278	433,956	(303,875)	(737,831)	
Transfers in (out)	-	(200,000)	-	200,000	-
Depreciation	29,460	548,339	-	(548,339)	0.00%
Subtotal Increase (Decrease) Net Position	11,818	(314,383)	(303,875)	10,508	
Ending Net Position		<u>20,349,699</u>	<u>20,360,207</u>		
Debt Service Requirements (P&I):					
NADB 2004 904WSSR	-	35,540	35,540	-	
NADB 2005 405WSSR	-	4,580	4,580	-	
GO Series 2013 (Series 2004 & 2005 Refunding)	-	86,755	86,755	-	
CO Series 2019	-	25,487	25,487	-	
GO Series 2020	-	153,009	153,009	(0)	
CO Series 2020 (Series 2011 & 2015 Refunding)	-	662,436	662,436	-	
Agent Fees	-	1,345	5,000	3,655	
Total Debt Service	-	969,153	972,808	3,655	
Breakdown of Ending Net Position:					
110 Day Reserves		1,085,299	1,034,717		
R & R Reserve Fund		85,645	80,000		
O & M Reserve Fund		316,845	291,000		
Debt Service Reserve Fund		415,510	385,500		
Reserve-Capital Improvements		338,800	203,000		
Reserve-Retained Earnings		253,152	298,091		
Reserve-Bond Payments		972,808	972,808		
Working Capital		1,520,925	1,700,000		
Unreserved (LTAssets less LT Liab)		<u>15,360,716</u>	<u>15,395,091</u>		
Ending Net Position		<u>\$ 20,349,699</u>	<u>\$ 20,360,207</u>		

**City of San Benito
Wastewater Treatment Fund
Statement of Net Position
As of August 31, 2024**

	August 31, 2024	August 31, 2023
CURRENT ASSETS		
Cash and cash equivalents	\$ 501,147	\$ 429,896
Investments Texpool	-	-
Receivables (less allowance for uncollectible accts)	46,154	46,250
Receivables - other	-	-
Due from other funds	<u>8,391</u>	<u>8,391</u>
 Total current assets	 555,692	 484,536
RESTRICTED ASSETS		
Investments, at cost		
Southside	36,198	20,494
Reverves(R&R, O&M etc)	<u>108,674</u>	<u>103,616</u>
 Total restricted assets	 144,873	 124,110
FIXED ASSETS-NET		
Deferred development costs	-	-
Bond issue costs, net	1,320,924	1,320,924
Land, plant and equipment (net)	<u>18,829,221</u>	<u>19,314,743</u>
 Total capital assets	 20,150,144	 20,635,666
 Total assets	 <u>\$ 20,850,709</u>	 <u>\$ 21,244,312</u>
CURRENT LIABILITIES		
Accounts payable	\$ 87,770	\$ 40,163
Due to other funds	1,142,927	1,213,317
Accrued liabilities	<u>809,165</u>	<u>793,305</u>
 Total current liabilities	 2,039,862	 2,046,785
CURRENT LIABILITIES PAYABLE FROM RESTRICTED ASSETS		
Accrued interest payable(net of unamortized discounts)	236,200	236,200
Deferred Revenue	<u>-</u>	<u>-</u>
 Total current liabilities payable from restricted assets	 236,200	 236,200
NON-CURRENT LIABILITIES		
Revenue bonds payable (net of unamortized discounts)	<u>9,161,643</u>	<u>10,551,783</u>
 Total liabilities	 11,437,706	 12,834,767
NET POSITION		
Net investment in capital assets	9,667,577	8,762,960
Restricted (reserved)	1,366,360	1,366,360
Reserved-retained earnings	485,216	485,216
Unrestricted (unreserved)	<u>(2,106,151)</u>	<u>(2,204,991)</u>
	<u>9,413,003</u>	<u>8,409,545</u>
 Total liabilities and net position	 <u>\$ 20,850,709</u>	 <u>\$ 21,244,312</u>

City of San Benito
Wastewater Fund
Revenues, Expenses and Changes in Net Position
As of August 31, 2024

	MTD Actual	YTD Actual	Current Budget	Unencumbered Balance	% Used 91.67%
Beginning Net Position	-	9,647,596	9,647,596		
Total Revenues	<u>318,024</u>	<u>3,728,794</u>	<u>3,582,370</u>	<u>(146,424)</u>	104.09%
Personnel expenses	87,293	678,095	859,942	181,847	78.85%
Benefits	20,760	192,706	262,754	70,048	73.34%
Materials/supplies expenses	6,591	56,384	80,000	23,616	70.48%
Contracted services	39,449	458,800	538,277	79,477	85.23%
Other expenses	28,023	392,948	567,600	174,652	69.23%
Total Expenses	<u>182,118</u>	<u>1,778,932</u>	<u>2,308,573</u>	<u>529,641</u>	77.06%
Operating income / (loss)	135,906	1,949,862	1,273,797	(676,065)	
Debt service expenses		1,532,377	1,544,671	12,294	99.20%
Capital Outlay / Wetlands Grant	137,046	175,868.63	-	(175,868.63)	0.00%
Subtotals	<u>(1,140)</u>	<u>241,616</u>	<u>(270,874)</u>	<u>(512,490)</u>	
Transfers in (out)	-	-	-	-	0.00%
Depreciation	<u>22,737</u>	<u>450,432</u>	<u>-</u>	<u>(450,432)</u>	0.00%
Total Increase (Decrease) Net Position	(23,874)	(208,816)	(270,874.00)	(62,058)	
Ending Net Position		<u>9,438,780</u>	<u>9,376,722</u>		
Debt Service Requirements (P.&I.):					
NADB 2004 904WSSR	-	229,270	229,270	-	
NADB 2005 405WSSR	-	291,331	291,331	-	
GO Series 2013 (Series 2004 & 2005 Refunding)	-	169,408	169,408	-	
CO Series 2019	-	25,487	25,487	(0)	
GO Series 2020	-	153,009	153,009	-	
CO Series 2020 (Series 2011 & 2015 Refunding)	-	662,436	662,436	-	
Agent Fees	-	1,436	5,000	3,564	
Total Debt Service	<u>-</u>	<u>1,532,377</u>	<u>1,535,940</u>	<u>3,563</u>	
Breakdown of Ending Net Position:					
120 Day Reserves		1,266,820	1,266,820		
R & R Reserve Fund		53,337	175,000		
O & M Reserve Fund		47,600	157,000		
Debt Service Reserve Fund		48,850	546,000		
Reserve-Capital Improvements		0	26,000		
Reserve-Retained Earnings		485,216	485,216		
Reserve-Bond Payments		1,532,377	1,535,940		
Working Capital		52,759	2,600,000		
Unreserved (LTAssets less LTLiab)		<u>5,951,821</u>	<u>2,584,746</u>		
Ending Net Position		<u>9,438,780</u>	<u>9,376,722</u>		

**City of San Benito
Solid Waste Collection Fund
Statement of Net Position
As of August 31, 2024**

	August 31, 2024	August 31, 2023
CURRENT ASSETS		
Cash and cash equivalents	1,263,060	906,330
Investments	2,180,341	2,065,150
Receivables (less allowance for uncollectible accounts)	47,323	45,538
Due from other funds	200,000	200,000
	<u>3,690,724</u>	<u>3,217,019</u>
Total current assets	3,690,724	3,217,019
 FIXED ASSETS-NET		
Land, plant and equipment (net)	(0)	(0)
	<u>(0)</u>	<u>(0)</u>
Total assets	<u>3,690,724</u>	<u>3,217,019</u>
 CURRENT LIABILITIES		
Accounts payable	437,867	290,041
Due to other funds	390	3,956
Accrued liabilities	21,419	20,972
	<u>459,677</u>	<u>314,969</u>
Total current liabilities	459,677	314,969
 NET POSITION		
Net investment in capital assets	-	-
Restricted (reserved)	-	-
Unrestricted (unreserved)	3,231,047	2,902,050
	<u>3,231,047</u>	<u>2,902,050</u>
Total liabilities and net position	<u>3,690,724</u>	<u>3,217,019</u>

City of San Benito
Solid Waste Collection
Revenues, Expenses and Changes in Net Position
As of August 31, 2024

	Current Budget	MTD Actual	YTD Actual	Unencumbered Balance	% Used 91.67%
Beginning Net Position	2,943,628		2,943,628		
Total Revenues	3,984,974	\$ 344,559	3,821,208	163,766	95.89%
Personnel Services	35,136	4,130	31,870	3,266	90.70%
Benefits	10,563	1,017	9,433	1,130	89.30%
Materials/Supplies	12,560	1,424	14,824	(2,411)	118.03%
Contracted Services	3,721,537	315,183	3,474,820	246,717	93.37%
Other Expenses	95,200	2	1,150	94,050	1.21%
Total Expenses	3,874,996	321,755	3,532,097	342,752	91.15%
Operating income / (loss)	109,978	22,804	289,111	(178,986)	
Transfer out	-	-	-	-	
Subtotal Inc(Dec) Net Position	109,978	\$ 22,804	289,111		
Ending Net Position	\$ 3,053,606		\$ 3,232,738		



DEBT SERVICE FUND

FINANCIALS

AUGUST 2024

**City of San Benito
Debt Service Fund
Balance Sheet
As of August 31, 2024**

	August 31, 2024	August 31, 2023
CURRENT ASSETS		
Cash and cash equivalents	\$ 1,289,780	\$ 773,843
Investments	-	-
Receivables(less allowance for uncollectible accts)	97,829	77,785
Due from other funds	-	-
	-	-
Total current assets	\$ 1,387,609	\$ 851,628
 CURRENT LIABILITIES		
Accounts payable	\$ -	\$ -
Deferred Tax Revenue	88,408	78,677
Due to other funds	-	-
	-	-
Total current liabilities	88,408	78,677
 FUND BALANCE		
Fund balance, beginning	782,782	599,432
Net change in fund balance	516,419	173,520
	-	-
Fund balance, ending	1,299,201	772,951
Total liabilities and fund balance	\$ 1,387,609	\$ 851,628

Debt Service Fund
Revenues, Expenditures and Changes in Fund Balance
As of August 31, 2024

	Current Budget	MTD Actual	YTD Actual	Unencumbered Balance	% Used 91.67%
Beginning Fund Balance			<u>\$ 782,782</u>		
Total Revenues	<u>\$ 766,647</u>	<u>\$ 13,316</u>	<u>786,890</u>	<u>\$ (20,243)</u>	102.64%
Other Financing Uses:					
Debt Service	270,470	-	270,471	(1)	
Total Expenses	<u>270,470</u>	<u>-</u>	<u>270,471</u>	<u>(1)</u>	100.00%
Net change in fund balance	<u>\$ 496,177</u>	<u>\$ 13,316</u>	<u>\$ 516,419</u>	<u>\$ (20,242)</u>	104.08%
Estimated Ending Fund Balance			<u>\$ 1,299,201</u>		



EDC

FINANCIALS

AUGUST 2024

**City of San Benito
Economic Development Corporation
Balance Sheet
As of August 31, 2024**

ASSETS	August 31, 2024	August 31, 2023
Cash and cash equivalents:		
EDC Cash in Bank	\$ 6,059,585	\$ 4,964,965
Sales Tax Receivable	308,058	266,033
Accounts Receivable - Employees	333	2,390
Accounts Receivable - Emergency Loan	6,945	8,056
Accounts Receivable	1,253	306
Due From Other Funds	-	-
	<hr/>	<hr/>
TOTAL ASSETS	\$ 6,376,173	\$ 5,241,751
	<hr/> <hr/>	<hr/> <hr/>
LIABILITIES		
Accounts Payable	\$ 12,897	\$ 37,708
Accrued and other liabilities	-	3,315
Deferred Revenue	-	-
Due to other funds	18,493	26,211
	<hr/>	<hr/>
TOTAL LIABILITIES	31,390	67,234
FUND BALANCE		
Restricted for:		
USDA Local Match	-	-
Assigned for:		
Comp Plan Land Use Study	-	-
Tax Increment Reinv Zone	-	-
Woodmont	-	-
JOYT	-	-
3-Month Operating Expenses	462,770	417,353
Unassigned Fund Balance	4,870,982	3,841,351
Current Period Surplus/(Deficit)	1,011,031	915,812
	<hr/>	<hr/>
TOTAL FUND BALANCE	6,344,783	5,174,517
	<hr/> <hr/>	<hr/> <hr/>
TOTAL LIABILITIES and FUND BALANCE	\$ 6,376,173	\$ 5,241,751
	<hr/> <hr/>	<hr/> <hr/>

**City of San Benito
Economic Development Corporation
Revenue & Expenditure Summary
As of August 31, 2024**

	<u>Current Budget</u>	<u>MTD Actual</u>	<u>YTD Actual</u>	<u>YTD Encumbered</u>	<u>Unencumbered Balance</u>	<u>% Used 91.67%</u>
BEGINNING FUND BALANCE	\$ 5,333,752		\$ 5,333,752			
REVENUE SUMMARY						
Non-property taxes	1,398,673	183,058	1,693,666	-	(294,993)	121.09%
Fees & charges	-	-	2,785	-	(2,785)	0.00%
Interest	75,000	26,995	282,132	-	(207,132)	376.18%
Miscellaneous income	-	-	-	-	0	0.00%
Other financing sources	-	-	-	-	0	0.00%
Miscellaneous Income	-	-	-	-	0	0.00%
Total Revenues	<u>1,473,673</u>	<u>210,052</u>	<u>1,978,583</u>	<u>-</u>	<u>(504,910)</u>	<u>134.26%</u>
EXPENDITURE SUMMARY						
Administration	1,434,906	47,124	967,650	-	467,256	67.44%
EDC board	34,000	-	2,636	-	31,364	7.75%
Total Expenditures	<u>1,468,906</u>	<u>47,124</u>	<u>970,286</u>	<u>-</u>	<u>498,620</u>	<u>66.06%</u>
Revenues Over (Under) Expenditures	<u>\$ 4,767</u>	<u>\$ 162,928</u>	<u>\$ 1,008,297</u>	<u>\$0</u>	<u>(\$1,003,530)</u>	
ENDING FUND BALANCE	<u>\$ 5,338,519</u>		<u>\$ 6,342,049</u>			



COMMUNITY DEVELOPMENT

FINANCIALS

AUGUST 2024

**City of San Benito
Community Development Block Grant
Balance Sheet
As of August 31, 2024**

	August 31, 2024	August 31, 2023
CURRENT ASSETS		
Cash and cash equivalents	\$ 268	\$ 14,172
Receivables(less allowance for uncollectible accts)	82,436	28,307
Reserve for CDBG use	3,876	3,876
Due from General Fund	-	1
Due from Payroll	(32)	(16)
	<hr/>	<hr/>
Total current assets	86,549	46,341
	<hr/> <hr/>	<hr/> <hr/>
CURRENT LIABILITIES		
Accounts payable	\$ 34,142	\$ 3,511
Due to other funds	51,774	42,197
	<hr/>	<hr/>
Total current liabilities	85,916	45,708
	<hr/> <hr/>	<hr/> <hr/>
FUND BALANCE		
Fund balance, beginning	633	633
Net change in fund balance	-	-
	<hr/>	<hr/>
Fund balance, ending	633	633
	<hr/> <hr/>	<hr/> <hr/>
Total liabilities and fund balance	\$ 86,549	\$ 46,341



FIRE PENSION

FINANCIALS

AUGUST 2024

City of San Benito
Firemen's Relief and Retirement Fund
Statement of Fiduciary Net Position
As of August 31, 2024

	August 31, 2024	August 31, 2023
ASSETS		
Cash and cash equivalents	\$ 23,411	\$ 15,798
Investments-CHARLES SCHWAB	5,619,288	4,826,216
In Transit Investments	-	-
Accounts receivable	-	-
Accounts receivable	-	-
Due from other funds	15,719	-
	<hr/>	<hr/>
Total assets	\$ 5,658,418	\$ 4,842,013
	<hr/> <hr/>	<hr/> <hr/>
CURRENT LIABILITIES		
Accounts payable	\$ -	\$ 6,190
Due to other funds	1	52
Deferred revenues	-	-
	<hr/>	<hr/>
Total liabilities	1	6,242
NET POSITION		
Net position held in trust for pension benefits	<hr/> 5,658,417	<hr/> 4,835,771
	<hr/>	<hr/>
Total liabilities and net position	\$ 5,658,418	\$ 4,842,013
	<hr/> <hr/>	<hr/> <hr/>

City of San Benito
Fireman's Relief and Retirement Fund
Comparative Statements of Changes in Fiduciary Net Position
As of August 31, 2024

	<u>MTD 2024</u>	<u>YTD 2024</u>	<u>YTD 2023</u>
ADDITIONS			
Interest and dividends	\$ 13,448	109,454	\$ 106,062
Contributions	46,577	386,802	335,354
Miscellaneous Income	-	-	-
Change in investment value	78,622	993,138	688,702
Total Additions	<u>138,647</u>	<u>1,489,394</u>	<u>1,130,117</u>
DEDUCTIONS			
Administration:			
Payment of pension benefits	31,263	341,688	326,101
Withdrawals due to resignation	-	28,652	86,197
Office supplies	-	-	-
Postage	-	32	45
Professional Services	300	4,020	5,280
Audit Fees	-	-	5,000
Actuary study fees	-	10,400	-
Dues/Subscriptions/Membershi	-	25	23
Travel-training-per diem	-	-	22,998
Investment fees	-	29,662	29,886
Bank Service Charges	-	-	-
Administrative Expense	540	10,592	3,540
Other Investments Fees ADR"s	-	389	308
Investment Foreign Tax	-	963	938
Total Deductions	<u>32,103</u>	<u>426,422</u>	<u>480,317</u>
Change in net position	<u>\$ 106,544</u>	<u>1,062,972</u>	<u>\$ 649,800</u>
Net position, beginning of year		<u>4,595,445</u>	<u>4,185,971</u>
Net position, end of year		<u>\$ 5,658,417</u>	<u>\$ 4,835,771</u>



SPECIAL INVESTIGATION

FINANCIALS

AUGUST 2024

**City of San Benito
Special Investigation
Balance Sheet
As of August 31, 2024**

	August 31, 2024	August 31, 2023
CURRENT ASSETS		
Cash and cash equivalents	\$ 243,773	\$ 227,948
Investments	-	-
Receivables(less allowance for uncollectible accts)	-	-
Due from General Fund	-	-
Total current assets	<u><u>\$ 243,773</u></u>	<u><u>\$ 227,948</u></u>
 CURRENT LIABILITIES		
Accounts payable	\$ 524	\$ 722
Due to other funds	-	-
Accrued liabilities	-	-
Total current liabilities	<u><u>524</u></u>	<u><u>722</u></u>
 FUND BALANCE		
Fund balance, beginning	258,351	29,926
Net change in fund balance	(15,102)	197,300
Fund balance, ending	<u><u>243,249</u></u>	<u><u>227,226</u></u>
Total liabilities and fund balance	<u><u>\$ 243,773</u></u>	<u><u>\$ 227,948</u></u>

City of San Benito
Special Investigation
Revenues, Expenditures and Changes in Fund Balance
As of August 31, 2024

	Current Budget	MTD Actual	YTD Actual	YTD Encumbered	Unencumbered Balance	%Used 91.67%
			<u>\$ 258,351</u>			
Revenues						
Interest revenue	\$ -	\$ 1,326	15,015	\$ -	\$ (15,015)	0.00%
Forfeitures/seizures	-	52,030	124,595	-	(124,595)	0.00%
Other financing sources	-	-	-	-	-	0.00%
Total Revenues	<u>-</u>	<u>53,356</u>	<u>139,609</u>	<u>-</u>	<u>(139,609)</u>	<u>0.00%</u>
Expenditures						
Police	-	74,893	154,712	-	(154,712)	0.00%
Total Expenditures	<u>-</u>	<u>74,893</u>	<u>154,712</u>	<u>-</u>	<u>(154,712)</u>	<u>0.00%</u>
Net change in fund balance	<u>\$ -</u>	<u>\$ (21,537)</u>	<u>\$ (15,102)</u>	<u>\$ -</u>	<u>\$ 15,102</u>	
Ending Fund Balance			<u><u>\$ 243,249</u></u>			



HOTEL/MOTEL

FINANCIALS

AUGUST 2024

**City of San Benito
Hotel/Motel
Balance Sheet
As of August 31, 2024**

	August 31, 2024	August 31, 2023
CURRENT ASSETS		
Cash and cash equivalents	\$ 769,948	\$ 725,412
Account Receivables	276	276
Due from other funds	3,195	3,195
Total current assets	\$ 773,419	\$ 728,883
 CURRENT LIABILITIES		
Accounts payable	\$ 1,026	\$ 1,355
Due to General Fund	42	206
Due to other funds	6,192	26,491
Total current liabilities	7,260	28,051
 FUND BALANCE		
Fund balance, beginning	726,657	663,281
Net change in fund balance	39,502	37,551
Fund balance, ending	766,159	700,832
Total liabilities and fund balance	\$ 773,419	\$ 728,883

**City of San Benito
Hotel/Motel
Revenues, Expenditures and Changes in Fund Balance
As of August 31, 2024**

	Current Budget	MTD Actual	YTD Actual	YTD Encumbered	Unencumbered Balance	%Used 91.67%
Beginning Fund Balance			<u>\$ 726,657</u>			
Revenues						
Non-property taxes	\$ 106,013	\$ 13,935	58,697	\$ -	\$ 47,316	55.37%
Interest revenue	14,000	3,477	39,139	-	(25,139)	279.57%
Total Revenues	<u>120,013</u>	<u>17,412</u>	<u>97,836</u>	<u>-</u>	<u>22,177</u>	81.52%
Expenditures						
Cultural Arts	-	-	3,385	2	(3,386)	-
Visitor Center	39,357	11,398	54,950	-	(15,593)	139.62%
Total Expenditures	<u>39,357</u>	<u>11,398</u>	<u>58,334</u>	<u>2</u>	<u>(18,979)</u>	<u>148.22%</u>
Net change in fund balance	<u>\$ 80,656</u>	<u>\$ 6,014</u>	<u>\$ 39,502</u>	<u>\$ (2)</u>	<u>\$ 41,156</u>	
Ending Fund Balance			<u>\$ 766,159</u>			



City of San Benito
SALES TAX COMPARATIVE ANALYSIS

Year 2022-2023

Year 2023-2024

	Year 2022-2023					Year 2023-2024				
	State Comptroller	EDC(25%)	Mth % Inc/Dec	CITY (75%)	Mth % Inc/Dec	State Comptroller	EDC(25%)	Mth % Inc/Dec	CITY (75%)	Mth % Inc/Dec
Oct 2023	577,150.05	144,287.51	-	432,862.54	-	580,410.48	145,102.62	-	435,307.86	-
Nov 2023	553,080.02	138,270.01	-4.17%	414,810.01	-4.17%	580,902.92	145,225.73	0.08%	435,677.19	0.08%
Dec 2023	726,302.46	181,575.62	31.32%	544,726.84	31.32%	698,668.11	174,667.03	20.27%	524,001.08	20.27%
Jan 2024	590,812.84	147,703.21	-18.65%	443,109.63	-18.65%	593,112.07	148,278.02	-15.11%	444,834.05	-15.11%
Feb 2024	529,140.00	132,285.00	-10.44%	396,855.00	-10.44%	587,008.17	146,752.04	-1.03%	440,256.13	-1.03%
Mar 2024	669,361.21	167,340.30	26.50%	502,020.91	26.50%	676,451.81	169,112.95	15.24%	507,338.86	15.24%
Apr 2024	511,660.38	127,915.10	-23.56%	383,745.28	-23.56%	598,594.44	149,648.61	-11.51%	448,945.83	-11.51%
May 2024	595,364.03	148,841.01	16.36%	446,523.02	16.36%	594,036.00	148,509.00	-0.76%	445,527.00	-0.76%
Jun 2024	656,765.91	164,191.48	10.31%	492,574.43	10.31%	633,250.89	158,312.72	6.60%	474,938.17	6.60%
Jul 2024	564,133.89	141,033.47	-14.10%	423,100.42	-14.10%	587,230.86	146,807.72	-7.27%	440,423.15	-7.27%
Aug 2024	644,065.38	161,016.35	14.17%	483,049.03	14.17%	550,000.00	137,500.00	-6.34%	412,500.00	-6.34%
Sep 2024	647,206.25	161,801.56	0.49%	485,404.69	0.49%	-	-	-100.00%	-	-100.00%
EOY Adj	-	-		-						
Total	7,265,042.42	1,816,260.62	2.57%	5,448,781.80	2.57%	6,679,665.75	1,669,916.44	1.72%	5,009,749.31	1.72%

Last Year Sales Tax Comparison

	2022-2023	2023-2024	Yr % Inc/Dec
Oct	577,150.05	580,410.48	0.56%
Nov	553,080.02	580,902.92	5.03%
Dec	726,302.46	698,668.11	-3.80%
Jan	590,812.84	593,112.07	0.39%
Feb	529,140.00	587,008.17	10.94%
Mar	669,361.21	676,451.81	1.06%
Apr	511,660.38	598,594.44	16.99%
May	595,364.03	594,036.00	-0.22%
June	656,765.91	633,250.89	-3.58%
July	564,133.89	587,230.86	4.09%
August	644,065.38	550,000.00	-14.60%
September	647,206.25	-	-100.00%
EOY Adj	-	-	
	4,157,506.96	4,315,148.00	2.45%

COSB BUDGET

5,227,610.00

% OF BUDGET

95.83%

Note: Revenue generated 2 months prior receipt. Ex: Generated in Oct will be received Dec

Allocation Historical Summary

Results

City of San Benito
Authority Code: 2031021

Select a year ▼

2024	
January	580,902.92
February	698,668.11
March	593,112.07
April	587,008.17
May	676,451.81
June	598,594.44
July	594,036.00
August	633,250.89
September	587,230.86
October	.
November	.
December	.
TOTAL	5,549,255.27

**CITY OF SAN BENITO
REVENUE AND EXPENDITURES ANALYSIS REPORT**

MONTH	FY 2023-2024	FY 2022-2023	FY 2021-2022	FY 2020-2021	FY 2019-2020	FY 2018-2019
Revenues						
October	3,608,464	2,775,194	2,566,870	2,309,552	2,788,949	2,513,426
November	1,609,248	2,302,918	2,520,563	2,274,736	1,685,374	1,396,376
December	1,749,684	1,126,492	1,081,106	981,013	1,058,005	888,418
January	1,157,752	1,222,526	1,137,194	1,135,680	1,073,582	1,119,880
February	1,184,393	1,038,440	1,058,173	1,083,696	1,043,204	955,327
March	1,101,506	1,220,850	1,060,531	950,396	846,742	896,355
April	898,094	821,458	964,411	901,709	740,532	586,876
May	740,527	953,858	767,741	1,045,789	671,101	851,433
June	928,819	925,784	881,995	742,224	684,453	673,147
July	887,052	939,110	887,129	548,906	796,456	711,041
August	1,971,023	1,080,211	924,682	666,256	768,527	735,525
September		1,189,184	3,596,144	721,158	833,337	863,290
Total Revenues	15,836,560	15,596,024	17,446,539	13,361,115	12,990,262	12,191,094
Expenditures						
October	1,116,056	1,088,315	885,070	926,222	892,011	1,062,610
November	1,064,863	1,052,302	1,091,740	994,855	998,996	1,001,062
December	1,341,942	1,148,788	1,003,222	860,778	940,581	942,112
January	1,390,907	1,386,299	1,126,939	1,034,183	1,039,947	950,274
February	1,257,940	1,113,411	992,507	800,830	955,017	873,929
March	1,664,338	1,506,803	868,301	1,007,690	816,270	831,501
April	1,161,996	951,129	1,344,720	1,198,183	840,489	763,810
May	1,325,807	1,361,709	1,213,076	942,066	1,101,460	1,239,025
June	1,155,539	996,162	1,169,640	931,696	769,072	901,781
July	1,342,132	1,303,128	1,143,394	917,814	812,713	762,791
August	1,905,949	1,197,537	1,011,571	935,802	782,341	880,855
September		1,574,963	3,818,420	1,713,757	1,334,377	1,479,644
Total Expenditures	14,727,470	14,680,547	15,668,598	12,263,876	11,283,274	11,689,394
Revenues Over(Under) Expenditu	<u>\$ 1,109,090</u>	<u>\$ 915,477</u>	<u>\$ 1,777,941</u>	<u>\$ 1,097,239</u>	<u>\$ 1,706,988</u>	<u>\$ 501,700</u>

CITY OF SAN BENITO

Salaries & Benefits vs Budget

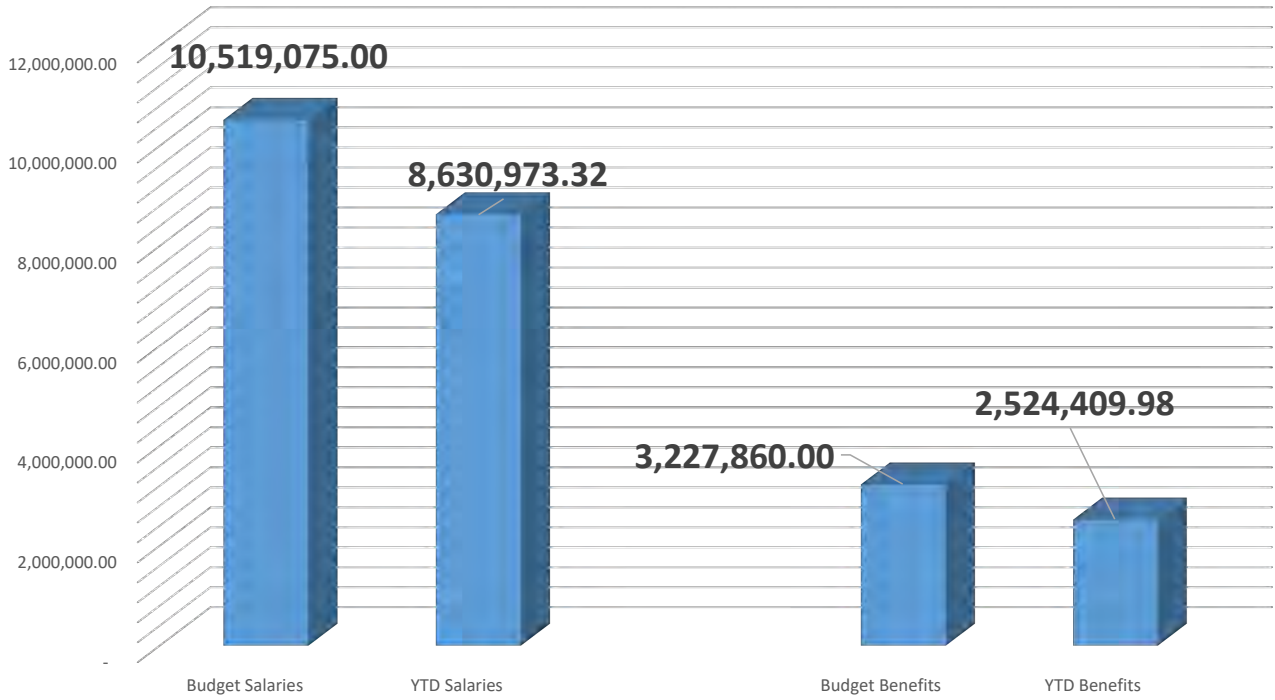
8/31/2024

Fund	Department	SALARIES		BENEFITS	
		Budget Salaries	YTD Salaries	Budget Benefits	YTD Benefits
01	CITY MANAGEMENT	434,821.00	367,001	100,215.00	75,113
01	PUBLIC RELATIONS	55,359.00	55,873	13,232.00	12,488
01	HUMAN RESOURCES	124,319.00	68,636	34,180.00	18,326
01	FINANCE	389,697.00	295,121	98,825.00	76,361
01	PLANNING & DEVELOPMENT	247,485.00	248,193	68,201.00	64,510
01	MUNICIPAL COURT	114,944.00	110,758	32,936.00	30,543
01	POLICE	3,264,835.00	2,740,032	893,667.00	743,581
01	FIRE	1,908,308.00	1,697,570	647,386.00	543,791
01	CODE ENFORCEMENT	257,899.00	157,546	88,539.00	43,164
01	STORMWATER DIVISION	25,186.00	15,672	9,361.00	5,769
01	GENERAL MAINTENANCE	257,014.00	243,397	91,658.00	88,289
01	STREETS MAINTENANCE	496,225.00	467,769	198,687.00	169,356
01	PUBLIC GROUNDS	266,388.00	236,649	87,897.00	76,134
01	PARKS AND RECREATION	290,179.00	202,028	91,214.00	60,821
01	PUBLIC LIBRARY	252,396.00	200,758	77,752.00	56,679
01	CULTURAL ARTS	43,901.00	41,523	11,781.00	10,617
02	CDBG	65,960.00	6,071	20,701.00	1,032
04	ADMINISTRATION	289,620.00	83,109	75,445.00	24,750
04	WATER PLANT #1	196,491.00	151,801	75,051.00	50,462
04	WATER PLANT DISTRIBUTION	270,158.00	183,111	98,960.00	52,865
04	METER READERS OPERATION	100,631.00	89,137	40,836.00	35,783
04	WATER PLANT # 2	208,227.00	191,048	77,134.00	62,454
05	WASTEWATER ADMINISTRATION	73,986.00	143,425	27,418.00	34,734
05	WASTEWATER OPERATIONS	357,673.00	260,880	104,579.00	76,257
05	WASTERWATER SEWER	428,283.00	273,790	130,757.00	81,714
06	SOLID WASTE COLLECTION	35,136.00	31,870	10,563.00	9,433
21	HOTEL/MOTEL	23,942.00	25,799	9,116.00	8,605
80	UTHSCH	40,012.00	42,408	11,769.00	10,780

Totals	Budget Salaries	YTD Salaries	Budget Benefits	YTD Benefits
	10,519,075.00	8,630,973.32	3,227,860.00	2,524,409.98

SALARIES	Budget Salaries	YTD Salaries	BENEFITS	Budget Benefits	YTD Benefits
	100%	82%		100%	78%

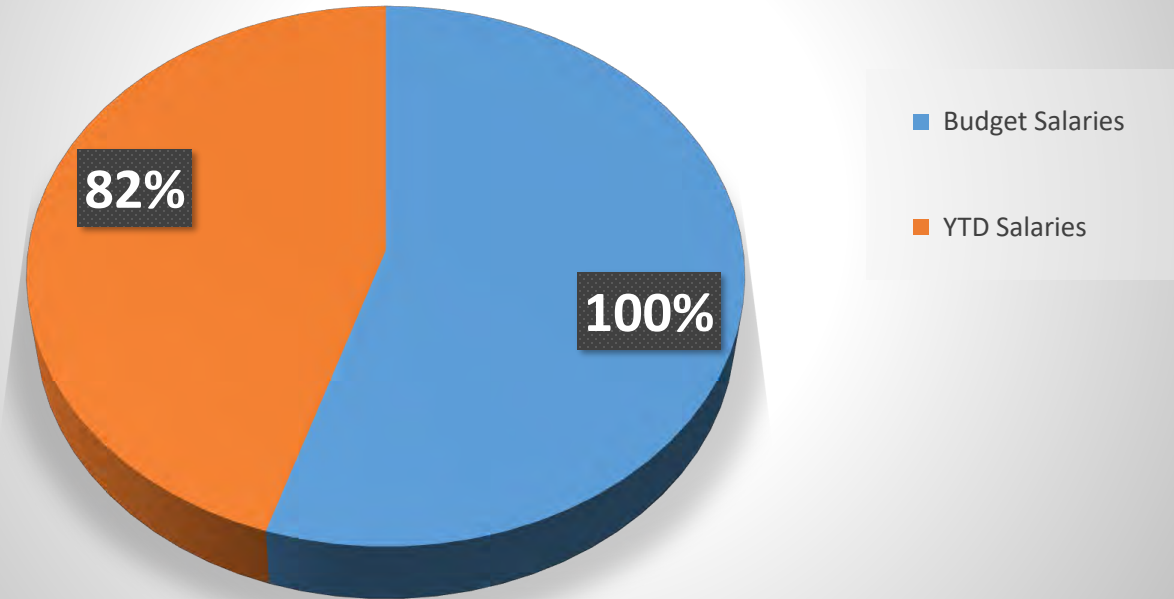
BUDGET VS YTD AUGUST 2024



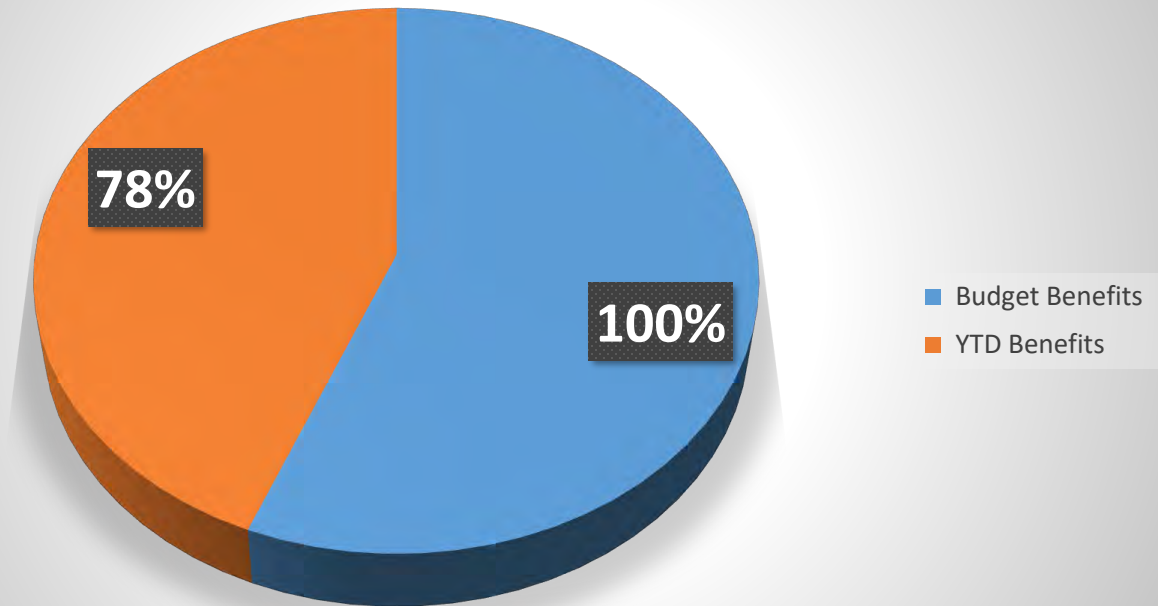
Aug-24

91.67%

SALARIES



BENEFITS





EXECUTIVE SUMMARY

REQUEST:

Consideration and possible action to approve the minutes of the May 14, 2024 City of San Benito Special City Commission Meeting and the May 21, 2024 City of San Benito Regular City Commission Meeting.

RECOMMENDATION:

City Administration recommends approval of the minutes.

RATIONALE:

Upon approval of the minutes they will be archived in permanent docket.

BUDGET IMPACT:

None.

RESOURCE PERSONNEL:

Ruth McGinnis, City Secretary

EXHIBITS:

- MINUTES May 14 2024 Special City Commission Meeting
- MINUTES May 21 2024 Regular City Commission Meeting

PREPARED BY: Ruth McGinnis
City Secretary

09/27/2024
Date

Fred R. Sandoval
Fred Sandoval
City Manager



MINUTES OF THE CITY OF SAN BENITO SPECIAL CITY COMMISSION MEETING

On May 14, 2024, the City Commission convened for a Special City Commission Meeting at the San Benito Annex Building Number Two, Meeting Hall, 705 North Bowie, San Benito, Texas.

City Commission Members Present: Ricardo Guerra, Mayor; Tom Goodman, Commissioner Place 1, and Deborah Morales, Commissioner Place 2

City Administration Personnel Present: Fred Sandoval, City Manager, Ruth McGinnis, City Secretary

Absent: Javier Villalobos, Interim City Attorney

ITEM 1. WELCOME.

Mayor Ricardo Guerra called the meeting to order at 5:31 p.m., confirming a quorum.

PLEDGE OF ALLEGIANCE TO THE U.S. FLAG AND TO THE TEXAS FLAG.

All present recited the pledge of allegiance to the U.S. Flag and to the Texas Flag.

INVOCATION.

Commissioner Tom Goodman led the invocation.

ITEM 2. PUBLIC COMMENTS. (Speakers/Remarks limited to three minutes).

Ruth McGinnis, City Secretary announced that there were no Public Comment Forms received.

ITEM 3. CONSIDERATION AND POSSIBLE ACTION TO APPROVE RESOLUTION NUMBER 2024-0514-001(R): A RESOLUTION FOR THE OFFICIAL CANVASSING OF THE OFFICIAL RESULTS OF THE CITY OF SAN BENITO GENERAL ELECTION HELD ON MAY 4, 2024.

Ruth McGinnis, City Secretary read the resolution of the official canvassing official results, of the City of San Benito General Election held on May 4, 2024, for the record.

Commissioner, Place 3	Pedro A. Galvan	1,684 votes
Unopposed		

Commissioner, Place 4	Joe E. Navarro	1069 votes
	Rene Villafranco	975 votes

Commissioner Tom Goodman moved to approve Resolution Number 2024-0514-001(R), of the official canvassing the official results of the City of San Benito General Election held on May 4, 2024. The motion was seconded by Commissioner Deborah A. Morales and carried unanimously.

ITEM 4. ADMINISTER OATH OF OFFICE TO NEWLY ELECTED OFFICIALS.

At this time, the newly elected officials were sworn in.

Pedro A. Galvan was sworn in as Commissioner, Place 3, by the Honorable Judge David Garza.

Joe E. Navarro was sworn in as Commissioner, Place 4, by the Honorable Judge Jessica Gonzalez.

ADJOURNMENT.

There being no further business to come before the Commission, upon duly made motion Mayor [Ricardo Guerra](#) announced ADJOURNMENT AT 5:39 P.M.

CITY OF SAN BENITO

HONORABLE RICARDO GUERRA
MAYOR

ATTEST:

RUTH MCGINNIS
CITY SECRETARY



MINUTES OF THE CITY OF SAN BENITO REGULAR CITY COMMISSION MEETING

On May 21, 2024, the City Commission convened for a Regular City Commission Meeting at the San Benito Annex Building Number Two, Meeting Hall, 705 North Bowie, San Benito, Texas.

City Commission Members Present: Ricardo Guerra, Mayor; Pedro A. Galvan, Mayor Pro Tem; Tom Goodman, Commissioner, Place 1; Deborah A. Morales, Commissioner, Place 2, Joe Navarro, Commissioner, Place 4.

City Administration Personnel Present: Fred Sandoval, City Manager, Ruth McGinnis, City Secretary

Absent: Javier Villalobos, Interim City Attorney

ITEM 1. WELCOME.

Mayor Ricardo Guerra called the meeting to order at 5:31 p.m., confirming a quorum.

ITEM 2. PLEDGE OF ALLEGIANCE TO THE U.S. FLAG AND TO THE TEXAS FLAG.

All present recited the pledge of allegiance to the U.S. Flag and to the Texas Flag.

ITEM 3. INVOCATION.

David Favila, Public Relations Director led the invocation.

ANNOUNCEMENTS:

ITEM 1. ANNOUNCEMENTS: ITEMS OF COMMUNITY INTEREST.

Commissioner Tom Goodman announced the following:

- The City of San Benito Cultural Arts Department invites you to the opening of the Do South 2024 from 5:30 p.m. to 8:30 p.m., at 205 East Haywood Street
- On May 27, 2024, the City and Veterans Advisory Board invites the community to a memorial special ceremony at 9:00 a.m., at the Veterans War Memorial Park, located at 151 E. Rowson St. in San Benito.
- The City of San Benito will be holding a sandbag distribution on June 1st, from 8:00 a.m. to 12:00 p.m. at the City Service Center, located at 925 West Stenger Street, must show proof of residency in order to participate.

Commissioner Deborah A. Morales commended Public Works Department for always doing an amazing job.

PUBLIC COMMENTS. (Speakers/Remarks limited to three minutes).

Ruth McGinnis, City Secretary announced the following citizens that signed up for Public Comment:

Mike Travis, stated to reside at 1695 Russell Lane, thanked Mr. Fred Sandoval, City Manager, and appreciate what he does for his community. Additionally, he thanked the Commission and welcomed Commissioner Joe Navarro. Furthermore, he thanked City staff and City Commission for cleaning the drains and keeping the City safe.

Wayne Dolcefino, from Dolcefino Consulting, stated that he had stopped by the City Administration Offices and requested to view the City Commission Campaign Finance Reports and was denied the opportunity. Mr. Dolcefino further noted that as per the Election Code 254.0402, the reports should be available for public view.

PRESENTATION(S)

PRESENTATION BY RESEARCH APPLIED TECHNOLOGY EDUCATION AND SERVICE, INC., (RATES) PERTAINING TO FLOOD ISSUES IN SAN BENITO FOR FURTHER INCORPORATION IN THE POTENTIAL DEVELOPMENT OF DRAINAGE CHARACTERIZATION AND MODELING.

Ivan Santos, research Engineer for Rate, introduced himself and stated they are a non-profit organization that does research in the valley of hydrologic, flood modeling and water quality, for communities. Mr. Santos further noted that the Texas Water Development Board funded their project last year, to run Flood Modeling in 20 communities across the valley. The City of San Benito was one of the communities and modeled the portion of South Sam Houston Boulevard and Jay Street. Mr. Santos stated that in order to get additional funding, sponsors would also like to hear from the local communities.

Brief discussion ensued amongst the Commission, City staff and Mr. Santos, to identify the areas of flooding that the non-profit organization can focus on and the need of public engagement.

[Fred Sandoval, City Manager](#) stated that additional information regarding the flooding areas of concern, can be provided to him by City staff. Mr. Sandoval invited Mr. Santos to join them at the next Town Hall meeting so that he could be more involved with the community of the City of San Benito.

[Johanna Maldonado, Planning Director](#) provided a brief explanation that Mr. Santos is looking for more community engagement on what their experiences have been in the past for their Flood Modeling research.

PUBLIC HEARING(S)

ITEM 1. PUBLIC HEARING AND FIRST READING ON ORDINANCE NUMBER 2252-Q-05-2024, REQUESTING TO REZONE A PROPERTY LOCATED ON FM 509 BEARING A LEGAL DESCRIPTION OF: 4.64 ACRES OUT OF LOT 9, BLOCK 134, SAN BENITO LAND & WATER COMPANY SUBDIVISION, ACCORDING TO MAP RECORDED IN VOLUME 1, PAGE 6, MAP RECORDS OF CAMERON COUNTY, TEXAS FROM AO "AGRICULTURE AND OPEN SPACE" TO MF "MULTI-FAMILY RESIDENTIAL". APPLICANT: ERIC SOLIS.

- (a) OPEN PUBLIC HEARING
- (b) CLOSE PUBLIC HEARING

[Mayor Ricardo Guerra](#) opened the Public Hearing at 5:51 p.m.

Gabino Sotelo stated to reside at 798 JM Ojeda Road, expressed his opposition to the proposed ordinance and asked the Commission to reject the rezoning in accordance with the Planning and Zoning Commission's recommendations. Mr. Sotelo pointed out that it is not in the City's best interest to carry on developing land without the necessary City services.

Yvette Visnice expressed her opposition of the proposed ordinance, mentioned that she had emailed the Commission regarding her concerns in reference to JM Ojeda Road and restating what her neighbor Gabino Sotelo had previously said. Ms. Visnice further mentioned that JM Ojeda Road, also known as FM 509, has grown to be a busy farm road that connects to the Harlingen Industrial Park, the Harlingen Airport, and the Los Indios International Bridge. Before any additional commercial rezoning occurred, the street needed to be widened, given that it has become a serious traffic hazard. Additional lanes and traffic lights were also needed. Furthermore, Ms. Visnice said that once JM Ojeda Road was annexed, property owners were promised city services, but they have not received them as of yet.

No action taken.

ITEM 2. PUBLIC HEARING AND FIRST READING ON ORDINANCE NUMBER 2252-R-05-2024, REQUESTING TO REZONE A PROPERTY LOCATED ON 2734 E. EXPRESSWAY 83, BEARING A LEGAL DESCRIPTION OF: BEING A 1.86 ACRES TRACT OF LAND MORE OR LESS, SITUATED IN THE COUNTY OF CAMERON, TEXAS, SAID 1.86 ACRES TRACT BEING OUT OF BLOCK 15, SAN BENITO LAND AND WATER COMPANY SUBDIVISION RECORDED IN VOLUME 1, PAGE 6, MAP RECORDS OF CAMERON COUNTY, TEXAS FROM AO "AGRICULTURE AND OPEN SPACE" TO C-2 "COMMERCIAL GENERAL RETAIL BUSINESS." APPLICANT: IVAN GARCIA P.E., R.P.L.S.

- (a) OPEN PUBLIC HEARING
- (b) CLOSE PUBLIC HEARING

Mayor Ricardo Guerra opened the Public Hearing at 6:02 p.m.

There was no opposition to the proposed rezoning ordinance.

No action taken.

ITEM 3. PUBLIC HEARING AND FIRST READING ON ORDINANCE NUMBER 2252-S-05-2024, REQUESTING TO REZONE A PROPERTY LOCATED AT EXPRESSWAY 83, BEARING A LEGAL DESCRIPTION OF: LOT TWENTY-ONE (21), EBONY HEIGHTS SUBDIVISION, IN CAMERON COUNTY, TEXAS, ACCORDING TO MAP RECORDED IN VOLUME 5, AT PAGE 45, MAP RECORDS, CAMERON COUNTY, TEXAS FROM AO "AGRICULTURE AND OPEN SPACE" TO C-2 "COMMERCIAL GENERAL RETAIL BUSINESS." APPLICANT: JUAN DAVID VALLES.

- (a) OPEN PUBLIC HEARING
- (b) CLOSE PUBLIC HEARING

Mayor Ricardo Guerra opened the Public Hearing at 6:03 p.m.

Ruben O'Bell, representing applicant Juan David Valles, just simply wanted to offer his assistance and answer any questions, if any, the Commission had.

Juan David Valles, applicant introduced himself and was available to address any questions or concerns, the Commission might have.

No action taken.

ITEM 4. PUBLIC HEARING TO OPERATE A RESTAURANT WITH ALCOHOL AT A PROPERTY LOCATED AT 2680 WEST BUSINESS 77, AT AN EXISTING BUILDING ZONED C-2 "COMMERCIAL GENERAL RETAIL BUSINESS," BEARING A LEGAL DESCRIPTION OF: A TRACT OF LAND 240 FEET BY 650 FEET OUT OF LOT SIXTEEN (16), BLOCK ONE HUNDRED FORTY-SEVEN (147) SAN BENITO LAND AND WATER COMPANY'S SUBDIVISION CAMERON COUNTY, TEXS. APPLICANT: GABRIEL COLMENERO.

- (a) OPEN PUBLIC HEARING
- (b) CLOSE PUBLIC HEARING

There was no opposition to the proposed rezoning ordinance.

No action taken.

ITEM 5. PUBLIC HEARING TO OPERATE A CHURCH AT A PROPERTY LOCATED AT 490 HIDALGO STREET AT AN EXISTING BUILDING ZONED SF-1 "SINGLE FAMILY ONE," BEARING A LEGAL DESCRIPTION OF LOT NUMBER ELEVEN (11), BLOCK NUMBER TWO (2), CARMEN ADDITION TO THE CITY OF SAN BENITO, TEXAS ACCORDING TO MAP OR PLAT THEREOF RECORDED IN VOLUME 2, PAGE 5, OF THE MAP RECORDS OF CAMERON COUNTY, TEXAS. APPLICANT: JOSE CORRAL.

- (a) OPEN PUBLIC HEARING
- (b) CLOSE PUBLIC HEARING

Mayor Ricardo Guerra opened the Public Hearing at 6:05 p.m.

Mayra Corral, wife of Jose Corral was in support of the proposed ordinance. Ms. Corral noted that the purchase of the property is to build a church and fix the parking lot.

No action taken.

Mayor Ricardo Guerra closed Public Hearing at 6:07 p.m.

At this time, Mayor Ricardo Guerra briefly explained that the Public Hearings were to hear any concerns and/or oppositions, from its constituents. Mayor Guerra further noted that the Public Hearings required two readings before the Commission had a final vote.

Commissioner Tom Goodman stated that it is important to hear from the public that is the reason why public hearings are held.

Mayor Ricardo Guerra noted that the Commission is doing their best, and growth cannot take place if the infrastructure is not in place.

Commissioner Tom Goodman stated that part of the master planning process that will be happening soon, will require the public's input. Commissioner Goodman thanked the constituents for being present and contributing information to Commission as they work together to move things forward.

CONSENT AGENDA ITEM(S)

Commissioner Deborah A. Morales requested that Agenda Items 5, 6, 7, 8, 9, 10, 16, and 17, be moved out of sequence for discussion and action.

Upon motion by Commissioner Tom Goodman seconded by Mayor Pro Tem Pedro A. Galvan and carried unanimously, Consent Agenda Items 1 through 4, 11 through 15, were approved.

ITEM 1. CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE MINUTES OF THE NOVEMBER 7, 2023, AND THE NOVEMBER 21, 2023, CITY OF SAN BENITO REGULAR CITY COMMISSION MEETINGS.

ITEM 2. CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE MAYOR TO ENTER INTO AN AGREEMENT WITH THE TEXAS DEPARTMENT OF TRANSPORTATION AS PART OF THE TEXAS TRAFFIC SAFETY GRANT FOR THE SELECTIVE TRAFFIC ENFORCEMENT PROGRAM (STEP)- OPERATION SLOWDOWN FOR THE PERIOD OF JULY 16, 2024 TO AUGUST 7, 2024.

ITEM 3. CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE MAYOR TO ENTER INTO AN AGREEMENT WITH THE TEXAS DEPARTMENT OF TRANSPORTATION AS PART OF THE TEXAS TRAFFIC SAFETY GRANT FOR SELECTIVE TRAFFIC ENFORCEMENT PROGRAM (STEP) - CLICK IT OR TICKET MOBILIZATION FOR THE PERIOD OF MAY 17, 2024, TO JUNE 5, 2024.

ITEM 4. CONSIDERATION AND POSSIBLE ACTION TO RATIFY THE COOPERATIVE PERSONNEL SERVICES AGREEMENT WITH THE CITY OF SAN BENITO TO AUTHORIZE THE CIVIL SERVICE DIRECTOR TO ORDER TESTING MATERIALS FOR THE CITY OF SAN BENITO FIRE DEPARTMENT.

ITEM 5. CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE SECOND AND FINAL READING OF ORDINANCE NUMBER 2252-L-05-2024, REQUESTING TO REZONE A PROPERTY LOCATED AT 248 CHARLES BARBER ROAD, BEARING A LEGAL DESCRIPTION OF LOT ELEVEN (11), BLOCK ONE (1), OWENS SUBDIVISION, CAMERON COUNTY, TEXAS, ACCORDING TO MAP THEREOF RECORDED ON MAP 17, PAGE 13, MAP RECORDS OF CAMERON COUNTY, TEXAS FROM SF-1 "SINGLE FAMILY ONE" TO C-2 "COMMERCIAL GENERAL RETAIL BUSINESS." APPLICANT: EDUARDO LOA.

Commissioner Deborah A. Morales, enquired if the proposed agenda item is to rezone from residential to commercial. In response to Commissioner Morales's inquiry, Johanna Maldonado, Planning Director, confirmed that the request is to rezone from residential to commercial.

Commissioner Tom Goodman, stated that although the Commission respects the applicant's wish to operate a business out of 248 Charles Barber Road, they must also take the concerns raised by the public into consideration.

Mayor Pro Tem Pedro A. Galvan moved that Consent Agenda Item 5: the Second and Final Reading of Ordinance Number 2252-L-05-2024, requesting to rezone a property located at 248 Charles Barber Road, bearing a legal description of Lot Eleven (11), Block One (1), Owens Subdivision, Cameron County, Texas, according to map thereof recorded on map 17, page 13, map records of Cameron County, Texas, from SF-1 "Single Family One" to C-2 "Commercial General Retail Business", be denied. The motion was seconded by Commissioner Deborah Morales and carried unanimously.

ITEM 6. CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE SECOND AND FINAL READING OF ORDINANCE 2252-M-05-2024, TO APPROVE A REQUEST TO REZONE A PROPERTY LOCATED ON THE CORNER OF U.S. BUSINESS 77 AND WILLIAMS ROAD, BEARING A LEGAL DESCRIPTION OF BEING 29.26 ACRES TRACT OF LAND OUT OF 65.37 ACRES OF LAND CONSISTING OF THAT PORTION OF LOT TWELVE (12) LYING NORTH OF THE SOUTH RIGHT OF-WAY LINE OF U.S. HIGHWAY 77, AND ALL LOT THIRTEEN (13) LYING NORTH OF U.S. HIGHWAY 77, OUT OF BLOCK ONE HUNDRED TWENTY-FIVE (125), AND ALL OF BLOCK ONE HUNDRED AND THIRTY (130), OF THE SAN BENITO LAND AND WATER COMPANY SUBDIVISION, AS RECORDED IN VOLUME 1, PAGE 6, OF THE MAP RECORDS OF CAMERON COUNTY, TEXAS FROM AO "AGRICULTURE AND OPEN SPACE" / C-2 "COMMERCIAL GENERAL RETAIL BUSINESS" TO C-2 "COMMERCIAL GENERAL RETAIL BUSINESS." APPLICANT: ELIAS SANDOVAL.

Fred Sandoval, City Manager noted that for the record, there is no relation to Elias Sandoval.

Mayor Ricardo Guerra enquired if the rezoning of the property would be the side of street only. In response to Mayor's Guerra inquiry, Johanna Maldonado, Planning Director noted that the owner just wants to be in compliance with the ordinance, by rezoning the property.

Commissioner Tom Goodman moved that Consent Agenda Item 6: the Second and Final Reading of Ordinance Number 2252-M-05-2024, to approved a request to rezone a property located on the corner of U.S. Business 77 and Williams Road, bearing a legal description of being 29.26 acres tract of land out of 65.37 acres of land consisting of that portion of Lot Twelve (12) lying north of the south right-of-way line of U.S. Highway 77, and all Lot Thirteen (13) lying north of U.S. Highway 77, out of Block One Hundred Twenty-Five (125), and all of Block One Hundred and Thirty (130), of the San Benito Land and Water Company Subdivision, as recorded in Volume 1, Page 6, of the map records of Cameron County, Texas, from AO "Agriculture and Open Space" / C-2 "Commercial General Retail Business" to C-2 "Commercial General Retail Business", be approved. The motion was seconded by Commissioner Joe Navarro and carried unanimously.

ITEM 7. CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE SECOND AND FINAL READING OF ORDINANCE NUMBER 2252-N-05-2024. TO SOLICIT INPUT REGARDING A REQUEST TO REZONE A PROPERTY LOCATED ON THE CORNER OF US BUSINESS 77 AND WILLIAMS TOAD, BEARING A LEGAL DESCRIPTION OF: BEING 35.05 ACRES TRACT OF LAND OUT OF 6537 ACRES OF LAND CONSISTING OF THAT PORTION OF LOT TWELVE (12) LYING NORTH OF THE SOUTH RIGHT OF WAY LINE OF U.S. HIGHWAY 77, AND ALL OF LOT THIRTEEN (13) LYRING NORTH OF U.S. HIGHWAY 77, OUT O FBLOCK ONE HUNDRED TWENTY-FIVE (25), AND ALL OF BLOCK ONE HUNDRED AND THIRTY (130), OF THE SAN BENITO LAND AND WATER COMPANY SUBDIVISION, AS RECORDED IN VOLUME 1, PAGE 6 OF THE MAP RECORDS OF CAMERON COUNTY, TEXAS FROM AO "AGRICULTURE AND OPEN SPACE"/C-2 "COMMERCIAL GENERAL RETAIL BUSINESS" TO SF-1 "SINGLE FAMILY ONE." APPLICANT: ELIAS SANDOVAL.

Commissioner Tom Goodman, enquired if the rezoning of the property was the inside track of what had been approved on Consent Agenda Item 6. In response to Commissioner Goodman inquiry, Johanna Maldonado, Planning Director stated that the outside track would be commercial and the inside track residential, if the proposed ordinance is approved.

Mayor Pro Tem Pedro A. Galvan moved that Consent Agenda Item 7: the Second and Final Reading of Ordinance Number 2252-N-05-2024, to solicit input regarding a request to Rezone a property located on the corner of US Business 77 and Williams Road, bearing a Legal Description of: Being 35.05 Acres Tract of Land out of 65.37 Acres of Land consisting of that portion of Lot Twelve (12) lying North of the South right of way line of U.S. Highway 77, and all of Lot Thirteen (13) lying North of U.S. Highway 77, out of block One Hundred Twenty-Five (125), and all of Block One Hundred and Thirty (130), of the San Benito Land and Water Company Subdivision, as recorded in Volume 1, Page 6 of the Map Records of Cameron County, Texas from AO "Agriculture and Open Space"/C-2 "Commercial General Retail Business" to SF-1 "Single Family One", be approved. The motion was seconded by Commissioner Tom Goodman and carried unanimously.

ITEM 8. CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE SECOND AND FINAL READING OF ORDINANCE NUMBER 2252-O-05-2024, REQUESTING TO REZONE A PROPERTY LOCATED ON STOOKEY ROAD, BEARING A LEGAL DESCRIPTION OF LOT NUMBER EIGHT (8) PARQUE VISTA, CITY OF SAN BENITO, CAMERON COUNTY, TEXAS, RECORDED IN VOLUME 1, PAGE 6, MAP RECORDS OF CAMERON COUNTY, TEXAS FROM SF-1 "SINGLE FAMILY ONE" TO SF-2 "DUPLEX, RESIDENTIAL." APPLICANT: RUDY OCHOA.

Johanna Maldonado, Planning Director, stated that the applicant is a retired veteran who is seeking to build two duplexes and reside in one and rent the other one. Mr. Rudy Ochoa was not aware that the zoning area was a single family. There are multifamily duplexes around the area but are grandfathered, prior to the zoning ordinance being adopted.

Brief discussion ensued amongst the Commission and City staff regarding the requirements of the rezoning of the property, from Single Family One to Duplex Residential.

Mayor Pro Tem Pedro A. Galvan enquired if the property met the lot requirement for Single Family Duplex. In response to Mayor Pro Tem Galvan's inquiry, Johanna Maldonado, Planning Director stated that it did meet the requirement and in addition, still has to meet all the requirements of the parking and the two units, once construction began.

Mayor Pro Tem Pedro A. Galvan moved that Consent Agenda Item 8: the Second and Final Reading of Ordinance Number 2252-O-05-2024, requesting to Rezone a property located on Stookey Road, bearing a Legal Description of Lot Number Eight (8) Parque Vista, City of San Benito, Cameron County, Texas, recorded in Volume 1, Page 6, Map Records of Cameron County, Texas from SF-1 "Single Family One" to SF-2 "Duplex, Residential", be approved. The motion was seconded by Commissioner Tom Goodman and carried as follows:

Ayes: Mayor Pro Tem Pedro A. Galvan, Commissioner Tom Goodman, Commissioner Joe Navarro and Mayor Ricardo Guerra

Nays: Commissioner Deborah A. Morales

ITEM 9. CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE SECOND AND FINAL READING OF ORDINANCE NUMBER 2252-P-05-2024, REQUESTING TO REZONE A PROPERTY LOCATED ON 2007 E. EXPRESSWAY 83, BEARING A LEGAL DESCRIPTION OF LOT TWO (2), BLOCK NUMBER ONE (1), VALLEY NTERNATIONAL CHRISTIAN CENTER, CAMERON COUNTY, TEXAS, ACCORDING TO MAP RECORDED IN CABINET 1, PAGE 1629-B, MAP RECORDS OF CAMERON COUNTY, TEXAS, FROM AO "AGRICULTURE AND OPEN SPACE" TO C-2 "COMMERCIAL GENERAL RETAIL BUSINESS." APPLICANT: MARIO MUNOZ.

Johanna Maldonado, Planning Director, stated that the front of the property is already zoned commercial, the applicant is seeking approval to rezone the rear part of the property to be in compliance with the City.

Brief discussion ensued amongst the Commission and City staff regarding the rezoning of the property, the entrance and parking of the business property.

Mario Munoz, applicant clarified that the building next to their business is an empty building.

Mayor Pro Tem Pedro A. Galvan moved that Consent Agenda Item 9: the Second and Final Reading of Ordinance Number 2252-P-05-2024, requesting to Rezone a property located on 2007 E. Expressway 83, bearing a Legal Description of Lot Two (2), Block Number One (1), Valley International Christian Center, Cameron County, Texas, according to map recorded in Cabinet I, Page 1629-B, Map Records of Cameron County, Texas from AO "Agriculture and Open Space" to C-2 "Commercial General Retail Business", be approved with the correction of the address that reflects on the ordinance. The motion was seconded by Commissioner Tom Goodman and carried unanimously.

ITEM 10. CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE PRELIMINARY PLAT OF ELITE ESTATES SUBDIVISION, BEARING A LEGAL DESCRIPTION OF: 42.66 ACRES OF LAND COMPRISED OF ALL OF LOT 47, RESACA FRONT SUBDIVISION, BEING 5.39 ACRES RECORDED IN VOLUME 2, PAGE 21, MAP RECORDS OF CAMERON COUNTY, TEXAS AND 37.27 ACRES OUT OF BLOCK 131, SAN BENITO AND WATER COMPANY SUBDIVISION, RECORDED IN VOLUME 1, PAGE 6 AND VOLUME 1, PAGE 25, MAP RECORDS OF CAMERON COUNTY, TEXAS, BEING OUT OF THE TRACTS OF LAND DESCRIBED IN VOLUME 24265, PAGE 76, OFFICIAL RECORDS OF CAMERON COUNTY, TEXAS. APPLICANT: ELITE ESTATES OF TEXAS, LLC.

Johanna Maldonado, Planning Director, stated that the rezoning of the property was approved by the Commission two months ago, construction plans were close to being ready, at this time staff is seeking Commission's approval for the preliminary plat of Elite Estates Subdivision.

Commissioner Tom Goodman enquired if the subdivision met all the requirements. In response to Commissioner Goodman inquiry, Johanna Maldonado, Planning Director stated that the preliminary plat did meet the requirements.

Brief discussion ensued amongst the Commission and City staff regarding the sewer line, drainage, water and the widening of the streets, within the subdivision.

Mayor Pro Tem Pedro A. Galvan moved that Consent Agenda Item 10: the Preliminary Plat of Elite Estates Subdivision, bearing a legal description of; 42.66 acres of land comprised of all of Lot 47, Resaca Front Subdivision, Being 5.39 acres recorded in Volume 2, Page 21, Map Records of Cameron County, Texas and 37.27 acres out of Block 131, San Benito Land and Water Company Subdivision, Recorded in Volume 1, Page 6 and Volume 1, Page 25, Map Records of Cameron County, Texas, Being out of the Tracts of land described in Volume 24265, Page 76, Official Records of Cameron County, Texas, be approved. The motion was seconded by Commissioner Deborah A. Morales and carried unanimously.

ITEM 11. CONSIDERATION AND POSSIBLE ACTION TO APPROVE PAYMENT NUMBER NINE TO FERGUSON SERVICE SYSTEMS, INC., AS RECOMMENDED BY HANSON PROFESSIONAL SERVICES, INC., PERTAINING TO THE STENGER SURGE TANK LIFT STATION IMPROVEMENTS PROJECT IN THE AMOUNT OF \$42,750.00.

ITEM 12. CONSIDERATION AND POSSIBLE ACTION TO PURCHASE A NEW HARBEN DTK 375 E 180 HIGH-PRESSURE SEWER JETTER FROM PATTERSON EQUIPMENT COMPANY FOR THE TOTAL AMOUNT OF \$75,329.35.

ITEM 13. CONSIDERATION AND POSSIBLE ACTION TO APPROVE A PAYMENT TO GDJ ENGINEERING FOR DRAINAGE, WATER AND SEWER SYSTEM SURVEY AND GIS DASHBOARD DEVELOPMENT FOR \$74,395.33.

ITEM 14. CONSIDERATION AND POSSIBLE ACTION TO APPROVE A PROGRAMMING PAYMENT TO THE BOYS AND GIRLS CLUB OF SAN BENITO FOR FISCAL YEAR 2023-24 IN THE TOTAL AMOUNT OF \$10,000.00.

ITEM 15. CONSIDERATION AND POSSIBLE ACTION TO APPROVE A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF SAN BENITO AND THE RIO GRANDE VALLEY COMMUNITY LOAN CENTER TO PROVIDE LOAN SERVICES TO THE CITY EMPLOYEES.

ITEM 16. CONSIDERATION AND POSSIBLE ACTION TO APPROVE A REQUEST FOR A CONDITIONAL USE PERMIT TO OPERATE A RESTAURANT WITH ALCOHOL AT A PROPERTY LOCATED AT 2680 WEST BUSINESS 77, AT AN EXISTING BUILDING ZONED C-2 "COMMERCIAL GENERAL RETAIL BUSINESS," BEARING A LEGAL DESCRIPTION OF: A TRACT OF LAND 240 FEET BY 650 FEET OUT OF LOT SIXTEEN (16), BLOCK ONE HUNDRED FORTY-SEVEN (147) SAN BENITO LAND AND WATER COMPANY'S SUBDIVISION CAMERON COUNTY, TEXAS. APPLICANT: GABRIEL COLMENERO.

No action taken on Consent Agenda Item 16.

ITEM 17. CONSIDERATION AND POSSIBLE ACTION TO APPROVE A REQUEST FOR A CONDITIONAL USE PERMIT TO OPERATE A CHURCH AT A PROPERTY LOCATED AT 490 HIDALGO STREET AT AN EXISTING BUILDING ZONED SF-1 "SINGLE FAMILY ONE," BEARING A LEGAL DESCRIPTION OF LOT NUMBER ELEVEN (11), BLOCK NUMBER TWO (2), CARMEN ADDITION TO THE CITY OF SAN BENITO, TEXAS, ACCORDING TO MAP OR PLAT THEREOF RECORDED IN VOLUME 2, PAGE 5, OF THE MAP RECORDS OF CAMERON COUTNY, TEXAS. APPLICANT: JOSE CORRAL.

No action taken on Consent Agenda Item 17.

ITEM(S) FOR INDIVIDUAL CONSIDERATION:

ITEM 1. FIRST READING OF ORDINANCE NUMBER 2252-T-05-2024, AN ORDINANCE AMENDING ZONING ORDINANCE NUMBER 2252, AND ANY OTHER AMENDED ORDINANCES CODIFIED IN THE CODE OF ORDINANCES IN CHAPTER 14a, SECTION 5.08, PERTAINING TO "FENCES" AND AMENDING THE FEE SCHEDULE AND REPEALING ANY OTHER ORDINANCES IN CONFLICT THEREWITH, AS PROVIDED BY THE CITY OF SAN BENITO AND PROVIDING FOR AN EFFECTIVE DATE.

[Commissioner Tom Goodman](#) enquired if the proposed current fence ordinance is being amended. In response to Commissioners Goodman inquiry, Johanna Maldonado, Planning Director, stated that the ordinance is being amended to include commercial businesses, not only residential.

Brief discussion ensued amongst the Commission and City staff regarding the height of the fence and the distance of the fence needed to be from the property line that is required for residential and commercial.

[Mayor Pro Tem Pedro A. Galvan](#) mentioned that the State of Texas does not require a permit to build a fence. In response to Mayor Pro Tem Galvan's comment, Ms. Maldonado, Planning Director, noted that the Building Codes require anything over seven (7) feet high be engineered, due to safety concerns. The proposed ordinance will keep everyone that reside and do business within the city limits, be in compliance.

No action taken.

ITEM 2. FIRST READING OF ORDINANCE NUMBER 2621-05-2024, AN ORDINANCE ESTABLISHING REGULATIONS FOR CONSTRUCTION, PLACEMENT, AND EXCAVATION IN RIGHT-OF-WAYS AND PUBLIC EASEMENTS; ADOPTING A FEE SCHEDULE FOR THE DAMAGE OF RIGHT-OF-WAYS; PROVIDING PENALTIES FOR FAILURE TO COMPLY; PROVIDING AN EFFECTIVE DATE; AS PROVIDED BY THE CITY OF SAN BENITO.

[Johanna Maldonado, Planning Director](#), stated that the proposed ordinance is to protect the infrastructure of the City. Ms. Maldonado further noted that a permit is required before the contractor starts excavation on a right-a-way within the City limits. A permit application has been created, meetings have been held to inform the contractors of the new process and staff is currently working on GIS updates.

No action taken.

BOARD APPOINTMENT(S):

ITEM 1. CONSIDERATION AND POSSIBLE ACTION TO REMOVE, APPOINT, OR REAPPOINT MEMBERS TO THE PLANNING AND ZONING COMMISSION FOR THE PLACES AND TERMS STARTING AND EXPIRING AS SHOWN:

- a) PLACE 1 - CURRENT TERM JUNE 1, 2022 TO MAY 31, 2024
- b) PLACE 2 - CURRENT TERM JUNE 1, 2022 TO MAY 31, 2024
- c) PLACE 3 - CURRENT TERM JUNE 1, 2023 TO MAY 31, 2024
- d) PLACE 4 - CURRENT TERM JUNE 1, 2023 TO MAY 31, 2024
- e) PLACE 5 - CURRENT TERM JUNE 1, 2022 TO MAY 31, 2024

[Commissioner Tom Goodman](#) moved to table his appointment for Place 1. The motion was seconded by [Commissioner Deborah A. Morales](#) and carried unanimously.

[Commissioner Deborah A. Morales](#) moved to reappoint Jose Morales to the Planning and Zoning Commission-Place 2. The motion was seconded by [Commissioner Joe Navarro](#) and carried unanimously.

[Mayor Pro Tem Pedro A. Galvan](#) moved to reappoint Adam Abrego to the Planning and Zoning Commission-Place 3. The motion was seconded by [Commissioner Deborah A. Morales](#) and carried unanimously.

[Commissioner Joe Navarro](#) moved to appoint Hector Gomez to the Planning and Zoning Commission-Place 4. The motion was seconded by [Commissioner Tom Goodman](#) and carried unanimously.

[Mayor Ricardo Guerra](#) moved to table his appointment for Place 5. The motion was seconded by [Mayor Pro Tem Pedro A. Galvan](#) and carried unanimously.

ITEM 2. CONSIDERATION AND POSSIBLE ACTION TO REMOVE, APPOINT, OR REAPPOINT MEMBERS TO THE ZONING BOARD OF ADJUSTMENTS COMMISSION FOR THE PLACES AND TERMS STARTING AND EXPIRING AS SHOWN

- a) PLACE 1 - CURRENT TERM JUNE 1, 2022 TO MAY 31, 2024
- b) PLACE 2 - CURRENT TERM JUNE 1, 2022 TO MAY 31, 2024
- c) PLACE 3 - CURRENT TERM JUNE 1, 2023 TO MAY 31, 2024
- d) PLACE 4 - CURRENT TERM JUNE 1, 2023 TO MAY 31, 2024
- e) PLACE 5 - CURRENT TERM JUNE 1, 2022 TO MAY 31, 2024

[Commissioner Tom Goodman](#) moved to appoint Jeremy Amaya to the Zoning Board of Adjustments-Place 1. The motion was seconded by [Commissioner Deborah A. Morales](#) and carried unanimously.

[Commissioner Deborah A. Morales](#) moved to reappoint Velma De los Santos to the Zoning Board of Adjustments-Place 2. The motion was seconded by [Commissioner Tom Goodman](#) and carried unanimously.

[Mayor Pro Tem Pedro A. Galvan](#) moved to reappoint Noe Galvan to the Zoning Board of Adjustments-Place 3. The motion was seconded by [Commissioner Joe Navarro](#) and carried unanimously.

[Commissioner Joe Navarro](#) moved to appoint Miguel Garcia to the Zoning Board of Adjustments-Place 4. The motion was seconded by [Commissioner Tom Goodman](#) and carried unanimously.

[Mayor Ricardo Guerra](#) moved to table his appointment for Place 5. The motion was seconded by [Commissioner Tom Goodman](#) and carried unanimously.

EXECUTIVE SESSION:

At this time, [Mayor Ricardo Guerra](#) requested to go into Executive Session.

The City Commission stepped into Executive Session at 6:46 p.m., to discuss the following agenda items.

ITEM a. CONSULTATION WITH CITY ATTORNEY PURSUANT TO TEXAS GOVERNMENT CODE SECTION 552.107(1) TO DISCUSS PRIVILEGED COMMUNICATION PROTECTED BY THE ATTORNEY-CLIENT PRIVILEGE.

ITEM b. PURSUANT TO TEXAS GOVERNMENT CODE SECTION 551.074(a)(1) PERSONNEL MATTERS, TO DELIBERATE THE APPOINTMENT, EMPLOYMENT, EVALUATION, REASSIGNMENT, DUTIES, DISCIPLINE, OR DISMISSAL OF A PUBLIC OFFICER OR EMPLOYEE, CITY MANAGER.

All items listed in Executive Session were discussed during the Executive Session, and a certified agenda was kept.

Upon conclusion of Executive Session, [Mayor Ricardo Guerra](#) convened the Regular meeting at 8:28 p.m.

POSSIBLE ACTION ON ANY ITEM(S) AS DISCUSSED IN EXECUTIVE SESSION:

ITEM 1. CONSIDERATION AND POSSIBLE ACTION, IF ANY, RELATED TO PERSONNEL MATTERS, CITY MANAGER EMPLOYMENT CONTRACT.

No action taken.

ADJOURNMENT.

There being no further business to come before the Commission, upon duly made motion [Mayor Ricardo Guerra](#) announced ADJOURNMENT AT 7:18 P.M.

CITY OF SAN BENITO

HONORABLE RICARDO GUERRA
MAYOR

ATTEST:

RUTH MCGINNIS
CITY SECRETARY



EXECUTIVE SUMMARY

REQUEST:

Consideration and possible action to nominate and cast a vote for the Texas Municipal League Region 12 Director Election.

RECOMMENDATION:

Pending for City Commission members to nominate and cast a vote for the TML Region 12 Director position.

RATIONALE:

Each TML member city is entitled to one vote, which vote must be cast by a majority vote of the city's governing body to be recorded by placing an X in the square beside the candidate's name on the Official Ballot.

BUDGET IMPACT:

None.

RESOURCE PERSONNEL:

Fred Sandoval, City Manager

EXHIBITS: Ballot 2024 Region 12

PREPARED BY: Fred R. Sandoval
City Manager

09/27/2024
Date

Fred R. Sandoval

Fred Sandoval
City Manager



OFFICIAL BALLOT

Texas Municipal League (TML) Region 12 Director Election

This is the official ballot for the election of the Region 12 director of the TML Board of Directors. You received this ballot because you are the city’s primary contact person with TML. Each TML member city is entitled to one vote, which vote must be cast by a majority vote of the city’s governing body. Please record your city’s choice by placing an “X” in the square beside the candidate’s name or writing in the name of an eligible person in the space provided. You can only vote for one candidate.

The officials listed on this ballot have been nominated to serve a two-year term on the TML Board of Directors. A brief biography for each candidate is included after the ballot.

Ballots must reach the TML office by 5:00 p.m. Central Time on October 3, 2024. Ballots received after this date cannot be counted. **The ballot must be properly signed and mailed to: Rachael Pitts, Texas Municipal League, 1821 Rutherford Lane, Suite 400, Austin, TX 78754, or scanned and emailed to rpitts@tml.org. If the ballot is not signed, it will not be counted.**

Region 12 Director (select one)

Victor Sebastian “Seby” Haddad, Commissioner, McAllen (Incumbent)

Bryan L. Martinez, Commissioner, Brownsville

Certificate

I certify that the vote cast above has been cast in accordance with the will of the majority of the governing body of the city named below.

Witness my hand, this _____ day of _____, 2024.

Signature of Authorized Official

Title

Printed Name of Authorized Official

Printed Name of City

Region 12 Director Candidate Biographies (printed on both sides)



Victor Sebastian “Seby” Haddad, Commissioner, McAllen (Incumbent)

Victor Sebastian "Seby" Haddad was born in Baltimore, MD, but spent the majority of his life in McAllen where he has become a prominent figure in both professional and civic arenas. Seby graduated from St. Edward's University in Austin with a bachelor's degree in computer information systems. After completing his degree, Seby moved to New York City, where he enhanced his skills in post-production audio and TV production. Despite his success in the Big Apple, he eventually returned to his roots in McAllen, embarking on a notable 18-year career in banking. He is currently the chief lending officer and executive vice president at Lone Star National Bank. In addition to his banking career, Seby has actively engaged in various local business ventures, particularly in the lifestyle and restaurant sectors, and has invested in real estate development and tech startups. Seby is also serving his second term as city commissioner for District 5 in McAllen. During his tenure, he has championed several key projects, including census outreach initiatives, the development of a new animal shelter, and his role as president of the Texas Municipal League (TML) Region 12. He has been instrumental in helping initiate the future development of the tennis courts and the aquatic center. His commitment to public service is driven by a vision for enhanced regional cooperation in the Rio Grande Valley and a dedication to advancing community growth and development. Seby's candidacy for a position on the TML Board is motivated by his desire to further regional collaboration and advocate for the needs of the RGV. He aims to leverage his experience and leadership skills to drive impactful change and strengthen the region's resilience and prosperity.



Bryan L. Martinez, Commissioner, Brownsville

Bryan L. Martinez is the youngest commissioner ever elected to represent the citizens of District 1 in Brownsville, having been elected at only 28 years of age in 2023. Since taking office, he has an impeccable record at City Commission meetings, and also serves on the board for the Brownsville Animal Regulation & Care Center (BARCC), and on the budget subcommittee for the City of Brownsville. In the local community, Mr. Martinez currently serves as chairman for the Paramedic Program Advisory Board at Texas Southmost College, as a campaign ambassador for United Way of Southern Cameron County, and vice president for government & community affairs for Sombrero Festival, Ltd. He is an alumni of Leadership Brownsville, and went on to serve on the Leadership Brownsville Board of Directors for three years. In 2024, he participated in Dancing for United Way, an annual fundraising event, where he danced the salsa with his dance partner to raise funds for United Way of Southern Cameron

County. He is the founder, past president and a current member of the Brownsville Toastmasters Club and served as the Toastmasters RGV area director for two terms overseeing 13 clubs and over 170+ members in the Rio Grande Valley. Mr. Martinez is also a dedicated member of his church, Good Shepherd Catholic Church. After just eight months in office, Commissioner Martinez was honored with the Texas Municipal League Institute Certificate of Achievement for completed continuing education units during the 2023 calendar year. Commissioner Martinez was one of only six elected city officials recognized with this achievement for 2023. He sets a high bar and is a fine example to his also first- time elected peers on the Brownsville City Commission.



EXECUTIVE SUMMARY

REQUEST:

Discussion and possible action on matters pertaining to the Cameron Appraisal District:

- a) Nominate one candidate for each of the five open positions
- b) Approval of Resolution Number 2024-1001-001(R)

RECOMMENDATION:

Pending on City Commission.

RATIONALE:

City Commission members to nominate five individuals to the Cameron Appraisal District Board of Directors. Attorney Alan Ozuna currently represents the City of San Benito. The resolution is pending approval.

BUDGET IMPACT:

Not Applicable.

RESOURCE PERSONNEL:

Fred Sandoval, City Manager

EXHIBITS:

Cameron Appraisal District Sept 9 2024 Correspondence
RESOLUTION 2024-1001-001(R) CAD BOARD VOTES

PREPARED BY: Fred R. Sandoval
City Manager

09/27/2024
Date

Fred R. Sandoval
Fred Sandoval
City Manager

CAMERON APPRAISAL DISTRICT



September 9, 2024

Mr. Ricardo "Rick" Guerra, Mayor
City of San Benito
401 N. Sam Houston
San Benito, TX 78586

Dear Mr. Guerra:

The initial step for the five (5) members appointed by the participating entities is for the taxing unit to nominate, by resolution, candidate(s) for the voting entitlement. The deadline to submit your resolution nominating a candidate(s) for the Board of Directors of the Cameron Appraisal District is **October 14**. Please note that each taxing unit that is entitled to vote may nominate one candidate for each position to be filled.

Once you have adopted your resolution, please forward it to the Chief Appraiser as soon as possible. For your convenience, I have attached a sample resolution which you may use, or you may submit one prepared by your office.

The "Official Ballot" will be prepared and forwarded to all taxing units entitled to vote before October 30, when the voting will commence. The results will be announced before December 31.

Should you have any questions, please do not hesitate to contact me.

Sincerely,

Richard Molina
Richard Molina, RPA
Chief Appraiser

CC: Mr. Fred Sandoval
City Manager

Attachment (Sample Resolution)

STATE OF TEXAS §
COUNTY OF CAMERON § RESOLUTION NUMBER 2024-1001-001(R)
CITY OF SAN BENITO §

A RESOLUTION OF THE CITY COMMISSION FOR THE CITY OF SAN BENITO EXPRESSING ITS NOMINATION FOR APPRAISAL DISTRICT DIRECTORS FOR THE CAMERON APPRAISAL DISTRICT BOARD OF DIRECTORS:

WHEREAS, the City Commission for the City of San Benito is authorized to make nominations for each position to be filled in the Cameron Appraisal District Board of Directors; and

WHEREAS, these directors shall serve a term beginning January 1, 2025, and that all taxing entities associated with the Cameron Appraisal District are authorized to nominate up to five (5) individuals for said Board; and

WHEREAS, the City Commission for the City of San Benito must submit the names of the nominees by written resolution to the Chief Appraiser by **October 15, 2024**.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION FOR THE CITY OF SAN BENITO, TEXAS, that the name(s) of:

Name(s) of Nominee(s)

is/are hereby nominated by the City Commission for the City of San Benito to the Cameron Appraisal District Board of Directors.

FURTHERMORE, the City Commission for the City of San Benito directs the Chief Appraiser to submit said nomination(s) for consideration by all taxing entities within the Cameron Appraisal District in the upcoming district appointments.

PASSED AND APPROVED this 1st day of October, 2024.

CITY OF SAN BENITO

Honorable Ricardo Guerra
Mayor

ATTEST:

Ruth A. McGinnis
City Secretary



EXECUTIVE SUMMARY

REQUEST:

Consideration and possible action to approve Resolution Number 2024-1001-002(R) ratifying the adoption of the amended bylaws of the San Benito Economic Development Corporation, Inc.

RECOMMENDATION:

City Administration recommends approval.

RATIONALE:

Amending the SBEDC Bylaws.

BUDGET IMPACT:

None.

RESOURCE PERSONNEL:

Fred Sandoval, City Manager

EXHIBITS:

Resolution 2024-1001-002(R) Amending SBEDC Bylaws

PREPARED BY: Fred R. Sandoval
City Manager

09/27/2024
Date

Fred R. Sandoval
Fred Sandoval
City Manager

SECTION 4: **Effective Date.**

This Resolution shall take effect immediately upon passage by the members of the elected governing body of the City of San Benito.

SECTION 5. **Proper Notice and Meeting.**

It is hereby officially found and determined that the meeting at which this Resolution was passed was open to the public and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

PASSED, APPROVED AND ADOPTED on this the ____ day of _____, 20__ by a vote of ____ (ayes) to ____ (nays) to ____ (abstentions) of the governing body of the City of San Benito, Texas.

CITY OF SAN BENITO

Honorable Ricardo Guerra
Mayor

Attest:

(City Seal)

Ruth A. McGinnis
City Secretary



EXECUTIVE SUMMARY

REQUEST:

Consideration and possible action to approve Resolution Number 2024-1001-003(R) approving proposed projects of the San Benito Economic Development Corporation, Inc.

RECOMMENDATION:

City Administration recommends approval.

RATIONALE:

Proposed projects with SBEDC.

BUDGET IMPACT:

N/A

RESOURCE PERSONNEL:

Fred Sandoval, City Manager

EXHIBITS:

Resolution 2024-1001-003(R) SBEDC Projects_

PREPARED BY:

Fred R. Sandoval
City Manager

09/27/2024
Date

Fred R. Sandoval

Fred Sandoval
City Manager

B. It is immediately resolved that the San Benito Economic Development Corporation Inc. may proceed as necessary to further the prospective projects.

SECTION 2: ***Savings Clause.***

Except as hereby resolved, any other directives or actions of the City of San Benito, not in conflict with this Resolution, shall remain in full force and effect, unimpaired hereby.

SECTION 3: ***Severability Clause.***

The invalidity of any section, clause, sentence or provision of this Resolution shall not affect the validity of any other part thereof.

SECTION 4: ***Effective Date; Publication.***

This Resolution shall take effect immediately upon passage by the members of the elected governing body of the City of San Benito. Any publication shall be noted by time and place as required by law.

SECTION 5. ***Proper Notice and Meeting.***

It is hereby officially found and determined that the meeting at which action was taken was open to the public and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

PASSED, APPROVED, AND ADOPTED on this the ____ day of _____, 20__ by a vote of ___ (ayes) to ___ (nays) to___ (abstentions) of the governing body of the City of San Benito, Texas.

CITY OF SAN BENITO

Honorable Ricardo Guerra
Mayor

(City Seal)

Attest:

Ruth A. McGinnis
City Secretary



EXECUTIVE SUMMARY

REQUEST:

Consideration and possible action to approve a road closure request and a special parking request by Saint Theresa Catholic Church for their Annual Fall Festival scheduled for October 5-6, 2024, from 5:00 p.m. to 10:00 p.m.

- a. Encino Street from Combes Street to Paseo Union Street.
- b. Caoba Street from Combes Street to Paseo Union Street.
- c. Paseo Union Street from Encino Street to Caoba Street.
- d. Parking in Falligant Park

RECOMMENDATION:

City Staff recommends approval.

RATIONALE:

The St. Theresa Catholic Church has requested the closure of the city streets surrounding the church. The closure will restrict vehicular traffic from passing through the area during the event where a large crowd is expected to attend. The city staff recommend approval as the closure of the streets will make it safer for all who attend.

BUDGET IMPACT:

None.

RESOURCE PERSONNEL:

Mario Perea, Police Chief

EXHIBITS:

Event Permit Application
St Therasas Church Map (1)

PREPARED BY: Mario G. Perea
Chief of Police

09/27/2024
Date

Fred R. Sandoval

Fred Sandoval
City Manager

St. Theresa Catholic Church

1300 Combes Street
San Benito, Texas 78586
(956)399-3247

Date: September 10, 2024
To: Chief of Police
601 Williams Rd.
San Benito, Texas 78586
From: St. Theresa Festival Committee
Re: Fall Festival 2024

The community of St. Theresa Catholic Church is currently preparing for its annual Fall Festival 2024, which will take place on Saturday, October 5 from 5:00 p.m. to 10:00 p.m. & Sunday, October 6, from 5:00 pm to 10:00 pm. This is a well-attended event by local parishioners as well as friends from the neighboring communities of Harlingen, Rio Hondo, La Feria, Los Fresnos, El Ranchito, La Paloma and Los Indios. In the last few years, we have experienced less vandalism due to the presence of the SBPD units patrolling the neighborhood during the event. We would greatly appreciate it if you could assist us by frequently patrolling the St. Theresa Church community during these two nights or by placing an officer or two at our festival. The presence of a unit patrolling the community discourages the destruction of property; consequently, it contributes to a much more pleasant atmosphere for the local community and the visitors from the neighboring communities. We would like for everyone to enjoy a safe and fun-filled family evening in San Benito.

We kindly ask that you please place this event on your calendar and send a patrol unit to make a few extra rounds in the community of St. Theresa during our festival, if possible.

We thank you for your support and assistance and would like to hear from you as soon as possible. If you have any questions, you may contact me at 956-792-5515.

Sincerely,

Celina P. Garza

Celina P. Garza
Chairperson, Fall Festival 2024

St. Theresa Catholic Church

1300 Combes Street
San Benito, Texas 78586
(956) 399-3247

Date: September 10, 2024

To: Ms. Ruth McGinnis, Interim City Manager
City of San Benito
401 N. Sam Houston Blvd.
San Benito, Texas 78586

From: St. Theresa Festival Committee

Re: Permission to block streets/park cars

The community of St. Theresa Catholic Church is currently preparing for its Fall Festival 2024 which will take place on Saturday, October 5 from 5:00pm to 10:00pm & Sunday, October 6 from 5:00pm to 10:00pm. We are requesting permission to block the following streets; Caoba (in front of the St. Theresa church rectory), Paseo Union (involving the Rodriguez and Sanchez residences), and Encino Street (from the corner of Paseo Union to Combes Street). These streets are north, east, and south of the church.

In addition, we are requesting permission to park cars on the grass area that is part of Falligant Park.

You have granted our request during our previous years' festivals and this has worked with the traffic flow and safety. We thank you for your support and assistance and would appreciate your response as soon as possible.

If you have any questions you may contact Mrs. Celina P. Garza at 792-5515.

Sincerely,

Celina P. Garza

Celina P. Garza
Chairperson Fall Festival 2024

St. Theresa Catholic Church

1300 Combes Street
San Benito, Texas 78586
(956) 399-3247

To Whom It May Concern:

Please be advised that we will be having our annual Fall Festival at St. Theresa Catholic Church, 1300 Combest Street, San Benito, Texas, on Saturday, October 5, 2024, and Sunday, October 6, 2024, from 5 pm – 10 pm both days.

At this time, we are requesting a Permit for our event. We will have food booths, each with at least 1 – 2 and some, up to 3 people with Food Handlers' Certificates. Tirso Francisco Garza, Sr. and me, his wife, Celina Peña Garza, are the coordinators of the festival. We both have active, current certificates.

We will have a parking area for all attendees, visitors, volunteers, etc. We will also have bathroom facilities available and operational on-site on both days.

If you have any questions, please get in touch with me, Celina, at 956-792-5515 or the St. Theresa parish office at 956-399-3247.

Thank you for your consideration and support in allowing us this permit. We are kindly and humbly requesting that the fee be waived as it has been all the past years in that we are a non-profit.

Sincerely,

Celina P. Garza

CITY OF SAN BENITO EVENT PERMIT APPLICATION



Type of Event	Fees	Number of Days
Benefit-Non Profit	\$25.00 with tax-exemption	Per Single Event
Benefit-Non Profit	\$50.00 no tax-exemption	2
Event Permit	\$75.00 per day \$15.00 per additional booth	For Duration of Event
Mobile/Produce Vendor	\$100.00	3 Months Consecutively

Check One: Benefit/Fundraiser Church/School Festival Market Days
 Community Event

Event Information

Name of Event/Purpose of Event: Fall Festival (St. Theresa)
 Event Address/Location: 1300 Combes St.
 Date of Event: Oct. 7 & 8 2023
 Hours of Operation: 5:30 - 10:00 PM
 (The food booth(s) shall be set-up & ready for inspection at start of Hours of Operation)
 Total # of Food Booths: _____ Sales Tax Permit Tax I.D. # _____
 Organization/Name: St. Theresa Catholic Church
 Mailing Address: 1300 Combes
 Contact Phone#: 956-399-3247 E-mail Address: sttheresa@cdob.org

- **ATTACH A COPY OF A VALID GOVERNMENT ISSUED PHOTO I.D. FOR THE EVENT ORGANIZER**
- **ATTACH A COPY OF TEXAS SALES TAX CERTIFICATE AND/OR PROOF OF TAX EXEMPTION**
- **ATTACH SIGNED & DATED LETTER FROM BUSINESS ALLOWING USE OF PARKING AND BATHROOM FACILITIES FOR THIS SPECIFIED EVENT.**

All applications must be complete and submitted to this department (3) business days prior to event and fees paid when submitted. **(NO REFUND OF PERMIT FEE UNDER ANY CIRCUMSTANCE).**

ALL FOOD MUST COME FROM AN APPROVED SOURCE. List ALL food items (meats, sides, fruits, vegetables, beverages and ice) that will be served to the public from this booth.

In cases where pre-cooked food is purchased a copy of the business Health Permit is required.

NO HOME-PREPARED FOODS ARE ALLOWED (as per state regulations)

Food Items	Supplier	Prepared on Site	Entity/Business providing

I hereby certify that I have received the guidelines for a food event permit. I understand that, as a condition of my operation at this event, I am responsible to insure that these guidelines are strictly adhered to at all times. Failure to provide accurate and true information and failure to adhere to these guidelines may result in the revocation of this permit and/or fines by City of San Benito Municipal Court.

Signature: Fr. Joe Villalon Printed Name: Fr. Joe Villalon Date: 8-9-23

OFFICE USE ONLY:

Received:	Amt. Paid:	Permit #	Expires:
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TEXAS SALES AND USE TAX EXEMPTION CERTIFICATION

Name of purchaser, firm or agency St. Theresa Catholic Church	
Address (Street & number, P.O. Box or Route number) 1300 Combes St., P.O. Box 1839 San Benito, TX.	Phone (Area code and number) (956)399-3247
City, State, ZIP code San Benito, Texas, 78586	

I, the purchaser named above, claim an exemption from payment of sales and use taxes for the purchase of taxable items described below or on the attached order or invoice form:

Seller: _____

Street address: _____ City, State, ZIP code: _____

Description of items to be purchased or on the attached order or invoice:

Fall Festival Sat Oct 7, 2023 (5-10 pm)
Sun Oct 8, 2023 (5-10 pm)

Purchaser claims this exemption for the following reason:

Religious purposes **ID# 74-154-1524**

I understand that I will be liable for payment of sales or use taxes which may become due for failure to comply with the provisions of the Tax Code: Limited Sales, Excise, and Use Tax Act; Municipal Sales and Use Tax Act; Sales and Use Taxes for Special Purpose Taxing Authorities; Country Sales and Use Tax Act; County Health Services Sales and Use Tax; The Texas Health and Safety Code; Special Provisions Relating to Hospital Districts, Emergency Services Districts, and Emergency Services Districts in counties with a population of 125,000 or less.

I understand that it is a criminal offense to give an exemption certificate to the seller for taxable items that I know, at the time of purchase, will be used in a manner other than that expressed in this certificate and, depending on the amount of tax evaded, the offense may range from a Class C misdemeanor to a felony of the second degree.

sign here <input type="checkbox"/>	Purchaser <u>[Signature]</u>	Title <u>Fall Festival Coordinator</u>	Date <u>8/11/23</u>
	Chaperson		

NOTE: This certificate cannot be issued for the purchase, lease, or rental of a motor vehicle.
THIS CERTIFICATE DOES NOT REQUIRE A NUMBER TO BE VALID.
Sales and Use Tax "Exemption Numbers: or "Tax Exempt" Number do not exist.

This certificate should be furnished to the supplier. Do not send the completed certificate to the Comptroller of Public Accounts.

Certificate of Coverage

Date: 8/10/2023

Certificate Holder Diocese of Brownsville 1910 University Blvd. PO Box 2279 Brownsville TX 78522-2279	<p>This Certificate is issued as a matter of information only and confers no rights upon the holder of this certificate. This certificate does not amend, extend or alter the coverage afforded below.</p> <p>Company Affording Coverage THE CATHOLIC MUTUAL RELIEF SOCIETY OF AMERICA 10843 OLD MILL RD OMAHA, NE 68154</p>
Covered Location ST THERESA CATHOLIC CHURCH 1300 COMBES ST SAN BENITO, TX 78586-0000	

Coverages

This is to certify that the coverages listed below have been issued to the certificate holder named above for the certificate indicated, notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate may be issued or may pertain, the coverage afforded described herein is subject to all the terms, exclusions and conditions of such coverage. Limits shown may have been reduced by paid claims.

	Type of Coverage	Certificate Number	Coverage Effective Date	Coverage Expiration Date	Limits	
	Property				Real & Personal Property	
	D. General Liability <input checked="" type="checkbox"/> Occurrence <input type="checkbox"/> Claims Made	9007	7/1/2023	7/1/2024	Each Occurrence	
					General Aggregate	1,000,000
					Products-Comp/OP Agg	
					Personal & Adv Injury	
					Fire Damage (Any one fire)	
					Med Exp (Any one person)	
	Excess Liability				Each Occurrence	
					Annual Aggregate	
	Other				Each Occurrence	
					Claims Made	
					Annual Aggregate	
					Limit/Coverage	

Description of Operations/Locations/Vehicles/Special Items (the following language supersedes any other language in this endorsement or the Certificate in conflict with this language)
 Coverage is verified for claims arising out of St. Theresa Church's Fall Fundraiser on October 7-8, 2023.

Holder of Certificate **Cancellation**

City of San Benito Police Department 601 Williams Road San Benito, TX 78586	<p>Should any of the above described coverages be cancelled before the expiration date thereof, the issuing company will endeavor to mail <u>30</u> days written notice to the holder of certificate named to the left, but failure to mail such notice shall impose no obligation or liability of any kind upon the company, its agents or representatives.</p> <p>Authorized Representative </p>
---	---

0261002948

Texas USA
DRIVER LICENSE






Director: *Edward C. [unclear]*

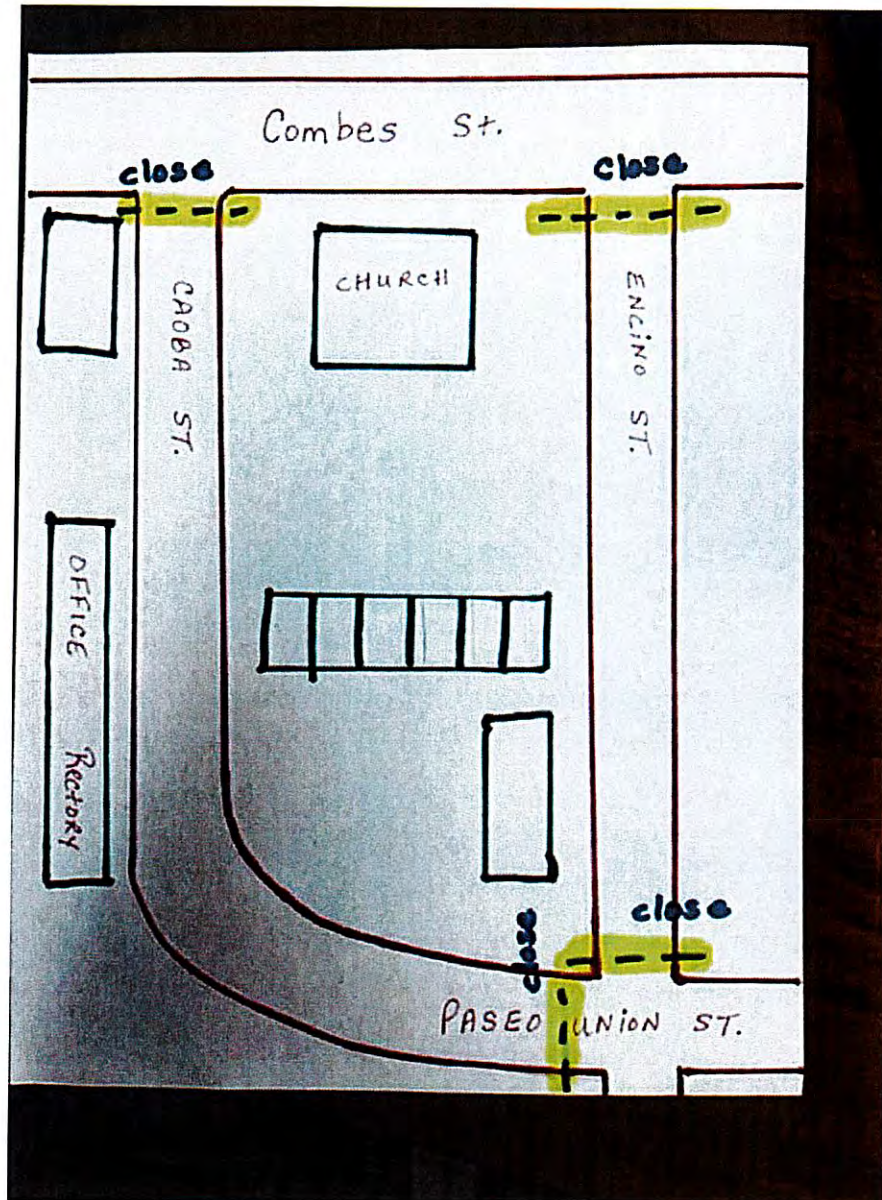
DRIVER LICENSE

4d. DL: **15103608** 9. Class: **C**
4b. Exp: **07/02/2029**
3. DOB: **07/02/1972** 4a. Iss: **06/23/2021**

1. **GARZA**
2. **TIRSO FRANCISCO**
6. **26380 ROAD 3462**
SAN BENITO, TX 78586

12. Rest: **A** 9a. End: **NONE**
16. Hgt: **5'-11"** 15. Sex: **M** 18. Eyes: **BRO**
5. DD: **00320160163213818518**





Certificate of Coverage

Date: 8/10/2023

Certificate Holder
 Diocese of Brownsville
 1910 University Blvd.
 PO Box 2279
 Brownsville TX 78522-2279

This Certificate is issued as a matter of information only and confers no rights upon the holder of this certificate. This certificate does not amend, extend or alter the coverage afforded below.

Company Affording Coverage
 THE CATHOLIC MUTUAL RELIEF
 SOCIETY OF AMERICA
 10843 OLD MILL RD
 OMAHA, NE 68154

Covered Location
 ST THERESA CATHOLIC CHURCH
 1300 COMBES ST

 SAN BENITO, TX 78586-0000

Coverages

This is to certify that the coverages listed below have been issued to the certificate holder named above for the certificate indicated, notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate may be issued or may pertain, the coverage afforded described herein is subject to all the terms, exclusions and conditions of such coverage. Limits shown may have been reduced by paid claims.

	Type of Coverage	Certificate Number	Coverage Effective Date	Coverage Expiration Date	Limits	
	Property				Real & Personal Property	
	D. General Liability <input checked="" type="checkbox"/> Occurrence <input type="checkbox"/> Claims Made	9007	7/1/2023	7/1/2024	Each Occurrence	
					General Aggregate	1,000,000
					Products-Comp/OP Agg	
					Personal & Adv Injury	
					Fire Damage (Any one fire)	
					Med Exp (Any one person)	
	Excess Liability				Each Occurrence	
					Annual Aggregate	
	Other				Each Occurrence	
					Claims Made	
					Annual Aggregate	
					Limit/Coverage	

Description of Operations/Locations/Vehicles/Special Items (the following language supersedes any other language in this endorsement or the Certificate in conflict with this language)
 Coverage is verified for claims arising out of St. Theresa Church's Fall Fundraiser on October 7-8, 2023.

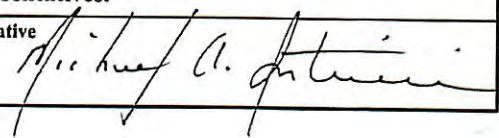
Holder of Certificate

Cancellation

City of San Benito Police Department
 601 Williams Road
 San Benito, TX 78586

Should any of the above described coverages be cancelled before the expiration date thereof, the issuing company will endeavor to mail 30 days written notice to the holder of certificate named to the left, but failure to mail such notice shall impose no obligation or liability of any kind upon the company, its agents or representatives.

Authorized Representative



0261002948

Exemption Verification Letter



Texas Comptroller of Public Accounts
Austin, TX 78774

August 13, 2019

ST THERESA CATHOLIC CHURCH
1300 COMBES ST
SAN BENITO, TX 78586-3432

According to the records of the Comptroller of Public Accounts, the following exemption(s) from Texas taxes apply to the above organization(s):

Franchise tax, as of 01-01-2008

Sales and use tax, as of 07-01-2002

(provide Texas sales and use tax exemption certificate [Form 01-339 \(Back\)](#) to vendor)

State portion of hotel occupancy tax, religious-affiliated as of 07-01-2002

(provide Texas hotel occupancy tax exemption certificate [Form 12-302](#) to vendor)

Texas taxpayer identification number: 17415415243

This exemption verification is not a substitute for the completed exemption certificates that are required when claiming exemption from Texas taxes. Vendors should be familiar with the requirements for accepting the certificates in good faith from their customers.

This exemption verification does not mean that the organization holds a permit for collecting or remitting any Texas taxes.

Exempt organizations must collect tax on most sales. For more information, please see our publication [Exempt Organizations: Sales and Purchases \(96-122\)](#). [Online registration is available.](#)

For information concerning sales taxpayer permit status, please use the [vendor search](#) we provide online.

Corporations that are registered in Texas with the Secretary of State must maintain a current registered agent and registered office address. Information is available from [Business and Nonprofit Forms](#) page of the [Secretary of State's website](#). Additionally, out-of-state corporations, limited liability companies, or limited partnerships transacting business in Texas may need to file a Certificate of Authority or Registration with the Texas Secretary of State. More information is available from the [Foreign or Out-of-State Entities](#) page on the Secretary of State's website.

Our publications and other helpful information are available on our [website](#). If you need more information, write to us at exempt.orgs@cpa.texas.gov, or call us at 800-252-5555.

TEXAS SALES AND USE TAX EXEMPTION CERTIFICATION

Name of purchaser, firm or agency St. Theresa Catholic Church	
Address (Street & number, P.O. Box or Route number) 1300 Combes St., P.O. Box 1439 San Benito, TX.	Phone (Area code and number) (354)399-3247
City, State, ZIP code San Benito, Texas, 78406	

I, the purchaser named above, claim an exemption from payment of sales and use taxes for the purchase of taxable items described below or on the attached order or invoice form:

Seller: _____

Street address: _____ City, State, ZIP code: _____

Description of items to be purchased or on the attached order or invoice:

Purchaser claims this exemption for the following reason:

Religious purposes ID# 74-154-1524

I understand that I will be liable for payment of sales or use taxes which may become due for failure to comply with the provisions of the Tax Code: Limited Sales, Excise, and Use Tax Act; Municipal Sales and Use Tax Act; Sales and Use Taxes for Special Purpose Taxing Authorities; Country Sales and Use Tax Act; County Health Services Sales and Use Tax; The Texas Health and Safety Code; Special Provisions Relating to Hospital Districts, Emergency Services Districts, and Emergency Services Districts in counties with a population of 125,000 or less.

I understand that it is a criminal offense to give an exemption certificate to the seller for taxable items that I know, at the time of purchase, will be used in a manner other than that expressed in this certificate and, depending on the amount of tax evaded, the offense may range from a Class C misdemeanor to a felony of the second degree.

sign here 	Purchaser	Title	Date

NOTE: This certificate cannot be issued for the purchase, lease, or rental of a motor vehicle.
THIS CERTIFICATE DOES NOT REQUIRE A NUMBER TO BE VALID.
Sales and Use Tax "Exemption Numbers" or "Tax Exempt" Number do not exist.

This certificate should be furnished to the supplier. Do not send the completed certificate to the Comptroller of Public Accounts.

National Registry of Food Safety Professionals



CERTIFICATE OF COMPLETION

Tirso Frank Garza US156372

Employee Name

Certificate #

has successfully completed *Food Safety First Principles: For Food Handlers*

HRTS® #TXDSHS LICENSE #17

Business Name

Authorized/Manager Signature

Aug 6, 2022

Aug 6, 2024

Date of Completion

Expiration Date

6751 Forum Drive #220, Orlando FL 32821

National Registry of Food Safety Professionals • Orlando, FL • www.NRFSP.com • 800-446-0257

NON-TRANSFERABLE



#1039
ASTM E2659
Certificate Issuer



#1039
ASTM E2659
Certificate Issuer

National Registry of Food Safety Professionals



Tirso Frank Garza US156372

Employee Name

Date of Birth

has successfully completed *Food Safety First Principles: For Food Handlers*

HRTS®#TXDSHS LICENSE #17

Business Name

Authorized/Manager Signature

Aug 6, 2022

Aug 6, 2024

Date of Completion

Expiration Date

National Registry of Food Safety Professionals • Orlando, FL • www.NRFSP.com • 800-446-0257

**FOOD
TXDSHS
#17
HANDLER**

TIRSO FRANK GARZA
26380 FM 3462
SAN BENITO TX 78586

- Employer/Manager - Keep this stub as proof of completion in employee's file.
- Detach the certificate and wallet card and give to the employee.

NON-TRANSFERABLE

National Registry of Food Safety Professionals



Tirso Frank Garza US156372

Employee Name

Certificate #

TXDSHS LICENSE #17

Authorized/Manager Signature
Aug 6, 2022 Aug 6, 2024



#1039
ASTM E2659
Certificate Issuer

Date of Completion

Expiration Date

6751 Forum Drive #220 Orlando FL 32821

NON-TRANSFERABLE

www.NRFSP.com
800-446-0257



Learn2Serve Texas Food Manager Certification Program

This document hereby certifies that

Tirso F. Garza Sr.

**Has successfully completed the Learn2Serve
Texas Food Safety Manager Certification Examination**

**Samantha Montalban, Learn2Serve
Authorized Signature
www.learn2serve.com**


Effective Date: 09/30/2022

Expiration Date: Expires 5 years from the effective date

Certification Number: TX-FM-221666

This is an electronic certificate which must be presented to your local Health Regulatory Agency for approval. Course fees do not include any fees associated with receiving your food manager re-certification or certification license.

Texas
DRIVER LICENSE
Director: *Carroll*




DRIVER LICENSE

4d. DL: 00285326 9. Class: C
3. DOB: 05/03/1970 4b. Exp: 05/03/2024
4a. Iss: 12/17/2020

1. GARZA
2. CELINA PENA

8. 26300; FM 3462
SAN BENITO, TX 78686

12. Rest: NONE 3a. End: NONE
16. Hgt: 5'-05" 18. Sex: F 19. Eyes: BRO
5. DD: 10629081025137458078



Celina P.



Learn2Serve Texas Food Manager Certification Program

This document hereby certifies that

Celina P. Garza

**Has successfully completed the Learn2Serve
Texas Food Safety Manager Certification Examination**

**Samantha Montalban, Learn2Serve
Authorized Signature
www.learn2serve.com**

Effective Date: 10/02/2022

Expiration Date: Expires 5 years from the effective date

Certification Number: TX-FM-221748

This is an electronic certificate which must be presented to your local Health Regulatory Agency for approval. Course fees do not include any fees associated with receiving your food manager recertification or certification license.

BARRON JB

FOOD SAFETY SERVICES
509 STAR RUBY LANE
BROWNSVILLE, TX 78521
956-639-5013 * 956-544-2885 * 956-832-0699
Email: barron-jb@live.com Email: gyily@live.com

This is to certify that

CECILINA P. GARZA

CERTIFICATE #: 00050370

Attended a
Basic Food Handler Course

Date: 8-27-22
Valid to: 8-27-24



Javier Barron
ServSafe Instructor/Proctor

**ST. THERESA'S CHURCH
OKTOBERFEST FESTIVAL 2022**

GENERAL PARKING

FESTIVAL AREA

ROAD
CLOSED

ROAD
CLOSED

ROAD
CLOSED

Centro St

Centro St

Centro St

Combes St

Combes St

Encino St

Encino St

Encino St

Paseo Union St

Paseo Union St

Caoba St

Caoba St

1380

1310

Falligant Park

Falligant Park

Saint Theresa
Catholic Church



EXECUTIVE SUMMARY

REQUEST:

Consideration and possible action to approve the purchase and installation of a new surveillance camera system at the San Benito Police Department from ProtekAV LLC for the total amount of \$55,695.00.

RECOMMENDATION:

The City Staff recommends approval.

RATIONALE:

This purchase will allow the department to upgrade the existing surveillance camera system that was purchased in 2014 and the vendor, ICS, no longer services them. The current security cameras installed in the building no longer display a clear picture, and some have stopped working completely. Additionally, new cameras will be installed in the jail facility which will increase safety and security for both prisoners and officers. This surveillance system can also be installed in other city facilities to create a city-wide security network. I did receive quotes from three vendors who are part of our city-approved purchasing cooperatives. ProtekAV did provide the cheapest quote.

BUDGET IMPACT:

95-5-0101-0407 ARPA

RESOURCE PERSONNEL:

Mario Perea, Police Chief

EXHIBITS:

ESTIMATE_10801_from_ProtekAV, LLC
Howard Tech Quote
Smith Security Quote

PREPARED BY: Mario G. Perea/Chief of Police

09/27/2024

Date

Fred R. Sandoval

Fred Sandoval
City Manager

ESTIMATE

ProtekAV, LLC
1301 Brand Road, Suite 101
Bulverde, Texas 78163

cwomack@protekav.com
+1 (210) 859-1441
www.protekav.com



Bill to

City of San Benito
485 N Sam Houston Blvd
San Benito, TX 78586 US

Ship to

City of San Benito
Police Department
601 N. Oscar Williams Rd
San Benito, TX 78586 US

Estimate details

Estimate no.: 10801
Estimate date: 07/25/2024

#	Date	Product or service	Description	Qty	Rate	Amount
1.		CCTV - Custom Surveillance Solution	Unified, and Scalable CCTV Solution for the Police Department. Proposal Includes Category 5E Network Cable, 64 Channel NVR, with 32TB storage sufficient for 40-45 days of continuous video recording. NVR to be rack mounted in the technology rack onsite.	1	\$4,674.00	\$4,674.00
2.		CCTV - Custom Surveillance Solution	4MP Cameras for interior hallways, interview room, and common areas: -1/3" 4.0 Megapixel CMOS Image Sensor, Up to 30fps live view -Supports Still Image Recording -2 Matrix IRs (up to 165' IR Range) - True Mechanical Day/Night function by ICR	34	\$839.00	\$28,526.00
3.		CCTV - Custom Surveillance Solution	Camera/Intercom: - Lobby, and two external gates - Wide Field of View for Entryway Security Monitoring, Access Control Function -Vertical FOV: 74°, Horizontal FOV: 139°, Diagonal FOV: 170° -Visual Intercom Function: Two-way Remote Communication between Device and VMS / Mobile App	3	\$968.00	\$2,904.00
4.		CCTV - Custom Surveillance Solution	8MP Outdoor Day/Night Vandal Dome Cameras: -Up to 20fps live view @ 8 MegaPixel (3840x2160), 30fps @ 5/4/3MP/1080/720p/D1/CIF/480x240,	10	\$889.00	\$8,890.00

2.8mm Fixed Iris Lens
 - Advanced Analytics: Intrusion
 Detection, GEO Fencing, Target Counting
 (All by Human / Motor Vehicle
 Classification), Face Detection, Video
 Blur, Video Color Cast Detection,
 Abnormal Video
 -1 Ch. Audio In + Built-in Mic*
 -1 Ch. Alarm In + 1 Ch. Alarm Out

5.	CCTV - Custom Surveillance Solution	Jail Cell Camera: -131° Horizontal and 96° Vertical field of views for complete scene coverage with no blind spots HDR and intelligent IR illumination with invisible IR (940 nm) for better images in bright and dark scenes -Corner-mount and anti-ligature (no-grip) design for maximum safety with Hard exterior shell to withstand the harshest environments -Built-in Intelligent Video and -Audio Analytics to trigger relevant alerts and quickly retrieve data	9	\$1,189.00	\$10,701.00
6.	Notes	TIPS USA CONTRACT: 230105 Technology Solutions Products and Services End Date: May-31-2028 EDGAR COMPLIANCE	1	\$0.00	\$0.00

Total **\$55,695.00**

Accepted date

Accepted by

36 Howard Drive·Ellisville, MS 39437
P.O. Box 1590·Laurel, MS 39441



888.912.3151 general·601.399.5077 fax
888.323.3151 technical support

A Division of Howard Industries, Inc.
www.Howard.com

Online Quotation

Quote No:	BB19 1433258.00	Quote Date:	August 19, 2024
Customer Name:	Mario Perea	Phone Number:	9563613800
Company Name:	San Benito, TX (City+Police)	Fax Number:	
Quote Name:	OPP-024564		

Item 1

Category	Description	Qty.	Unit Price	Ext. Price
System Type:	Accessories			
1:	AXIS Q9216-SLV Steel MPN: 01766-001 Contract: BuyBoard 661-22	9	\$945.00	\$8,505.00
2:	AXIS M3215-LVE - Network surveillance camera - dome - outdoor - vandal / waterproof - color (Day&Night) - 2 MP - 1920 x 1080 - fixed iris - fixed focal - audio - LAN 10/100 - MJPEG, H.264, AVC, HEVC, H.265, MPEG-4 Part 10, MPEG-H Part 2 - DC 12 V / PoE Class 3 MPN: 02371-001 Contract: BuyBoard 661-22	8	\$449.00	\$3,592.00
3:	AXIS M43 Series M4327-P - Network panoramic camera - fisheye - indoor - color (Day&Night) - 6 MP - 2160 x 2160 - fixed iris - fixed focal - audio - wired - LAN 10/100 - MJPEG, H.264, H.265 - PoE Class 3 - TAA Compliant MPN: 02636-004 Contract: BuyBoard 661-22	7	\$410.00	\$2,870.00
4:	AXIS M4317-PLVE - Network surveillance camera - dome - outdoor - vandal-proof - color (Day&Night) - 6 MP - 2160 x 2160 - MJPEG, H.264, H.265 MPN: 02510-001 Contract: BuyBoard 661-22	2	\$570.00	\$1,140.00
5:	AXIS M30 Series M3086-V Mic - Network surveillance camera - dome - vandal resistant / impact resistant / dust resistant / water resistant - color (Day&Night) - 4 MP - 2688 x 1512 - fixed iris - fixed focal - audio - LAN 10/100 - MJPEG, H.264, AVC, HEVC, H.265, MPEG-4 Part 10, MPEG-H Part 2 - PoE Plus Class 2 MPN: 02832-001 Contract: BuyBoard 661-22	6	\$289.00	\$1,734.00
6:	AXIS P4705-PLVE - Network panoramic camera - dome - outdoor - vandal / weatherproof - color (Day&Night) - 2 x 2 MP - 1920 x 1080 - fixed iris - vari-focal - audio - GbE - MJPEG, H.264, H.265 - PoE Class 4 MPN: 02415-001 Contract: BuyBoard 661-22	3	\$745.00	\$2,235.00
7:	AXIS Camera Station S1232 - NVR - 64 channels - 4 x 8 TB - 32 TB - networked - TAA Compliant MPN: 02536-004 Contract: BuyBoard 661-22	1	\$6,468.00	\$6,468.00
8:	Axis I8016-LVE - IP intercom station - wired - 10/100 Ethernet - NCS S 9000-N MPN: 01995-001 Contract: BuyBoard 661-22	3	\$929.00	\$2,787.00
9:	Axis I8116-E - IP intercom station - wired - 10/100/1000 Ethernet - white, NCS S 1002-B - TAA Compliant MPN: 02408-001 Contract: BuyBoard 661-22	3	\$686.00	\$2,058.00
10:	Axis A1610 - Door controller - wired - serial RS-485/Fast Ethernet/Wiegand - white, NCS S 1002-B MPN: 02653-001 Contract: BuyBoard 661-22	4	\$579.00	\$2,316.00
11:	Axis A4020-E Reader - RFID proximity reader - wired - 13.56 MHz - NCS S 9000-N MPN: 02144-001 Contract: BuyBoard 661-22	8	\$169.00	\$1,352.00
12:	AXIS T94S01P - Camera conduit back box - indoor, outdoor - white - for AXIS AXIS P3245, M3057, M3058, M3215, M4308, P3228, P3255, P3374, P3375, Q3515, Q3517 MPN: 01190-001 Contract: BuyBoard 661-22	2	\$99.00	\$198.00

13:	Axis - Hard drive - 4 TB - Enterprise - internal - 3.5' - SATA 6Gb/s - 7200 rpm - for Camera Station S1216 Recording Server, S1232 MPN: 02471-001 Contract: BuyBoard 661-22	2	\$279.00	\$558.00
14:	Axis D4100-E - Alarm light / siren - wired - 10/100 Ethernet MPN: 01942-001 Contract: BuyBoard 661-22	1	\$329.00	\$329.00
15:	ACS PRO CORE DEVICE NVR Lic MPN: 02994-001 Contract: BuyBoard 661-22	21	\$75.00	\$1,575.00

Sub-Total: \$37,717.00
Shipping & Handling: \$441.00
Taxes: Tax Exempt
Total for Item 1: \$38,158.00

This Quote will expire on September 18, 2024.
Please include your Quote Number on your Purchase Order.

Item 2

Category	Description	Qty.	Unit Price	Ext. Price
System Type:	Accessories			
1:	Labor OPP-024564 MPN: 0 Contract: Omnia Partners Contract 01-145	1	\$13,470.00	\$13,470.00
2:	Programming/Commissioning OPP-024564 MPN: 0 Contract: Omnia Partners Contract 01-145	1	\$1,318.00	\$1,318.00
3:	Standard Service Contract (SSC) MPN: 0 Contract: Omnia Partners Contract 01-145	1	\$3,118.00	\$3,118.00
	Sub-Total:			\$17,906.00
	Shipping & Handling:			\$19.85
	Taxes:			Tax Exempt
	Total for Item 2:			\$17,925.85

This Quote will expire on September 18, 2024.
Please include your Quote Number on your Purchase Order.

Total for all pre-configured items

Sub-Total: \$55,623.00
Shipping & Handling : \$460.85
Taxes: Tax Exempt
Total: \$56,083.85

Notes:

OPP-024564

THIS QUOTATION IS EXPRESSLY LIMITED TO, AND EXPRESSLY MADE CONDITIONAL ON, PURCHASER'S ACCEPTANCE OF THE TERMS HEREIN AND ACCEPTANCE OF HOWARD'S GENERAL TERMS AND CONDITIONS OF SALE (LOCATED AT: <https://www.howardcomputers.com/info/termsforsale.cfm>), WHICH ARE FULLY ADOPTED AND INCORPORATED HEREIN BY REFERENCE. PURCHASER'S SUBMISSION OF A PURCHASE ORDER PURSUANT TO THIS QUOTATION CONSTITUTES PURCHASER'S ACCEPTANCE OF AND AGREEMENT WITH HOWARD'S GENERAL TERMS AND CONDITIONS OF SALE. HOWARD OBJECTS TO ANY DIFFERENT OR ADDITIONAL TERMS. A COPY OF THE ABOVE- REFERENCED GENERAL TERMS AND CONDITIONS OF SALE MAY ALSO BE OBTAINED BY CALLING 1-888-912-3151 OR EMAILING webmaster@howardcomputers.com.

Howard's product warranties, return policies and related information are also available at <https://www.howardcomputers.com/support/warranties.cfm> and <https://www.howardcomputers.com/support/returnpolicy.cfm>, or may be obtained by calling 1-888-912-3151 or emailing webmaster@howardcomputers.com.



August 22, 2024

Mario Perea
Chief of Police
956-456-6410
mperea@cityofsanbenito.com

Proposal for camera, access and intercom systems for San Benito PD, San Benito, TX:

Jail Cells Camera system:

- (1) AXIS S1232 Tower 32 TB
 - (3) AXIS I8016-LVE (Video intercom)
 - (1) AXIS D4100-E Network Strobe Siren
 - (9) AXIS Q9216-SLV Steel
- Wire, labor, connectors, miscellaneous
Connect system to internet for remote viewing

Jail Cells Camera System Cost \$25,662.20 Tax Exempt

PD Camera System: (includes Jail Cells)

- (1) AXIS S1232 Tower 32 TB
 - (1) AXIS T8516 PoE+ Network Switch
 - (3) AXIS I8016-LVE (Video intercom)
 - (1) AXIS D4100-E Network Strobe Siren
 - (9) AXIS Q9216-SLV Steel
 - (3) AXIS P4705-PLVE
 - (2) AXIS M4317-PLVE
 - (7) AXIS M4327-P
 - (8) AXIS M3215-LVE
 - (6) AXIS M3086-V Mic
 - (3) AXIS I8116-E
 - (4) AXIS A1610
 - (8) AXIS A4020-E
 - (2) Enterprise Hard Drive 4 TB
- Wire, labor, connectors, miscellaneous, back boxes, licenses
Connect system to internet for remote viewing

PD Camera System Cost: \$62,770.10 Tax Exempt



Note: Prices quoted do not include sales taxes. Sales taxes can be removed with tax exempt certificate filed in our office.

System cost based on list of materials provided by Renan Ramirez. This system includes 37 cameras, not 53, but some of the camera replacements are panoramic cameras and 360 degree cameras, which can be used in lieu of several cameras.

Thank you,

J.P. Van Tilburg
956-650-0042
jp@smithsecuritygroupllc.com



EXECUTIVE SUMMARY

REQUEST:

Consideration and possible action to approve the purchase and installation of emergency vehicle equipment for six 2023 Ford Police Interceptor Utility vehicles from DANA Safety Supply Inc., in the total amount of \$144,520.96.

RECOMMENDATION:

City Staff recommends approval.

RATIONALE:

On July 2, 2024, the City Commission approved the purchase of six Ford Police Interceptor Utility vehicles. This purchase is to equip the vehicles with emergency equipment to get them ready for patrol use. Half of the funds to purchase the equipment will come from the department's asset forfeiture account and the other portion will be from the City's capital assets account. DANA Safety Supply Inc. is a BuyBoard vendor. Four of the vehicles will have overhead emergency lights and the other two will be slick top with the emergency lights mounted on the visor of the vehicle.

BUDGET IMPACT:

\$72,260.48 will be paid through Asset Forfeiture Account # 23-5-0210-0310

\$72,260.48 will be paid through Capital Assests Account # 01-5-1000-0210

RESOURCE PERSONNEL:

Mario Perea, Police Chief

EXHIBITS:

OVER HEAD QUOTE# 544332

Slick Top quote# 544210

PREPARED BY: Mario G. Perea
Chief of Police

09/27/2024

Date

Fred R. Sandoval

Fred Sandoval
City Manager

DANA SAFETY SUPPLY, INC
 4809 KOGER BLVD
 GREENSBORO, NC 27407

Sales Quote

Telephone: 800-845-0405

Sales Quote No.	544332
Customer No.	SANBENITOP

Bill To

SAN BENITO POLICE DEPARTMENT
 601 N Oscar William Rd
 San Benito, TX 78586

Ship To

SAN BENITO POLICE DEPARTMENT
 601 N Oscar William Rd
 San Benito, TX 78586

Contact:
 Telephone: 956-361-3880 X300
 E-mail: mperea@cityofsanbenito.com

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 Telephone: 956-361-3880 X300
 E-mail: mperea@cityofsanbenito.com

Quote Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
08/13/24	GROUND	QUOTED FREIGHT		NET30	
Entered By	Salesperson	Ordered By	Resale Number		
Maria Rivera	Maria Rivera - Harlinger	CHIEF PEREA			
Order Quantity	Approve Quantity	Tax	Item Number / Description	Unit Price	Extended Price
0	0	N	INFO BUY BOARD 698-23 Warehouse: HARL	0.0000	0.00
0	0	N	INFO 2024 FORD EXPLORER- OVER HEAD Warehouse: HARL	0.0000	0.00
0	0	N	INFO **FRONT** Warehouse: HARL	0.0000	0.00
4	4	Y	EVP EMERGENCY VEHICLE PACKAGE Warehouse: HARL	4,231.2500	16,925.00
4	4	Y	VALR51J-PF3L FED SIG, VALOR LBAR, 51", LO-PROFILE, TRI COLOR Warehouse: HARL	0.0000	0.00
4	4	Y	PF400S17B FED SIG SIREN,400WATT,17BTN Warehouse: HARL	0.0000	0.00
8	8	Y	750501 FED AS124 100W HI-OUTPUT SPEAKER W/UNIVERSAL HARDWARE Warehouse: HARL	0.0000	0.00

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08/13/24	GROUND	QUOTED FREIGHT		NET30	
Entered By		Salesperson	Ordered By	Resale Number	
Maria Rivera		Maria Rivera - Harlinger	CHIEF PEREA		
Order Quantity	Approve Quantity	Tax	Item Number / Description	Unit Price	Extended Price
8	8	Y	750501-07 Mounting bracket for vertical applications Warehouse: HARL	0.0000	0.00
12	12	Y	EXPMOD32 FED SIG 32-CHANNEL EXPANSION MODULE Warehouse: HARL	285.0000	3,420.00
4	4	Y	OBDCABLE25-2 FED SIG 25-FT OBDII, interface cable, for use on 20 FD Warehouse: HARL	125.0000	500.00
4	4	Y	DFC-PB-FPIU20 FED Push Bumper 20-23 Ford PIU Warehouse: HARL	485.0000	1,940.00
4	4	Y	DFC-TC4L FED 4 Light Light Channel for PIU Push Bumper Warehouse: HARL	30.0000	120.00
4	4	Y	DFC-LG-FPIU20 FEDSIG LOWER GUARDS FOR PIU 20+ Warehouse: HARL	520.0000	2,080.00
4	4	Y	DFC-UG-FPIU20 FED Upper Guards For 20-23 PIU Push Bumper Warehouse: HARL	332.5000	1,330.00

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Entered By	Salesperson	Ordered By	Resale Number		
Maria Rivera	Maria Rivera - Harlinger	CHIEF PEREA			
Order Quantity	Approve Quantity	Tax	Item Number / Description	Unit Price	Extended Price
4	4	Y	DFC-WC-FPIU20 FED, Wire Covers For 2020-23 PIU Push Bumper Warehouse: HARL	37.5000	150.00
40	40	Y	MPS63U-RBW FEDSIG MICRO PULSE ULTRA R/B/W Warehouse: HARL 10- PER UNIT 4-PUSH BUMPER 2- LOWER PIT AREA 2- SIDE OF PUSH BUMPER 2- MIRROR BEAM	108.7500	4,350.00
6	6	Y	MPSM6-FPIU20SMW FED SIG MICROPULSE WEDGES Warehouse: HARL MIRROR BEAM SIDE OF PUSH BUMPER	19.2500	115.50
8	8	Y	FED-416918-RBW FED SIG CORNER LED, R/B/W Warehouse: HARL HEAD LIGHT 2- PER UNIT	75.0000	600.00

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08/13/24	GROUND	QUOTED FREIGHT		NET30	
Entered By		Salesperson	Ordered By	Resale Number	
Maria Rivera		Maria Rivera - Harlinger	CHIEF PEREA		
Order Quantity	Approve Quantity	Tax	Item Number / Description	Unit Price	Extended Price
4	4	Y	FHL-CHG FED Flasher, Headlight, 2006-newer, Dodge Charger and Warehouse: HARL	75.0000	300.00
0	0	N	INFO **SIDE** Warehouse: HARL	0.0000	0.00
32	32	Y	MPS63U-RBW FEDSIG MICRO PULSE ULTRA R/B/W Warehouse: HARL	108.7500	3,480.00
16	16	Y	8 PER UNIT- 4 PER SIDE MPSM6-FPIU20SMW FED SIG MICROPULSE WEDGES Warehouse: HARL	19.2500	308.00
8	8	Y	MPSW9-RBW FED SIG MPS WIDE ANG, RED/BLUE/WHITE Warehouse: HARL	126.2500	1,010.00
4	4	Y	MPSMW9-FPIU20MIR MPSW9 UNDER MIRROR MNT FOR 2020 INT SUV Warehouse: HARL	22.5500	90.20
8	8	Y	XSM2-BRW-US FEDSIG SPECTRALUX THREE COLOR Warehouse: HARL REAR SIDE WINDOW	203.7500	1,630.00

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08/13/24	GROUND	QUOTED FREIGHT		NET30	
Entered By	Salesperson	Ordered By	Resale Number		
Maria Rivera	Maria Rivera - Harlinger	CHIEF PEREA			
Order Quantity	Approve Quantity	Tax	Item Number / Description	Unit Price	Extended Price
0	0	N	INFO **REAR** Warehouse: HARL	0.0000	0.00
4	4	Y	SIFMJH-FPIU20-P3 FED, ILS, REAR, 2020-23 PIU, RBA/RBA, SPECTRALUX Warehouse: HARL Option Category Interior Upper Rear Model # SIFMJH-FPIU20-P3 SpectraLux® ILS Low-Profile SIFMH, Center Focused, Rear Hatch, Red/Blue/Amber Product Web Page https://www.fedsig.com/product/spectralux-ils-internal-light-system	846.2550	3,385.02
4	4	Y	ELSD-FPIU20RBA FED D-Pillar Lighting System 20-23 Warehouse: HARL • Complete system includes: (6) MPS6U three-color light heads, (2) shroud/bracket assemblies, (2) harnesses, and (1) EXPMOD24 Expansion Module • Preassembled with pre-terminated MPS6U light heads to reduce installation time • Available in two (3) color combinations, Red/Blue/White or Red/Blue/Amber • Five-year warranty	1,325.0000	5,300.00

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DANA SAFETY SUPPLY, INC
 4809 KOGER BLVD
 GREENSBORO, NC 27407

Sales Quote

Telephone: 800-845-0405

Sales Quote No.	544332
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08/13/24	GROUND	QUOTED FREIGHT		NET30	
Entered By		Salesperson	Ordered By	Resale Number	
Maria Rivera		Maria Rivera - Harlinger	CHIEF PEREA		
Order Quantity	Approve Quantity	Tax	Item Number / Description	Unit Price	Extended Price
16	16	Y	MPS63U-RBW FEDSIG MICRO PULSE ULTRA R/B/W Warehouse: HARL 4- PER UNIT	108.7500	1,740.00
8	8	Y	2-LICENSE PLATE 2- WHEN THE THAT GOSE UP FED-416918-RBW FED SIG CORNER LED, R/B/W Warehouse: HARL 4 PER UNIT -REVERSE	75.0000	600.00
4	4	Y	2 PER UNIT FHL-TAIL FED UNIVERSAL TAIL LIGHT FLASHER - 18" LEADS Warehouse: HARL	75.0000	300.00
4	4	Y	416300X-BW FED SIG FLUSH MOUNT, DUAL-COLOR, B/W Warehouse: HARL	62.5000	250.00
4	4	Y	REAR BUMPER 416300X-RW FED, FLUSH MOUNT, 1" RND, STEADY, RED/WHT, (RMK TA Warehouse: HARL REAR BUMPER	62.5000	250.00

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DANA SAFETY SUPPLY, INC
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Entered By	Salesperson	Ordered By	Resale Number		
Maria Rivera	Maria Rivera - Harlinger	CHIEF PEREA			
Order Quantity	Approve Quantity	Tax	Item Number / Description	Unit Price	Extended Price
0	0	N	INFO **CAGE** Warehouse: HARL	0.0000	0.00
4	4	Y	MISC TROY KIT-TP-SL3U-BB-SS Warehouse: HARL 2020-24 PI Utility US Partition Kit (TP-E-SL3-US-SS, SAB-20-FDUV-BB, KP-UV20-DAP-SS)	805.6300	3,222.52
4	4	Y	TP-20-FDUV-R TROY cargo barrier screen Warehouse: HARL	410.0000	1,640.00
4	4	Y	DP-UV20-SET TRO TROY DOOR PANELS Warehouse: HARL	218.7500	875.00
4	4	Y	MISC TROY AC-UV20-R-SET Warehouse: HARL	147.5000	590.00
4	4	Y	2020-24 PI Utility 2020-24 Explorer Civilian driver/passenger side cargo area square-punch window guards KT-GM-SGRF-SC6-1 Troy Dual weapon mount w/ SC6 lock, SC1 shotgun lock Warehouse: HARL	437.5000	1,750.00

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DANA SAFETY SUPPLY, INC
 4809 KOGER BLVD
 GREENSBORO, NC 27407

Sales Quote

Telephone: 800-845-0405

Sales Quote No.	544332
Customer No.	SANBENITOP

Bill To

SAN BENITO POLICE DEPARTMENT
 601 N Oscar William Rd
 San Benito, TX 78586

Ship To

SAN BENITO POLICE DEPARTMENT
 601 N Oscar William Rd
 San Benito, TX 78586

Contact:
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 E-mail: mperea@cityofsanbenito.com

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Quote Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
08/13/24	GROUND	QUOTED FREIGHT		NET30	
Entered By	Salesperson	Ordered By	Resale Number		
Maria Rivera	Maria Rivera - Harlinger	CHIEF PEREA			
Order Quantity	Approve Quantity	Tax	Item Number / Description	Unit Price	Extended Price
0	0	N	INFO **CONSOLE** Warehouse: HARL	0.0000	0.00
4	4	Y	C-VS-1012-INUT HAV, CONSOLE BOX, 2020-24 PIU, SEE RMK TAB, 22" Warehouse: HARL C-VS-1012-INUT Angled console with 22" of total internal mounting space; 27° degree x 10" front angled, 12" rear horizontal, Gross weight: 35 lbs *MUST ADD BRACKETS* *MUST ADD BRACKETS *MUST ADD BRACKETS	422.5000	1,690.00
4	4	Y	CUP2-1001 HAV Self-Adjusting Double Cup Holder Warehouse: HARL	43.5500	174.20
4	4	Y	C-ARM-108 HAV SIDE MOUNTED FLIP UP ARM REST Warehouse: HARL	161.8500	647.40
4	4	Y	C-LP2-USB-BL2 HAV CONSOLE ACCESSORY BRACKET W/ 2 LIGHTER PLUG Warehouse: HARL	101.4000	405.60

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Page No.	8

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SAN BENITO POLICE DEPARTMENT
 601 N Oscar William Rd
 San Benito, TX 78586

Ship To

SAN BENITO POLICE DEPARTMENT
 601 N Oscar William Rd
 San Benito, TX 78586

Contact:
 Telephone: 956-361-3880 X300
 E-mail: mperea@cityofsanbenito.com

Contact:
 Telephone: 956-361-3880 X300
 E-mail: mperea@cityofsanbenito.com

Quote Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
08/13/24	GROUND	QUOTED FREIGHT		NET30	
Entered By	Salesperson	Ordered By	Resale Number		
Maria Rivera	Maria Rivera - Harlinger	CHIEF PEREA			
Order Quantity	Approve Quantity	Tax	Item Number / Description	Unit Price	Extended Price
8	8	Y	MMSU-1 MAGNETIC MIC SINGLE UNIT CONVERSION KIT Warehouse: HARL 2- PER UNIT 1-RADIO 1-SIREN	70.0000	560.00
4	4	Y	CM009785-1 HAV, 2020-24 PIU, RELOCATE HVAC Warehouse: HARL	39.4100	157.64
4	4	Y	C-DMM-3015 HAV HEAVY-DUTY DASH MOUNT, VESA ADAPTER, 20-24 PI Warehouse: HARL	348.4000	1,393.60
4	4	Y	MISC PKG-TAB-APP9-X Warehouse: HARL	319.8000	1,279.20
4	4	Y	PKG-KB-203 HAVIS, Bluetooth Wireless Illuminating Rugged Keyboard Warehouse: HARL	555.7500	2,223.00
4	4	Y	MD-ARM-0606-L HAV SWIVEL ARM MOUNT W/SIDE MOUNT BRACKET Warehouse: HARL Swivel Arm Mount With Side Mount Bracket, 6" Base, 6" Extension	120.9000	483.60

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DANA SAFETY SUPPLY, INC
 4809 KOGER BLVD
 GREENSBORO, NC 27407

Sales Quote

Telephone: 800-845-0405

Sales Quote No.	544332
Customer No.	SANBENITOP

Bill To

SAN BENITO POLICE DEPARTMENT
 601 N Oscar William Rd
 San Benito, TX 78586

Ship To

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 601 N Oscar William Rd
 San Benito, TX 78586

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Quote Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
08/13/24	GROUND	QUOTED FREIGHT		NET30	
Entered By	Salesperson	Ordered By	Resale Number		
Maria Rivera	Maria Rivera - Harlinger	CHIEF PEREA			
Order Quantity	Approve Quantity	Tax	Item Number / Description	Unit Price	Extended Price
4	4	Y	MISC HAV PKG-SBX-INUT-101 Warehouse: HARL	910.6500	3,642.60
4	4	Y	GRAPHIC APPEARAL GRAPHIC Warehouse: HARL	800.0000	3,200.00
4	4	Y	5026B BlueSea 12 Circuit Fuse Block w/ Ground Bus and Cover Warehouse: HARL	80.0000	320.00
12	12	Y	5025B BlueSea 6 Circuit ST Fuse Block w/ Cover & Ground Bus Warehouse: HARL	41.9900	503.88
4	4	Y	INSTALL GRAPH LAFERA INSTALL GRAPHICS FOR LAFERIA Warehouse: HARL	350.0000	1,400.00
4	4	Y	INSTALL KIT MISC INSTALLATION SUPPLIES I.E. Warehouse: HARL LOOM, WIRE, HARDWARE, CONNECTORS, ETC *****	400.0000	1,600.00
4	4	N	INSTALL DSS INSTALLATION OF EQUIPMENT Warehouse: HARL RADIO AND CAMERA PROVIDED BY CUSTOMER	4,000.0000	16,000.00

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DANA SAFETY SUPPLY, INC
 4809 KOGER BLVD
 GREENSBORO, NC 27407

Sales Quote

Telephone: 800-845-0405

Sales Quote No.	544332
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SAN BENITO POLICE DEPARTMENT
 601 N Oscar William Rd
 San Benito, TX 78586

Ship To

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Quote Date	Ship Via	F.O.B.	Customer PO Number	Payment Method
08/13/24	GROUND	QUOTED FREIGHT		NET30
Entered By		Salesperson	Ordered By	Resale Number
Maria Rivera		Maria Rivera - Harlinger	CHIEF PEREA	

Order Quantity	Approve Quantity	Tax	Item Number / Description	Unit Price	Extended Price
			<p>Approved By: _____</p> <p><input type="checkbox"/> Approve All Items & Quantities</p> <p>Quote Good for 30 Days</p>		

Print Date	08/13/24
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Subtotal	93,931.96
Freight	3,600.00
Order Total	97,531.96

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DANA SAFETY SUPPLY, INC
 4809 KOGER BLVD
 GREENSBORO, NC 27407

Sales Order

Telephone: 800-845-0405

Sales Order No.	544210-A
Customer No.	SANBENITOP

Bill To

SAN BENITO POLICE DEPARTMENT
 601 N Oscar William Rd
 San Benito, TX 78586

Ship To

(For Pickup - HARL)
 Dana Safety Supply - Harlingen
 5002 Logans Run
 Harlingen, TX 78550

Contact:
 Telephone: 956-361-3880 X300
 E-mail: mperea@cityofsanbenito.com

Contact: Maria Rivera
 Telephone: 281-728-1400
 E-mail:

Order Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
08/12/24	GROUND	QUOTED FREIGHT		NET30	
Entered By	Salesperson	Ordered By	Resale Number		
Maria Rivera	Maria Rivera - Harlinger	CHIEF PEREA			
Order Quantity	Open Quantity	Tax	Item Number / Description	Unit Price	Extended Price
0	0	N	INFO BUY BOARD 698-23 Warehouse: HARL	0.0000	0.00
0	0	N	INFO 2024 FORD EXPLORER- SLICK TOP Warehouse: HARL	0.0000	0.00
0	0	N	INFO **FRONT** Warehouse: HARL	0.0000	0.00
2	2	Y	SIFMJS-FPIU20-P3 FED, ILS, FRNT, 2020-23 PIU, RW/BW Warehouse: HARL	3,298.7500	6,597.50
2	2	Y	SIFMJH-FPIU20-P3 FED, ILS, REAR, 2020-23 PIU, RBA/RBA, SPECTRALUX Warehouse: HARL	0.0000	0.00
			Option Category Interior Upper Rear Model # SIFMJH-FPIU20-P3 SpectraLux® ILS Low-Profile SIFMH, Center Focused, Rear Hatch, Red/Blue/Amber Product Web Page https://www.fedsig.com/product/spectralux-ils-internal-light-system		
2	2	Y	PF400S17B FED SIG SIREN,400WATT,17BTN Warehouse: HARL	0.0000	0.00

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DANA SAFETY SUPPLY, INC
 4809 KOGER BLVD
 GREENSBORO, NC 27407

Sales Order

Telephone: 800-845-0405

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Order Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
08/12/24	GROUND	QUOTED FREIGHT		NET30	
Entered By	Salesperson	Ordered By	Resale Number		
Maria Rivera	Maria Rivera - Harlinger	CHIEF PEREA			
Order Quantity	Open Quantity	Tax	Item Number / Description	Unit Price	Extended Price
4	4	Y	750501 FED AS124 100W HI-OUTPUT SPEAKER W/UNIVERSAL HARDWARE Warehouse: HARL	0.0000	0.00
4	4	Y	750501-07 Mounting bracket for vertical applications Warehouse: HARL	0.0000	0.00
6	6	Y	EXPMOD32 FED SIG 32-CHANNEL EXPANSION MODULE Warehouse: HARL	285.0000	1,710.00
2	2	Y	OBDCABLE25-2 FED SIG 25-FT OBDII, interface cable, for use on 20 FD Warehouse: HARL	125.0000	250.00
2	2	Y	DFC-PB-FPIU20 FED Push Bumper 20-23 Ford PIU Warehouse: HARL	485.0000	970.00
2	2	Y	DFC-TC4L FED 4 Light Light Channel for PIU Push Bumper Warehouse: HARL	30.0000	60.00
2	2	Y	DFC-LG-FPIU20 FEDSIG LOWER GUARDS FOR PIU 20+ Warehouse: HARL	520.0000	1,040.00

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 GREENSBORO, NC 27407

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Order Date	Ship Via	F.O.B.	Customer PO Number	Payment Method
08/12/24	GROUND	QUOTED FREIGHT		NET30
Entered By		Salesperson	Ordered By	Resale Number
Maria Rivera		Maria Rivera - Harlinger	CHIEF PEREA	

Order Quantity	Open Quantity	Tax	Item Number / Description	Unit Price	Extended Price
2	2	Y	DFC-UG-FPIU20 FED Upper Guards For 20-23 PIU Push Bumper Warehouse: HARL	332.5000	665.00
2	2	Y	DFC-WC-FPIU20 FED, Wire Covers For 2020-23 PIU Push Bumper Warehouse: HARL	37.5000	75.00
20	20	Y	MPS63U-RBW FEDSIG MICRO PULSE ULTRA R/B/W Warehouse: HARL 10- PER UNIT 4-PUSH BUMPER 2- LOWER PIT AREA 2- SIDE OF PUSH BUMPER 2- MIRROR BEAM	108.7500	2,175.00
4	4	Y	MPSM6-FPIU20SMW FED SIG MICROPULSE WEDGES Warehouse: HARL MIRROR BEAM SIDE OF PUSH BUMPER	19.2500	77.00

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Order Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
08/12/24	GROUND	QUOTED FREIGHT		NET30	
Entered By	Salesperson	Ordered By	Resale Number		
Maria Rivera	Maria Rivera - Harlinger	CHIEF PEREA			
Order Quantity	Open Quantity	Tax	Item Number / Description	Unit Price	Extended Price
4	4	Y	FED-416918-RBW FED SIG CORNER LED, R/B/W Warehouse: HARL HEAD LIGHT	75.0000	300.00
2	2	Y	2- PER UNIT FHL-CHG FED Flasher, Headlight, 2006-newer, Dodge Charger and Warehouse: HARL	75.0000	150.00
0	0	N	INFO **SIDE** Warehouse: HARL	0.0000	0.00
16	16	Y	MPS63U-RBW FEDSIG MICRO PULSE ULTRA R/B/W Warehouse: HARL	108.7500	1,740.00
8	8	Y	8 PER UNIT- 4 PER SIDE MPSM6-FPIU20SMW FED SIG MICROPULSE WEDGES Warehouse: HARL	19.2500	154.00
4	4	Y	MPSW9-RBW FED SIG MPS WIDE ANG, RED/BLUE/WHITE Warehouse: HARL	126.2500	505.00

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DANA SAFETY SUPPLY, INC
 4809 KOGER BLVD
 GREENSBORO, NC 27407

Sales Order

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Order Date	Ship Via	F.O.B.	Customer PO Number	Payment Method
08/12/24	GROUND	QUOTED FREIGHT		NET30
Entered By		Salesperson	Ordered By	Resale Number
Maria Rivera		Maria Rivera - Harlinger	CHIEF PEREA	

Order Quantity	Open Quantity	Tax	Item Number / Description	Unit Price	Extended Price
2	2	Y	MPSMW9-FPIU20MIR MPSW9 UNDER MIRROR MNT FOR 2020 INT SUV Warehouse: HARL	22.5500	45.10
4	4	Y	XSM2-BRW-US FEDSIG SPECTRALUX THREE COLOR Warehouse: HARL	203.7500	815.00
0	0	N	REAR SIDE WINDOW INFO **REAR** Warehouse: HARL	0.0000	0.00
2	2	Y	ELSD-FPIU20RBA FED D-Pillar Lighting System 20-23 PIU Red/Blue/Amber Warehouse: HARL <ul style="list-style-type: none"> • Complete system includes: (6) MPS6U three-color light heads, (2) shroud/bracket assemblies, (2) harnesses, and (1) EXPMOD24 Expansion Module • Preassembled with pre-terminated MPS6U light heads to reduce installation time • Available in two (3) color combinations, Red/Blue/White or Red/Blue/Amber • Five-year warranty 	1,325.0000	2,650.00

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DANA SAFETY SUPPLY, INC
 4809 KOGER BLVD
 GREENSBORO, NC 27407

Sales Order

Telephone: 800-845-0405

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Customer No.	SANBENITOP

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 601 N Oscar William Rd
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 Dana Safety Supply - Harlingen
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Order Date	Ship Via	F.O.B.	Customer PO Number	Payment Method
08/12/24	GROUND	QUOTED FREIGHT		NET30
Entered By		Salesperson	Ordered By	Resale Number
Maria Rivera		Maria Rivera - Harlinger	CHIEF PEREA	

Order Quantity	Open Quantity	Tax	Item Number / Description	Unit Price	Extended Price
8	8	Y	MPS63U-RBW FEDSIG MICRO PULSE ULTRA R/B/W Warehouse: HARL 4- PER UNIT	108.7500	870.00
4	4	Y	2-LICENSE PLATE 2- WHEN THE THAT GOSE UP FED-416918-RBW FED SIG CORNER LED, R/B/W Warehouse: HARL 4 PER UNIT -REVERSE	75.0000	300.00
2	2	Y	2 PER UNIT FHL-TAIL FED UNIVERSAL TAIL LIGHT FLASHER - 18" LEADS Warehouse: HARL	75.0000	150.00
2	2	Y	416300X-BW FED SIG FLUSH MOUNT, DUAL-COLOR, B/W Warehouse: HARL	62.5000	125.00
2	2	Y	REAR BUMPER 416300X-RW FED, FLUSH MOUNT, 1" RND, STEADY, RED/WHT, (RMK TA Warehouse: HARL REAR BUMPER	62.5000	125.00

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DANA SAFETY SUPPLY, INC
 4809 KOGER BLVD
 GREENSBORO, NC 27407

Sales Order

Telephone: 800-845-0405

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Order Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
08/12/24	GROUND	QUOTED FREIGHT		NET30	
Entered By	Salesperson	Ordered By	Resale Number		
Maria Rivera	Maria Rivera - Harlinger	CHIEF PEREA			
Order Quantity	Open Quantity	Tax	Item Number / Description	Unit Price	Extended Price
0	0	N	INFO **CAGE** Warehouse: HARL	0.0000	0.00
2	2	Y	GL-SC-6 TROY GUNLOCK Warehouse: HARL	156.8800	313.76
2	2	Y	GM-SGRF-SC TROY UNIVERSAL DUAL WEAPON MOUNT, SINGLE CELL Warehouse: HARL Universal dual weapon mount for single-cell Ford PIU, F150 and Tahoe	241.8800	483.76
2	2	Y	GM-B-SC5-BKT TROY HAND CUFF GUN LOCK BRACKET Warehouse: HARL	61.8800	123.76
2	2	Y	PS-20UV-SC-OS-FX TROY SINGLE CELL W/POLY WINDOW HALF CAGE, 2020-24 Warehouse: HARL 2020-24 PI Utility Single Cell with Poly window half cage, kick panel w/ foot pocket, metal/poly divider with removable panel (Patent Pending), center seat floor plate, replacement plastic seat with OS seatbelt system, TROY rear partition square-hole pattern with driver side fire extinguisher compartment	1,948.7500	3,897.50

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DANA SAFETY SUPPLY, INC
 4809 KOGER BLVD
 GREENSBORO, NC 27407

Sales Order

Telephone: 800-845-0405

Sales Order No.	544210-A
Customer No.	SANBENITOP

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 601 N Oscar William Rd
 San Benito, TX 78586

Ship To

(For Pickup - HARL)
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 Harlingen, TX 78550

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Order Date	Ship Via	F.O.B.	Customer PO Number	Payment Method
08/12/24	GROUND	QUOTED FREIGHT		NET30
Entered By		Salesperson	Ordered By	Resale Number
Maria Rivera		Maria Rivera - Harlinger	CHIEF PEREA	

Order Quantity	Open Quantity	Tax	Item Number / Description	Unit Price	Extended Price
2	2	Y	AC-20-UV-PS TROY 2020+ PIUT PASS SIDE DIAMOND-PUNCHED WINDOW GUARD Warehouse: HARL 2020+ PI Utility passenger-side of diamond-punched window screen	81.2500	162.50
2	2	Y	MISC TROY DP-UV20-PS Warehouse: HARL 2020-24 PI Utility 2020-24 Explorer Civilian passenger side door panel set	109.3800	218.76
0	0	N	INFO **CONSOLE** Warehouse: HARL	0.0000	0.00
2	2	Y	C-VS-1012-INUT HAV, CONSOLE BOX, 2020-24 PIU, SEE RMK TAB, 22" Warehouse: HARL C-VS-1012-INUT Angled console with 22" of total internal mounting space; 27° degree x 10" front angled, 12" rear horizontal, Gross weight: 35 lbs *MUST ADD BRACKETS* *MUST ADD BRACKETS *MUST ADD BRACKETS	422.5000	845.00

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08/12/24	GROUND	QUOTED FREIGHT		NET30	
Entered By	Salesperson	Ordered By	Resale Number		
Maria Rivera	Maria Rivera - Harlinger	CHIEF PEREA			
Order Quantity	Open Quantity	Tax	Item Number / Description	Unit Price	Extended Price
2	2	Y	CUP2-1001 HAV Self-Adjusting Double Cup Holder Warehouse: HARL	43.5500	87.10
2	2	Y	C-ARM-108 HAV SIDE MOUNTED FLIP UP ARM REST Warehouse: HARL	161.8500	323.70
2	2	Y	C-LP2-USB-BL2 HAV CONSOLE ACCESSORY BRACKET W/ 2 LIGHTER PLUG Warehouse: HARL	101.4000	202.80
4	4	Y	MMSU-1 MAGNETIC MIC SINGLE UNIT CONVERSION KIT Warehouse: HARL 2- PER UNIT 1-RADIO 1-SIREN	70.0000	280.00
2	2	Y	CM009785-1 HAV, 2020-24 PIU, RELOCATE HVAC Warehouse: HARL	39.4100	78.82
2	2	Y	C-DMM-3015 HAV HEAVY-DUTY DASH MOUNT, VESA ADAPTER, 20-24 PI Warehouse: HARL	348.4000	696.80

Print Date	08/13/24
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Entered By		Salesperson	Ordered By	Resale Number
Maria Rivera		Maria Rivera - Harlinger	CHIEF PEREA	

Order Quantity	Open Quantity	Tax	Item Number / Description	Unit Price	Extended Price
2	2	Y	MISC HAVIS PKG-TAB-APP9-X Warehouse: HARL	319.8000	639.60
2	2	Y	PKG-KB-203 HAVIS, Bluetooth Wireless Illuminating Rugged Keyboard Warehouse: HARL	555.7500	1,111.50
2	2	Y	MD-ARM-0606-L HAV SWIVEL ARM MOUNT W/SIDE MOUNT BRACKET Warehouse: HARL Swivel Arm Mount With Side Mount Bracket, 6" Base, 6" Extension	120.9000	241.80
2	2	Y	MISC HAV PKG-SBX-INUT-101 Warehouse: HARL	910.6500	1,821.30
2	2	Y	GRAPHIC APPEARAL GRAPHIC Warehouse: HARL	800.0000	1,600.00
2	2	Y	5026B BlueSea 12 Circuit Fuse Block w/ Ground Bus and Cover Warehouse: HARL	80.0000	160.00
6	6	Y	5025B BlueSea 6 Circuit ST Fuse Block w/ Cover & Ground Bus Warehouse: HARL	41.9900	251.94

Print Date	08/13/24
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Entered By	Salesperson	Ordered By	Resale Number		
Maria Rivera	Maria Rivera - Harlinger	CHIEF PEREA			
Order Quantity	Open Quantity	Tax	Item Number / Description	Unit Price	Extended Price
2	2	Y	INSTALL GRAPH LAFERA INSTALL GRAPHICS FOR LAFERIA Warehouse: HARL	350.0000	700.00
2	2	Y	INSTALL KIT MISC INSTALLATION SUPPLIES I.E. Warehouse: HARL LOOM, WIRE, HARDWARE, CONNECTORS, ETC *****	400.0000	800.00
2	2	N	INSTALL DSS INSTALLATION OF EQUIPMENT Warehouse: HARL RADIO AND CAMERA PROVIDED BY CUSTOMER	4,000.0000	8,000.00

Print Date	08/13/24
Print Time	02:49:08 PM
Page No.	11

Amount Shipped	0.00
Open Order	44,589.00

Subtotal	44,589.00
Freight	2,400.00
Order Total	46,989.00

Printed By: Maria Rivera



EXECUTIVE SUMMARY

REQUEST:

Consideration and possible action to approve Bid Number 2024-08-002 for a year supply of road materials for Fiscal Year 2024-2025.

RECOMMENDATION:

Staff recommends approval

RATIONALE:

Approval of the lowest bidder for road materials for one year supply.
UPPER VALLEY MATERIALS: Hot Mix, Cold Mix, and Concrete 3000 psi & 4000 psi
FRONTERA MATERIALS: Limestone & Caliche.

BUDGET IMPACT:

Budgeted item 01-5-0310-0315

RESOURCE PERSONNEL:

Eloy Avila Jr, Parks & Recreation Director

EXHIBITS:

- 2024-2025 Road Materials Bid Tab
- RFP ROAD MATERIALS 2024-2025
- ROAD MATERIALS SIGN IN SHEET

PREPARED BY:

Eloy Avila
Interim Public Works Director

09/27/2024
Date

Fred R. Sandoval
Fred Sandoval
City Manager



12-MONTH SUPPLY OF ROAD MATERIALS BID TABLE 2024-2025

Vendor	Hot Mix (Asphalt)	Limestone	Cold Mix	Caliche	Lime Powder	AE-P TAC Oil	Liquid Lime	Concrete 3000 PSI	Concrete 4000 PSI
Frontera Materials, Inc	\$91.39/ton (DEL)	\$47.99/ton (DEL)	\$117.36/ton (DEL)	\$25.17/ton (DEL)	X	X	X	X	X
Upper Valley Materials, LLC	\$90.05/ton (DEL)	\$90.05/ton (DEL)	\$113.00/ton (DEL)	\$27.30/ton (DEL)	X	X	X	\$135.00/CY	\$135.00/CY
Central Ready Mix Concrete Co.	X	X	X	X	X	X	X	\$136.00/CY	\$140.00/CY
Frontera Materials, Inc P.O. Box 1449, Elsa, TX 78543 956-316-8951						Green - Lowest Bid			
Upper Valley Materials, LLC 3609 W. Palmview Drive, Palmview, TX 78572 956-580-2502						Red - Highest Bid			
Central Ready Mix Concrete Co. 2101 Utex Drive, San Benito, TX 78586 956-787-2583									



**LEGAL NOTICE
AND
INVITATION TO BID**

12 MONTH SUPPLY OF ROAD MATERIALS

BID # 2024-08-002

All proposals to be submitted on or
before 10:00 A.M. (CST) September 06, 2024

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**LEGAL NOTICE
AND
INVITATION TO BID**

**12-MONTH SUPPLY OF ROAD MATERIALS
BID # 2024-08-002**

- 1- Sealed Bids **for Road Materials** will be received by the City of San Benito, c/o Office of the City Manager, at the San Benito Municipal Building, 401 North Sam Houston, San Benito, TX 78586, in an envelope marked “**BID #2024-08-002 for 12-MONTH SUPPLY OF ROAD MATERIALS**”, until 10:00 a.m., Friday, September 06, 2024.

**Bids Received After This Time Will Not Be
Considered.**

Bids will be publicly opened and read aloud on **September 06, 2024, at 10:00 a.m.** Bidders are invited to the bid opening at the San Benito Municipal Building, Cesar Gonzalez Meeting Hall.

Bid packages with the Specifications may be obtained at
<https://www.cityofsanbenito.com/DocumentCenter/Index/53>

Three (3) sets of the bid documents shall be enclosed in a letter size sealed envelope and shall be plainly marked on the outside of the envelope and on any carrier's envelope:

12 MONTH SUPPLY OF ROAD MATERIALS

BID # 2024-08-002

ATTN: FRED SANDOVAL, CITY MANAGER

401 N. SAM HOUSTON BLVD.

SAN BENITO, TX 78586

The City of San Benito will not be responsible in the event that the U.S. Postal Service or any other courier system fails to deliver the sealed bids to the City of San Benito Secretary's office by the given deadline above. **No bids will be accepted via facsimile or electronic submission.**

The City of San Benito specifically reserves the right to reject any or all bids, waive irregularities or informalities in any or all bids, and accept any bid that is deemed to be in the best interest of the City of San Benito.

INSTRUCTIONS TO BIDDERS

Please submit this page upon receipt.

Acknowledgment Form

12 MONTH SUPPLY OF ROAD MATERIALS

BID # 2024-08-002

Inquiries concerning the request for proposals and its subject must be made in writing to Abigail Cantu, Purchasing Agent, 485 N. Sam Houston Blvd., San Benito, Texas 78586, or via email to abcantu@cityofsanbenito.com.

Please e-mail this page upon receipt of the bid package or legal notice. If you only received the legal notice and want the bid package mailed, please provide a method of shipment with the account number in the space designated below.

Check one:

Yes, I will be able to send a bid; obtained the bid package from the website:
<https://www.cityofsanbenito.com/DocumentCenter/Index/53>

Yes, I will be able to send a bid; please email the bid package.
Email: _____

Yes, I will be able to send a bid; please mail the bid package using the carrier & account number listed below:

Carrier: _____ Account: _____

No, I will not be able to send a bid for the following reason:

If you are unable to send your bid, kindly indicate your reason for “No bid” above and return this form to **abcantu@cityofsanbenito.com**.

This will ensure you remain active on our vendor list.

Date: _____

Company Name: _____

Authorized Representative: _____

Special Instructions

- **Tentative Timeline**

1. August 23, 2024, to September 06, 2024 - Vendors work on bid.
2. September 06, 2024, at 10:00 a.m. - **Vendor must submit three (3) sets of bid documents sealed in an envelope to:**

**City of San Benito,
C/o Fred Sandoval, City Manager
401 North Sam Houston, San Benito, TX 78586**

**12 MONTH SUPPLY OF ROAD MATERIALS
BID # 2024-08-002**

The above-noted information must be included in the bid letter size envelope and in any carrier's envelope/package. The City of San Benito will not be held responsible for missing, lost, or late mail. The City of San Benito will not accept facsimile or electronic transmission of sealed bids.

3. September 06, 2024- Open bids at 10:00 a.m. at Cesar Gonzalez Meeting Hall
4. September 17, 2024- Present to City Commission for approval

All fields (UNIT PRICE, TOTAL PRICE, etc.) in the Bid Schedule must be filled.

Failure to submit any of the above information with the sealed bid will disqualify the bid.

- **Or Equal**

The brand name or manufacturer's reference in this request is descriptive—not restrictive—and intended to indicate the desired type and quality. Brands of like nature and quality will be considered. If bidding on an article other than the referenced specifications, please provide complete descriptive information of the said article.

- **Pricing**

The bid unit price is based on the quantity specified; extend and show the total. In case of extension errors, the unit prices indicated shall govern. The price shall remain in effect until the products are **received from October 01, 2024, through October 01, 2025.**

- **Quality of Products**

All items must be new and in first-class condition, including containers suitable for shipment and storage. No substitutions in standard grades or lesser quality will be accepted.

- **Determining Factors for Award**

1. Bidders net price on bid items
2. Stock availability
3. Reputation of the bidder
4. Delivery
5. Safety records will be considered when determining the responsibility of the bidder

- **Tax Identification Number (TIN)**

Under IRS Publication 1220, a W9 form will be required of all vendors doing business with the City of San Benito. If a W9 is not made available to the City of San Benito, the first payment will be subject to income tax withholding at a rate of 28% or 30%, depending on the U.S. status and the source of income. The attached W9 is a sample form.

- **Taxes**

The City of San Benito is exempt from Federal Excise, State and Local Taxes. Do not include tax in the bid. If it is determined that tax was included in the bid, it will not be included in the tabulation, any awards, or payments to the contractor. Tax exemption certificates will be furnished upon request.

- **Signing of Bid**

Failure to manually sign the bid will disqualify it. The person signing the bid should show title or authority to bind their firm to a contract EEOC Guidelines.

During the performance of this contract, the contractor agrees not to discriminate against any employee or applicant for employment because of race, national origin, age, religion, gender, sexual preference, marital, veteran status, or physically challenged condition.

- **Contract and Purchase Order**

The products shall be delivered in a timely manner to the location specified in the Purchase Order. The City Commission of the City of San Benito will place a contract for the products into effect utilizing a purchase order issued by the City of San Benito after bid tabulation and final approval.

- **City of San Benito, Rights**

1. If only one or no bid is received by the "submission date," the City of San Benito has the right to reject, re-bid, accept, and/or extend the bid by up to an additional two (2) weeks from the original submission date.
2. The right to reject any/or all bids and make awards as they may appear advantageous to the City of San Benito.

3. The right to hold the bid for 90 days from the submission date without action and to waive all formalities in the bid.
4. The right to extend the total bid beyond the original 90-day period before an award if agreed upon in writing by all parties (the “City” and vendor/contractor) and if the bidder/vendor holds the original bid prices firm.
5. The right to terminate for cause of convenience all or any part of the unfinished portion of the project resulting from this solicitation within thirty (30) calendar days written notice; for cause: upon default by the vendor/ contractor, for delay or non-performance by the vendor/contractor; or if it is deemed in the best interest of the City of San Benito for the City’s convenience. In addition to any other remedies available under law or in equity, the city as a result of the Vendor’s default, including the cost of cover, reasonable attorneys’ fees, court costs, and prejudgment and post-judgment interest at maximum lawful rate. Additionally, in the event of default by the Vendor, the City may remove the Vendor from the City’s Vendor List, and any Offer Submitted by the Vendor may be disqualified for up to three (3) years. All rights and remedies under the Agreement are cumulative and not exclusive of any other right or remedy provided by law.
6. In the bid, stipulate whether an increase or decrease in services will affect the bid price.

- **Corrections**

Any interpretation, correction, or change to the invitation to bid will be made by ADDENDUM. The City of San Benito will issue changes or corrections. **The addenda will be posted on the city’s website.** The addenda will be issued as expeditiously as possible. The vendors are responsible for determining whether all addenda have been received. All respondents will be responsible for contacting the City of San Benito before submitting a response to the invitation to bid to ascertain if any addenda have been issued. To obtain all addenda, execute them, and return the addenda with the response to the invitation to bid.

BID FORM

Bid Number:	2024-08-002
Item Being Bid:	12-Month Supply of Road Materials
Date Bids Due:	Friday, September 06, 2024 @ 10:00 a.m.
Date Bids Opened:	Friday, September 06, 2024 @ 10:00 a.m.

Vendor Name:	
Vendor Phone & Fax:	
Vendor Email:	
Vendor Address:	
City, State, Zip:	

Item #	Description	QTY	Unit Price	Extended Price
1	Hot Mix (asphalt)	12,000ton		
2	Limestone	500ton		
3	Cold Mix	700ton		
4	Caliche	17,090ton		
5	Lime Powder	3300bags		
6	AE-P TAC Oil	8,000gal		
7	Liquid Lime	24,000ton		
8	Concrete 3000 PSI	500cy		
9	Concrete 4000 PSI	500cy		

The City's payment terms are net 30 days. This contract shall be for one (1) year from October 1, 2024, through October 1, 2025.

Representative Signature: _____

Representative Print Name: _____

REQUIREMENT AND SPECIFICATIONS

SUMMARY

This specification shall govern all labor, materials, equipment, and appliances necessary for the annual supply of road materials to repair the streets throughout the city limits.

SUBMITTALS

MSDS Sheets

Provide a list of names and identification of the delivery trucks and their drivers.

Provide a list of references (local in the Rio Grande Valley, if any) with whom they have done business in the last three years.

Insurance: The Vendor, at his own expense, shall purchase, maintain, and keep in force such insurance as will protect him from claims set forth below which may arise out of or result from the vendor's operations under the contract, whether such operations be by himself or by any subcontractor or by anyone directly or indirectly employed by any of them, or by anyone whose acts any of them may be liable:

1. Workmen's compensation claims, disability benefits, and other similar employee benefit acts;
2. Claims for damages because of bodily injury. Occupational sickness or disease, or death of his employees and insured by usual bodily injury liability coverage;
3. Claims for damages because of bodily injury, sickness or disease, or death of any person other than his employees and claims insured by usual bodily injury liability coverage and;
4. Claims for damages caused by injury to or destruction of tangible property, including loss of use resulting from this.

Certificate of Insurance: Before commencing the contract, the successful vendors shall file a valid Certificate of Insurance with the City of San Benito that is acceptable to the City of San Benito. Such Certificate shall contain a provision that coverage afforded under the policies will not be canceled until at least fifteen days prior written notice has been given to the City of San Benito.

All costs associated with delivery/transportation of the road materials shall be included in the material cost, including fees per invoice, tank rental, and/or any other fees associated with the product, such as surcharge, fees associated with energy cost, fuel charge and/or hazardous material fees.

BID BOND

The bidders shall provide with the proposal a cashier's or certified check or a bid bond equal to five percent (5%) of the total awarded contract. This requirement only applies to the 12-MONTH

ROAD MATERIALS BID. The Cashier's or certified check will be returned after the third completed shipment.

Bid Number:	2024-08-002	
Item Being Bid:	12 MONTH SUPPLY OF ROAD MATERIALS	
Date Bids Due:	Friday, September 06, 2024 @ 10:00 a.m.	
Date Bids Opened:	Friday, September 06, 2024 @ 10:00 a.m.	

The Purchase Order quantities are subject to City of San Benito right to increase or decrease quantities as deemed necessary. Stipulate below, if an increase or decrease in quantity affects bid price:

- () No, an increase or decrease in quantities will not affect the bid price.
- () Yes, an increase or decrease in quantities will not affect the bid price.

Respectfully submitted,

By: _____
 Signature **(Failure to sign will disqualify bid)**

 Print Name/Title

 Company Name

 Address

 City, State, Zip Code

 Phone Number

 E-mail Address

GENERAL INSTRUCTIONS TO BIDDERS

Notice to Bidders

Sealed bids will be received until the time, at the location, and for the products/services specified on the attached Bid Invitation form and as further specified. These bids will be publicly opened at the City of San Benito office at San Benito Municipal Building 401 N. Sam Houston, San Benito, TX. 78586, in the presence of bidders and Administrative Staff. The bidder's attendance is optional. After tabulation and review, bids will be presented to the City Commission to award the contract. The City of San Benito reserves the right to review all bids submitted for sixty (60) days after the date of bid opening.

How to Submit a Bid

All bids shall be submitted in letter-size *sealed envelopes*, mailed or delivered to the **City of San Benito, c/o Fred Sandoval, City Manager, at San Benito Municipal Building, 401 North Sam Houston, San Benito, TX 78586**, and marked on the outside with ***Bid number: 2024-08-002***. It will be the sole responsibility of the bidder to ensure that the proposal reaches the location where bids are to be sent before the closing hour and date shown on the enclosed PROPOSAL-CONTRACT form.

Purpose of Bid

The City of San Benito intends to secure a supply source for the product(s) and service(s) at the lowest price, satisfactory manufacture, and prompt and convenient shipment and service by the supplier to the City of San Benito. Any failure on the supplier's part to comply with the ensuing conditions and specifications shall be the reason for termination of the contract.

Rejection of Bids

The City of San Benito reserves the right to reject all bids or to accept the bid or any part thereof that it determines best serves the municipality's needs. and to waive any informalities or irregularities in the bids. While cost is a factor in any bid award, it is not the only factor and may not be the determining factor.

Quantities

The quantities or usages shown are estimated only unless otherwise stated. The City of San Benito does not guarantee or warrant the total amount that may or may not be purchased from any resulting contracts. These quantities are for bidders' information only and will be used for tabulation and presentation of bids. The City of San Benito reserves the right to increase or decrease quantities as required.

Bidding on Equivalent Products

If and wherever in the specifications a brand name, make, name of manufacturer, trade name, or vendor catalog number is mentioned, it is for the purpose of establishing a grade, quality, or other material specification only. Since the City of San Benito does not wish to rule out other competition and equal brands or makes, the phrase approved equal is added. However, if a product other than those specified is bid, it is the bidder's responsibility to name such a product within the bid and to prove to the City of San Benito that said product is equal to that specified and to submit brochures, samples, and/or other specification in detail on the item(s) bid. The City of San Benito shall be the sole judge concerning the merits of bids submitted.

Trade Discounts and Price Variances

Bids on individual items must include unit prices and total prices. Where a variance exists on the bid form between the unit price and the extension or whenever other discrepancies are noted between prices on the bid form and prices quoted elsewhere in the bid package, the unit price quoted on the bid form shall prevail.

The City of San Benito will consider trade discounts and other pricing features in each individual bid before determining the successful bidder.

The City of San Benito intends to evaluate any and all cooperative purchasing options available. When preparing your bid, please include alternates for cooperative purchasing programs offered by your firm or the manufacturers that you represent that the City of San Benito would be eligible to purchase through, such as HGAC and Buyboard, etc., if applicable.

Submissions

Bidders must submit three (3) copies of BID-CONTRACT.

Unless otherwise specified, bidders must use BID-CONTRACT forms furnished by the City of San Benito. Failure to do so may result in a bid being rejected, and removal of any part of the bid proposal may invalidate the bid.

Proposals with erasures or corrections must be initialed by the bidder in ink. Bids shall be signed in longhand, hi ink, by the principal authorized to make contracts. All quotations shall be typewritten or filled in with pen and ink.

Descriptive Data

Bidders must enclose with their bid forms two copies of data sheets, specifications, catalogs, or literature completely describing the equipment, product, or service to be furnished.

Identification of Bidder

State the full name and address of the organization and any local branches that will be used in the project. Indicate whether you operate as an individual, partnership, or corporation. If a joint venture or subcontractor relationship is contemplated, name the firms and principals involved and give all pertinent information about the organization, similar to the information you supply.

Assignment of Contract

The successful bidder shall not assign, transfer, convey, sublet, or otherwise dispose of said contract, or his/her right, title, or interest in or to same, or any part thereof, without previous consent in writing from the City of San Benito, endorsed on or attached to the Contract.

Service and Parts

Bidders must be prepared to submit evidence to the City of San Benito, in addition to that required in the attached specifications that qualified personnel and adequate parts inventory are available to maintain all bid equipment in effective operation.

Guarantees/Warranties

Bidders must indicate the full guarantees and/or warranties on all equipment, parts, and labor.

Delivery and/or Completion

Bidders shall indicate the delivery or completion date of the product(s) or service(s). These dates may be taken into consideration in making the award. The vendor shall be responsible for penalties imposed upon the City of San Benito for late performance.

Manuals, Instructions, Etc.

The successful bidder must deliver with the product two (2) copies each of the operation, shop, and parts manuals, instructions, and schematics pertaining to the equipment or product to be furnished to the City of San Benito.

Samples and/or Demonstrations

If the brand is other than specified, evidence in the form of samples may be requested. Such samples are to be furnished after the date of bid opening only upon request of the City of San Benito unless otherwise stated in the Bid Documents. If samples are requested, they are to be provided at the expense of the bidder and become the property of the City of San Benito unless another agreement is accepted by the City of San Benito.

Quality

All materials used to manufacture or construct any item(s) covered by this bid shall be new. The bid items must be new, the latest model, of the best quality, and of the highest grade of workmanship unless the City of San Benito has specified the option to include supplemental proposals for pre-owned or demonstrator equipment or materials.

Default Provision

In case of default by the bidder or contractor, the City of San Benito may procure the products or services from other sources and hold the bidder or contractor responsible for any excess costs occasioned or incurred thereby.

Compliance with Law

All goods or equipment bids shall comply with all applicable Federal, State, and local laws relative thereto, including all safety-related items as required by the Federal Occupational Safety and Health Act (OSHA). The successful bidder shall defend actions or claims brought and hold harmless the City of San Benito from loss, cost, or damage because of actual or alleged violations of Federal, State, or local law in the design or manufacturing of equipment and/or material.

Liability Insurance

The successful bidder must carry Public Liability Insurance with limits of at least \$500,000 to \$1,000,000 to protect the City of San Benito. Said bidder shall comply with the requirements of all Federal and State Laws and Regulations relating to Social Security, Unemployment Insurance and Workmen's Compensation so that the City of San Benito will not be liable in any way for any claim evolving from said work in carrying out the contract.

Delivery Provisions

The bid price is based on the free-on-board delivery terms to each City of San Benito facility listed

on the specifications sheet. Title to the purchased goods does not pass until the item(s) are received by the City of San Benito.

Withdrawal of Bids

A written request for the withdrawal of a bid or any part thereof will be granted if the City of San Benito receives it prior to the specified time of opening. Formal bids, amendments thereto, or requests for withdrawal of bids received by the Office of the City Manager after the bid opening will not be considered.

Taxes

The City of San Benito is exempt from Federal Excise Tax and Texas Sales Tax, and these taxes shall not be charged to the City of San Benito.

Hold Harmless Agreement

The successful bidder shall agree to save, hold harmless, and defend the City of San Benito from and against any or all claims, demands, suits, and liability for death or injury to any person or damage to or loss of property, which injury, loss, or damage is caused by or arises out of the execution of this contract of agreement.

Bid Costs

All Bid costs are the responsibility of the bidder. The City of San Benito will not be liable for any costs incurred in proposal preparation, presentation, or contract negotiation.

Further Information or Clarification

Before submitting a Bid, the bidder should carefully examine the entire Contract Document, including the specifications. By submitting a bid, the bidder will be understood to have read and been fully informed of the contents of all the bidding documents. The bidder should note state or federal regulations and/or requirements in bids involving funds from respective agencies and be prepared to adhere to those requirements.

Should a bidder find any discrepancies, omissions, ambiguities, or conflicts among the contract documents or be in doubt about their meaning, they should bring such questions to the attention of the Office of the City Manager of the City of San Benito no later than five (5) business days before the date of the receipt of bids. The Office of the City Manager of the City of San Benito will review the questions, and where the information sought is not already indicated or specified, there will be a clarifying "Notice to Bidders," which will become part of the Bid Documents. Neither the City of San Benito nor the City Manager will be responsible for any oral instructions.

The City of San Benito reserves the right to request any additional information that it may deem necessary before or after the proposal has been received. Should you wish to request any additional information or clarification on this bid, you must do so in writing via email or other delivery method, which is your sole responsibility before the bids are opened. The City of San Benito shall be the sole determiner of the appropriateness of your request and whether it shall issue a response.

Should the City of San Benito deem it appropriate to respond to your request for additional information, the other bidders will receive both your request and the City's response.

ATTACHMENTS

CONFLICT OF INTEREST QUESTIONNAIRE
For vendor doing business with local governmental entity

FORM CIQ

This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).

By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.

A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.

OFFICE USE ONLY

Date Received

1 Name of vendor who has a business relationship with local governmental entity.

2 **Check this box if you are filing an update to a previously filed questionnaire.** (The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)

3 Name of local government officer about whom the information is being disclosed.

 Name of Officer

4 Describe each employment or other business relationship with the local government officer, or a family member of the officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with the local government officer. Complete subparts A and B for each employment or business relationship described. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer or a family member of the officer receiving or likely to receive taxable income, other than investment income, from the vendor?

Yes No

B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer or a family member of the officer AND the taxable income is not received from the local governmental entity?

Yes No

5 Describe each employment or business relationship that the vendor named in Section 1 maintains with a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more.

6 **Check this box if the vendor has given the local government officer or a family member of the officer one or more gifts as described in Section 176.003(a)(2)(B), excluding gifts described in Section 176.003(a-1).**

7

 Signature of vendor doing business with the governmental entity

 Date

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

Complete Nos. 1 - 4 and 6 if there are interested parties. Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.	OFFICE USE ONLY
1 Name of business entity filing form, and the city, state and country of the business entity's place of business.	
2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.	

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.

4 Name of Interested Party	City, State, Country (place of business)	Nature of Interest (check applicable)	
		Controlling	Intermediary

5 Check only if there is NO Interested Party.

6 UNSWORN DECLARATION

My name is _____, and my date of birth is _____

My address _____ (street) _____ (city) _____ (state) _____ (zip code) _____ (country)

I declare under penalty of perjury that the foregoing is true and correct.

Executed in _____ County, State of _____, on the _____ day of _____, 20____

(month) (year)

Signature of authorized agent of contracting business entity
(Declarant)

ADD ADDITIONAL PAGES AS NECESSARY

Must file online at www.ethics.state.tx.us/File

NON-COLLUSION AFFIDAVIT

THE STATE OF _____

COUNTY OF _____

_____ (print-type name), being first duly sworn, deposes and says that:

1. He/she is the _____ (owner, partner, officer, representative, or agent) of _____, the Bidder that has submitted the attached Bid:
2. He/she is fully informed respecting the preparation and contents of the attached Bid
3. Such Bid is genuine and is not a collusive or sham bid:
4. Neither the said Bidder nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly, with any other Bidder, firm, or person to submit a collusive or sham Bid in connection with the Contract for which the attached Bid has been submitted or to refrain from bidding in connection with such Contract, or has in any manner, directly or indirectly, sought by agreement, or collusion or communication or conference with any other Bidder, firm, or person to fix the price or prices in the attached Bid or of the bid price of any other Bidder, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against the AGENCY or any person interested in the proposed Contract; and
5. The price or prices quoted in the attached Bid are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties on interest, including this affiant.

_____	_____
Signature	Title

THE STATE OF _____

COUNTY OF _____

Before Me, the undersigned authority, a Notary Public in and for _____, on this day personally appeared _____ known to me to be the persons whose names are subscribed to the foregoing instruments, and acknowledged to me that they executed same for the purposes and considerations therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this _____ day of _____ A.D., 20__.

Seal

Notary Public Signature

PLEASE SIGN AND RETURN WITH BID

Request for Taxpayer Identification Number and Certification

**Give Form to the
requester. Do not
send to the IRS.**

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type. See Specific Instructions on page 3.	<p>1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.</p> <p>2 Business name/disregarded entity name, if different from above</p> <p>3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.</p> <p><input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate</p> <p><input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____</p> <p>Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</p> <p><input type="checkbox"/> Other (see instructions) ▶ _____</p>	<p>4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):</p> <p>Exempt payee code (if any) _____</p> <p>Exemption from FATCA reporting code (if any) _____</p> <p><small>(Applies to accounts established outside the U.S.)</small></p>
	<p>5 Address (number, street, and apt. or suite no.) See instructions.</p> <p>6 City, state, and ZIP code</p> <p>7 List account number(s) here (optional)</p>	<p>Requester's name and address (optional)</p>

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number				
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; border: 1px solid black; height: 20px;"></td> <td style="width: 25%; border: 1px solid black; height: 20px;"></td> <td style="width: 25%; border: 1px solid black; height: 20px;"></td> <td style="width: 25%; border: 1px solid black; height: 20px;"></td> </tr> </table>				
or				
Employer identification number				
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; border: 1px solid black; height: 20px;"></td> <td style="width: 25%; border: 1px solid black; height: 20px;"></td> <td style="width: 25%; border: 1px solid black; height: 20px;"></td> <td style="width: 25%; border: 1px solid black; height: 20px;"></td> </tr> </table>				

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ▶	Date ▶
------------------	----------------------------	--------

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

MATERIAL AND/OR SERVICE AGREEMENT-CONTRACT

THIS AGREEMENT made and entered into this _____ day of October 2024, by the City of San Benito, a municipality of the State of Texas, hereinafter referred to as City, and _____, County of _____ State of _____.

For the consideration set forth herein, the parties agree as follows:

1. _____ being the lowest and/or best bidder, shall provide to the City the following:
_____ Materials and service described above shall be provided in accordance with the bid made by _____, pursuant to the Notice to Bidders and specifications on file in the Finance Office of the City and by reference made a part hereof as if set forth herein in full.
2. The city shall pay the price and amount outlined in _____ Bid upon delivery to and acceptance by the City of herein described and on filling by _____.
3. This agreement shall be inoperative during any period during which delivery or acceptance may be rendered impossible due to fire, strike, act of God, government regulation, or other cause beyond the control of either party.
4. This agreement shall be binding on the assigns and successors of the parties.

In witness whereof, the parties have executed this agreement at San Benito, Texas, the day and year first above written.

ATTEST:

CITY OF SAN BENITO

Ruth A. McGinnis
City Secretary

By: _____
Ricardo Guerra
Honorable Mayor

Company Name

(CORPORATE SEAL)

By: _____

Name and Title

BID FORM

Bid Date: _____

Name of Bidder: _____

Address: _____

To: City of San Benito
401 North Sam Houston
San Benito, Texas 78586

Bid No. _____

Date: _____

_____ has received and reviewed a complete set of the **Contract Documents and Bidding Requirements for the ROAD MATERIALS to be provided and agrees to the following.**

1. This Bid shall be good and may not be withdrawn for a period of 90 calendar days after the scheduled closing time for receiving Bids.
2. To enter and execute a Contract with the City of San Benito, if awarded based on this Bid.
3. In order to be eligible to submit a Bid or proposal, a firm or individual must, at the time of receipt of bids or proposals:
 - Hold the required applicable state professional license in good standing, if any.
 - Hold all required applicable federal licenses in good standing, if any.
4. The City of San Benito reserves the right to waive formalities in any Bid, to reject any or all Bids with or without cause, and/or to accept the Bid or any portion thereof that, in its judgment, will be in the best interest of the City of San Benito.

RFP FOR ROAD MATERIALS BID OPENING SIGN-IN SHEET

Date: September 06, 2024

Time: 10:00 a.m.

Location: Cesar Gonzales Meeting Hall, 401 North Sam Houston Blvd., San Benito, Texas 78586

Bid #: 2024-08-002

No.	Name	Title	E-Mail Address	Telephone
1	Stephanie Sarrionanda	Finance Director		
2	Noe Mendisla	Sales/CAPA	nmendisla@capatexas.com	956-778-3259
5	Moises Martinez	PWC	mmartinez@cityofsanbenito.com	
6	Juan Gonzalez	Sales Rep	Jgonzalez@usalco.com	956 793 5270
7	Abrigil Cantu	Purchasing Agent	abcantu@cityofsanbenito	956. 861-3804 x221
8				
9				
10				
11				
12				
13				
14				
15				



EXECUTIVE SUMMARY

REQUEST:

Consideration and possible action to approve the South Texas Emergency Care Foundation base rate increase effective October 1, 2024.

RECOMMENDATION:

City staff recommends approval.

RATIONALE:

Base Rate increase by South Texas Emergency Care Foundation (STECF) rate approved by SECF budget committee and SECF Board of Directors.

BUDGET IMPACT:

No budget impact.

RESOURCE PERSONNEL:

Efrain Bautista, Fire Chief

EXHIBITS: STEC Base Rate Increase

PREPARED BY: Efrain Bautista
 Fire Chief

09/27/2024
Date

Fred R. Sandoval
Fred Sandoval
City Manager



William R. Aston, Executive Director
Leonard Callier, Deputy Director

P.O. Box 533668 • Harlingen, Texas 78553-3668
Office (956) 364-2711 • Fax (956) 428-0839
baston@stec-ems.org
lcallier@stec-ems.org

September 19, 2024

RECEIVED
City of San Benito

SEP 23 2024

Administration *[Signature]*
1:00 AM/PM

Via Email – fsandoval@cityofsanbenito.com

Mr. Fred Sandoval
City Manager
City of San Benito
401 North Sam Houston Boulevard
San Benito, Texas 78586

Dear Mr. Sandoval:

The *Ambulance Service Contract* between the City of San Benito and STEC includes a provision which permits periodic adjustments to STEC’s Base Rate Charges. STEC has always strived to endeavor in good faith and to the extent reasonably possible to keep any such adjustments to a minimum and to maintain Base Rate Charges comparable to or as low as similar charges by other Valley EMS providers.

STEC increased its Base Rate Charges in San Benito and the other communities and surrounding areas it serves only once since October 1, 2018. During that period, the Consumer Price Index for All Urban Consumers (the “CPI”), which closely tracks inflation, increased by more than 24%.

STEC’s Base Rate Charges, as well as any adjustments to those charges, do not apply to or impact reimbursements for transports of Medicare and Medicaid patients or to other transports which are paid for by third-party sources such as the VA, insurance companies, hospitals, or skilled nursing facilities. Payments by most of those third-party payors are also limited to allowable Medicare reimbursement rates. Historically, the foregoing limitations, all of which are substantially lower than STEC’s Base Rate Charges, apply to and result in discounts for approximately ninety percent (90%) of STEC’s emergency and non-emergency transports.

Based on continual increases in STEC’s costs and expenses due to inflation and other factors unique to EMS services, STEC’s budget committee has recommended and STEC’s Board of Directors has elected to increase its Base Rate Charges by 2.5% which is less than the CPI increase during the twelve-month period from September 2023 through August 2024. STEC proposes that the adjusted charges be effective as of October 1, 2024 as reflected in the attached *Schedule of Base Rate Charges* which also sets out the Medicare and Medicaid reimbursement allowables currently in effect.

STEC’s Base Rate Charges after this adjustment are lower than other EMS providers across the Rio Grande Valley as well as cities in other areas of Texas. To confirm that comparison, STEC has recently surveyed the base rates charged by a number of other EMS providers. A copy of the summary of that survey is attached for your information. STEC is proud of the quality of its EMS services and is pleased

Mr. Fred Sandoval
City of San Benito
September 19, 2024
Page 2

with its ability to continue providing those services at costs which are as low as or lower than other EMS providers across the Valley region and the State.

As always, STEC is available to consult with the City regarding the basis for the proposed adjustment and effective date. If you have any questions regarding this matter, please feel free to give me a call.

Sincerely,



William R. Aston
Executive Director

Attachments a/s

cc: Chief Efrain Bautista (*via Email*)
San Benito Representative on STEC Board of Directors

SOUTH TEXAS EMERGENCY CARE FOUNDATION, INC.

**SCHEDULE OF BASE RATE CHARGES
(Effective as of October 1, 2024)**

<u>Type of Service</u>	<u>Base Rate</u>
Basic Life Support	\$845.00
Advanced Life Support I	\$968.00
Advanced Life Support II	\$1,138.00
Critical Care Support	\$1,297.00

The base rates above do not apply to emergency or non-emergency patient transports eligible for Medicare or Medicaid reimbursement or payments for transports limited to lower reimbursement rates by contracts with third-party payors (*i.e.*, VA benefits, insurance companies, hospitals, skilled nursing facilities, etc.). The Medicare and Medicaid reimbursement allowables in effect on October 1, 2024 are the following amounts which are below STEC's base rates:

	<u>BLS</u>	<u>ALS I</u>	<u>ALS II</u>	<u>Critical Care</u>
Medicare	427.50	507.66	734.77	868.37
Medicaid	240.23	285.28	412.90	487.97

STEC-EMS
Base Rate Schedule
Effective October 1, 2024

Department	BLS Rate	ALS I Base Rate (MICU)	ALS II Base Rate (MICU)	Critical Care Specialty Care	Last Update
Austin-Travis County	1,139.00	1,139.00	1,139.00	NA	9-16-2024
Brownsville	850.00	1,199.00	1,400.00	2,000.00	9-16-2024
Converse Texas EMS	1,100.00	1,400.00	1,400.00	NA	9-16-2024
Corpus Christi	1,426.55	1,426.55	1,426.55	NA	9-16-2024
Harlingen/STEC EMS	845.00	968.00	1,138.00	1,297.00	FY 2025
Houston Fire EMS	1,876.40	1,876.40	1,876.40	NA	9-16-2024
Los Fresnos EMS	650.00 700.00	800.00	1,000.00	NA	9-16-2024
McAllen-Med Care	850.00	1,200.00	2,100.00	2,900.00	9-16-2024
Mission EMS	1,400.00	1,600.00	1,800.00	NA	9-16-2024
Palmview EMS	2,144.00	2,864.00	2,864.00	NA	9-16-2024
Pharr EMS	1,400.00	1,800.00	2,000.00	2,000.00	9-19-2022
Port Isabel EMS	1,000.00	1,100.00	1,350.00	1,750.00	9-16-2024
San Antonio EMS	1,000.00	1,000.00	1,000.00	NA	9-16-2024
South Padre Island	850.00	850.00	1,000.00	NA	9-16-2024
Willacy County EMS	1,682.00	1,998.00	2,891.00	3,417.00	9-16-2024
Medicare Emergency Allowable	427.50	507.66	734.77	868.37	9-16-2024
Medicaid Emergency Allowable	240.23	285.28	412.90	487.97	9-16-2024

MICU-Mobile Intensive Care Unit
 ALS-Advance Life Support Level
 BLS-Basic Life Support Level



EXECUTIVE SUMMARY

REQUEST:

Consideration and possible action to approve a proposal from the Offices of Marc A. Rodriguez for the 89th Texas Legislative Session consulting and lobbying services for the City of San Benito.

RECOMMENDATION:

City Administration recommends approval.

RATIONALE:

Provide strategic consulting and legislative advocacy services, including, but not limited to, direct contact with Member(s) of the Texas Legislature, legislative staff, and Executive Branch agencies in the State of Texas. Monitor the legislative and regulatory environment to advise on legal, government, and economic development policy issues.

The proposed fee of \$7,500 per month represents an all-inclusive contract for services for the period of twelve months with an annual renewal option.

BUDGET IMPACT:

5-0103 Professional Services

RESOURCE PERSONNEL:

Fred Sandoval, City Manager

EXHIBITS:

Lobbyist_SanBenitoREV

PREPARED BY:

Fred R. Sandoval
City Manager

09/27/2024
Date

Fred R. Sandoval

Fred Sandoval
City Manager

EXPERIENCE LEADERSHIP SUCCESS

CONSULTING / LEGISLATION / LOBBYING

TEXAS  LOBBY
PARTNERS

1122 COLORADO ST. SUITE 2399, AUSTIN, TEXAS 78701 | 512.494.9798
WWW.TEXASLOBBYPARTNERS.COM

PROPOSAL

We are pleased to offer the attached information depicting the professional expertise of the Offices of Marc A. Rodriguez (“Team”). The Team is qualified to represent the City of San Benito (“Client”) as Texas registered lobbyists for advocacy with local and state government agencies and elected officials. Administrative staff will be part of the Team. We will serve as the Team and coordinate all activities directly with a client representative. Communication tools can include email, phone, video conferencing, and face-to-face meetings.

WORK PLAN – SCOPE OF SERVICES

1. Provide strategic consulting and legislative advocacy services, including, but not limited to, direct contact with Member(s) of the Texas Legislature, legislative staff, and Executive Branch agencies in the State of Texas.
2. Monitor the legislative and regulatory environment to advise on local government and economic development policy issues that may present themselves or initiate from the City including opposition to legislation detrimental to City authority.
3. Maintain and advance well-developed relationships with the executive leadership of the State of Texas, including but not limited to the Office of the Governor, Office of the Lieutenant Governor, Office of the Speaker, and other associated state agencies and related stakeholder groups to promote the interests of the City including:
 - a. Identifying funding issues for infrastructure and City programs
 - b. International trade issues
 - c. Municipal growth issues
4. Initiate, guide, and participate in economic development legislative activities with internal and external industry groups, including but not limited to the Texas Association of Business, and other related stakeholder groups.
5. Consultant will serve as a resource and adviser to the City Manager, as well as an on-call resource for City staff

FEE

The proposed project fee of ~~\$10,000~~ / \$7,500 month represents an all-inclusive contract for services. The contract will a high priority contract for the Firm.

The fee will be paid monthly. The contract period will be for twelve (12) months with an annual renewal option.

Marc A. Rodriguez

Partner

1122 Colorado Street, Suite 2399

Austin, Texas 78701

marc@marctx.com

512.494.9798



Marc A. Rodriguez has gone from being a busboy to an Ivy League graduate to a municipal employee to a successful entrepreneur. Citing perseverance, effective communication, and execution as hallmarks of any successful executive, Mr. Rodriguez continually demonstrates these traits in every aspect of his life. He was born in Fort Stockton, Texas and raised in San Antonio, Texas.

EXPERIENCE

In his work as a government relations consultant, he uses his personal experience as an entrepreneur to identify with and understand his clients' industry challenges. Clients also benefit from his expertise as a political advisor, analyst, strategist, and tactician. Mr. Rodriguez has worked on state legislative issues for the last 13 consecutive Texas state legislative sessions and has a professional history of representing entities with elected and appointed boards. Additionally, he has coordinated efforts with volunteers, private consultants, and representatives of governmental utility regulation, infrastructure, urban affairs, and natural resources.

He is presently the owner of the Offices of Marc A. Rodriguez and President of TOPE Development, a real estate company.

PAST CHAIRMAN, U.S. HISPANIC CHAMBER OF COMMERCE

As Past Chairman of the U.S. Hispanic Chamber of Commerce, Mr. Rodriguez utilizes his national network to serve as a professional advocate, negotiator and mentor-protégé consultant for local and state procurements that require an historically underutilized business (HUB) or disadvantaged business enterprise (DBE) partner.

MARC A. RODRIGUEZ

CLIENT LIST

Offices of Marc A. Rodriguez

Apple
Bexar County
Brooks
CapMetro – Transit Authority of Austin region
City of Eagle Pass
City of San Antonio
ComCast
CPS
Entergy
L&F Distributors /Lamantia Family
Maverick County
North Texas Commission
Pluming Heating Cooling Contractors (PHCC)
Populus
Sands
San Antonio Water System (SAWS)
Texas Central
United Health
Universal Technical Institute
Tik Tok
VIA Metropolitan Transit

Texas Lobby Partners

Atos
Elevated Freight Technologies – Green Corridors
EXP Engineering
Fort Stockton Holdings
North Highland
SAS – General Government
Texas Border Coalition



EXECUTIVE SUMMARY

REQUEST:

Consideration and possible action to ratify payment to Engoplanet Energy Solutions, LLC for the replacement of ten solar lights at the Heavin Park in the total amount of \$14,975.00.

RECOMMENDATION:

Based on the need to enhance safety and usability at Heavin Park, staff recommends the ratification of the payment to Engoplanet Energy Solutions, LLC in the amount of \$14,975.00 for the replacement of ten solar lights. This upgrade will significantly improve visibility and create a more welcoming environment for park users. Approval will facilitate timely project completion, ensuring that our commitment to maintaining safe public spaces is upheld.

RATIONALE:

Staff seeks approval due to the existing inadequate lighting infrastructure affecting both safety and usability of the park. The installation of new solar lights will enhance visibility, improve safety for park users, and promote a more inviting environment. Ratifying this payment will ensure timely completion of the project and reinforce our commitment to maintaining safe and well-lit public spaces.

BUDGET IMPACT:

\$14,975 Account: 01-5-0311-0545

RESOURCE PERSONNEL:

Eloy Avila Jr, Parks & Recreation Director

EXHIBITS:

City of San Benito EnGo Utility Proposal
Quote 129-2024 - Heavin Park Resaca Trail - T&M Quote

PREPARED BY: Eloy Avila

09/27/2024
Date

Fred R. Sandoval
Fred Sandoval
City Manager



Solar Infrastructure Solutions for the Public Sector

EnGo Utility Proposal San Benito, TX

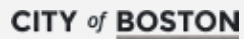
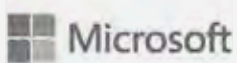
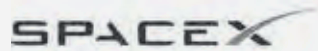


SAN BENITO
TEXAS

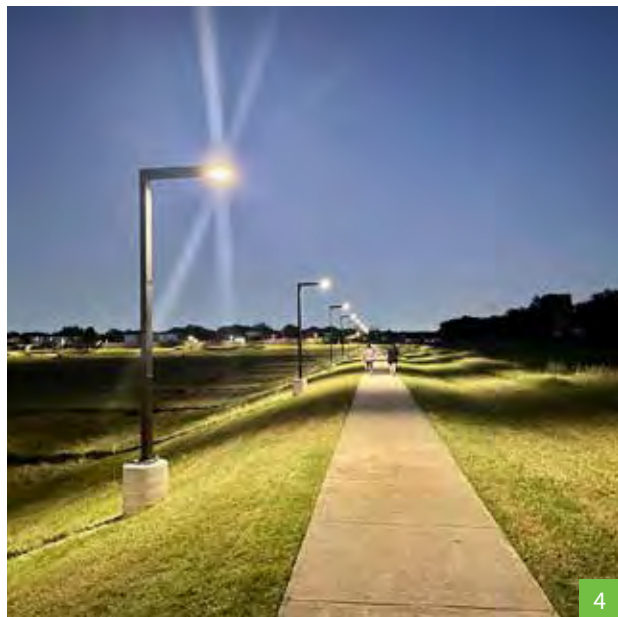


Company Overview

EnGoPlanet is a Texas-based company providing decentralized solar powered infrastructure around the world.



Thousands of Lights Deployed Globally



1 - Slim, SpaceX Starbase
Boca Chica, TX, USA

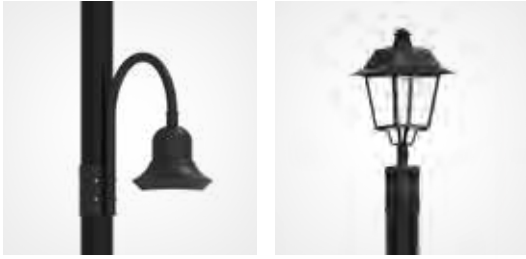
2 - Leaf, Qatar World Cup Project
Multiple locations in Doha, Qatar

3 - Slim, Lustica Bay
Montenegro, Europe

4 - Slim, Clay Road
TX, USA

5 - Leaf, Princeton
Dallas, TX, USA

6 - Illumo, Belgrade
Multiple locations, Serbia, Europe








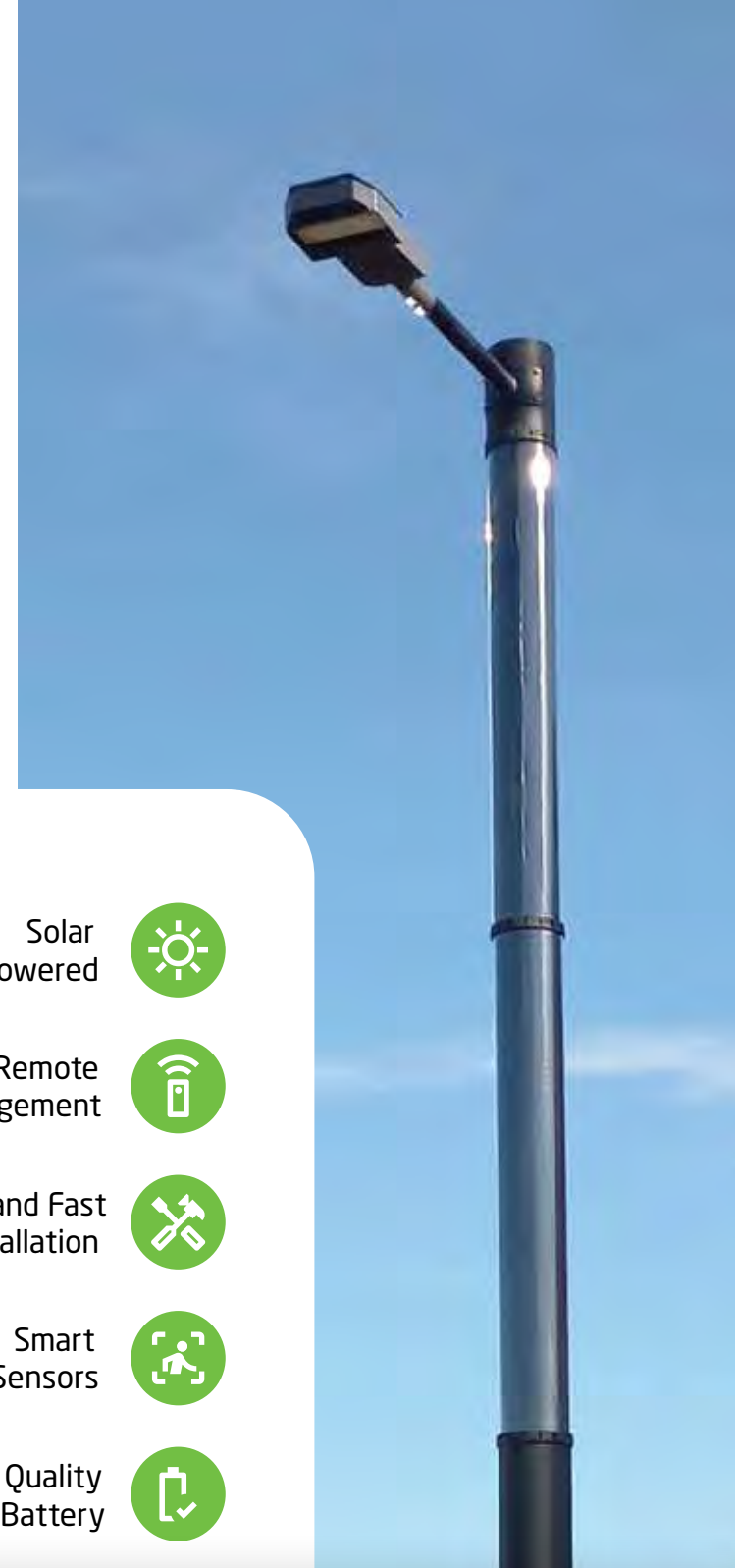
Applications:

-  Light
-  Monitor
-  Connect

ENGO Tower



- Solar Powered 
- Remote Management 
- Easy and Fast Installation 
- Smart Sensors 
- High Quality Lithium Battery 



Applications:

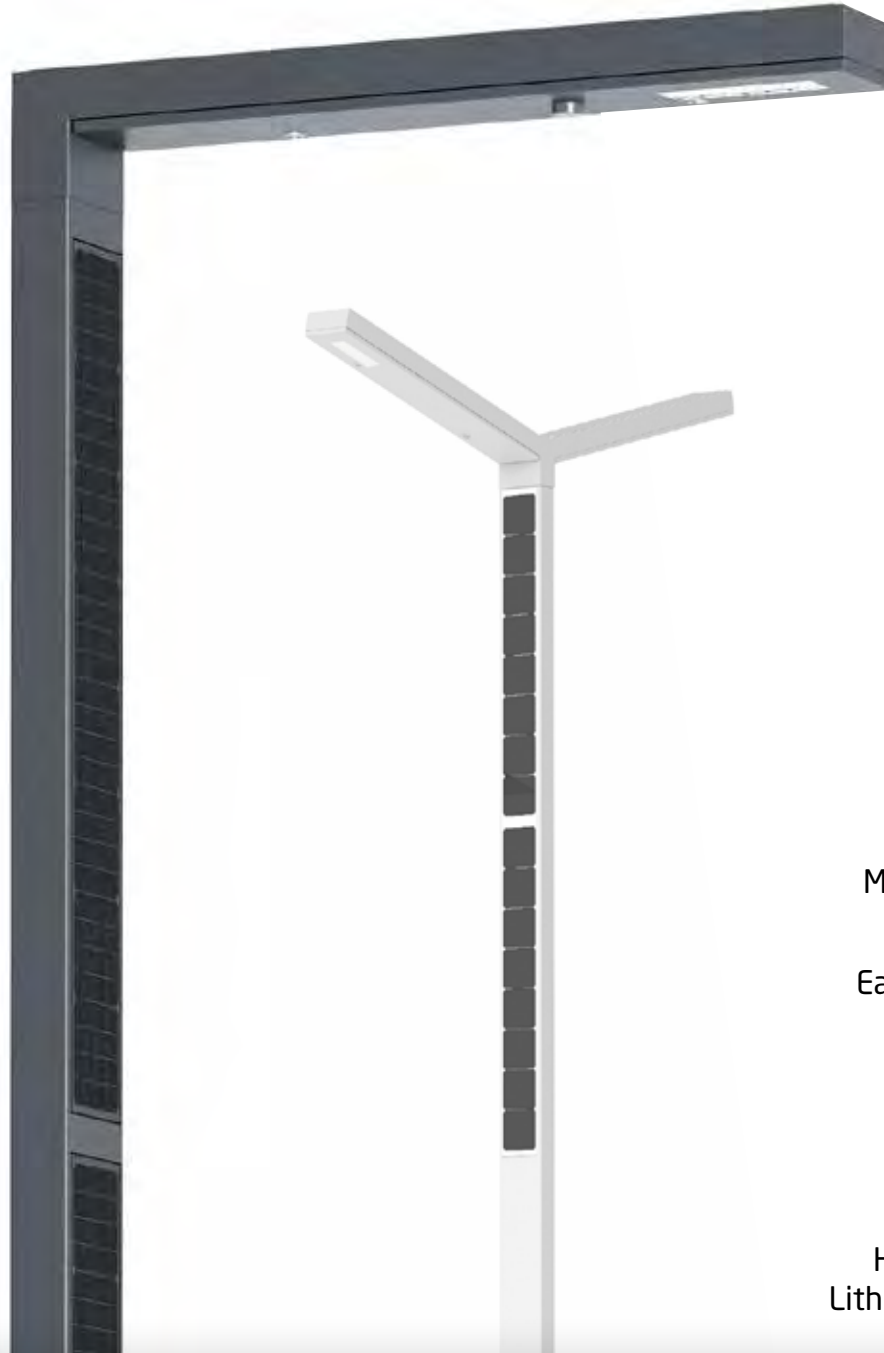


Light



Connect

ENGO Slim



Solar
Powered



Remote
Management



Easy and Fast
Installation



Smart
Sensors



High Quality
Lithium Battery



Proposal

City of San Benito, TX



EnGo Utility Contract

Summary: EnGoPlanet and the City of San Benito, TX initiate an EnGo Utility contract to deploy an initial 40 solar-powered lights throughout various areas identified by the City. EnGoPlanet will repair and include the 10 existing solar poles located at Heavin Park / Heavin Resaca Trail in the EnGo Utility contract.

Contract Length: 10-years

Contract Includes: Full Maintenance & EnGoPlanet Warranty.

Solar Pole Options & Monthly Cost:

1 EnGo Tower (QTY 40): \$84/month per pole

(Add-on) Historic Lantern Fixture: +\$10/month per pole

(Add-on) Dual-Arm Fixture: +\$10/month per pole

2 EnGo Slim (QTY 40): \$88/month per pole

(Add-on) Dual-Arm Fixture: +\$10/month per pole

Existing Poles (Heavin Park / Heavin Resaca Trail): \$80/month per pole

- ▶ **No Up-Front Cost**
- ▶ **Installation Covered by EnGoPlanet**
- ▶ **Full Warranty and Maintenance for the Lifetime of the Contract**
- ▶ **Additional Poles can be Added to the Existing Utility Contract at any Time.**

Partial Up-Front Option: Reduce monthly payment by \$20/pole with a \$50,000 up-front payment.

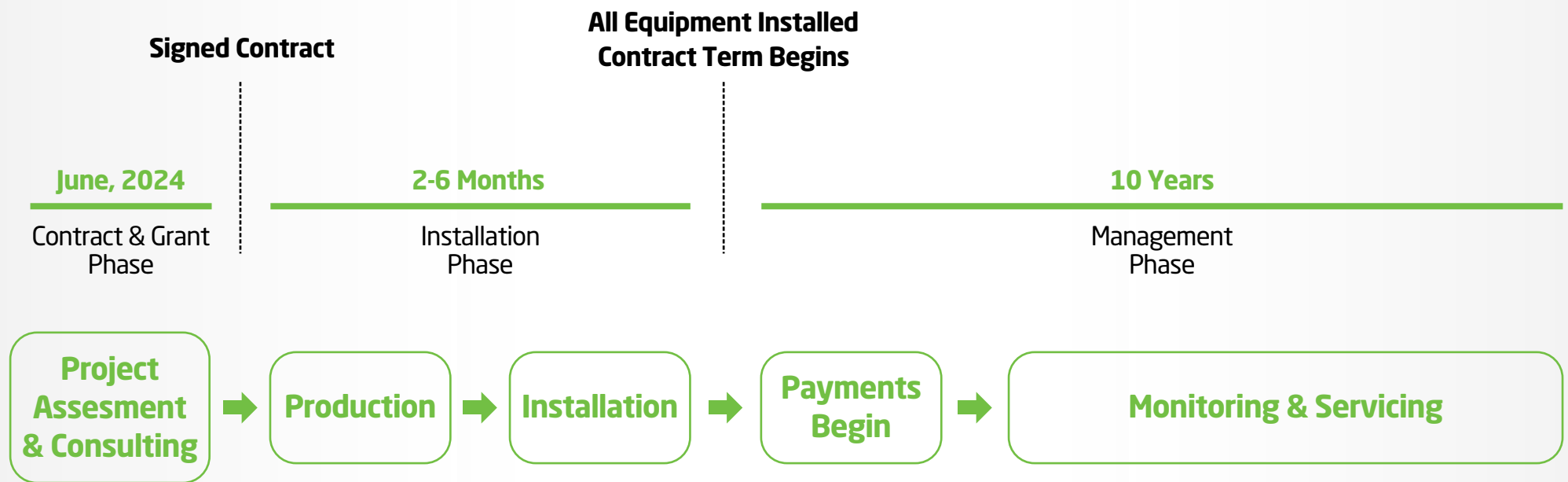
1 EnGo Tower: \$64/month per pole

2 EnGo Slim: \$68/month per pole

Existing Poles: \$60/month per pole

EnGo Utility

Project Timeline



Purchasing Through Authorized Cooperatives

EnGoPlanet Products Available on Coops

- ✓ Cooperatives reduce project lead time and administrative costs
- ✓ No bidding necessary





QUOTE

4900 Woodway Drive
 Suite 980
 Houston, Texas 77056

Prepared by: Brian Hooton Phone: (832)360-4680 Email: brian@engoplanet.com	Date Created: 8 Aug 2024 Expiration Date: 9 Sep 2024 Quote #: Quote 129-2024
Customer: San Benito, TX San Benito, TX	Contact Name: Fred Sandoval Phone: Email: fsandoval@cityofsanbenito.com
Shipping: Havin Park, San Benito, TX Est. Delivery: 13 Sep 2024	Payment Terms: Net 30 w/ PO

Name	Description	Qty	Unit Price
EnGoPlanet Labor Day Rate	-Crew plus required lift equipment. -Estimated 2 days -Assess issues, replace components and bring lights back to full working condition	2	1,500
MOB Fee	Travel to/from Houston	2	500
Battery Replacement	Will be replaced on all 10 Lights	10	437.5
Charge Controller Replacement	Will be replaced on all 10 Lights	10	195
Fixture and Lamp Replacement	-If required. Will only charge where needed on a per pole basis	10	225
Panel Replacement	-If required. Will only charge where needed on a per pole basis -Estimating that not all panels will need to be replaced	10	210
Wiring and Mounting Component Replacement	-If required. Will only charge where needed on a per pole basis	10	30
Sub Total			14,975
Tax			
Shipping			
Installation			
Highlighted Items Total: \$10,325		Grand Total	14,975

TERMS & CONDITIONS
The General Terms and Conditions of Sale apply to all sales or supply of off-grid streetlights and lighting solutions and related materials and services (the "Product(s)") that are sold by ENGO PLANET ("ENGO") to you (the "Purchaser"). The general conditions of sale can be consulted online and are attached to the acknowledgment of receipt of each of the orders placed by the Purchaser. The Purchaser acknowledges prior to placing any orders that it has consulted the general conditions of sale and the Purchaser's signature on the purchase order(s) shall constitute acceptance by the Purchaser of these general conditions of sale absent a separate written agreement between ENGO and the Purchaser. The general



QUOTE

4900 Woodway Drive
Suite 980
Houston, Texas 77056

conditions shall take precedence over all the Purchaser's conditions of purchase, notwithstanding any provisions to the contrary. Beware of Fraud: Any advance payment request will only be made on the basis of a proforma invoice sent by ENGO PLANET.

CUSTOMER ACCEPTANCE	
Signature: _____	Title: _____
Name: _____	Date: _____



EXECUTIVE SUMMARY

REQUEST:

First Reading of Ordinance 2573-B-10-2024, an ordinance amending Ordinance 2573-A-08-2024, providing a Comprehensive Schedule of Fees and related policies and procedures for Building Permit Fees, a stipulated.

RECOMMENDATION:

First Reading of Ordinance, no action.

RATIONALE:

The City of San Benito is proposing to change its previously adopted fees to more accurately reflect affordability based on its demographics.

BUDGET IMPACT:

N/A

RESOURCE PERSONNEL:

Fred Sandoval, City Manager

EXHIBITS:

Ordinance 2573-A-10-2024 Fee Schedule.docx

PREPARED BY: **Eddie Olvera**

Chief Building Official

09/27/2024

Date

Fred R. Sandoval

Fred Sandoval
City Manager

ORDINANCE NUMBER 2573-B-10-2024

AN ORDINANCE OF THE CITY OF SAN BENITO, TEXAS AMENDING ORDINANCE NUMBER 2573-A-08-2024, PROVIDING A COMPREHENSIVE SCHEDULE OF FEES AND RELATED POLICIES AND PROCEDURE FOR BUILDING PERMIT FEES, AS STIPULATED.

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

This ordinance is for the purpose of amending City of San Benito Ordinance 2573 Exhibit A, pertaining to the schedule of fees for Building Permit Fees, and a copy of the new revised fee schedule is hereby attached as Exhibit "A".

Section I: Amending Ordinance 2573, Exhibit "A", as codified in the City's Code of Ordinances in Exhibit "A", Fee Schedule.

SECTION II. EFFECTIVE DATE

This ordinance shall be effective upon its passage.

FIRST READING before the City Commission of the City of San Benito, Texas, at a Regular City Commission Meeting on the 1st day of October, 2024.

PASSED, APPROVED, AND ADOPTED on the Second and Final Reading at a Regular City Commission Meeting of the City of San Benito, Texas, on this, 15th day of October, 2024.

CITY OF SAN BENITO, TEXAS

Honorable Ricardo Guerra
Mayor

ATTEST:

Ruth A. McGinnis
City Secretary

Exhibit "A"

**RESIDENTIAL BUILDING PERMIT FEES-New Construction,
Addition, Remodel, Repair, Accessory Building, Pool, Fence &
Driveway, etc.**

Residential Permit Fee (Per Square Feet) New		
Construciton/Addition/Remodel	\$	0.25
Residential Remodel (per square feet)	\$	0.20
Foundation Inspection	\$	75.00
Nail Pattern Inspection	\$	75.00
Framing Inspection	\$	75.00
Certificate of Occupancy (Residential)	\$	100.00
Final Building Inspection	\$	100.00
Preliminary Inspection or Technical Plan Review	\$	50.00
Base Permit Fee for Building Permits	\$	50.00
Driveway Permit + Base Fee	\$	50.00
Curb break (per curb break) (+Base Permit Fee)	\$	50.00
Building Permit Extension (After first 6 months If no construction)	\$	25.00
Building Permit Extension (After one year with construction)		½ of original permit fee
Building Miscellaneous- (anything not listed) (+ Base Permit Fee)	\$	75.00
Roof (repair, re-roof) (+ Base permit Fee)	\$	50.00
Roofing and Siding (+Base Permit Fee)	\$	0.60
Solar Panel (+ Base Permit Fee)	\$	35.00
Accessory Building (+ Base Permit Fee)	\$	0.25
Pool	\$	200.00
Residential Fence Permit: Permit Required if new, replace or relocated	\$	40.00
No permit prior to construction/Penalty all fees & permit costs double		Double Fee
All Re-Inspection Fees after 2nd Inspection or more	\$	50.00
General Contractor Registration Fee	\$	150.00
Self-Contracting Homeowner (Per Project)	\$	50.00
Residential Plan Review	\$	50.00

**COMMERCIAL BUILDING PERMIT FEES-New Construction,
Addition, Remodel, Accessory Building, Pool, Fence & Driveway**

Commercial Permit Fee New Construction (per square feet)	\$	0.50
Commercial Addition (per square feet)	\$	0.50
Commercial Remodel (per square feet)	\$	0.50
Commercial Accessory Building (per square feet)	\$	0.50
Roofing and Siding (per square feet)	\$	0.50
Commercial Pool	\$	200.00
Certificate of Occupancy	\$	100.00
Foundation/Flatwork	\$	200.00
Nail Pattern Inspection	\$	100.00
Framing-Rough In	\$	100.00
Commercial Plan Review	\$	100.00
Commercial Fence Permit: Permit Required if new, replace or relocated	\$	200.00
All Re-Inspection Fees after 2nd Inspection or more	\$	50.00

ELECTRICAL PERMITS

	Residential Fees	Commercial Fees
Electrical Contractor Annual Registration	\$0 as per state law	\$0 as per state law
Electrical Permits (min. base fee) per permit	\$ 50.00	\$ 75.00
Temporary Poles	\$ 25.00	\$ 25.00
Rough In (walls)	\$ 50.00	\$ 50.00
Meter Service	\$ 35.00	\$ 35.00
Working Clearance	\$ 40.00	\$ 40.00
Circuits (each)	\$ 6.00	\$ 6.00
Reconnect	\$ 35.00	\$ 60.00
Final Electrical Inspection	\$ 25.00	\$ 50.00
All Re-Inspection Fees after 2nd Inspection or more	\$ 50.00	\$ 50.00

MECHANICAL PERMITS

	Residential Fees	Commercial Fees
Mechanical (A/C) Annual Registration	\$0 as per state law	\$0 as per state law
Mechanical Permit (min. base fee) per permit	\$ 50.00	\$ 75.00
Tonnage (each ton)	\$ 8.00	\$ 8.00
A/C Unit (per unit)	\$ 25.00	\$ 25.00
Rough In (duct) Inspection	\$ 50.00	\$ 50.00
Final Inspection	\$ 25.00	\$ 50.00
All Re-Inspection Fees after 2nd Inspection or more	\$ 50.00	\$ 50.00

PLUMBING PERMITS

	Residential Fees	Commercial Fees
Plumbing Contractor Annual Registration	\$0 as per state law	\$0 as per state law
Plumbing Permits (min. base fee) per permit	\$ 50.00	\$ 75.00
Rough-In (walls) Inspection	\$ 50.00	\$ 75.00
Slab Plumbing (underground) (Residential)	\$ 50.00	\$ 50.00
Water Heater	\$ 25.00	\$ 25.00
Per Fixture	\$ 5.00	\$ 5.00
Sewer Yard Line	\$ 25.00	\$ 25.00
Water Line	\$ 25.00	\$ 25.00
Final Plumbing Inspection	\$ 25.00	\$ 50.00
All Re-Inspection Fees after 2nd Inspection or more	\$ 50.00	\$ 50.00

GAS PERMITS

	Residential Fees	Commercial Fees
Gas Permits- Base Fee	\$ 50.00	\$ 75.00
Gas Line & Repair	\$ 35.00	\$ 35.00
Gas Test	\$ 35.00	\$ 35.00
One to Four Outlets	\$ 25.00	\$ 25.00
Additional Outlets each	\$ 10.00	\$ 10.00
Final Inspection	\$ 25.00	\$ 50.00
All Re-Inspection Fees after 2nd Inspection or more	\$ 50.00	\$ 50.00

BACKFLOW PERMITS

	Residential Fees	Commercial Fees
Backflow Device (verification/inspection fee)	\$ 50.00	\$ 50.00
Irrigation, Backflow and Sprinkler System permits (per project)	\$ 50.00	\$ 50.00
Backflow device test and maintenance forms filing fee (per test)	\$ 10.00	\$ 10.00
Final Inspection	\$ 25.00	\$ 25.00
All Re-Inspection Fees after 2nd Inspection or more	\$ 50.00	\$ 50.00



EXECUTIVE SUMMARY

REQUEST:

First Reading of Ordinance Number 2625-10-2024 approving 380 Agreement transferring City properties to the San Benito Economic Development Corporation, Inc.

RECOMMENDATION:

First Reading, no action.

RATIONALE:

Transfer of City properties to the San Benito Economic Development Corporation, Inc.

BUDGET IMPACT:

RESOURCE PERSONNEL:

Fred Sandoval, City Manager

EXHIBITS:

Ordinance 2625-10-2024 - 380 Agreement City Properties Transfer to SBEDC

PREPARED BY: Fred R. Sandoval
City Manager

09/27/2024
Date

Fred R. Sandoval

Fred Sandoval
City Manager

ORDINANCE NUMBER 2625-10-2024

AN ORDINANCE OF THE CITY OF SAN BENITO THAT INCLUDES AUTHORITY; TRANSFER OF MUNICIPAL PROPERTY TO THE SAN BENITO ECONOMIC DEVELOPMENT CORPORATION; SAVINGS CLAUSE; SEVERABILITY CLAUSE; EFFECTIVE DATE; READINGS; PUBLICATION; PROPER NOTICE OF MEETING; AND ORDAINING OTHER RELATED MATTERS

WHEREAS, the Charter of the City of San Benito authorizes the City of San Benito ("City") to ordain and establish such acts, laws, regulations, resolutions, and ordinances not inconsistent with the Constitution and laws of the State of Texas and of the Charter;

WHEREAS, as a home-rule municipality, City has full power of local self-government with the authority to adopt ordinances that are for the good government, peace, or order of the municipality or for the trade and commerce of the municipality and that are necessary to carry out powers granted to the City; and

WHEREAS, the City of San Benito authorized and approved the creation of the San Benito Economic Development Corporation, Inc. to carry out powers, privileges, and projects as authorized by law to improve the overall economy, workforce, and development in furtherance of San Benito; it now moves to ordain the following to stimulate and promote business and commercial activities;

Now, therefore,

*Be It Ordained By The City Commission of
The City of San Benito, Texas*

That:

SECTION 1: **Authority.** The authority granted to the City of San Benito and the city's development corporation known as the San Benito Economic Development Corporation, Inc. are provisions referenced in Tex. Loc. Gov. Code §§51.001, 51.072, 253.011, 253.0125, 380.001; Tex. Const. art. XI, § 5, Tex., and Article II, Section 2.01(C) and Article III, Section 3.11(7)(8) of the City of San Benito Charter.

SECTION 2: **Transfer of Municipal Property to Development Corporation.**

(a) As authorized by law, the City of San Benito directs that the following real property be transferred to the San Benito Economic

Development Corporation, Inc., a non-profit corporation -

<i>City of San Benito Properties Transferred to SBEDC</i>		
Property ID	Acreage	Legal Description
102698	0.853	S I Jackson Subdivision 0.853 AC out of 8.2128 Acres out of Blk 6
389941	0.1385	Blk 11 San Benito Land & Water Co Subd 0.1385 AC out of 5.630 Acres of N 1/2 of NW1/4
102697	0.9320	S I Jackson Subdivision 0.932 Acres out of Blk 5
389212	1.3500	S I Jackson Subdivision 1.35 ACS out of 13.678 ACS Blk 3
102696	1.4008	S I Jackson Subdivision 1.4008 Acres out of Blk 4
102692	1.8485	S I Jackson Subdivision 1.8485 Acres out of Blk 1
188888	8.5900	Blk 6 San Benito Land & Water Co Subd SW 8.59 of NW 1/4
188890	9.2700	Blk 6 San Benito Land & Water Co Subd 9.270 Acres of NW 1/4
188886	10.00	Lot 1 Blk 6 San Benito Land & Water Co Subd 10.0000 Acres
102694	10.5730	S I Jackson Subdivision 10.537 Acres out of Blks 2 & 3
188887	12.1400	Lot 2 Blk 6 San Benito Land & Water Co Subd 12.1400 Acres
102.699	38.5998	San Benito Business Park Subd Sec I Pt Lot 1 Blk 1, 38.5998 acres out of 68.3000 acres (cab 1 slot 1518-b CCMR)
188885	40.00	Blk 6 San Benito Land & Water Co Subd 40.00 Acres of S 74.40 Acres

See Tex. Loc. Gov. Code §§501.053-501.54.

(b) The development corporation shall use, exchange, lease, transfer, and/or develop the property in ways necessary to promote and

benefit the economy of the City and the state. A finding by the governing body that the corporation failed to promote and benefit the City's economic interests, shall cause title to the property to revert to the City. The City of San Benito authorizes an agreement with the San Benito Economic Development Corporation, Inc. furthering the terms of this ordinance.

(c) The development corporation further reserves the right and authority to transfer the property to any other corporation, which may include a public facilities corporation, not inconsistent with this ordinance and as may be allowed by law.

(d) The conveyance shall comply with the Texas Property Code, except a covenant of general warranty is not required.

SECTION 3: ***Savings Clause.***

Except as hereby amended, any provisions of the codes, ordinances, and directives of the City of San Benito, Texas, not in conflict with this Ordinance shall remain in full force and effect, unimpaired hereby.

SECTION 4: ***Severability Clause.***

The invalidity of any section, clause, sentence or provision of this ordinance shall not affect the validity of any other part thereof.

SECTION 5: ***Effective Date; Readings; Publication.***

The Ordinance shall take effect and be in force from and after its passage and approval after two (2) readings pursuant to Section 3.12 of the Charter of the City of San Benito. This ordinance was read and considered by the San Benito City Commission on the following dates:

(a) October 1, 2024; and (b) October 15, 2024. Any publication shall be noted by time and place.

SECTION 6: ***Proper Notice and Meeting.***

It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

PASSED AND APPROVED BY THE CITY COMMISSION OF THE CITY OF SAN BENITO, TEXAS, on this the _____ day of _____, 2024.

Honorable Ricardo Guerra, Mayor
City of San Benito

Attest:

(Seal of City)

Ruth McGinnis, City Secretary
City of San Benito



EXECUTIVE SUMMARY

REQUEST:

First Reading of Ordinance Number 2186-A-10-2024 that repeals and replaces Ordinance 2186 on standards of conduct.

RECOMMENDATION:

First Reading, no action.

RATIONALE:

Updating standards of conduct and decorum ordinance.

BUDGET IMPACT:

None

RESOURCE PERSONNEL:

Fred Sandoval, City Manager

EXHIBITS:

ORDINANCE 2186-A-10-2024 Standards of conudct.docx

PREPARED BY: Fred R. Sandoval
City Manager

09/27/2024
Date

Fred R. Sandoval
Fred Sandoval
City Manager

ORDINANCE NUMBER 2186-A-10-2024

AN ORDINANCE OF THE CITY OF SAN BENITO THAT REPEALS AND REPLACES ORDINANCE NO. 2186 THAT INCLUDES DEFINITIONS; PUBLIC HEARINGS; PARTICIPATION; STANDARDS OF CONDUCT; PROCEDURES; ORDER AND DECORUM; DISTURBANCE ABATEMENT; USE OF CAMERAS AND RECORDERS; PROVISIONS APPLICABLE TO BOARDS AND COMMITTEES; NOTICE SHALL BE PLACED IN CONSPICUOUS PLACE; PLACEMENT OF ITEMS ON THE OFFICIAL MEETING AGENDA; CLOSED SESSION DELIBERATIONS; ENFORCEMENT; PUNISHMENT; PENALTIES; SAVINGS CLAUSE; SEVERABILITY CLAUSE; PROPER NOTICE AND EFFECTIVE DATE; AND ORDAINING OTHER RELATED MATTERS

WHEREAS, by Article II, Section 2.01 of the Charter of the City of San Benito, the city shall have the power to ordain and establish such acts, laws, regulations, resolutions, and ordinances not inconsistent with the Constitution and laws of the State of Texas and of the Charter;

WHEREAS, by Article III, Sections 3.07 and 3.11 of the Charter of the City of San Benito, the City Commission is empowered to set additional standards of conduct for its members and penalties as it deems appropriate, including forfeiture of office;

WHEREAS, under the Texas Constitution, article XI, section 5, and Texas Local Government Code section 51.072, the City, as a home-rule municipality, has full power of local self-government; and

WHEREAS, the business of the City of San Benito should be conducted with respect, dignity, and accountability;

WHEREAS, the City of San Benito acts to immediately impose procedures for the orderly conduct of city business and incorporate any and all provisions of the Charter of the City of San Benito and clarify other issues repealing and replacing Ordinance No. 2186;

WHEREAS, the City of San Benito expects that its elected and other officials protect, defend, and further the interests of the City of San Benito;

WHEREAS, the City of San Benito elected and other officials should be held to a standard of the utmost loyalty in faithfully carrying out the duties of the office each holds;

NOW, THEREFORE,

*Be It Ordained By The City Commission of
The City of San Benito, Texas*

That:

SECTION 1: **DEFINITIONS; PUBLIC HEARINGS; PARTICIPATION;
STANDARDS OF CONDUCT.**

- (a) This Ordinance repeals and replaces Ordinance No. 2186.
- (b) The following definitions shall apply:
 - (i) **"Governing body"** shall mean and be defined for the purpose of interpreting and enforcing this ordinance as the Commissioners and Mayor of the City Commission of San Benito, Texas, as well as, any board, commission, committee, or any authorized group of persons elected or appointed that serve the interests of the City of San Benito by official means in an organized, corporate, and advisory capacity.
 - (ii) **"Meeting"** shall mean any posted meeting in accordance with applicable state laws and Article III, Section 3.11 of the city charter. Meetings of the governing body are public meetings unless excepted in accordance with applicable state laws or this ordinance. All matters included herein will further the public's health, safety, and welfare.
- (c) **Public Hearings; Those Affected; Public Hearing Sign in Requirement.** If a public hearing is listed on a legally posted agenda, a person or entity that received notice from the city on a pending item for consideration, a person that may be positively or adversely affected physically, by use or damage to property, or to any other legally recognizable interest, may be allowed to address the governing body during the public hearing portion of the meeting following registration with the presiding city secretary and prior to the scheduled meeting. A registered speaker during the public hearing may not exceed the allotted time prescribed by the Mayor or other presiding officer when addressing the board. A sign-in form for participation in public a hearing

shall be promulgated by the city secretary and be made available at the city secretary's office. The public hearing sign-in form shall include the person or entity's name, address, telephone number, other contact information, organization if applicable, and other notices, authorizations, and acknowledgements as required. No registered speaker may be allowed to address the governing body once the public hearing has closed.

- (d) **General Public Participation; Sign in Requirement; Time Limit; Limitation on Speakers.** A person intending to address a governing body may speak at a scheduled meeting following registration with the presiding city secretary and prior to the scheduled meeting. The governing body may, at its discretion, include a scheduled public participation during a special called meeting or a workshop session. A registered speaker may speak on several items or topics of public concern; however, a speaker may not exceed the allotted time prescribed by the Mayor or other presiding officer when addressing the board. A registered speaker may not donate time to another speaker. No more than five (5) registered persons may speak at a scheduled meeting. A sign-in form for general public participation shall be promulgated by the city secretary and be made available at the city secretary's office. The sign-in form shall include the person or entity's name, address, telephone number, other contact information, organization if applicable, and other notices, authorizations, and acknowledgments as required. No registered speaker may be allowed to address the governing body once the public participation portion of the agenda has ended.
- (e) **Standards of Conduct.** By Article III, Section 3.07 of the Charter of the City of San Benito, the City Commission shall have the power to set additional standards of conduct for its members beyond those specified in the Charter and may provide for such penalties as it deems appropriate, including but not limited to forfeiture of office. In the exercise of its duties, as prescribed by Charter, the City Commission imposes the following additional standards of conduct that shall constitute a violation: (i) delinquency of City of San Benito property taxes; (ii) engaging in acts that result in adverse legal

consequences to the City of San Benito; (iii) failure to disclose a conflict of interest pursuant to Article VIII, Section 8.01 of the Charter and/or as required by applicable laws; (iv) disclosure of closed session matters or any information received as stated in Section 9 of this ordinance; and (v) providing information that may prejudice the City of San Benito.

SECTION 2: ***PROCEDURES.***

- (a) The order of meeting shall follow the order of the agenda; however, the Mayor or a presiding officer shall have the authority to vary the order of matters to expedite the proceedings, provided that no person shall be denied an opportunity to address the governing body on an agenda item on the day for which the item is scheduled because of a departure to matters to be considered.
- (b) No person shall address a governing body without first being recognized by the Mayor or presiding officer.
- (c) Any person, either individually or in a representative capacity, shall not address a governing body on an agenda item that is under consideration by the governing body unless recognition is allowed as specified in subsection (b) of this section.
- (d) The Mayor, a presiding officer, or any member of the governing body may make a motion pertaining to the subject matter of such agenda. All motions, authorizations, decisions, and actions, except those requiring a greater number as set out in the Charter or under state law, shall be approved upon a majority vote of the presiding officer and governing body so voting thereon.
- (e) Any posted meeting of a governing body may be recessed for the purposes of consideration and action on any items not acted on during such meeting by the announcement of the Mayor or a presiding officer. Notice may be provided, if feasible, during such meeting of the time, date and place at which such recessed meeting shall reconvene.
- (f) Each person addressing a governing body shall give his name and address in an audible tone of voice for the

record, state the subject the speaker wishes to discuss, state who/whom the person is representing if representing an entity, organization, or other persons. All remarks shall be addressed to the governing body as a whole and not to any member thereof. No person shall be permitted to enter into any discussion, either directly or through a member of the governing body, without the permission of the presiding officer. No question may be asked of a member of the governing body, or a member of the city staff, without the permission of the Mayor or presiding officer.

- (g) In order to expedite matters and to avoid repetitious presentations, whenever any identifiable group of persons wishes to address the governing body on the same subject matter, it shall be proper for the Mayor or presiding officer to request that a spokesman be chosen by the group to address the governing body and, in case additional matters are to be presented by any other member of such group, to limit the number of such persons addressing the board.
- (h) After a motion has been made or a public hearing has been closed, no member of the public shall address the governing body on the matter under consideration without first securing permission to do so by the Mayor or presiding officer.
- (i) Any person, business, corporation, or other entity that desires to solicit services to the City shall not use a public hearing agenda item for discussion or consideration of such services. The governing body will consider solicitations only if placed on the agenda and, if applicable, after such legal requirements have been satisfied for the purchasing and contracting of such services.

SECTION 3: **ORDER AND DECORUM.**

- (a) **Board members.** While the governing body is in session, the members must observe order and decorum, and a member shall neither, by conversation or otherwise, delay or interrupt the proceedings or the peace of the governing body, nor disturb any member while speaking or refuse to obey the orders of the presiding officer.

- (b) **Employees.** Members of the city staff and employees shall observe the same rules of order and decorum as are applicable to the governing body.
- (c) **Persons addressing the board.** Any person who willfully utters loud, threatening or abusive language including but not limited to profanities, or engages in any disorderly conduct that may impede, disrupt or disturb the orderly conduct of any meeting, hearing or other proceeding, shall be called to order by either the Mayor or presiding officer or immediately removed. If such conduct continues, the governing body may at its discretion order that any violator be barred from further participation before the governing body. Only persons authorized to address the governing body may use exhibits, displays, and other visual aids as they may relate to the subject of the presentation.
- (d) **Members of the audience; Search.** All persons in close proximity to members of the governing body and official meeting areas shall be subject to a search of purses, bags, backpacks, and other items used for carrying personal possessions. It shall be unlawful for any person to engage in disorderly conduct such as: hand clapping, stomping of feet, whistling, yelling and similar demonstrations, which conduct disturbs the peace and good order of the meeting. Use of placards, banners, signs, exhibits, displays, clothing, and other visual aids or devices that display sentiments that may be threatening, abusive, profane, or result in any disorderly conduct are not permitted in the governing body's meeting area during meeting times. No conversation among persons in the audience shall take place that may disturb the order of business. All mobile and other communication devices including telephones shall be on silent or a non-audible mode. Hand clapping may be allowed as an exception to this provision in instances allowed by the Mayor or presiding officer such as celebratory or positive acknowledgment.

SECTION 4. ***DISTURBANCE ABATEMENT.***

- (a) **Warning.** All persons at the meetings of the governing body shall, at the request of the Mayor or presiding officer, be silent. If, after receiving a warning from the Mayor or presiding officer, a person persists in

disturbing the meeting, such officer may order that person removed from the meeting. If the subject person does not remove himself/herself, the Mayor or presiding officer may order that administrative personnel or a law enforcement officer have the person removed.

- (b) **Removal.** The chief of police, or such member of the police department as the presiding officer may designate, shall be sergeant-at-arms of the board of commissioners meetings. The chief shall carry out all orders and instructions given by the Mayor or presiding officer to maintain order and decorum at the meeting. Upon instruction of the Mayor or presiding officer, it shall be the duty of the sergeant-at-arms to remove from the meeting any person who disturbs the proceedings of the governing body.
- (c) **Necessitating removal.** It shall be unlawful for any person at a meeting of the governing body to resist removal by the sergeant-at-arms.
- (d) **Motions to enforce.** Any member of the governing body may move to require the Mayor or presiding officer to enforce the terms of this section, and the affirmative vote of a majority of the governing body shall require him to do so.
- (e) **Involuntary Adjournment.** If any meeting of the governing body is willfully disturbed by a group of persons to render the orderly conduct of such meeting unfeasible and when order cannot be restored by the removal of individuals who are creating the disturbance, the meeting may be temporarily suspended or adjourned and the remaining business considered at a subsequently scheduled meeting.

SECTION 5: ***USE OF CAMERAS AND RECORDERS.***

Cameras, including television and motion picture cameras, electronic sound recording devices and any other mechanical, electrical or electronic recording devices may be used in a reasonable manner in the public section of the meeting chamber. Any such uses of cameras, equipment, or recording devices shall be subject to an orderly placement or relocation to not disturb the order and decorum of the meeting or otherwise impede or obstruct the peaceful enjoyment of those in attendance.

SECTION 6: **PROVISIONS APPLICABLE TO BOARDS AND COMMITTEES.**

The rules and procedures set out herein shall apply to the city's elected body, and other boards and committees unless.

SECTION 7: **NOTICE SHALL BE PLACED IN CONSPICUOUS PLACE.**

All or part of the provisions of this ordinance may be placed in an area to be viewed by the public at or near the meeting site.

SECTION 8: **PLACEMENT OF ITEMS ON THE OFFICIAL MEETING AGENDA.**

Any member of the governing body may request that an item be placed on an agenda for the purposes of discussion or to be acted on as allowed by law.

SECTION 9: **CLOSED SESSION DELIBERATIONS.**

It shall be unlawful for any person present during a closed session meeting of the governing body to disclose the matters discussed or any information received during the closed session to a non-privy third party unless otherwise ordered by a court of law. Violation of this provision by an elected or appointed official shall be deemed a failure to faithfully execute the duties of office. Violation of this provision may also result in the maximum fine allowed by law and other relief at law or equity allowed by law for violation and enforcement of Ordinances including but not limited to forfeiture of office.

SECTION 10: **ENFORCEMENT; PUNISHMENT; PENALTIES.**

(a) Should any person or business violate the prohibitions contained herein, the City Attorney may take any action to enforce this or any ordinance to prevent and summarily abate the action, and any and all other relief as may be necessary.

(b) Any violation of this Ordinance shall be subject to both civil and criminal penalties. A criminal conviction shall be a Class C misdemeanor. A violator shall also be subject to the maximum penalties allowed by law for failing to appear in Court when charged with an offense as described herein. If conduct constituting an offense under this ordinance also constitutes an offense under another law, the person may be prosecuted under all applicable laws.

(c) A liable party shall be subject to a civil penalty up to \$200 per violation, in addition to court costs, and other fees allowed by law.

SECTION 11: **SAVINGS CLAUSE.**

Except as hereby amended, any policies, procedures, and directives of the City of San Benito Texas, not in conflict with this Ordinance shall remain in full force and effect, unimpaired hereby.

SECTION 12: **SEVERABILITY CLAUSE.**

The invalidity of any section, clause, sentence or provision of this ordinance shall not affect the validity of any other part thereof.

SECTION 13: **EFFECTIVE DATE.**

The Ordinance shall take effect and be in force from and after its passage and approval after two(2) readings pursuant to Section 3.12 of the Charter of the City of San Benito. This ordinance was read and considered by the San Benito City Commission on the following dates: (a) October 1, 2024; and (b) October 15, 2024. Any publication shall be noted by time and place.

SECTION 14: **PROPER NOTICE AND MEETING.**

It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

PASSED AND APPROVED BY THE CITY COMMISSION OF THE CITY OF SAN BENITO, TEXAS, on this the _____ day of _____, 2024.

Honorable Ricardo Guerra, Mayor
City of San Benito

Attest:

(Corporation Seal)

Ruth McGinnis, City Secretary
City of San Benito



EXECUTIVE SUMMARY

REQUEST:

Consideration and possible action to appoint a member to the Planning and Zoning Commission to the place and term starting and expiring as shown:

- a) Place 2 - Current Term June 1, 2024 to May 31, 2026

RECOMMENDATION:

Individual Place nomination is confirmed by the City Commission and Mayor.

RATIONALE:

The following term, for the corresponding place, is recommended for approval to comply with staggered terms. Places 2 is a 2-year term:

Place 2- June 1, 2024 to May 31, 2026

BUDGET IMPACT:

N/A

RESOURCE PERSONNEL:

Johanna maldonado, Planning Director

EXHIBITS:

- Planning & Zoning Member Roster
- Ordinance No. 2525
- Section 16 Planning & Zoning Commission

PREPARED BY: *Johanna Maldonado*

09/27/2024
Date

Fred R. Sandoval

Fred Sandoval
City Manager



PLANNING & ZONING COMMISSION

	Appointment	Effective Date	Expiration Date
Velma De Los Santos	Place 1	June 1, 2024	May 31, 2026

Vacant	Place 2	June 1, 2024	May 31, 2026

Adam Abrego	Place 3	June 1, 2024	May 31, 2025
			(1 Year-Term)

Hector Gomez	Place 4	June 01, 2024	May 31, 2025
			(1 Year-Term)

Salvador Castillo	Place 5	June 17, 2024	May 31, 2026

ORDINANCE NO. 2525

AN ORDINANCE ESTABLISHING BOARDS FOR THE CITY OF SAN BENITO; DESCRIBING THE MEMBERSHIP AND GOVERNANCE THEREOF; PROVIDING FOR OTHER MATTERS RELATING THERETO; REPEALING ORDINANCES 2484, 2484-A, 2484-B AND ALL OTHER ORDINANCES IN CONFLICT HEREWITH; AND PROVIDING FOR AN EFFECTIVE DATE.

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

SECTION 1. ESTABLISHMENTS OF BOARDS

(a) The City Commission may establish such boards as it shall deem necessary to properly effectuate City business. Members of the Commission are entitled to nominate persons to serve on established boards, subject to the approval of the City Commission.

(b) Nominations shall be made by the Mayor and Commissioners on a rotating basis, allowing each member of the Commission the opportunity to have input into the composition of any given board. Each Commissioner shall be entitled to nominate a person to serve on any city board in the same place as the position occupied by the nominating Commissioner on the Commission, e.g., Place 1, Place 2, etc. The Mayor shall be entitled to nominate a person to serve on any position on any city board for Place 5 and higher. Appointments should be made on the second regular meeting in the month after City elections and appointees shall serve the term of the elected official appointing them, except as otherwise provided by statute or law.

(c) Except as otherwise provided by law, all Boards are advisory and are authorized only to make recommendations to the City Commission.

(d) Except as otherwise provided by law, there shall be a minimum of five (5) members to each city board. Among exceptions are the Economic Development Corporation, whose membership is governed by statute, the Civil Service Board, which is also governed by statute, and the Community Development Advisory Board which is regulated by statute and governed by zone. All individuals interested in appointment shall submit an application and shall be knowledgeable of the purpose and functions of the board on which they propose to serve. An appointee to a board shall forfeit his appointment upon his failure to attend three (3) consecutive meetings in a calendar year, unless the member is excused by majority vote of a quorum of the members of the Board at a duly called meeting.

(e) Board members shall reside within the city or within the extraterritorial jurisdiction of the City of San Benito (1 mile), shall serve at the pleasure of the City Commission, and may be removed without cause.

SECTION 2. ORDINANCES IN CONFLICT:

All ordinances or parts of ordinances in conflict herewith, including but not limited to Ordinance 2484, Ordinance 2484-A and Ordinance 2484-B, are expressly repealed.

SECTION 3. EFFECTIVE DATE:

This ordinance shall be in full force and effect from and after its second reading and date of passage on August 4, 2015.

FIRST READING ON July 21, 2015

SECOND READING ON August 4, 2015

CITY OF SAN BENITO


CELESTE Z. SANCHEZ, MAYOR

ATTEST:


LUPITA PASSEMENT, CITY SECRETARY

SECTION 16
PLANNING AND ZONING COMMISSION

§ 16.01. Organization.

The City of San Benito Planning and Zoning Commission consists of five (5) regular commission members and one (1) alternate commission member who is appointed by the City Commission and Mayor. Three (3) members for a two-year term, each, and two (2) members and the alternate for a one-year term each. Thereafter upon expiration of each member's term, appointment of a successor reappointment of existing member shall be for a period of two (2) years. Each member shall be both a resident and taxpayer of the City of San Benito. In the event a commission member vacates office during his or her term, the City Commissioner or Mayor who appointed the vacating commission member shall appoint a replacement who shall serve the remaining term of the vacating commission member. The commission shall annually elect from its regular membership a chairman who shall preside at the meetings and vote as a regular member. The commission shall annually elect a vice-chairman who shall preside in the absence of the Chairman. A quorum consists of a majority of the commission members. A commission member shall forfeit his or her office if such appointee fails to attend three (3) consecutive regular or scheduled meetings. Commission members are removable for cause by majority of the City Commission upon written charges and after public hearing.

(Ordinance 2573 adopted 5/19/20)

§ 16.02. Powers and Duties.

The powers and duties of the Planning and Zoning Commission shall be to:

- A. Hold hearings, conduct investigations, and make recommendations to the City Commission relative to changes and amendments to the Zoning Ordinances of the City of San Benito, Texas.
- B. Hold hearings, to conduct investigations and make recommendations to the City Commission relative to the approval of proposed plats or subdivision of land within the city limits of the City of San Benito, Texas and relative to approval of subdivisions within five (5) mile ETJ of the City of San Benito, Texas[.]
- C. Hold hearings and conduct investigations and make recommendations to the City Commission relative to future plans and developments of the City of San Benito, Texas. All hearings conducted by the Planning and Zoning Commission relative to proposed changes or amendments to the zoning ordinance of the City of San Benito, and proposed zoning of new additions to the City of San Benito, shall be open to the public and all owners of properties, or the persons rendering the property for city taxes, affected by such proposed zoning changes or amendments or new zoning, and owners of property, or the persons rendering such property for city taxes, located within two hundred (200) feet of any property affected by such proposed zoning changes or amendments or new zoning, shall be given written notice within not less than ten (10) days before any such hearing is held by depositing such notices properly addressed and postage paid, in the United States Mail, setting forth the time and place where such meeting shall be held. Upon the holding of such hearings by the Planning and Zoning Commission, all person entitled to notices as above stated, shall be given an opportunity to present evidence for or against the proposed new zoning and if necessary to permit all persons to be heard, [and] such hearings may be continued from day to day and from time to time as shall be necessary to give all persons desiring to do so, an opportunity to be heard.

(Ordinance 2573 adopted 5/19/20)

§ 16.03. Action of Planning and Zoning Commission.

- A. A majority of the commission members shall constitute a quorum for the transaction of the business. The affirmative vote of a majority of those attending any meeting at which there is a quorum present shall be necessary to pass any motion, recommendation of the Planning and Zoning Commission. The chairman does not vote except in the event of a tie.
 - B. All recommendations to the City Commission relative to any matter within the powers and duties of the Planning and Zoning Commission as set forth in this section shall be submitted in writing, which written recommendation shall be included in the minutes of the meeting of the City Commission at which the recommendations are presented. Information on appeal process, refer to Section 3.05 of this ordinance.
- (Ordinance 2573 adopted 5/19/20)

§ 16.04. Rezoning Application Process.

- A. After determination a rezoning change is required; an application for a hearing with the Planning and Zoning Commission is completed by the applicant. A nonrefundable charge will apply. In the event an item is tabled at the request of the applicant, there will be a renotification fee. Tax receipts will be required.
 - B. If a request is for noncontiguous tracts of land or requires two separate actions, it will require two separate applications and fees. In addition, if a tract of land requested to be rezoned is contiguous, but the request is for two or more different classifications of zoning, separate applications and fees will be due for each type of zoning requested.
 - C. A notice of public hearing stating the date, time, and location of the public meeting to be held. The public hearing notice will be sent to all property owners within 200' of the proposed site and to the local newspaper for advertisement at least ten (10) days prior the public hearing. The agenda will be posted 72 hours in advance.
 - D. The City staff will visit the site to study adjacent land uses, and traffic characteristics to determine a recommendation for the Planning and Zoning Commission. Locations maps will be provided to the Board.
 - E. The applicant should attend the public hearing to answer any questions the Planning and Zoning Commission might have. The applicant can bring any documentation that may support his or her request and may speak during the public hearing portion of the meeting. The Chairman will declare the public hearing closed once everyone has spoken and action will be taken on the item.
 - F. If the Planning and Zoning Commission passes a rezoning request, it will go on for two readings at the next City Commission meeting. The first reading is generally three weeks after approval by the Planning and Zoning Commission, and if the item is approved on the first reading, the second reading will be the next regular City Commission meeting. The entire process takes approximately 8 - 10 weeks from time of submittal to complete.
 - G. If the Planning and Zoning Commission denies a rezoning request, the decision may be appealed following procedures referenced in Section 3.05 of this ordinance.
- (Ordinance 2573 adopted 5/19/20)