City of Laredo

REGULAR MEETING AGENDA

A-2025-R-09

Monday, June 2, 2025
5:30 PM

City Council Chambers

City Council

Recognition and Communication
5:00 P.M.

The Mayor will be presenting the following:

1. The City of Laredo Mayor, Dr. Victor D. Trevino, and the Council recognize the Heat Volleyball Academy 11-U Red Team, which has earned a spot to compete in the 2025 USA National Tournament in Kansas City, Missouri. This is a historic achievement, as the 11-U Heat Red team is the only team from Laredo in their age group to reach this prestigious national level. They will proudly represent the City of Laredo at the USA Volleyball National Championship! Best of luck!
2. City of Laredo Mayor and City Council recognize Miss Laredo Teen USA – Niali Mahtani for placing in the Top 5 at the 2025 Miss Texas Teen USA 2025 pageant.
3. The City of Laredo Mayor and City Council recognize Miss Laredo USA 2025 – Megan Jackson for placing in the Top 15 at the 2025 Miss Texas USA pageant.

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City of Laredo
Regular City Council Meeting
A-2025-R-09
COUNCIL CHAMBERS
1110 HOUSTON STREET
LAREDO, TEXAS 78040
Monday, June 2, 2025
5:30 P.M.

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. MOMENT OF SILENCE

IV. ROLL CALL

V. MINUTES

Approval of Minutes of:

May 19, 2025

CITIZEN COMMENTS

Citizens can participate through in-person comments. Citizens wishing to provide in-person comments are required to fill out a witness card and submit it to the City Secretary no later than 5:45 p.m. and identify themselves at the microphone. Comments are limited to three (3) minutes per speaker. Speakers may not pass their minutes to any other speaker. All comments should be relevant to City business and delivered in a professional manner. No derogatory remarks will be permitted.

VI. COMMUNICATIONS

1. Invitation from the Gateway City Pride Association to upcoming Pride Month events in June- a collaboration with local organizations and businesses in celebrating diversity and inclusivity. **25-1043**

2. Presentation by Mayor Dr. Victor Trevino, providing general comments on city matters, upcoming initiatives, and other relevant updates for the Council and the public. **25-1050**

VII. PUBLIC HEARING & INTRODUCTORY ORDINANCE

1. Providing community residents an opportunity to comment on the 2025-2029 Five Year Consolidated Plan, and its 2025-2026 One Year Action Plan which identifies the projects proposed to be funded by the U.S. Department of Housing and Urban Development (HUD). The City anticipates receiving $2,859,543.00 in the 51st Action Year Community Development Block Grant (CDBG) funds, $946,902.88 through the HOME Investment Partnership Program (HOME), and $266,495.00 through the Emergency Solutions Grant (ESG). An additional $80,000.00 is anticipated to be received in Housing Rehabilitation Revolving Loan Funds, and $125,000.00 in HOME program income. The follow projects are proposed: **25-668**

51st AY Community Development Block Grant

1) Community Development Administration
$571,908.00
2) Housing Rehabilitation Administration
$387,635.00
3) Housing Rehabilitation Loan Program
$800,000.00
4) Homeless Services- Bethany House Expansion Project
$400,000.00
5) Section 108 Loan Repayment
$400,000.00
6) Rental Rehabilitation Program
$300,000.00

TOTAL:

$2,859,543.00

Revolving Loan

7) Housing Rehabilitation Revolving Loan Administration
$10,000.00
8) Housing Rehabilitation Revolving Loan Program
$70,000.00

TOTAL:

$80,000.00

HOME Investment Partnership Grant

9) HOME Program Administration
$94,500.00
10) Down Payment Assistance Program
$180,000.00
11) Tenant-Based Rental Assistance (PI&EN)
$365,000.00
12) Community Housing Development Organization (CHDO)
$150,000.00
13) Homeowner Reconstruction Program
$132,402.88
14) HOME Affordable Rental Housing Program
$150,000.00

TOTAL:

$1,071,902.88

Emergency Solutions Grant
15) ESG Program Administration
$20,000.00
16) Emergency Shelter-Shelter Operations
$85,000.00
17) Emergency Shelter- Essential Services
$30,000.00
18) Street Outreach
$35,000.00
19) Rapid Re-Housing
$40,045.00
20) Homelessness Prevention
$50,000.00
21) Homeless Management Information System (HMIS)
$6,450.00

TOTAL:

$266,495.00

2. Amending Chapter 18, Article V, of the City of Laredo Code of Ordinances to change the title of Article V to “Certificate of Occupancy,” to establish policies and procedures for the issuance, maintenance, and historical record keeping of certificates of occupancy within the City of Laredo; and establish a framework for addressing missing certificates of occupancy for long-standing business and properties to ensure regulatory compliance and public safety while minimizing undue burdens on property owners; and adding Section 18-27 entitled “Record Keeping and Reinstatement Process;” providing that the ordinance shall be cumulative, providing for severability clause, and providing for publication and effective date. **25-851**

3. Public hearing and Introductory Ordinance accepting and amending the FY 2024-2025 9-1-1 regional administration budget by appropriating additional revenues and expenditures provided by the Commission on State Emergency Communications in the amount of $430,000.00 to fund the NG911 Program for the South Texas Region, including Jim Hogg, Starr, Webb, and Zapata counties, to make a total on the biennium of $7,625,515.00 for the period beginning September 1, 2023 through August 31, 2025. **25-892**

4. Public Hearing and Introductory Ordinance authorizing the City Manager to grant a non-exclusive franchise to Dumpster Rescue LLC to use the present and future streets, avenues, alleys, roads, highways, sideways, easements and other public rights-of-way of the City of Laredo, Texas for purpose of constructing, maintaining and operating a commercial container refuse gathering and disposing service, setting forth terms and conditions to govern the franchise; Providing a severability clause, a savings clause and an effective date. Franchise fees will be deposited into the General Fund. **25-900**

5. An Ordinance of the City Council of the City of Laredo, Texas, authorizing the City Manager to amend the City of Laredo FY2025 Capital Grant Fund to appropriate revenues and expenses in the amount of $1,368,770.00 for the Texas Department of Transportation TASA (Transportation Alternative Set Aside) grant for City improvements to and construction of sidewalks, curb and gutter, cross-surface materials, pavement markings, lighting, landscaping and select utility relocation along Salinas Avenue between Iturbide Street and Water Street. The local match will be funded by the Tax Increment Reinvestment Zone #1 (TIRZ No 1). Grant will be allocated in the Capital Grant Fund. Providing that this ordinance shall be cumulative; providing a severability clause; providing for publication; and declaring an effective date. **25-926**

(Recess)
(Press Availability)

VIII. INTRODUCTORY ORDINANCES

6. Authorizing the City Manager to grant a License, as attached hereto, by and between The City of Laredo, Texas, herein designated as “Licensor” and AT&T Corp., a New York Corporation, hereinafter designated as “Licensee,” dated July 31, 2025, for the use of one innerduct in the Juarez Lincoln Bridge and 555.5 linear feet of right-of-way. **25-901**
1. Term of the License Extension shall be for five years commencing on August 1, 2025 and terminating on July 31, 2030.
2. Annual duct fee shall be $40,912.50 and will increase by five percent every year the License is in place. In addition to the duct

fee, Licensee shall pay an $14.42 linear foot right-of-way fee, and will increase by five percent every year.

7. Authorizing the City Manager to execute a Second Amendment to Lease Agreement ("Lease") by and between the City of Laredo, a municipal corporation ("Landlord"), and T-Mobile West LLC, a Delaware limited liability company ("Tenant"), as successor in interest to Cook Inlet/Voicestream PCS, LLC., ("T-Mobile"), dated May 1, 2000 and attached hereto; to extend the term of the lease one additional five year term commencing May 3, 2025; with an additional three, five year terms. Rent shall increase from $28,197.00 to $35,000.00 per year with a four percent escalation; all other terms and conditions remain in full force and effect. **25-903**

8. An Introductory Ordinance amending Ordinance 2024-0-196 to recognize continuous service for former United Water employees in accordance with the Texas Municipal Retirement System (TMRS) Bridge In Service Agreement; To re-open the Voluntary Retiree Incentive Program (VRIP) for 30 days for these employees; To extend the VRIP benefit to those who retired during the original VRIP window; And providing for an effective date. **25-1059**

IX. FINAL READING OF ORDINANCES

9. Amending the Fiscal Year 2025 Hotel/Motel Fund by drawing down from fund balance and appropriating $60,000.00 to the Laredo Center for the Arts under the Third-Party Funding Contract. **2025-O-99**

10. An Ordinance authorizing the City Manager to amend the budget and appropriate $11,750.00 to the FY24-25 Laredo International Airport Budget for funding the FY2024 Operations Stonegarden Grant (OPSG). Funds are being awarded by the Office of the Governor's Homeland Security Grants Division (HSGD). This funding will be used for overtime and fringe benefit expenses used for Stonegarden Operations by Airport Law Enforcement. No local match is required. **2025-O-96**

11. An Ordinance of the City of Laredo, Texas, amending the City of Laredo's FY 2025 annual budget by appropriating revenues and expenses in the amount of $663,743.00 in the Waterworks System Fund 2019 Water Revenue Bond. The interest earnings being appropriated are to pay for expenses for projects. **2025-O-92**

12. An Ordinance of the City of Laredo, Texas, amending chapter 19, article VIII, section 19-364, of the code of ordinances by adding subsection (30), restricted parking areas to include no parking, standing, and stopping, anytime and tow away zone, temporary loading/unloading, and no overnight parking between 10 p.m. And 6 a.m. On both the north and south side of 12000 block of Riverbank Drive between IH-69W frontage road and FM 1472 **2025-O-95**

13. Concerning a voluntary annexation application by Jose Luis Saldana, on behalf of Mines Property, LLC, altering and extending the boundary limits of the City of Laredo, annexing additional territory of 6.00 acres, more or less, located northeast of FM 1472 and Pinto Valle Drive, and north of Lampazos Loop. Providing for the effective date of the ordinance, authorizing the City Manager to execute a contract adopting a service plan for the annexed territory, and establishing the initial zoning of M-1 (Light Manufacturing District). **2025-O-97**

The Planning and Zoning Commission recommended approval of the annexation and initial zoning.

Staff supports the application and initial zoning.

AN-001-2025
District VII - Cm. Vanessa Perez

14. An Ordinance of the City of Laredo, Texas amending the Zoning Ordinance (Map) of the City of Laredo by rezoning Lots 8 and 10, Block 347, Eastern Division, located at 2802 Springfield Avenue, from B-1 (Limited Business District) to R-3 (Mixed Residential District) **2025-O-98**

ZC-032-2025
District IV

15. An Ordinance of the City of Laredo, Texas, authorizing the City Manager to amend the City of Laredo FY2025 Police General Fund budget by increasing revenues and expenditures in the amount of $35,105.00 for additional funding provided by the Texas Comptroller of Public Accounts, Law Enforcement Officer Standards and Education (LEOSE) Fund for the continued education of law enforcement personnel. **2025-O-100**

16. An Ordinance of the City of Laredo, Texas, amending the Zoning Ordinance (Map) of the City of Laredo by authorizing the issuance of a conditional use permit for a hospital on Lot 1, Block 3, Clear Choice 2: Alexander Bartlett Commercial, Phase 15, and Lot 2, Block 3, Clear Choice: Alexander Bartlett Commercial, Phase 15, located at 7101 and 7105 North Bartlett Avenue. **2025-O-101**

ZC-033-2025
District V

17. An Ordinance of the City of Laredo, Texas, amending the Zoning Ordinance (Map) of the City of Laredo by rezoning approximately 3.05 acre tract of land, as further described by metes and bounds in attached Exhibit A, located south of FM 1472 and east Iron Mine **2025-O-102**

Road, from AG (Agricultural District) to M-1 (Light Manufacturing District).

ZC-034-2025
District VII

18. An Ordinance of the City of Laredo, Texas, amending Ordinance No. 2018-O-069 Chapter 31 (Utilities), Article III (Water) Section 31-115 to introduce detailed definitions, hazard classifications (e.g., health vs. non-health hazards), test and maintenance report submission fees, and technical requirements for backflow prevention assemblies. This ordinance also sets requirements for testing frequency by certified professionals, digital reporting, and specific rules for fire systems, mobile units, and irrigation-aligning with current Texas Commission on Environmental Quality (TCEQ) and University of Southern California (USC) standards. **2025-O-103**

X. CONSENT AGENDA

All of the following items may be acted upon by one motion. No separate discussion or action on any of the items is necessary unless desired by a Council Member.

AIRPORT: GILBERTO SANCHEZ, DIRECTOR

19. Consideration to renew contract FY24-031 with ADS Comunicación, San Nicolas de la Garza, NL Mexico, in an annual amount of $85,000.00 for a total contract amount of $255,000.00. This contract provides statewide, national, and international communication and marketing services for the Laredo International Airport. The term of this contract shall be for a period of one year beginning as of the date of its execution and is contingent upon the availability of appropriated funds. This contract may be renewed two additional, one-year extension periods upon mutual agreement of both Parties. This is the first extension. Funding is available in the Laredo International Airport Operations Fund. **25-938**

ECONOMIC DEVELOPMENT: MIRIAM CASTILLO, DIRECTOR

20. A Resolution of the City Council of the City of Laredo, Texas approving a Chapter 380 Agreement between the City of Laredo and Killam Development Ltd., pursuant to an economic development incentive under Chapter 380 of the Texas Local Government Code, and any other matters incident thereto; to promote economic development and stimulate business and downtown revitalization; establishing performance requirements; and authorizing the City Manager to execute said agreement on behalf of the City; providing for severability; providing for an effective date; and providing for publication. The 10 year agreement obligates the Company to invest an aggregate estimated amount of $40,720,000.00 towards acquisition, **2025-R-149**

revitalization, construction and completion of the project.

ENGINEERING: RAMON E. CHAVEZ P.E., CITY ENGINEER

21. Consideration to award a construction contract to the lowest, responsible, responsive bidder Quantum Construction LLC, Laredo, Texas, in the amount not to exceed $445,745.05 for the FY25-ENG-08 City of Laredo Health Department Site Accessibility Upgrades Project for the total base bid including alternates 1 and 2. Construction contract time is 130 working days. Funding is available in the 2017 Certificate of Obligation Issue Fund, 2017 and 2023 Certificate of Obligation Issue Funds- Mayor's Priority Funds, and Public Health Fund- EMS Waiver Funds. **25-556**

1. Quantum Construction, Laredo, Texas
   Total Base Bid: $344,650.62 + Alternates $101,094.43 = $445,745.05
2. ALC Construction Co. Inc., Laredo, Texas
   Total Base Bid: $438,613.00 + Alternates $147,448.00 = $586,061.00

Refer to attached letter of recommendation from Slay Architecture, Laredo, Texas.

22. Consideration for approval of Eastern Chacon Creek Interceptor & Drainage Improvements as complete, including all warranty certificates, release of retainage, and final payment in the amount of $219,830.48 to Azar Services, LLC, and approval of change order no. 5 for an amount of $64,602.46. The final construction contract amount is $4,194,227.65 and final contract time is 912 working days. Funding is available in the Environmental Services Fund and Sewer System Funds. **25-906**

FINANCE: FRANCISCO J. MATA, DIRECTOR

23. Consideration to renew award supply contract FY23-043 for the purchase of general office supplies for all City of Laredo departments to the following vendors: **25-919**

1. Executive Office Supply, Laredo, Texas
2. Patria Office Supply, Laredo, Texas

It is the intent of the City to secure a contract for general office supplies based on the lowest responsible responsive bidders for general office supplies. Contracts will be awarded to both vendors. Approximately $600,000.00 is spent on office supplies on an annual basis. The term of this contract was for a period of two years beginning as of the date of its execution. The contract may be extended for one additional two year periods each upon mutual

agreement of the parties. This is the last extension period. All items will be purchased on an as needed basis and funding will be secured from the user departmental budgets.

FIRE: GUILLERMO HEARD, FIRE CHIEF

24. Consideration to ratify the approval of an emergency purchase order with Siddons-Martin Emergency Group, LLC., San Antonio, TX, in the amount of $82,005.85 to purchase critical equipment that will directly enhance our specialized rescue teams stationed at Stations 2 and 8 and support the new addition of the Station One Extrication Team, which is set to be operational by 2025. We are utilizing the Buyboard Cooperative Contract #746-24. Funding is available in the Special Fire Grants Fund. **25-920**

FLEET MANAGEMENT: RONALD MILLER, DIRECTOR

25. Consideration to renew annual service contract FY24-067 for Outside Tire Repair Services with the following vendors: **25-913**

1). Section I: Outside tire repairs for mid-size vehicles:

a). Toro Automotive, Laredo, Texas in an amount up to $100,000.00; and

b). Border Tire, Laredo, Texas in an amount up to $70,000.00.

2). Section II: Outside tire repairs for heavy-duty trucks:

a). Toro Automotive, Laredo, Texas in an amount up to $70,000.00; and

b). Southern Tire Mart, Laredo, Texas in an amount up to $60,000.00.

3). Section III: Outside tire repairs for industrial sized trucks:

a). Southern Tire Mart, Laredo, Texas in an amount up to $90,000.00; and

b). T&W Tire LLC., Laredo, Texas in an amount up to $45,000.00.

All outside tire repair services will be secured on an as needed basis. The term of this contract shall be for a period of one year beginning as of the date of its execution and is contingent upon the availability of appropriated funds. There was no price increase during the last extension period. This contract can be renewed two additional one-year extension periods upon mutual agreement of

the parties. Funding is available in the Fleet Management Fund.

PUBLIC HEALTH: DR. RICHARD A. CHAMBERLAIN, DIRECTOR

26. A Resolution of the City Council of the City of Laredo, Texas, authorizing the City Manager to submit an application to the Cancer Prevention & Research Institute of Texas (CPRIT) for the Primary Prevention of Cancer Grant, in the total amount of up to $1,000,000.00 with no match for the City of Laredo Public Health Department for the term period from December 1, 2025 through November 30, 2028; and further authorizing the City Manager to execute all documents resulting from the award of this grant. Any funding as a result of this application will be appropriated in the Laredo Public Health Department Fund - Primary Prevention of Cancer Grant. **2025-R-147**

27. Consideration to authorize the City Manager to purchase Environment Health Solutions Software, from Citizenserve located at 1101 E Warner Rd. Suite 160 Tempe, Arizona 85284 for the City of Laredo Public Health Department - Environmental Division for a four-year term. Total annual costs for Year one $124,000.00; Year two $45,000.00; Year three $45,000.00; Year four $45,000.00; for a total amount not to exceed $259,000.00. Funding is available in the Public Health Department Fund. **25-942**

28. Consideration to authorize the City Manager to purchase an XR Fusion 400S SRS Pocket System (x-ray machine), from Brown's Medical Imaging located at 14315 "C" Circle Omaha, NE 68144 for the City of Laredo Public Health Department Tuberculosis Prevention Program in the total amount not to exceed $68,150.00. Vendor is a sole source manufacturer. Funding is available in the Public Health Department Fund. **25-943**

HUMAN RESOURCES: LINDA TENIENTE, DIRECTOR

29. Discussion with possible action to approve the proposed changes to the medical insurance rates for the City of Laredo Health and Benefits Plan for all employees, retirees and dependents. Funding will be available in the Health and Benefits fund. **25-1048**

INFORMATION SERVICES & TELECOMMUNICATION: JOE C. RIVERA, DIRECTOR

30. Consideration to approve the purchase of IT communication circuit and equipment to provide basic technology services at the Buena Vista Sports Complex for a total combined cost of $274,232.23. The IST department will integrate all the systems with eight vendors using various governmental discount programs. Funding is available in the Buena Vista Sports Complex project **25-1039**

PARKS & RECREATION: JUAN J. GOMEZ, JR., DIRECTOR

31. Authorizing the City Manager to execute a contract with Hurricane Fence Company, Harlingen, Texas for the purchase and installation of an ornamental and galvanized chain link fence for the Buena Vista Sports Complex located at 4709 Cuatro Vientos Road, Laredo, Texas 78046, perimeter in the amount of $566,547.00. This purchase is utilizing the Buy Board Cooperative Purchasing Program No. 757-24. Funding is available through the Sports Venue Tax Fund. **25-1008**

POLICE: MIGUEL RODRIGUEZ, CHIEF OF POLICE

32. A Resolution of the City Council of the City of Laredo, Texas authorizing the City Manager to ratify the acceptance of a grant in the amount of $29,999.96 from the Texas Department of Transportation for the enforcement of Vehicle Occupant Protection during the "Click It or Ticket" (CIOT) Campaign. The grant period for FY2025 CIOT will begin May 16, 2025 through June 04, 2025. This grant funding is to pay overtime salaries for officers to conduct intense occupant protection enforcement in order to increase occupant restraint use in all passenger vehicles and trucks. The city will be responsible for a required match of $9,299.95, from General Fund, for a project total of $39,299.95. Funding is available in the Special Police Fund. **2025-R-148**

TAX: DORA MALDONADO, TAX ASSESSOR COLLECTOR

33. Consideration to approve an amendment to the contract of the delinquent tax attorney, Flores, Flores, & Canales, PLLC, by removing Section X, which requires the delinquent tax attorney to mail a 30 day notice (15 day notice for personal property) prior to filing a lawsuit, and the Attorney requests to relinquish this notice and file lawsuits as soon as delinquent accounts are turned over for collection in an effort to generate more revenue for the City. There is no financial impact at this time. **25-945**

UTILITIES: ELIUD DE LOS SANTOS, INTERIM DIRECTOR

34. Authorizing the City Manager to purchase one 250 Horsepower (HP) KSB submersible pump from Pump Solutions, Inc. (PSI) of New Caney, Texas, in the amount of $128,702.00 utilizing the Inter-local Purchasing System (TIPS) Account ID #8755, Contract #23010401. Funding is available in the Sewer System Fund - 2015B Sewer Revenue Bond. **25-458**

35. Authorizing City Manager to approve amendment No.1 to the Professional Engineering Services contract with Ardurra Group, Inc., Laredo, Texas. in the amount of $19,940.00 for the Tx-DOT IH 35 Utility Relocation. The total contract amount with amendment No.1 is $61,820.00. Funding is available in the Sewer System **25-918**

Fund- 2017 Sewer Revenue Bond

END OF CONSENT AGENDA

XI. STAFF REPORTS

36. Introduction of the Public Art Program Manager, Vanessa Filazzola. Followed by a review of key points from the Laredo Art Master Plan (LAMP) and an overview of the Standard Operating Procedures for proposing public art projects. Provide an update on current projects, including one that requires specific committee representation from each district through the Fine Arts and Culture Committee. A summary of funding sources from Certificates of Obligation since the adoption of Ordinance 2019-O-177. The item will conclude with information on upcoming public art initiatives for the City of Laredo that align with the LAMP. **25-793**

XII. EXECUTIVE SESSION

The Council reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any posted agenda item when authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices), and/or 551.087 (Economic Development). Following closed session, the open meeting will reconvene at which time action, if any, may be taken.

37. Request for Executive Session pursuant to §551.072 of the Texas Government Code, concerning a tract of land owned by the City of Laredo, located in Starr County, and interest from the federal government to acquire said land, and any other matter incident thereto. **25-1006**

38. Request for Executive Session under Texas Government Code 551.074 (a)(1) related to possible action regarding the recent Charter amendment establishing a new full-time Municipal Judge position; consideration of letters of interest received from two applicants; and discussion on Council's preferred process for selection and appointment, including but not limited to interviews, direct appointment, or other methods; and any other matters incident thereto. **25-1037**

39. Discussion with possible action regarding possible land purchase near Divine Mercy Park, and any other matters incident thereto. **25-1051**

XIII. RECESS AS THE LAREDO CITY COUNCIL AND CONVENE AS THE LAREDO MASS TRANSIT BOARD

40. Authorizing the City Manager to waive bus fares for children between the ages of six to seventeen with a brand new initiative program to help families and children in Laredo stay connected and **2025-RT-27**

active during these summer months. Kids on the Go Summer Youth Transportation Program will be commencing on June 3, 2025 through August 31, 2025.

41. Authorizing the City Manager to Amend the executed lease agreement between the Laredo Transit Management, Inc., "El Metro" (Lessor) and Laredo Insurance Services, LLC (Lessee) for the lease of office space in the Transit Center Lobby, for a monthly sum of $2,000.00 for the first year, with a three percent increase on year two and three, for a term of one three year period with the option of two one year extensions. **2025-RT-25**

42. Consideration to purchase automobile parts, transit parts, and supplies for Laredo Transit Management, Inc., (LTMI) with contract Buyboard 715-23 cooperative contract vendor Rotex Truck Center of Texas, New Braunfels, Texas for a cumulative amount $45,000.00 and to allow future purchases for an additional amount not to exceed $190,000.00, for one (1) year which will expire on November 30, 2026. Funding is available in the El Metro Maintenance accounts. **2025-RT-26**

Vendor:

1. Rotex Truck Center, Inc. $190,000.00

XIV. ADJOURN AS THE LAREDO MASS TRANSIT BOARD AND RECONVENE AS THE LAREDO CITY COUNCIL

XV. GENERAL COUNCIL DISCUSSIONS AND PRESENTATIONS

Request by Mayor Dr. Victor D. Treviño

43. Discussion with possible action on future international bridge sites, and any matters related thereto. **25-C-92**

Sponsors: Mayor Pro Tempore Vanessa Perez

44. Discussion with possible action on creating a healthy neighborhoods challenge to encourage, focus, and promote physical activity and public health in our medically underserved community, and any matters related thereto. **25-C-93**

Request by Council Member Gilbert Gonzalez

45. Discussion with possible action to allocate funds for the renovation of the health and wellness center, located at the Laredo Police Department Headquarters, and any matters incident thereto. **25-C-86**

Sponsors: Cm. Ruben Gutierrez Jr. and Cm. Ricardo "Richie" Rangel Jr.

Request by Council Member Ricardo "Richie" Rangel, Jr.

46. Recognizing the John B. Alexander High School Baseball Team for winning Outright District Champs, Bi-District Champs, Area Champs and Regional Semi-Finalists on their 2025 Season. **25-C-87**

Sponsors: Cm. Ruben Gutierrez Jr.

47. Recognizing Andrew De Leon, John B. Alexander High School Senior Varsity Baseball Player for obtaining 2022 Newcomer of the Year, District Champion, 2023 District MVP, 1st Team All-State (1st Base) 2024 Pitcher of the Year, District Champion, 2025 District 30-6A MVP, Selected to the Texas High School Baseball Coaches Association 6A-5A South All Star Team. **25-C-88**

Sponsors: Cm. Ruben Gutierrez Jr.

Request by Council Member Dr. David Tyler King

48. Discussion with possible action regarding a follow up on a new City ordinance to strengthen the City's position as it relates to regulating fiber contractors and subcontractors in holding them accountable for damages to private property during fiber installation, up to the maximum allowable manner allowed by State law, and any other matters incident thereto. **25-C-90**

Sponsors: Cm. Ruben Gutierrez Jr.

Request by Mayor Pro Tempore Vanessa J. Perez

49. Discussion with possible action to develop an improved method for handling "turn-arounds" from insufficient fees at WTB, with an update on the directive requiring 100% of accounts have a backup credit card on file, eliminating turn arounds, and any other matters incident thereto. **25-C-89**

Sponsors: Mayor Dr. Victor D. Trevino, Cm. Ricardo "Richie" Rangel Jr. and Cm. Ruben Gutierrez Jr.

50. Discussion with possible action on pending staff recommendations to Ordinance 2021-O-122 from the May 15, 2023 agenda item regarding paved parking ordinances, enforcement efforts for industrial and commercial vehicles parking on dirt lots, and any other matters incident thereto. **25-C-95**

51. Discussion with possible action regarding the policy/process of awarding contracts and/or entering into partnerships, agreements, relationships, engagements, etc. with entities, and any other matters incident thereto. **25-C-96**

XVI. ADJOURN

This notice was posted at the Municipal Government Offices, 1110 Houston Street, Laredo, Texas, at a place convenient and readily accessible to the public at all times. Said notice was posted on Friday, May 30, 2025 by 1:00 p.m.

City of Laredo

City Council

Meeting Date: 6/2/2025 **Communications 1.**

City of Laredo

City Council

Meeting Date: 6/2/2025 **Communications 2.**

City of Laredo

City Council

Meeting Date: 6/2/2025 **Public Hearing & Introductory Ordinance 1.**

SUBJECT
Providing community residents an opportunity to comment on the 2025-2029 Five Year Consolidated Plan, and its 2025-2026 One Year Action Plan which identifies the projects proposed to be funded by the U.S. Department of Housing and Urban Development (HUD). The City anticipates receiving $2,859,543.00 in the 51st Action Year Community Development Block Grant (CDBG) funds, $946,902.88 through the HOME Investment Partnership Program (HOME), and $266,495.00 through the Emergency Solutions Grant (ESG). An additional $80,000.00 is anticipated to be received in Housing Rehabilitation Revolving Loan Funds, and $125,000.00 in HOME program income. The follow projects are proposed:

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5) Section 108 Loan Repayment	$400,000.00
6) Rental Rehabilitation Program	$300,000.00
TOTAL:	$2,859,543.00

Revolving Loan

7) Housing Rehabilitation Revolving Loan Administration	$10,000.00
8) Housing Rehabilitation Revolving Loan Program	$70,000.00
TOTAL:	$80,000.00

HOME Investment Partnership Grant

9) HOME Program Administration	$94,500.00
10) Down Payment Assistance Program	$180,000.00
11) Tenant-Based Rental Assistance (PI&EN)	$365,000.00
12) Community Housing Development Organization (CHDO)	$150,000.00
13) Homeowner Reconstruction Program	$132,402.88
14) HOME Affordable Rental Housing Program	$150,000.00
TOTAL:	$1,071,902.88

Emergency Solutions Grant

15) ESG Program Administration	$20,000.00
16) Emergency Shelter-Shelter Operations	$85,000.00

17) Emergency Shelter- Essential Services	$30,000.00
18) Street Outreach	$35,000.00
19) Rapid Re-Housing	$40,045.00
20) Homelessness Prevention	$50,000.00
21) Homeless Management Information System (HMIS)	$6,450.00
TOTAL:	$266,495.00

VIVA LAREDO PLAN ALIGNMENT
Alignment Rating: Strong

Supporting goal(s)/policy(ies):

Goal 5.1 - Housing Access for All

- *"Ensure access to safe, affordable, and quality housing for all residents through targeted investment and support for housing programs."*
- Source: Viva Laredo Comprehensive Plan, p. 5.12.

Policy 5.1.3 - Affordable Housing Investment:

- *"Support the development and preservation of affordable housing through public and private investment, rehabilitation programs, and partnerships."*
- Source: Viva Laredo Comprehensive Plan, p. 5.14.

Policy 5.1.6 - Homeless Services Support:

- *"Develop and expand services to address homelessness, including shelter provision, transitional housing, and support services."*
- Source: Viva Laredo Comprehensive Plan, p. 5.15.

Goal 7.8 - Health and Housing Stability:

- *"Promote stable housing as a key determinant of health, reducing homelessness and ensuring adequate housing options for vulnerable populations."*
- Source: Viva Laredo Comprehensive Plan, p. 7.27.

Summary of alignment:
The proposed 2025-2029 Five-Year Consolidated Plan and the 2025-2026 One-Year Action Plan strongly align with the Viva Laredo Comprehensive Plan. These plans utilize federal funding, including the Community Development Block Grant (CDBG), HOME Investment Partnership Program (HOME), and Emergency Solutions Grant (ESG), to enhance affordable housing, homelessness prevention, and community development.

PREVIOUS COUNCIL ACTION

On February 18, 2025, public hearing was held at the City Council meeting to provide the community an opportunity to comment on their housing and community needs and the projects they wish to see funded. No comments were received.

BACKGROUND
The City of Laredo is recognized as an entitlement City by HUD and is eligible in the next fiscal year to receive 51st Action Year CDBG, HOME, and ESG program funds. The award of funds is contingent on the submission and approval of the Action Plan, which specifically details the activities/projects to be funded with HUD Program funds. The Consolidated Planning Process requires that citizens be provided an opportunity to comment on the proposed use for funds and that a public hearing be held to receive comments. As such, the citizen participation process included a series of public notices, a virtual meeting and public hearings. City staff also met at several publicized locations to collect surveys regarding the need for programs and services in the community prior to the preparation of the draft plan.

As a point of reference, CDBG funds are intended to assist in the development of viable urban communities, by providing decent housing, creating a suitable living environment and expanding economic opportunities, principally for persons of low and moderate income. All CDBG assisted activities must either benefit low and moderate-income persons, aid in the prevention or elimination of slums and blight; and/or address other community development needs that present a serious and immediate threat to the health or welfare of the community.

HOME funds are intended to expand the supply of affordable housing for very low income and low-income persons.

ESG funds are intended to provide shelter, supportive services and other assistance to homeless persons and persons on the verge of becoming homeless.

The plans are currently available for public review and comment for a period of 30 days beginning May 23rd and ending June 23rd, 2025. Copies of the draft Plans can be viewed in person at the offices of the City Secretary located in City Hall at 1110 Houston, 3rd Floor, and at the Laredo Public Library located at 1120 E. Calton Road during the hours of operation. A copy of the plans will also be available at the Department of Community Development located at 1301 Farragut, Transit Center, 3rd Floor, East Wing, Monday through Friday, 8:00 a.m. - 5:00 p.m. The plan can also be viewed in the Community Development Department website at: https://www.cityoflaredo.com/departments/community-development
Comments received will be incorporated into the final document, which will be presented for City Council approval on July 21, 2025.

COMMITTEE RECOMMENDATION
N/A

STAFF RECOMMENDATION
That interested persons be provided an opportunity to comment on the draft plans.

Fiscal Impact

Fiscal Year: 2025-2026
Budgeted Y/N?: Y
Source of Funds: CDBG
Account #: 211-9710
Change Order: Exceeds 25% Y/N: N

FINANCIAL IMPACT:
CDBG Funds: $2,859,543.00
Housing Rehabilitation Revolving Loan: $80,000.00

Fiscal Year: 2025-2026
Budgeted Y/N?: Y
Source of Funds: HOME
Account #: 217-6970
Change Order: Exceeds 25% Y/N: N

FINANCIAL IMPACT:
Home Investment Partnership Program: $946,902.88
HOME Program Income: $125,000.00

Fiscal Year: 2025-2026
Budgeted Y/N?: Y
Source of Funds: ESG
Account #: 219-9752
Change Order: Exceeds 25% Y/N: N

FINANCIAL IMPACT:
Emergency Solutions Grant (SEG): $266,495.00

CITY OF LAREDO

COMMUNITY DEVELOPMENT DEPARTMENT

DRAFT

2025-2029

CONSOLIDATED PLAN

2025-2026 ANNUAL ACTION PLAN

EQUAL HOUSING OPPORTUNITY

Table of Contents

Executive Summary 1
ES-05 Executive Summary - 24 CFR 91.200(c), 91.220(b) 1
The Process 6
PR-10 Consultation – 91.100, 91.110, 91.200(b), 91.300(b), 91.215(l) and 91.315(l) 6
PR-15 Citizen Participation – 91.105, 91.115, 91.200(c) and 91.300(c) 2
Needs Assessment 10
NA-05 Overview 10
NA-10 Housing Needs Assessment - 24 CFR 91.205 (a,b,c) 11
NA-15 Disproportionately Greater Need: Housing Problems – 91.205 (b)(2) 20
NA-20 Disproportionately Greater Need: Severe Housing Problems – 91.205 (b)(2) 23
NA-25 Disproportionately Greater Need: Housing Cost Burdens – 91.205 (b)(2) 26
NA-30 Disproportionately Greater Need: Discussion – 91.205(b)(2) 27
NA-35 Public Housing – 91.205(b) 28
NA-40 Homeless Needs Assessment – 91.205(c) 32
NA-45 Non-Homeless Special Needs Assessment - 91.205 (b,d) 35
NA-50 Non-Housing Community Development Needs – 91.215 (f) 39
Housing Market Analysis 42
MA-05 Overview 42
MA-10 Number of Housing Units – 91.210(a)&(b)(2) 43
MA-15 Housing Market Analysis: Cost of Housing - 91.210(a) 46
MA-20 Housing Market Analysis: Condition of Housing – 91.210(a) 51
MA-25 Public and Assisted Housing – 91.210(b) 54
MA-30 Homeless Facilities and Services – 91.210(c) 58
MA-35 Special Needs Facilities and Services – 91.210(d) 61
MA-40 Barriers to Affordable Housing – 91.210(e) 63
MA-45 Non-Housing Community Development Assets – 91.215 (f) 66
MA-50 Needs and Market Analysis Discussion 73
MA-60 Broadband Needs of Housing occupied by Low- and Moderate-Income Households - 91.210(a)(4), 91.310(a)(2) 79
MA-65 Hazard Mitigation - 91.210(a)(5), 91.310(a)(3) 80
Strategic Plan 81
SP-05 Overview 81
SP-10 Geographic Priorities – 91.215 (a)(1) 84
SP-25 Priority Needs - 91.215(a)(2) 85
SP-30 Influence of Market Conditions – 91.215 (b) 89
SP-35 Anticipated Resources - 91.215(a)(4), 91.220(c)(1,2) 90
SP-40 Institutional Delivery Structure – 91.215(k) 92
SP-45 Goals Summary – 91.215(a)(4) 96
SP-50 Public Housing Accessibility and Involvement – 91.215(c) 100
SP-55 Barriers to affordable housing – 91.215(h) 101
SP-60 Homelessness Strategy – 91.215(d) 106
SP-65 Lead based paint Hazards – 91.215(i) 108
SP-70 Anti-Poverty Strategy – 91.215(j) 110
SP-80 Monitoring – 91.230 112
Appendices 113
Appendix A – Public Input 113

Executive Summary

ES-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

Introduction

In 1994, the U.S. Department of Housing and Urban Development (HUD) issued new rules consolidating the planning, application, reporting and citizen participation processes to the Community Development Block Grants (CDBG), Emergency Solutions Grant (ESG), and HOME Investment Partnership (HOME). The new single-planning process was intended to more comprehensively fulfill three basic goals: to provide decent housing, to provide a suitable living environment and to expand economic opportunities. It was termed the Consolidated Plan for Housing and Community Development.

According to HUD, the Consolidated Plan is designed to be a collaborative process whereby a community establishes a unified vision for housing and community development actions. It offers entitlement communities the opportunity to shape these housing and community development programs into effective, coordinated neighborhood and community development strategies. It also allows for strategic planning and citizen participation to occur in a comprehensive context, thereby reducing duplication of effort.

As the lead agency for the Consolidated Plan, the City of Laredo hereby follows HUD's guidelines for citizen and community involvement. Furthermore, it is responsible for overseeing citizen participation requirements that accompany the Consolidated Plan.

The City of Laredo has prepared this Consolidated Plan to meet the guidelines set forth by HUD and is broken into five sections: The Process, Needs Assessment, Market Analysis, Strategic Plan, and Annual Action Plan.

Summary of the objectives and outcomes identified in the Plan Needs Assessment Overview

The goals of the CDBG and HOME programs are to provide decent housing, a suitable living environment for the city's low- and moderate-income residents, and economic opportunities for low-moderate-income residents. The City strives to accomplish these goals by maximizing and effectively utilizing all available funding resources to conduct housing and community development activities. These goals are further explained as follows:

- Providing decent housing means helping homeless persons obtain appropriate housing and assisting those at risk of homelessness; preserving the affordable housing stock; increasing availability of permanent housing that is affordable to low- and moderate-income persons without discrimination; and increasing the supply of supportive housing.

- Providing a suitable living environment entail improving the safety and livability of neighborhoods; increasing access to quality facilities and services; and reducing the isolation of income groups within an area through integration of low-income housing opportunities.

- Expanding economic opportunities involves creating jobs that are accessible to low- and moderate-income persons; making down payment and closing cost assistance available for low- and moderate-income persons; promoting long-term economic and social viability; and empowering low-income persons to achieve self-sufficiency.

Evaluation of past performance

Laredo's evaluation of its past performance has been completed in a thorough Consolidated Annual Performance and Evaluation Report (CAPER). These documents state the objectives and outcomes identified in each year's Annual Action Plan and include an evaluation of past performance through measurable goals and objectives compared to actual performance. These documents can be found on the City's website at:

https://www.cityoflaredo.com/departments/community-development

During the 2023 Program Year, Laredo accomplished the following (from the 2023 CAPER):

- REHABILITATION OF HOUSING: During the report year, Homeowner Housing Rehabilitation Program had 75 applications were processed, of which 18 qualified for assistance, 30 are in progress, and 27 failed to qualify due to exceeding income limits, not meeting owner/occupant requirement, failure to complete application, and/or no longer interested. The City is aware that the Housing Rehabilitation goal of 22 households was not met. This is due to applicants not being eligible for the program, 27 applications were denied. The City has been successful in implementing its programs currently in place and has taken steps to ensure all established goals are met.
- HOMEBUYER ASSISTANCE: Through the use of $44,999.00 of 2021 (PI), and 2022 (PI)HOME Program Income funds for the Down Payment Assistance program, the City assisted 2 homeowners. During the fiscal year, the City received (5) applications during the reporting period and currently has 2 under review, and 1 application were denied.
- RENTAL ASSISTANCE: Through the use of Tenant Based Rental Assistance, a total of 104 elderly individuals were assisted, exceeding the goal of 100 for the program year.
- HOMELESSNESS ASSISTANCE: Through the utilization of 2022 ESG program funds a total of 28 persons were served with homelessness prevention services.

Summary of citizen participation process and consultation process

A variety of public outreach and citizen participation was used to develop this Consolidated Plan. The 2025 Resident survey was used to help establish priorities for

Laredo by gathering feedback on the level of need for housing and community development categories. One public meeting was held prior to the release of the draft plan to garner feedback on preliminary findings. A set of two work groups were held to gather input from stakeholders. These topics included affordable housing and community needs. The Plan was released for public review and a public hearing will be held to offer residents and stakeholders the opportunity to comment on the plan.

Summary of public comments

Public Comments will be included in the appendix and will be summarized below.

Summary of comments or views not accepted and the reasons for not accepting them.

On the date of this draft, no public comments have been received that were not accepted.

Summary

The Needs Assessment and Market Analysis, guided by resident and public input gathered during the 2025 planning process, identified eight key priority needs for the City of Laredo:

- Housing Rehabilitation
- New Construction of Housing
- Homebuyer Assistance
- Rental Assistance
- Homeless Assistance
- Public Facilities
- Public Improvements
- Public Services

These priorities will be addressed through an integrated strategy supported by federal funding sources from the Community Development Block Grant (CDBG), the HOME Investment Partnerships Program (HOME), and the Emergency Solutions Grant (ESG). These programs allow the City to invest in affordable housing, increase access to critical services, reduce homelessness, and enhance infrastructure in low- and moderate-income neighborhoods.

Rehabilitation of Existing Housing

The HOME and CDBG programs will provide funding for housing rehabilitation. Through the HOME program, the City of Laredo will address the renovation of deteriorating owner-occupied homes and rental units to meet local housing code standards, improving safety, energy efficiency, and overall habitability. Similarly, the CDBG program will support the repair and upgrade of owner-occupied homes to ensure they are safe, energy-efficient, and code-compliant. These efforts will be essential in preserving affordable housing, preventing displacement, and improving living conditions for low-income households.

New Construction of Housing

The HOME program will fund the construction of new affordable housing. This will include both single-family and multifamily housing developments reserved for low-income families. These new housing units will contribute to neighborhood revitalization, meeting the growing demand for affordable housing and improving the overall housing landscape in Laredo.

Homebuyer Assistance

Through the HOME program, the City will offer down payment and closing cost assistance to first time, low-income homebuyers. This initiative will make homeownership more attainable for low-income families, promoting long-term housing stability, wealth-building and fostering community investment. In addition, the City will allocate a portion of HOME funds to support Community Housing Development Organizations (CHDOs) that play a key role in developing affordable homeownership opportunities. These funds will help build the capacity of CHDOs by supporting their staffing, training, technical assistance, and organizational development, enabling them to successfully produce and manage high-quality affordable housing for first-time homebuyers.

Rental Assistance

The City will utilize both HOME and ESG program resources to provide critical rental assistance for low-income and vulnerable residents. Through the HOME program, Tenant-Based Rental Assistance (TBRA) will offer rental subsidies to eligible elderly households, helping them afford decent, stable housing.

Additionally, under the ESG program, the City will implement Rapid Re-Housing and Homelessness Prevention strategies. Rapid Re-Housing will provide rental assistance and supportive services to help individuals and families quickly transition from homelessness into permanent housing. Homelessness Prevention will offer financial support and services to help at-risk households remain housed and avoid entering the shelter system. Together, these efforts will help reduce housing instability, prevent displacement, and support long-term housing success for Laredo residents.

Homeless Assistance

The ESG program will play a crucial role in preventing and addressing homelessness. It will include activities such as Homelessness Prevention, which will provide financial assistance to help at-risk individuals avoid eviction, and Rapid Re-Housing, which will offer rental assistance and services to quickly move individuals from homelessness to stable housing. The program will also fund Street Outreach, engaging unsheltered individuals and connecting them with services like healthcare and shelter, and support the operation of Emergency Shelters to provide safe, temporary housing.

Public Facilities

The City of Laredo will use **CDBG** funding to support the planning, construction, and improvement of public facilities in low- and moderate-income areas. These investments will focus on ensuring that public spaces are safe, accessible, and capable of supporting

the delivery of essential services. Enhancing public facilities will contribute to the overall quality of life, promote equitable access to resources, and strengthen the social and physical infrastructure of the community.

Public Improvements

The CDBG program will also fund Public Improvements, including infrastructure projects such as street repairs, sidewalk construction, drainage improvements, and utility upgrades. These improvements will enhance safety, mobility, and environmental conditions, particularly in underserved neighborhoods, contributing to both the local economy and overall community development.

Public Services

The City of Laredo will utilize CDBG funding to support a range of public services that benefit low- and moderate-income residents. These services will be designed to meet critical community needs, enhance individual and family well-being, and promote greater self-sufficiency. By expanding access to supportive programs, the City will help improve quality of life and foster more resilient, equitable communities.

Together, the HOME, ESG, and CDBG programs will form a comprehensive strategy to address Laredo's most pressing housing and community development needs. These efforts will focus on expanding and preserving affordable housing, preventing and reducing homelessness, strengthening infrastructure and public facilities, and improving access to essential services. By coordinating these initiatives, the City of Laredo will demonstrate its ongoing commitment to equity, opportunity, and the improvement of the quality of life for all residents, working toward the creation of stronger, safer, and more inclusive communities.

The Process

PR-10 Consultation – 91.100, 91.110, 91.200(b), 91.300(b), 91.215(l) and 91.315(l)

Introduction

The City of Laredo conducted significant consultation with the public, nonprofit leaders, elected officials, City staff, homeless service providers, and fair housing advocates in the preparation of this plan. The Community Development Department staff hosted two work groups meetings and a public hearing before the development of the plan and one public hearing to review the draft priorities. The public meetings and hearings are summarized in the Citizen Participation section of this plan.

The City of Laredo has made a collaborative effort to consult with public and private community partners in order to enhance coordination of services delivered by all. The City recognizes that these partnerships are important in providing effective services to those in need in our community.

For the creation of the 2025-2029 Consolidated Plan and the 2025-2026 Action Plan, the City also looked at the City's Comprehensive Plan

"Viva Laredo", which was adopted by City Council on September of 2017. This is the City's first strategic development plan since 1991 and was created with the input from thousands of Laredo residents. The city's comprehensive plan provides the basis for public policy in Laredo regarding community wide concerns such as housing, homelessness, mobility, community/economic development and quality of life. The Viva Laredo comprehensive plan establishes priorities for public-sector action while at the same time providing direction for complementary private-sector decisions.

During the public input process, the City promoted the survey in places where low to moderate income persons could be reached such as the Laredo Housing Authority, Bethany House (homeless shelter), City Hall, the Health Department of the City of Laredo as well as some non-profit organizations. These areas are also areas where CDBG funds are proposed to be used.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l)).

The overall success of the programs offered in the City of Laredo hinges on the efficiency or concerted efforts among service providers. The City connects individuals and families in crisis with local resources to improve outcomes of the families. The Community Development Department meets with various service providers throughout the program year to identify needs, set priorities, plan resources, and mobilize solutions to the city's most pressing needs.

In order to enhance coordination between public and private housing, health, and social service agencies, the City will continue to meet with agencies throughout the funding period. The City of Laredo will also make referrals and receive referrals from the various agencies. Additionally, the City will provide a copy of the Annual Plan (upon request) for participating entities. Lastly, if the City cannot provide funding for a particular agency, it will direct entities towards other sources of funds, when available.

These are some of the agencies the City could partner up with to administer programs related to the City's Annual Plan projects: Border Region MHMR Behavioral Center, Bethany House, Inc., Casa de Misericordia, Catholic Charities of the Diocese of Laredo, City of Laredo Health Department, Habitat for Humanity of Laredo, Inc., Laredo College, Laredo Housing Authority, MileOne, NeighborWorks-Laredo, Inc., LULAC Haven, Inc., Sacred Heart Childrens Home, Serving Children and Adults in Need, Inc., Villa San Luis Housing Projects, Texas A & M International University, The Salvation Army, Webb County Community Action Agency, Webb County Youth Village and Workforce Solutions for South Texas.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The City of Laredo is a member of the Texas Balance of State Continuum of Care (CoC) administered by the Texas Homeless Network. All ESG activities funded by the City of Laredo must address the needs identified in the Balance of State CoC and must pursue the Homeless Goal(s) and one or more of the priority objectives to address the needs of the homeless. In the sections detailed below, the City of Laredo describes how it consults with the Texas Balance of State Continuum of Care on (1) Determining how to allocate ESG funds for eligible activities; (2) Developing the performance standards for activities funded under ESG; and (3) Developing funding, policies, and procedures for the operation and administration of the Homeless Management Information System [HMIS].

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards and evaluate outcomes, and develop funding, policies and procedures for the administration of HMIS.

On May 22, 2025, the City of Laredo consulted with the Texas Homeless Network (THN), the Continuum of Care (CoC) Lead Agency for the Texas Balance of State Continuum of Care (TX BoS CoC) in an effort to address the needs of the homeless, and those on the verge of becoming homeless, within the City of Laredo. Comments from THN will be added to this section after comment period concludes. Also, a letter from THN will be made available as an attachment on Appendix I.

The City of Laredo has submitted annual CAPERs to report on the performance and accomplishments of the ESG subrecipients. Subrecipients use the Homeless Management Information System (HMIS) of the TX BoS CoC and the Osnium software to collect data, analyze it, and report it to the City. With the City's engaged network of local agencies, there is a growing effort to address the needs of homeless persons and those at risk of becoming homeless.

The City reviews the PIT Count and HIC data and uses it to assess the needs and identify gaps within the community in order to better service the homeless population. This information will continue to be used in planning efforts future planning for funding, housing, and services. The City, the CoC, and other local non-profit agencies that serve the homeless are working together to achieve the goal to provide the necessary services needed to help homeless individuals/families quickly regain stability in permanent housing after experiencing a housing crisis and/or homelessness. This goal is achieved by abiding by the Coordinated Entry process, which the City has worked closely with the CoC and other participating agencies.

Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdictions consultations with housing, social service agencies and other entities.

Table 1 – Agencies, groups, organizations who participated.

1	**Agency/Group/Organization**	Border Region MHMR Behavioral Center
	Agency/Group/Organization Type	Services - Housing Services-Persons with Disabilities Services-homeless Services-Health Other government - State
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homelessness Needs - Veterans
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency was consulted through email. Border Region Behavioral Health Center is funded by the Texas Health and Human Services Commission (HHSC) and has continued to be dedicated to providing comprehensive and compassionate recovery oriented services to individuals with behavioral health needs. BRBHC serves approximately 10,000 clients (adults and children) per year. Programs include: Intellectual Development Disabilities, Mental Health Services, Primary Health Care, Substance Abuse Services, Crisis Stabilization inpatient services, Care Coordination services, Crisis services, outreach services to individuals with behavioral health needs, individuals experiencing homelessness, adults, children, and adolescents who are residents of Webb, Starr, Jim Hogg, and Zapata Counties regardless of their ability to pay. Additional services include Veterans Services and Telemedicine. Border Region is now a Certified Community Behavioral Health Clinic (CCBHC) and were certified in December of 2021. The anticipated outcome of the consultation was the identification of the needs of the community and better coordination of the services offered to individuals through the Coordinated Entry process.
2	**Agency/Group/Organization**	Bethany House of Laredo
	Agency/Group/Organization Type	Services - Housing Services-Elderly Persons Services-homeless Services-Employment
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency was consulted through email. Bethany House provides services for shelter and temporary housing (Transitional) for individuals or families experiencing homelessness. During the course of these services, agency/staff provides intensive case management, referrals, job coaching, and housing intervention. Chronic homeless are provided with essential services in the area of agency referrals, clothing referrals, meal and shelter program, transportation, medical and mental health-substance abuse (co-occurring disorder) services as needed. In addition, our Outreach program targets the street homeless, and information is disseminated to engage them in services. The following are offered to homeless individuals, families and those at risk of becoming homeless: Food Pantry Program, Homebound Delivery Program, and another Emergency Assistance. Collaborative efforts are ongoing with community agencies to address homeless issues in our community by networking and generating Individual Action Plans for individuals and/or families that are experiencing homelessness or at risk of becoming homeless. Under Bethany House, direct assistance is offered through the Rapid Re-housing and Homelessness Prevention program to prevent individuals and families from becoming homeless. In addition, the agency participates in the local Laredo Homeless Coalition and networks with other agencies, city, state, and the federal government to provide updates on current programs and information regarding the issues of homelessness. THN provides a data system called HMIS which monitors ongoing homeless services within the State of Texas. It is a vital to measure client outcomes. Every year a Point in Time Count survey is conducted to account for data revolving around the issue of homelessness. Outreach projects are conducted/coordinated in areas where homeless individuals congregate. During this activity, intakes are completed, and much needed essential products are provided to our clients. Local agencies participate providing valuable information underlining the different factors that cause homelessness. Health clinics are coordinated, thus, providing vaccinations, intervention and prevention care among the medical, substance and mental factors. The construction of The Courtyard and Resource Center is expected to be completed by July 2025. Bethany House will continue to function as a clearing house for supportive services for single adult individuals experiencing homelessness or at risk of becoming homeless to help them regain physical, mental, and ultimately, housing stability. The Resource Center, Bethany House will now have enough office space for partner agencies to co-locate, streamlining the referral process to better engage clients in critical services as they transition out of homelessness into permanent housing. The Resource Center is located across the street from the existing Bethany House shelter and dining room where essential services will continue to be provided until the full completion of the expansion project, serving in the meantime as the main source of case referrals. Participating agencies will provide the specialized staffing and resources dedicated to offering mental health assessments and counseling; medical screenings; substance and alcohol abuse treatment and recovery; workforce training and placement; linkage to permanent housing, among others. Centralizing services in one convenient location will promote more

		efficient continuity of care by offering low-barrier access, targeted and individualized intervention, and timely and responsive service provision, all within a more coordinated and strategic response system to ultimately prevent and reduce homelessness within Laredo. The anticipated outcome of the consultation was to seek information regarding the various programs and services offered, the identification of the needs of the community and gaps, and better coordination of the services offered to the homeless population.
3	**Agency/Group/Organization**	Casa de Misericordia
	Agency/Group/Organization Type	Services-Victims of Domestic Violence
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency was consulted through email. Casa de Misericordia (Casa) provides shelter and support services to adults and children who are homeless due to domestic violence. Casas services includes twenty-four-hour full service emergency shelter and crisis hotline, information and referral, safety planning, advocacy and intervention services, support groups, counseling intervention services, case management, tutoring, educational arrangements, music classes, summer camps for children, educational, life skills classes, primary prevention services and community education. The anticipated outcome of the consultation was the identification of the needs of the community and better coordination of the services offered to the families in our community.
4	**Agency/Group/Organization**	Catholic Charities of the Diocese of Laredo
	Agency/Group/Organization Type	Services - Housing Services-Elderly Persons Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children Anti-poverty Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency was consulted through email. The programs and services provided by Catholic Charities Diocese of Laredo include: 1) Emergency Assistance, which helps individuals and families with utilities, rent, food, and case management. 2) Immigration Legal Services, which help families stay united and facilitate lawful employment for permanent legal residents or those seeking to become U.S. citizens. 3) Disaster or Humanitarian Relief assists families who have suffered a disaster and are seeking emergency shelter or are in desperate situations, such as fleeing their countries to request asylum. Other services include mission work, such as a coordinated medical mission that provides medical services to the indigent, and a home repair mission to assist low-income families with home improvement projects. Catholic Charities also offers the Volunteer Income Tax Assistance (VITA) program, a free tax preparation service for low-income individuals, as well as food drives for Thanksgiving and Christmas, along with toy drives and giveaways. The anticipated outcome of the consultation was the identification of the needs of the community and better coordination of the services offered to the families in our community.
5	**Agency/Group/Organization**	City of Laredo Health Department (CLHD)
	Agency/Group/Organization Type	Services-Persons with HIV/AIDS Other government - Local
	What section of the Plan was addressed by Consultation?	HOPWA Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted through email. Over the past three decades, the City of Laredo Public Health Department (CLPHD) has developed a comprehensive, one-stop-shop service model designed to address the diverse needs of people living with HIV (PLWH). This service model includes outreach and prevention, HIV testing and counseling, HIV early intervention services, STD screenings and treatment, case management, medical care, basic dental care, mental health services, transportation assistance, housing assistance (through the HOPWA program), diagnostic services, and pharmaceutical support. Collectively, these services form a robust continuum of care that aims to reduce new HIV infections, improve access to care, and enhance health outcomes for PLWH. The City of Laredo Public Health Department HIV/AIDS Program serves a geographical area that includes Webb, Zapata, Jim Hogg, and Starr Counties. The program primarily caters to minority, economically disadvantaged, uninsured, and underinsured PLWH living along the U.S.-Mexico Border. Additionally, the program focuses on improving linkage to care for vulnerable populations, such as people who inject drugs, transgender individuals, MSMs (men who have sex with men), female sex workers, and pregnant women. The City of Laredo Public Health Department HIV/AIDS Program continues to provide: Counseling services for individuals regarding HIV, Targeted HIV testing to identify individuals at risk, Medical evaluation, clinical care, and diagnostic services to address health needs, Therapeutic measures for preventing and treating immune system deterioration and managing conditions arising from HIV/AIDS, Referrals to appropriate healthcare and support service providers, including housing assistance through the HOPWA program. As the largest HIV service provider in the region, the City of Laredo Public Health Department HIV/AIDS Program is committed to the prevention and treatment of HIV/AIDS. The program's key focus remains on increasing the identification and linkage to care for individuals from racial and ethnic minority populations, especially Latinos, diagnosed with HIV.
6	**Agency/Group/Organization**	HABITAT FOR HUMANITY OF LAREDO, INC.
	Agency/Group/Organization Type	Services - Housing Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency was consulted through email. Habitat for Humanity of Laredo, Inc. builds simple, decent and affordable single family homes. The organization also rehabilitates and does critical home repairs. Partnerships with the City of Laredo, Webb County, Texas Department of Housing & Community Affairs, foundations, local donors and vendors plus donated volunteer labor keep the cost of the homes affordable to the families who receive a zero interest mortgage upon completion of 500 hours of sweat equity. The anticipated outcome of the consultation was the identification of the needs of the community and better coordination of the services offered to the families in our community.

7	**Agency/Group/Organization**	Laredo College
	Agency/Group/Organization Type	Services-Education
	What section of the Plan was addressed by Consultation?	Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency was consulted through email. LC offers students a variety of certificate and degree programs and continually adds programs and student support services to accomplish its mission of making education accessible to all. The anticipated outcome of the consultation was the identification of the needs of the community and better coordination of the services offered to our community. NOTE: The college name has changed to Laredo College.
8	**Agency/Group/Organization**	Laredo Housing Authority
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency was consulted through email. The Housing Authority of the City of Laredo manages four housing programs: Public Housing, Housing Choice Voucher (Section 8), Transitional Housing and Rapid Rehousing. The Public Housing Program offers safe, decent and sanitary housing to 764 eligible low-income families, consisting of 732 units in Laredo, TX and 32 in Asherton, TX. The Housing Choice Voucher (HCV) Program supports 1,806 low-income families through different types of vouchers: Housing Choice Vouchers, Veterans Affairs Supportive Housing Vouchers, Mainstream Vouchers, Emergency Housing Vouchers, Stability Vouchers, Foster Youth to Independence Vouchers, Project- Based Vouchers and Rental Assistance Demonstration Vouchers. The Transitional Housing Program offers short-term housing along with support services for families experiencing homelessness. The Rapid Rehousing Program provides temporary rental assistance and supportive services to help families swiftly obtain and sustain permanent housing. The anticipated outcome of the consultation was the identification of the needs of the community and better coordination of the services offered to the families in our community.
9	**Agency/Group/Organization**	NeighborWorks Laredo
	Agency/Group/Organization Type	Services - Housing Services-Education Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Needs - Veterans

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency was consulted through email. NeighborWorks Laredo (NWLaredo) empowers individuals and families to fulfill the American dream through education, counseling, lending, development of affordable housing through available resources and partnerships. NWLaredo services include Homebuyer Education Classes and Counseling, Foreclosure Prevention Counseling, Financial Management, Credit Coaching, has 67 affordable rental units, offers small consumer lending through employer participation, and weatherization and critical repairs services. Although foreclosure prevention services are not funded, NWLaredo will continue to offer this very important service to save families from becoming homeless. Through financial management and counseling that includes guiding clients with their credit goals, empowering individuals to be self-sufficient is very important. NWLaredo is a Certified CDFI (Community Development Financial Institution) that manages a loan fund and offers alternative lending up to $1,500 to combat payday loans through employer participation. NWLaredo is engaging more in affordable real estate development. NWLaredo constructed four affordable single-family houses securing four new homeowners with the American dream through the partnership of the City of Laredo through HOME funds. In addition, NWLaredo broke ground on March 19, 2024 to prepare 24 lots that will situate 24 affordable single-family home at the Three Points Village Subdivision. Phase 1 of five new homes is scheduled to start in May 2025. This project is made possible through the partnership of City of Laredo and Webb County. The project will address equitable opportunities for low to moderate income families that will generate home wealth equity for their families. NWLaredo has also expanded its services to include weatherization and critical home repairs to single property homes in Laredo, Texas and has expanded to rural communities including Webb and Zapata County areas. The anticipated outcome of the consultation was the identification of the needs of the community and better coordination of the services offered to the families in our community.
10	**Agency/Group/Organization**	LULAC Haven, Inc.
	Agency/Group/Organization Type	Housing Services-Elderly Persons
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency was consulted through email. LULAC Haven is a housing project for the elderly and handicapped. The 48 unit apartment project is funded by HUD under Section 8-202 subsidies and the residents pay rent based on 30% of their income. Quality of life services that are provided include: hot meals and social information sessions. The facilities are designated to be comfortable, safe, and peaceful environment for the elderly population. On site management and maintenance services assure compliance with housing quality standards. The anticipated outcome of the consultation was the identification of the needs of the community and better coordination of the services offered to the families in our community.
11	**Agency/Group/Organization**	Sacred Heart Children's Home
	Agency/Group/Organization Type	Housing Services-Children Services-homeless
	What section of the Plan was addressed by Consultation?	Homelessness Needs - Unaccompanied youth
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted through e-mail. Sacred Heart Children's Home in the Diocese of Laredo provides care for nearly 60 children (boys ages 5 thru 10 and girls 5 thru 17.) The home provides shelter, food, clothing, a humane environment, welfare, safety, care, supervision, medical and dental care, counseling and psychological aid (as needed), educational opportunities, and moral guidance. This agency plans to continue to serve children who need to be placed away from their family home for some justified reason. At the present time, the number of children we have served is 32. The anticipated outcome of the consultation was the identification of the needs of the community and identification of programs or projects to address these needs.
12	**Agency/Group/Organization**	Serving Children and Adults in Need (SCAN)
	Agency/Group/Organization Type	Services - Housing Services-Children Services - Victims
	What section of the Plan was addressed by Consultation?	Homelessness Needs - Unaccompanied youth

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency was consulted through email. SCAN, Serving Children and Adults in Need, Inc. was established in 1982 in Laredo, Texas, originally known as Stop Child Abuse and Neglect. Over the past 42 years, SCAN has grown into a vital community- based nonprofit organization dedicated to providing comprehensive, culturally sensitive services to a population that is predominantly Hispanic—around 95%— and resides along the Texas-Mexico border in South Texas. Today, SCAN offers a wide array of services to children, adolescents, adults, and families through more than 43 programs across 17 counties. These programs span prevention, intervention, and treatment, ensuring that individuals and families receive the support they need at various stages of their lives. SCANs services include: prevention and Intervention for At-Risk Children and Youth: Programs designed to protect and support vulnerable children and adolescents. Trauma-Informed Mental Health Treatment: Specialized mental health care for children and youth who have experienced trauma. Early Intervention for Families in Crisis: Support for families navigating conflict or crisis, helping to strengthen family dynamics. Street Outreach and Runaway Youth Services: Assistance for youth who are at risk of homelessness, offering a lifeline and resources for stability. Mental Health and Substance Use Disorder Treatment: Programs for individuals with mental health issues, substance use disorders, or co-occurring conditions, including outpatient counseling and intensive residential treatment for both adolescents and adults. With a long-standing commitment to the community and its diverse needs, SCAN continues to make a profound impact by addressing some of the most pressing social challenges in the region. Through its comprehensive services, SCAN strives to foster healthier, stronger families and individuals in South Texas to Create Stronger Community. The anticipated outcome of the consultation was the identification of the needs of the community and better coordination of the services offered to individuals through the Coordinated Entry process.
13	**Agency/Group/Organization**	Villa San Luis
	Agency/Group/Organization Type	Housing Services-Elderly Persons
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency was consulted through email. Provides section 8, 202, and 221 housing for low income individuals. The anticipated outcome of the consultation was the identification of the needs of the community and better coordination of the services offered to the families in our community.
14	**Agency/Group/Organization**	Texas A&M International University
	Agency/Group/Organization Type	Services-Education

	What section of the Plan was addressed by Consultation?	Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency was consulted through email. Texas A&M International University (TAMIU) is a proud member of The Texas A&M University System. TAMIU nurtures its students' academic and social development through instruction, research, and service to be responsible and productive members of our global society. The University has created a learning environment built on a solid academic foundation in the arts and sciences with a commitment to community engagement through service-learning programs. TAMIU offers a range of baccalaureate and master's programs, and Doctor of Philosophy degrees in International Business Administration and Criminal Justice. Degree program development is focused on the unique needs of South Texas and its communities served. A regional University of choice attracting over 8,900 students from all around the world, TAMIU is home to six Colleges and Schools: The College of Arts and Sciences, the A. R. Sanchez, Jr. School of Business, the College of Education, the College of Nursing and Health Sciences with its Dr. F. M. Canseco School of Nursing, University College, and the Graduate School. Located on 300 acres of former ranchland in North Laredo, the campus is the community's nexus for vibrant arts and cultural offerings. TAMIU's dynamic growth continues with the opening of the City of Laredo Tennis Complex at TAMIU, the construction of a new Health Sciences Education and Research Center, and the expansion of the Western Hemispheric Trade Center, both projected for completion in Spring 2026. The University's Master Plan guides the campus's growth for decades to come. The anticipated outcome of the consultation was the identification of the needs of the community and better coordination of the services offered to our community.
15	**Agency/Group/Organization**	The Salvation Army
	Agency/Group/Organization Type	Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency was consulted through email. The agency provides services that include Rental and Utilities assistance, lunch, Food Pantry, Clothing and Household Goods Vouchers, Summer Day Camp, and as well as the School of Music Program, Youth Program and Womens and Mens Ministries. The anticipated outcome of the consultation was to seek information regarding the various programs and services offered, the identification of the needs of the community and gaps, and better coordination of the services offered to the homeless population.

16	**Agency/Group/Organization**	LAREDO-WEBB COUNTY COMMUNITY ACTION AGENCY
	Agency/Group/Organization Type	Services-Elderly Persons Services-Education Services-Employment Other government - County
	What section of the Plan was addressed by Consultation?	Economic Development Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency was consulted through email. The Webb County Community Action Agency provides Community Social Services which include, utility assistance (light bill), Case Management (skills training for Commercial Drivers License), Resume Writing and Interview Skills Classes, Financial Literacy Classes which are funded through the Texas Department of Housing and Community Affairs. WCCAA also provides El Aguila Rural Transit which is bus transportation for the rural areas and demand response program: curb to curb services to elderly and disabled which is funded through the Texas Department of Transportation. Meals-on-Wheels/Elderly Nutrition Program funded though the Texas Department of Health and Human Services to provide home delivered meals to elderly and disabled. WCCAA provides congregate meals at the Webb County Community Center funded through Webb County and has a Self-Help Center (for rural Hwy- 359) for new home construction, housing reconstruction, housing rehabilitation, technology access (computers access, internet access, fax, copies, tool lending library), and clean-up campaigns funded through the Texas Department of Housing and Community Affairs & Texas Department of Agriculture. The anticipated outcome of the consultation was the identification of the needs of the community and better coordination of the services offered to the families in our community.
17	**Agency/Group/Organization**	MileOne
	Agency/Group/Organization Type	Services-Education Services-Employment Business Leaders
	What section of the Plan was addressed by Consultation?	Economic Development

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency was consulted through email. MileOne is an economic resource center focused on the growth and economic prosperity of Laredo and Webb County region. Their mission is to build capacity for entrepreneurial expansion in our region by establishing an eco-system that promotes business opportunities, investment and job growth. MileOne is utilizing three main initiatives to develop a robust entrepreneurial climate: (1) Assist small-mid size businesses create sustainability and growth; (2) Incubate start up and existing business ventures through dedicated mentorship, office space, and workshops; (3) Attract foreign & domestic direct investment. The anticipated outcome of the consultation was the identification of the needs of the community and better coordination of the services offered to our community.
18	**Agency/Group/Organization**	Webb County Youth Village
	Agency/Group/Organization Type	Services-Education Other government - County corrections Programs and Institutions
	What section of the Plan was addressed by Consultation?	Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency was consulted through phone. Some of the services that this agency provides include: 24/7 detention services, transportation to services needed by the youth, educational services for individuals who are unable to attend school and provide services ordered by the court. The anticipated outcome of the consultation was the identification of the needs of the community and better coordination of the services offered in our community.
19	**Agency/Group/Organization**	Workforce Solutions for South Texas
	Agency/Group/Organization Type	Services-Employment
	What section of the Plan was addressed by Consultation?	Economic Development Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency was consulted through email. This is a local organization that implements a system of services focused to increase our community's economic development as a resource for employers to access workforce they are seeking, and training individuals to be successfully employed. The anticipated outcome of the consultation was the identification of the needs of the community and better coordination of the services offered in our community.
20	**Agency/Group/Organization**	City of Laredo
	Agency/Group/Organization Type	Civic Leaders

	What section of the Plan was addressed by Consultation?	Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Department of Community Development consults with the Mayor and City Council members during public City Council meetings to discuss the proposed projects for the next fiscal year. The anticipated outcome of the consultation was to ensure that citizen's needs from the different low/mod areas of the districts are met to the greatest extent feasible.
21	**Agency/Group/Organization**	Laredo Fire Department
	Agency/Group/Organization Type	Agency - Managing Flood Prone Areas Agency - Emergency Management
	What section of the Plan was addressed by Consultation?	Hazard Mitigation
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Laredo Fire Department is part of the City Council meetings in which the ideas as well as the proposed projects for the next fiscal year are discussed. The anticipated outcome of the consultation is to identify the needs of the community and identify programs or projects to address these including being better prepared in case of a flood and other emergencies in our community.
22	**Agency/Group/Organization**	City of Laredo Information Services and Telecommunications (IST) Department
	Agency/Group/Organization Type	Services - Broadband Internet Service Providers
	What section of the Plan was addressed by Consultation?	Broadband Connectivity
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The IST Department and the Utility Coordination Committee worked closely in consulting with multiple local service providers via phone and email in order to continue identifying future broadband needs in our community. Ensuring the identification of internet connectivity inside our community was the expected consequence of the consultation. The City is also contributing to the provision of additional connectivity with a CDBG Fiber Optic Project. This project enhanced the City's fiber optic network (I-Net) and extend it to the El Eden Recreation Center and other amenities that are located in various low-mod areas as deemed necessary. In order to build its Fiber Backbone as an IT Capital Project and as a vital public asset, the City carried out a Broadband Feasibility Study. The objective was to conduct a feasibility on financing, building, owning, and running the network as a City Enterprise Fund, with an emphasis on connecting City sites, fostering innovation, and guaranteeing equal access and digital inclusion.
23	**Agency/Group/Organization**	Mercy Ministries of Laredo

	Agency/Group/Organization Type	Homeless Services
	What section of the Plan was addressed by Consultation?	Housing Homelessness
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Participated in Work Groups and Surveys. On-going consultation and invitation to participate in survey and comment on plan
24	**Agency/Group/Organization**	Azteca Economic Development
	Agency/Group/Organization Type	Economic Development
	What section of the Plan was addressed by Consultation?	Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Participated in Work Groups and Surveys. On-going consultation and invitation to participate in survey and comment on plan
25	**Agency/Group/Organization**	Prospera Housing Community Services
	Agency/Group/Organization Type	Community Organization
	What section of the Plan was addressed by Consultation?	Non-Housing Community Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Participated in Work Groups and Surveys. On-going consultation and invitation to participate in survey and comment on plan

Identify any Agency Types not consulted and provide rationale for not consulting.

The City made every attempt to be inclusive in its outreach efforts. Representatives from the broad community, social service agencies, businesses, housing agencies, community development corporations, non-profit organizations and other government agencies were invited to take the online survey in early 2025. The Community Development Department also hosted a two hybrid stakeholder meeting that included representatives from the organizations in the table above.

Other local/regional/state/federal planning efforts considered when preparing the Plan.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Texas Balance of State CoC	Every year, the City consults with the Texas Homeless Network (THN) on homeless related topics to ensure that the plan fits the Texas Balance of State Continuum of Care (TX Bos CoC) goals and priorities
Viva Laredo Comprehensive Plan	City of Laredo	The City's development and rehabilitation goals overlap in terms of housing, economic development, and infrastructure. These efforts were taken into account when planning the goals for this plan over the course of the next five years.
Annual Plan	Laredo Housing Authority	The Housing Authority's annual plan and the Consolidated Plan both identify public housing needs and resources to address those housing needs.

Table 2 – Other local / regional / federal planning efforts

Describe cooperation and coordination with other public entities, including the State and any adjacent units of general local government, in the implementation of the Consolidated Plan (91.215(l))

The City of Laredo will continue to partner with local government agencies and groups to ensure complete implementation of the Consolidated Plan. The City will strive to address community needs collaboratively.

Narrative (optional):

PR-15 Citizen Participation – 91.105, 91.115, 91.200(c) and 91.300(c)

Summary of citizen participation process/Efforts made to broaden citizen participation

Summarize citizen participation process and how it impacted goal-setting

During the development of the City's 2025-2029 Consolidated Plan, the City undertook a variety of public outreach methods to gather public input and comment. These comments were a part of the Needs Assessment and Market Analysis, and ultimately helped shape the outcome of the Plan's Five-Year Goals and Objectives. These outreach efforts included the 2025 Resident Survey, one public input meeting, two (2) work groups, and a public review meeting.

The Citizen Participation Plan sets the City of Laredo policies and procedures for citizen involvement and establishes a way for citizens, public agencies, and other interested parties to take part in the development of the Consolidated Plan, Annual Action Plan, and any substantial amendments to projects and/or funding. The citizen participation process included public notices, public hearings, an online survey and a comment period. In an effort to broaden citizen participation, the Plan includes specific language that states that it will be made available in a format accessible to persons with disabilities, upon timely request, to ensure that persons with disabilities have access on an equal basis with others. In addition, all advertisements and surveys are published in English and Spanish, include the Fair Housing Logo, and state that special services will be made available upon timely request for the physically impaired.

On March 2nd, 2025, a notice was published in the Laredo Morning Times, the local newspaper with the largest circulation, informing citizens that Community Development (CD) would be receiving surveys and public comments through several methods. These included a Zoom public meeting for organizations, a public hearing, city office locations, phone calls, emails at cdcomments@ci.laredo.tx.us, oral or written comments at the CD Administration office, and an online survey. A total of 262 online surveys were collected, available in both English and Spanish via a Google Docs site to gather additional public input. The availability of the online survey was promoted through the newspaper, the City's website, the City's Facebook page, posters displayed at various City and non-profit agency offices, during a City Council meeting, and by CD staff visiting 10 different locations to encourage participation. The survey played a key role in identifying community needs and projects that residents would like to see funded for FY 2025-2026.

As a result of the comments received, we identified that the community would like to see projects related to counseling, referral/support services, rental assistance for low income elderly individuals, construction of new housing for purchase by low- moderate income households, homelessness prevention (rent and utility assistance, homebuyer down payment

assistance, outreach services for holes living in the street, recreation centers, additional emergency centers, parks and play grounds. Comments received at the public meetings and public hearings are reviewed while planning for proposed projects. Copies of the advertisements for the public hearings can be found in the Appendix C of this plan.

A public hearing was held on February 18, 2025 during the regular scheduled City Council, in order to give citizens another opportunity to express their housing and community development needs. During this meeting, no comments were received.

A second public hearing will be held on June 2, 2025 during the regular scheduled City Council meeting as part of the City's Citizen Participation Plan to allow the public to comment on the proposed use of funds. Additionally, the thirty day comment period began on 5/23/25 and will end on 6/23/25 in order for the public to review the plan and provide comments.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of Response /attendance	Summary of Comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Newspaper Ad	Minorities Non-English Speaking - Specify other language: Spanish Non-targeted/broad community	The City of Laredo published a public notice in the Laredo Morning Times on 2/2/25 announcing the Community Needs survey, other ways of submitting public comments and the first public hearing held on 2/18/25.	No comments received.	No comments received.	N/A

Sort Order	Mode of Outreach	Target of Outreach	Summary of Response /attendance	Summary of Comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Public Meeting	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community	The City of Laredo held a public hearing on 2/18/25 during the City Council meeting in order to receive comments regarding the use of funds.	No comments received	No comments received	N/A
3	Work Groups	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad Community Stakeholders	Two Work Groups were held on Affordable Housing and Community Needs on 3/19/25 and 3/20/25 via Zoom and in person in order to receive comments regarding the use of funds.	Comments received included how to better address funding gaps for homeless populations.	All comments were heard and read.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of Response /attendance	Summary of Comments received	Summary of comments not accepted and reasons	URL (If applicable)
4	Newspaper Ad	Minorities Non-English Speaking - Specify other language: Spanish Non-targeted/broad community	The City of Laredo published a public notice in the Laredo Morning Times on 5/18/25 and a second notice on 6/1/25 announcing the list of proposed projects, 30 day public comment period, and availability of the draft plan for review.	To be determined	To be determined	N/A

Sort Order	Mode of Outreach	Target of Outreach	Summary of Response /attendance	Summary of Comments received	Summary of comments not accepted and reasons	URL (If applicable)
5	Internet Outreach	Non-targeted/broad community	The City of Laredo posted a draft of the AAP on the City website. A public notice that appeared in the Laredo Morning Times on 5/18/25 and 6/1/25 announced the list of proposed projects, 30 day public comment period, and availability of the draft plan for review on the website.	To be determined	To be determined	www.cityoflaredo.com

Sort Order	Mode of Outreach	Target of Outreach	Summary of Response /attendance	Summary of Comments received	Summary of comments not accepted and reasons	URL (If applicable)
6	E-Mail	Non-targeted/broad community	The City made public a Community Development Department e-mail address for the public to send comments via e-mail.	To be determined	To be determined	cdcomments@ci.laredo.tx.us
7	Public Hearing	Minorities Non-English Speaking - Specify other language: Spanish Non-targeted/broad community	The City of Laredo had a public hearing on 6/2/25 during the City Council Meeting in order to receive comments regarding the proposed use of funds.	To be determined	To be determined	Meeting Minutes (legistar.com)

Sort Order	Mode of Outreach	Target of Outreach	Summary of Response /attendance	Summary of Comments received	Summary of comments not accepted and reasons	URL (If applicable)
8	Internet Outreach	Non-targeted/broad community	The City made its 2025-2026 Community Needs Survey available online in English and Spanish through Google Docs.	A total of 262 surveys were collected online and the results of the survey which denotes the percentage of respondents that indicated that there was either a great need, some need, or no need for a particular activity or service can be found in the Appendix D.	All comments were heard and read. However, due that there is limited funding, not all comments received will result in the creation of a goal. The amount of funding to be received dictates the number of projects that can be carried out.	N/A

Sort Order	Mode of Outreach	Target of Outreach	Summary of Response /attendance	Summary of Comments received	Summary of comments not accepted and reasons	URL (If applicable)
9	Posters	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community	Posters announcing the survey information, survey locations and other ways to comment were posted at the Laredo Housing Authority, Bethany House (homeless shelter), CD Admin office, Municipal Housing office, Health Department of the City of Laredo, City Hall, City Hall Annex. CD staff also visited multiple City and non-City offices for community members to fill out survey in person.	Comments received through the online survey. (Appendix D)	All comments were heard and read. However, due that there is limited funding, not all comments received will result in the creation of a goal. The amount of funding to be received dictates the number of projects that can be carried out.	N/A

Table 3 – Citizen Participation Outreach

Needs Assessment

NA-05 Overview

Needs Assessment Overview

The population in Laredo grew by over 13% between 2010 and 2023, to 255,949 people. This growth has been accompanied by shifting demographics. The population is aging, with the elderly population accounting for the largest growth among age groups in recent years. In addition, incomes are growing overall. However, while poverty has dropped fairly sharply between 2018 and 2023, it still remains high at 22.4%. Households continue to have high rates of housing problems, particularly housing cost burdens. Lower-income and renter households, in particular, are impacted by housing cost burdens across Laredo.

Homelessness continues to be a major issue citywide. 253 people were counted in the Point-in-Time count in 2025, but the number of people experiencing homelessness, particularly those that are unsheltered, is estimated to be higher. Non-homeless special needs households also have continued need. This includes the elderly, persons with disabilities, people with drug and alcohol addictions, victims of domestic violence, and persons with HIV/AIDS.

NA-10 Housing Needs Assessment - 24 CFR 91.205 (a,b,c)

Summary of Housing Needs

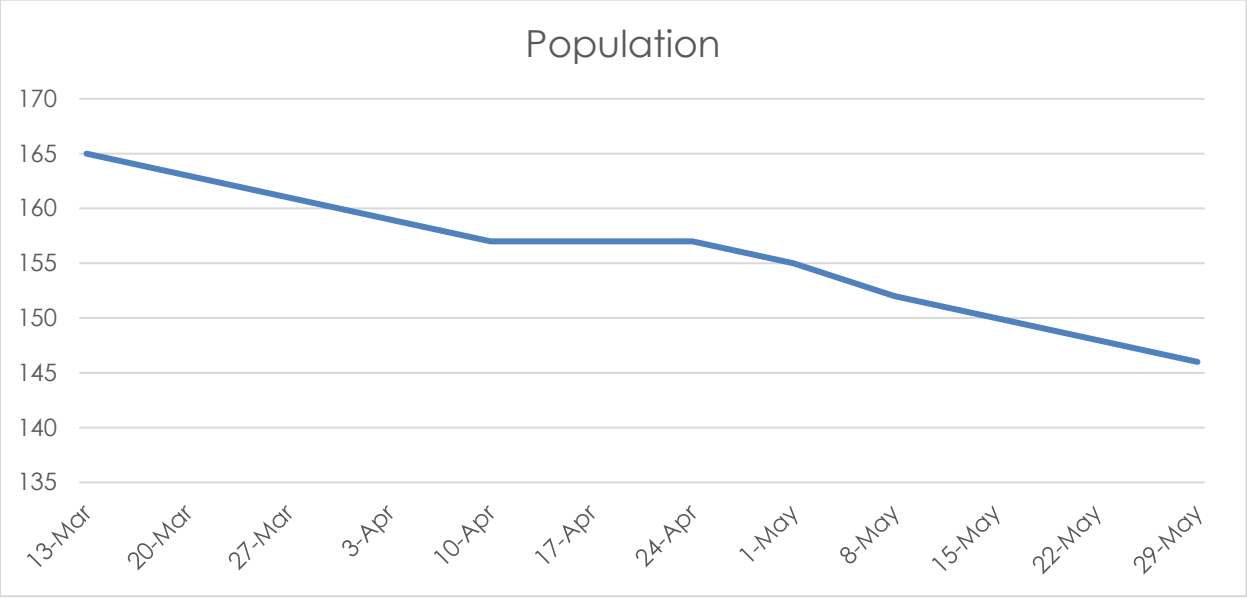
This section takes a look at the demographics in Laredo and how the available housing stock is meeting the needs of Laredo residents. The population in Laredo grew from 226,229 people in 2010 to 255,949 by 2023, or by 13.1%. Most of this growth occurred by 2020, with the population seeing a decline until 2022, but not reaching the population high of 260,571 in 2020. Laredo has not experienced a change in the racial and ethnic makeup of the city, with a predominately Hispanic population. However, the population is aging and incomes are increasing overall. Each of these are discussed in greater detail below.

Demographics	Base Year: 2009	Most Recent Year: 2020	% Change
Population	248,855	260,570	5%
Households	66,310	72,325	9%
Median Income	$39,711.00	$51,120.00	29%

Table 4 - Housing Needs Assessment Demographics

Data Source: 2000 Census (Base Year), 2016-2020 ACS (Most Recent Year)

Population Estimates



The population in Laredo has remained predominately Hispanic or Latino, accounting for 95.2% of the population in 2023. The American Indian and Alaskan Native population saw the greatest increase between 2018 and 2023, growing by 85.8% and accounting for

1,444 residents. All other racial and ethnic groups remained fairly steady as a proportion of the overall population between 2018 and 2023.

Table NA-10.1: Population by Race and Ethnicity

Race or Ethnicity	Year				Percent Change 2010-2020
	2018	Percent	2023	Percent	
White	246,932	95.9%	232,280	95.2%	-5.9%
Black or African American	1,328	0.5%	1,643	0.5%	23.7%
American Indian and Alaska Native	777	30.0%	1,444	0.6%	85.8%
Asian	1,659	0.6%	1,852	0.7%	11.6%
Native Hawaiian and Other Pacific Islander	130	0.1%	164	0.1%	26.2%
Some Other Race	8,177	3.2%	155,665	2.9%	-23.2%
Hispanic or Latino (of any race)	246,932	95.9%	232,280	95.2%	-5.9%
Total Population	257,575	100.0%	255,949	100.0%	-0.6%
Hispanic or Latino	245,676	95.4%	243,667	95.2%	-0.8%
Hot Hispanic or Latino	11,899	4.6%	12,282	4.8%	3.2%

Data Source: ACS Data City of Laredo

The population citywide has continued to age in recent years, with those aged 65 and older increasing at the fastest rate in the City. In 2023, people ages 65 to 74 accounted for 5.8% of the population, increasing 8.3% since 2010. While the State is seeing this rate of growth for the oldest population, the youngest populations are maintaining or even declining.

Table NA-10.2: Population by Age

Age	Year				Percent Change 2010-2020
	2018	Percent	2023	Percent	
Under 5 years	24,832	9.6%	21,223	8.3%	-14.5%
5 to 9 years	22,314	8.7%	22,886	8.9%	2.6%
10 to 14 years	24,583	9.5%	23,256	9.1%	-5.4%
15 to 19 years	23,089	9.0%	22,668	8.9%	-1.8%
20 to 24 years	20,697	8.0%	20,324	7.9%	-1.8%
25 to 34 years	34,683	13.5%	35,559	13.9%	2.5%
35 to 44 years	34003	13.2%	31,803	12.4%	-6.5%
45 to 54 years	28,946	11.2%	30,062	11.7%	3.9%
55 to 59 years	11545	4.5%	12383	4.8%	7.3%
60 to 64 years	9,740	3.8%	10,548	4.1%	8.3%
65 to 74 years	13,551	5.3%	14,810	5.8%	9.3%
75 to 84 years	6,544	2.5%	7,155	2.8%	9.3%
85 years and over	3,048	1.2%	3,272	1.3%	7.3%

Data Source: ACS Data City of Laredo

Household Income and Poverty

In Laredo, income levels have shifted between 2018 and 2023. Households earning more than %75,000 have grown, while households earning less than $50,000 have declined. Households earning $100,000 to $149,999 accounted for the largest and fastest growing income group, at 16.7% of all households in 2023, up from 11.3% of households in 2018. This was followed by households with incomes of $50,000 to $74,999, accounting for 16.1% of households in both 2018 and 2023. The median income grew from $43,351 in 2018 to $63,264 in 2023.

Table NA-10.4: Household Incomes

Income	2018	2023
Less than $10,000	11.7%	6.3%
$10,000 to $14,999	7.1%	5.0%
$15,000 to $24,999	11.9%	9.3%
$25,000 to $34,999	11.3%	9.5%
$35,000 to $49,999	13.8%	11.4%
$50,000 to $74,999	16.1%	16.1%
$75,000 to $99,999	10.2%	14.1%
$100,000 to $149,999	11.3%	16.7%
$150,000 to $199,999	3.4%	6.6%
$200,000 or more	3.1%	5.2%
Median income (dollars)	43,351	63,264
Mean income (dollars)	60,911	81,089

Data Source: 2023 Five-Year ACS City of Laredo

While incomes have been rising, poverty still remains a heavily prevalent issue in Laredo. The overall poverty rate in Laredo in 2023 was 22.4%, which did fall from 29.1% in 2018. The most heavily impacted age groups were children, with children under five experiencing the highest poverty rate at 35.8%. This was followed closely by children ages five to 17 at a rate of 30.4%. The elderly experienced poverty at 24.4% and working-age adults had the lowest rate of poverty at 16.9%.

Table NA-10.5: Poverty

	2018	2023
Age	%	%
Under 5	44.3%	35.8%
5 to 17	37.2%	30.4%
18 to 64	23.7%	16.9%
65 or Older	26.2%	24.4%
Total	29.1%	22.4%

Data Source: 2023 Five-Year ACS City of Laredo

Number of Households Table

	0-30% HAMFI	>30-50% HAMFI	>50-80% HAMFI	>80-100% HAMFI	>100% HAMFI
Total Households	11,800	9,650	12,140	6,745	31,995
Small Family Households	4,410	4,320	5,715	3,520	16,460
Large Family Households	2,400	1,810	2,890	2,050	7,555
Household contains at least one person 62-74 years of age	2,225	2,160	2,700	1,405	6,110
Household contains at least one person age 75 or older	1,660	1,280	1,130	564	2,374
Households with one or more children 6 years old or younger	3,430	2,664	3,340	2,260	6,724

Table 5 - Total Households Table

Data Source: 2016-2020 CHAS

Housing Needs Summary Tables

1. Housing Problems (Households with one of the listed needs)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
NUMBER OF HOUSEHOLDS										
Substandard Housing - Lacking complete plumbing or kitchen facilities	340	60	60	35	495	60	95	160	10	325
Severely Overcrowded - With >1.51 people per room (and complete kitchen and plumbing)	360	335	275	155	1,125	115	50	185	185	535
Overcrowded - With 1.01-1.5 people per room (and none of the above problems)	880	635	640	210	2,365	220	160	655	455	1,490

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
Housing cost burden greater than 50% of income (and none of the above problems)	3,370	1,345	380	0	5,095	2,190	1,000	320	25	3,535
Housing cost burden greater than 30% of income (and none of the above problems)	740	2,190	1,630	320	4,880	630	1,280	2,030	1,005	4,945
Zero/negative Income (and none of the above problems)	1,015	0	0	0	1,015	570	0	0	0	570

Table 6 – Housing Problems Table

Data Source: 2016-2020 CHAS

2. Housing Problems 2 (Households with one or more Severe Housing Problems: Lacks kitchen or complete plumbing, severe overcrowding, severe cost burden)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
NUMBER OF HOUSEHOLDS										
Having 1 or more of four housing problems	4,945	2,390	1,355	405	9,095	2,585	1,315	1,325	680	5,905
Having none of four housing problems	2,455	2,830	3,980	1,985	11,250	1,815	3,115	5,475	3,685	14,090
Household has negative income, but none of the other housing problems	0	0	0	0	0	0	0	0	0	0

Table 7 – Housing Problems 2

Data Source: 2016-2020 CHAS

3. Cost Burden > 30%

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
NUMBER OF HOUSEHOLDS								
Small Related	2,255	2,200	1,285	5,740	1,040	1,065	990	3,095
Large Related	1,260	835	230	2,325	514	515	655	1,684
Elderly	975	750	355	2,080	1,189	615	699	2,503
Other	920	625	325	1,870	335	230	205	770
Total need by income	5,410	4,410	2,195	12,015	3,078	2,425	2,549	8,052

Table 8 – Cost Burden > 30%

Data Source: 2016-2020 CHAS

4. Cost Burden > 50%

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
NUMBER OF HOUSEHOLDS								
Small Related	0	0	790	790	925	620	0	1,545
Large Related	0	0	245	245	414	100	35	549
Elderly	605	260	65	930	740	175	109	1,024
Other	0	805	230	1,035	300	0	0	300
Total need by income	605	1,065	1,330	3,000	2,379	895	144	3,418

Table 9 – Cost Burden > 50%

Data Source: 2016-2020 CHAS

5. Crowding (More than one person per room)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
NUMBER OF HOUSEHOLDS										
Single family households	1,255	750	795	240	3,040	235	140	515	330	1,220
Multiple, unrelated family households	65	235	145	85	530	95	90	330	315	830
Other, non-family households	0	0	0	44	44	0	0	0	0	0
Total need by income	1,320	985	940	369	3,614	330	230	845	645	2,050

Table 10 – Crowding Information – 1/2

Data Source: 2016-2020 CHAS

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
Households with Children Present	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a

Table 11 – Crowding Information – 2/2

Describe the number and type of single person households in need of housing assistance.

There were 13,111 one-person households in Laredo in 2023. Those that are most in need of housing assistance are extremely low-income households.

Estimate the number and type of families in need of housing assistance who are disabled or victims of domestic violence, dating violence, sexual assault and stalking.

Overall, an estimated 14.0% of the population of Laredo has at least one form of disability. This represents 35,067 people throughout the City. While only 1.3% of the population under the age of five have a disability, more than half of the population ages 75 and older do. Over 6,300 people 65 and older have a disability in Laredo, representing 58.3% of the elderly population.

Table NA-10.6: Population with a Disability

Age	Number	Percentage
Under 5	273	1.3%
5 to 17	5,114	9.1%
18 to 34	6,183	9.7%
35 to 64	11,271	13.5%
65 to 74	5,844	36.7%
75 or Older	6,382	58.3%
Total	35,067	14.0%

Data Source: 2021 Five-Year ACS City of Laredo

Pinpointing specific numbers of domestic violence victims is difficult due to the lack of reporting and other mitigating factors. In Webb County, 247 domestic calls and 99 dispute calls were reported in 2023.[1] According to the Texas Advocacy Project, 1 in 3 Texans will experience domestic violence in their lifetime, and 1 in 4 women and 1 in 13 men reported being a victim of stalking in their lifetime.[2]

What are the most common housing problems?

As seen in Table NA-10.14, the most common housing problem, by far, are housing cost burdens. An estimated 31.6% of all households in Laredo experience a cost burden, and 14.0% experience a severe cost burden.

Table NA-10.7: Cost Burden by Income

Income	Cost Burden	Severe Cost Burden
Household Income <= 30% HAMFI	74.1%	61.3%
Household Income >30% to <=50% HAMFI	71.1%	26.6%
Household Income >50% to <=80% HAMFI	37.7%	6.2%
Household Income >80% to <=100% HAMFI	27.0%	2.4%
Household Income >100% HAMFI	6.5%	0.6%
Total	**31.6%**	**14.0%**

Data Source: 2021 CHAS City of Laredo

Are any populations/household types more affected than others by these problems?

As seen in Table NA-10.8, renters are much more likely to face cost burdens. Some 44.3% percent of renters in Laredo face cost burdens. By contrast, 24.0% of homeowners face cost burdens. Low-income households are also much more likely to experience cost burdens. Households below 30% of HAMFI experience cost burdens at a rate of 74.1% and severe cost burdens at 61.3%. Extremely low-income renters are the highest impacted group by income, with 76.7% with a cost burden. Even more significant, 64.7% of extremely low-income renters have a severe cost burden.

[1] https://www.kgns.tv/2023/09/29/laredo-webb-county-officials-shed-light-domestic-violence/
[2] https://www.texasadvocacyproject.org/statistics

Table NA-10.8: Cost Burden by Income and Tenure

Income	Renters		Owners	
	Cost Burden	Severe Cost Burden	Cost Burden	Severe Cost Burden
Household Income <= 30% HAMFI	76.7%	64.7%	70.0%	55.9%
Household Income >30% to <=50% HAMFI	81.5%	27.1%	58.3%	26.1%
Household Income >50% to <=80% HAMFI	39.2%	5.6%	36.3%	6.7%
Household Income >80% to <=100% HAMFI	22.2%	5.8%	29.8%	0.6%
Household Income >100% HAMFI	2.9%	0.5%	7.6%	0.6%
Total	**44.3%**	**22.7%**	**24.0%**	**8.7%**

Data Source: 2019 CHAS City of Laredo

Describe the characteristics and needs of Low-income individuals and families with children (especially extremely low-income) who are currently housed but are at imminent risk of either residing in shelters or becoming unsheltered 91.205(c)/91.305(c)). Also discuss the needs of formerly homeless families and individuals who are receiving rapid re-housing assistance and are nearing the termination of that assistance

Households most likely to be at risk of becoming unsheltered are those that with extremely low incomes that are severely cost-burdened. There are 6,685 households in Laredo that are below 30 percent HUD Area Median Family Income (HAMFI). These 2,285 homeowner households and 4,405 renter households are the most at-risk of becoming homeless.

If a jurisdiction provides estimates of the at-risk population(s), it should also include a description of the operational definition of the at-risk group and the methodology used to generate the estimates:

Not applicable.

Specify particular housing characteristics that have been linked with instability and an increased risk of homelessness

According to the National Alliance to End Homelessness, there are various factors that contribute to an increased risk of homelessness. These housing characteristics include households that are doubled up, or living with friends or family, persons recently released from prison, young adults out of foster care, and the lack of housing units. Economic factors include households with severe cost burden and households facing unemployment. As described here and in the following sections, there are a large number of households facing cost burdens and other housing problems that create instability and increase their risk of homelessness.

NA-15 Disproportionately Greater Need: Housing Problems – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

Introduction

In order to determine if any racial or ethnic groups in Laredo experience housing problems at a rate higher than other groups, this section looks at housing problems by race and ethnicity. Housing problems include a lack of complete kitchen facilities, lack of complete plumbing facilities, overcrowding (more than one person per room), and cost burdens. Cost burdens exist if a household spends more than 30% of its income on housing.

To determine if a racial or ethnic group faces housing problems at a disproportionate rate, one racial or ethnic group must experience housing problems at a rate of at least ten percentage points higher than the average. For example, if 25% of households experience housing problems and Black households experience housing problems at a rate of 36%, then Black households experience housing problems at a disproportionate rate.

In each of these income ranges, 0-30%, 30-50%, 50-80%, and 80-100%, the rate of housing problems is determined by racial and ethnic group. As seen in the discussion, white and Asian households experience disproportionate rates of housing problems, but the proportion of impacted households is small.

0%-30% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	8,910	2,895	0
White	204	130	0
Black / African American	25	0	0
Asian	60	0	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	8,565	2,770	0

Table 12 - Disproportionally Greater Need 0 - 30% AMI

Data Source: 2016-2020 CHAS

*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4.Cost Burden greater than 30%

30%-50% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	7,165	2,475	0
White	305	44	0
Black / African American	10	70	0
Asian	0	15	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	6,840	2,340	0

Table 13 - Disproportionally Greater Need 30 - 50% AMI

Data Source: 2016-2020 CHAS

*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4.Cost Burden greater than 30%

50%-80% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	6,350	5,795	0
White	255	115	0
Black / African American	40	30	0
Asian	135	10	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	5,915	5,640	0

Table 14 - Disproportionally Greater Need 50 - 80% AMI

Data Source: 2016-2020 CHAS

*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4.Cost Burden greater than 30%

80%-100% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	2,400	4,340	0
White	115	305	0
Black / African American	0	15	0
Asian	0	0	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	2,285	4,020	0

Table 15 - Disproportionally Greater Need 80 - 100% AMI

Data Source: 2016-2020 CHAS

*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4.Cost Burden greater than 30%

Discussion

For households with incomes below 30% of the Area Median Income, 75.5% of households experience cost burdens. No racial or ethnic groups at this income range experience a disproportionate rate. Households within 30-50% AMI, experience housing problems at a rate of 74.3%. Households with incomes between 50-80% AMI experience housing problems at a rate of 52.3%. White and Asian households experience housing problems at a rate of 68.9% and 93.1%, respectively. However, this only represents 145 Asian households and may not be statistically significant. Households within 80-100% AMI experience housing problems at a rate of 35.6%, but no racial or ethnic groups experience housing problems at a disproportionate rate in this income group.

NA-20 Disproportionately Greater Need: Severe Housing Problems – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

Introduction

This section looks at the rates of severe housing problems in Laredo by race and ethnicity. Severe housing problems include income lacking complete kitchen or plumbing facilities, overcrowding (more than 1.5 persons per room), and severe cost burdens (spending more than 50% of household income on housing).

Each racial and ethnic group is evaluated again to determine which groups face a disproportionate share of housing problems (or 10 percentage points or greater) than the overall rates for Laredo. As seen in the discussion, Black or African American, Asian, and white households face disproportionate rates of severe housing problems. However, the number of households impacted is again a small amount.

0%-30% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	7,530	4,270	0
White	154	180	0
Black / African American	25	0	0
Asian	60	0	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	7,235	4,100	0

Table 16 – Severe Housing Problems 0 - 30% AMI

Data Source: 2016-2020 CHAS

*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4.Cost Burden over 50%

30%-50% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	3,705	5,945	0
White	220	130	0
Black / African American	10	70	0
Asian	0	15	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	3,455	5,730	0

Table 17 – Severe Housing Problems 30 - 50% AMI

Data Source: 2016-2020 CHAS

*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4.Cost Burden over 50%

50%-80% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	2,680	9,455	0
White	90	270	0
Black / African American	0	70	0
Asian	0	145	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	2,595	8,965	0

Table 18 – Severe Housing Problems 50 - 80% AMI

Data Source: 2016-2020 CHAS

*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4.Cost Burden over 50%

80%-100% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	1,085	5,670	0
White	105	320	0
Black / African American	0	15	0
Asian	0	0	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	980	5,340	0

Table 19 – Severe Housing Problems 80 - 100% AMI

Data Source: 2016-2020 CHAS

*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4.Cost Burden over 50%

Discussion

Households below 30% AMI face severe housing problems at a rate of 63.8%. Black or African American and Asian households in this income range face severe housing problems at a rate of 100%. However, this represents only 25 Black or African American households and 60 Asian households. For households between 30-50% AMI, 38.4% of households experience severe housing problems. Within this income range, white experience a disproportionate rate of severe housing problems, at 62.9%. Households between 50-80% AMI experience severe housing problems at a rate of 22.1%, and no racial or ethnic groups see disproportionate rates of severe housing problems in this income range. For households between 80-100% AMI, 16.1% experience severe housing problems, and there are no racial or ethnic groups with disproportionate rates.

NA-25 Disproportionately Greater Need: Housing Cost Burdens – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

Introduction:

This section looks specifically at cost burdens in Laredo. There are over 72,000 households that experience cost burdens and over 23,000 households experiencing severe cost burdens. Housing cost burdens are a way to measure if households are spending significant portions of their incomes on housing. This is determined by cost burdens and severe cost burdens. Cost burdens exist when a household spends more than 30% of its income on housing and severe cost burdens exist when a household spends more than 50% of its income on housing.

Housing cost burdens help to determine the proportion of households that can afford available housing units in Laredo. It can help determine if households need assistance paying for housing or if there is a need for more affordable housing options.

In this section, these are broken down by racial and ethnic groups to determine if any group is experiencing cost burdens at a higher rate than the overall population. This is again measured using disproportionate need, or a rate at least ten percentage points higher than the average for Laredo.

Housing Cost Burden

Housing Cost Burden	<=30%	30-50%	>50%	No / negative income (not computed)
Jurisdiction as a whole	47,035	13,035	10,389	1,855
White	2,455	525	390	75
Black / African American	235	40	40	0
Asian	545	160	60	0
American Indian, Alaska Native	55	0	0	0
Pacific Islander	0	0	0	0
Hispanic	43,725	12,290	9,845	1,780

Table 20 – Greater Need: Housing Cost Burdens AMI

Data Source: 2016-2020 CHAS

Discussion:

Overall, households in Laredo experience cost burdens at a rate of 18.0%, and 14.4% experience severe cost burdens, according to the tables above. No racial or ethnic groups experience cost burdens at a disproportionate rate.

NA-30 Disproportionately Greater Need: Discussion – 91.205(b)(2)

Are there any Income categories in which a racial or ethnic group has disproportionately greater need than the needs of that income category as a whole?

There are some income ranges in which white, Black or African American, and Asian households experience housing problems or severe housing problems at a disproportionate rate. However, in most instances, these represent very small percentages of the population or less than one percent. In addition, when looking at cost burdens overall, there is no rate of disproportionate housing needs by racial or ethnic groups.

If they have needs not identified above, what are those needs?

While no racial or ethnic groups have a disproportionate share of housing problems, households with housing problems may face additional needs, such as the need for supportive services, transportation, and access to economic opportunities.

Are any of those racial or ethnic groups located in specific areas or neighborhoods in your community?

There are no concentrations of racial or ethnic minorities when using the definition of disproportionate share, or at a rate of at least ten percentage points higher than the jurisdictional average. These are seen in maps in section MA-50.

NA-35 Public Housing – 91.205(b)

Introduction

The Laredo Housing Authority (LHA) serves the community by providing residents affordable housing and opportunities to become self-sufficient. (LHA) LHA manages and maintains 988 units of public housing and administers 1,372 tenant-based vouchers.

The Laredo Housing Authority's mission is to serve the diverse housing needs of families within its jurisdiction by:

- Increasing the availability of constructive, safe, decent, sanitary, and affordable in its communities.
- Ensuring equal opportunity in housing.
- Promoting self-sufficiency and asset development of families and individuals.
- Improving the resident quality of life and economic viability.
- Providing high-quality client services.

Totals in Use

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project - based	Tenant - based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of units vouchers in use	0	10	988	1,372	0	1,372	0	0	0

Table 21 - Public Housing by Program Type

*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

Data Source: PIC (PIH Information Center)

Characteristics of Residents

	Program Type							
	Certificate	Mod-Rehab	Public Housing	Vouchers				
				Total	Project - based	Tenant - based	Special Purpose Voucher	
							Veterans Affairs Supportive Housing	Family Unification Program
Average Annual Income	0	7,536	12,105	10,772	0	10,772	0	0
Average length of stay	0	8	9	6	0	6	0	0
Average Household size	0	2	3	3	0	3	0	0
# Homeless at admission	0	0	1	8	0	8	0	0
# of Elderly Program Participants (>62)	0	0	316	278	0	278	0	0
# of Disabled Families	0	2	60	166	0	166	0	0
# of Families requesting accessibility features	0	10	988	1,372	0	1,372	0	0
# of HIV/AIDS program participants	0	0	0	0	0	0	0	0
# of DV victims	0	0	0	0	0	0	0	0

Table 22 – Characteristics of Public Housing Residents by Program Type

Data Source: PIC (PIH Information Center)

Race of Residents

Race	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project - based	Tenant - based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
White	0	10	986	1,370	0	1,370	0	0	0
Black/African American	0	0	2	2	0	2	0	0	0
Asian	0	0	0	0	0	0	0	0	0
American Indian/Alaska Native	0	0	0	0	0	0	0	0	0

Program Type									
Race	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project - based	Tenant - based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
Pacific Islander	0	0	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0	0	0

*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

Table 23 – Race of Public Housing Residents by Program Type

Data Source: PIC (PIH Information Center)

Ethnicity of Residents

Program Type									
Ethnicity	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project - based	Tenant - based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
Hispanic	0	9	985	1,365	0	1,365	0	0	0
Not Hispanic	0	1	3	7	0	7	0	0	0

*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

Table 24 – Ethnicity of Public Housing Residents by Program Type

Data Source: PIC (PIH Information Center)

Section 504 Needs Assessment: Describe the needs of public housing tenants and applicants on the waiting list for accessible units:

According to HUD AFFH data, 23.7% of public housing residents have a disability, which is higher than the average rate for Laredo at 14.0%. The need for accessible units for public housing residents is higher than the general population overall.

Most immediate needs of residents of Public Housing and Housing Choice voucher holders

Public housing residents have extremely low incomes. As a result, public housing residents need help increasing their incomes through job training, financial literacy, credit score improvement, and financial assistance to afford the region's housing costs and move toward self-sufficiency.

How do these needs compare to the housing needs of the population at large

The prohibitive cost of housing poses a challenge for many of the City's residents. Compared to the general population, public housing residents have increased needs. While they only pay 30 percent of their income on housing costs, their salaries are too low to sustain themselves should the assistance cease.

Discussion

NA-40 Homeless Needs Assessment – 91.205(c)

Introduction:

HUD defines homelessness as an individual or family who lacks a fixed, regular, and adequate nighttime residence, meaning:

- Has a primary nighttime residence that is a public or private place not meant for human habitation; or
- Is living in a publicly or privately operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, state and local government programs); or
- Is exiting an institution where (s)he has resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution.

An annual Point-in-Time (PIT) count is taken every January to help determine the number of people experiencing homelessness at that moment. While these counts provide a snapshot of households experiencing homelessness, the unsheltered population may be undercounted. During the 2025 count, there were 178 persons that were sheltered, and 75 counted that were unsheltered, totaling 253 people.

Population	Estimate the # of persons experiencing homelessness on a given night		Estimate the # experiencing homelessness each year	Estimate the # becoming homeless each year	Estimate the # exiting homelessness each year	Estimate the # of days persons experience homelessness
	Sheltered	Unsheltered				
Persons in Households with Adult(s) and Child(ren)	81	0	-	-	-	-
Persons in Households with Only Children	0	0	-	-	-	-
Persons in Households with Only Adults	97	75	-	-	-	-
Chronically Homeless Individuals	22	17	-	-	-	-
Chronically Homeless Families	0	0	-	-	-	-
Veterans	6	5	-	-	-	-
Unaccompanied Child	0	0	-	-	-	-
Persons with HIV	1	0	-	-	-	-

Indicate if the homeless population is: Partially Rural Homeless

If data is not available for the categories "number of persons becoming and exiting homelessness each year," and "number of days that persons experience homelessness," describe these categories for each homeless population type (including chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth):Nature and Extent of Homelessness: (Optional)

Race:	Sheltered:	Unsheltered (optional)
White		8
Black or African American	6	1
Asian	3	
American Indian or Alaska Native	1	2
Pacific Islander		
Ethnicity:	**Sheltered:**	**Unsheltered (optional)**
Hispanic	135	40
Not Hispanic	10	11

Estimate the number and type of families in need of housing assistance for families with children and the families of veterans.

Some 32% of the people counted in 2025 were in households with children. Of these, 100% were sheltered. In addition to the households with children currently experiencing homelessness, there are many households with children at risk of homelessness due to severe housing needs. In 2025, there were 6 veterans that were sheltered at the time of the count and 5 that were unsheltered.

Describe the Nature and Extent of Homelessness by Racial and Ethnic Group.

The largest racial and ethnic groups represented in the population experiencing homelessness were Hispanic persons, aligning with the overall racial and ethnic makeup of Laredo. In addition, there were seven Black or African American persons counted, three Asian, three American Indian or Alaskan Native, and eight white. There was not racial data available for all people counted in the 2025 PIT.

Describe the Nature and Extent of Unsheltered and Sheltered Homelessness.

While sheltered homeless populations are traditionally easier to ensure accurate counting, the number of unsheltered populations may be undercounted due to the difficulty of locating some households. However, in the 2025 Point-in-Time count, there were 75 individuals counted, representing 29.6% of all persons counted. Of these that were unsheltered, 17 were considered to be chronically homeless. Male persons experiencing unsheltered homelessness accounted for 88% of those counted in the 2025 Point-in-Time count who disclosed gender. There were no households with children or child only households that were not sheltered during the count.

Discussion:

Homelessness continues to challenge Laredo and its residents as the number of households at risk of homelessness does not seem to dissipate. With over 250 people experiencing homelessness in 2025, according to the PIT, public input and service providers account for the continued need for housing and services to support households experiencing or at risk of homelessness.

NA-45 Non-Homeless Special Needs Assessment - 91.205 (b,d)

Introduction:

The following section describes the non-homeless special needs populations in Laredo. These non-homeless special needs populations include the elderly, persons with disabilities, people with drug and alcohol addictions, victims of domestic violence, and persons with HIV/AIDS. Persons belonging to this population may have additional needs before, during, and after an incident in functional areas, including maintaining independence, communication, transportation, supervision, and medical care. The section below will describe why identifying the characteristics and needs of these sub-populations are essential to the planning process for these federal dollars.

Describe the characteristics of special needs populations in your community:

Elderly

Table NA-45.1 presents the population of Laredo by age. Those over the age of 65 are considered elderly. The elderly population accounts for 10.9% of the population in the city. This population has experienced the most growth since 2018, increasing from 9.0%. Since 2010, the age groups 65 to 84 have grown at the fastest rates. Those 55 to 64 have seen the second highest rate of growth over this time period, at 8.3%. Hence, Laredo is seeing an aging population, which experiences higher rates of disabilities, as discussed below. The needs for these households vary from younger populations, with more needs for accessibility to housing and other service supports.

Table NA-45.1: Population by Age

	Year				Percent Change 2010-2020
Age	2018	Percent	2023	Percent	
Under 5 years	24,832	9.6%	21,223	8.3%	-14.5%
5 to 9 years	22,314	8.7%	22,886	8.9%	2.6%
10 to 14 years	24,583	9.5%	23,256	9.1%	-5.4%
15 to 19 years	23,089	9.0%	22,668	8.9%	-1.8%
20 to 24 years	20,697	8.0%	20,324	7.9%	-1.8%
25 to 34 years	34,683	13.5%	35,559	13.9%	2.5%
35 to 44 years	34003	13.2%	31,803	12.4%	-6.5%
45 to 54 years	28,946	11.2%	30,062	11.7%	3.9%
55 to 59 years	11545	4.5%	12383	4.8%	7.3%
60 to 64 years	9,740	3.8%	10,548	4.1%	8.3%
65 to 74 years	13,551	5.3%	14,810	5.8%	9.3%
75 to 84 years	6,544	2.5%	7,155	2.8%	9.3%
85 years and over	3,048	1.2%	3,272	1.3%	7.3%

Data Source: ACS Data City of Laredo

People with Disabilities

Table NA-45.2 presents the population of Laredo with at least one form of disability. Overall, 14.0% of the population has a disability, with those 75 and older experiencing disabilities at the highest rate. For people 75 and older in Laredo, an estimated 58.3% experience at least one disability. Another 36.7% of those between the ages of 65 and 74 experience disabilities, and 13.5% for those 35 to 64.

Table NA-45.2: Population with a Disability

Age	Number	Percentage
Under 5	273	1.3%
5 to 17	5,114	9.1%
18 to 34	6,183	9.7%
35 to 64	11,271	13.5%
65 to 74	5,844	36.7%
75 or Older	6,382	58.3%
Total	35,067	14.0%

Data Source: 2021 Five-Year ACS City of Laredo

People with Alcohol and Drug Addictions

The Laredo Drug and Alcohol Commission reports on the number of overdose deaths in Laredo. Between 2012 and 2018, there were 219 overdose deaths. Opioids were responsible for 156 of those deaths.[3] In addition, Laredo residents tend to have higher rates of drug misuse than other areas. One study found that Laredo residents reported significantly higher rates of past-year drug use (32.8%) and prescription drug misuse (25.4%) than did residents of both Brownsville/McAllen (15.6% and 9.4%, respectively) and San Antonio (17.9% and 9.3%, respectively.[4]

Victims of Domestic Violence

Pinpointing specific numbers of domestic violence victims is difficult due to the lack of reporting and other mitigating factors. In Webb County, 247 domestic calls and 99 dispute calls were reported in 2023.[5] According to the Texas Advocacy Project, 1 in 3 Texans will experience domestic violence in their lifetime, and 1 in 4 women and 1 in 13 men reported being a victim of stalking in their lifetime.[6]

[3] https://www.cityoflaredo.com/services/drug-alcohol-services-directory

[4] https://pmc.ncbi.nlm.nih.gov/articles/PMC7754854/#:~:text=This%20same%20study%20found%20that,et%20al.%2C%202018).

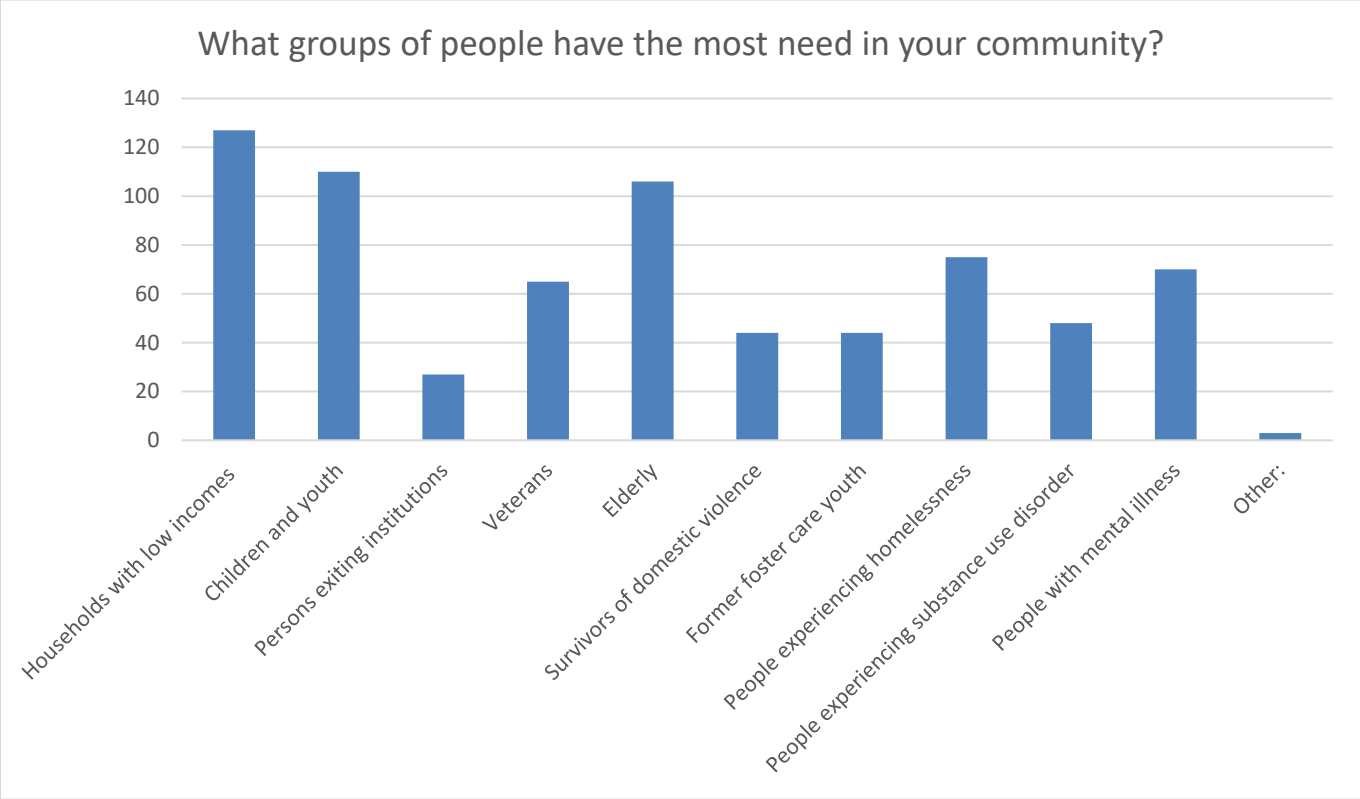
[5] https://www.kgns.tv/2023/09/29/laredo-webb-county-officials-shed-light-domestic-violence/

[6] https://www.texasadvocacyproject.org/statistics

What are the housing and supportive service needs of these populations and how are these needs determined?

The 2025 Resident Survey found that second to households with low incomes, the most in need groups include children and youth, the elderly, people experiencing homelessness, and people with mental illness. In addition, input suggested that seniors need to access housing as they age, including aging in place. People with substance use disorders and people with mental illness are in need of supportive services, in conjunction with housing options that help them transition into permanent housing solutions.

Table NA-45.3: Special Needs Populations Survey Results



Data Source: 2025 Resident Survey

Discuss the size and characteristics of the population with HIV/AIDS and their families within the Eligible Metropolitan Statistical Area:

According to the Texas HIV Surveillance Report, there were 30 new HIV diagnoses and 11 new AIDS diagnoses in 2021. For Webb County, there have been 813 cumulative HIV

diagnoses, with a rate of 187.0 per 100,000.[7] Webb County was in the top 25 counties in Texas for new diagnoses, according to the report.

If the PJ will establish a preference for a HOME TBRA activity for persons with a specific category of disabilities (e.g., persons with HIV/AIDS or chronic mental illness), describe their unmet need for housing and services needed to narrow the gap in benefits and services received by such persons. (See 24 CFR 92.209(c)(2)(ii))

Not applicable.

Discussion:

Non-homeless special needs populations continue to have unaddressed needs in Laredo. These needs vary from social support and housing options to transportation and economic access. Public input and consultation with stakeholders suggest that while there are many service providers in Laredo, a lack of resources is the primary barrier to providing adequate support to those special needs populations.

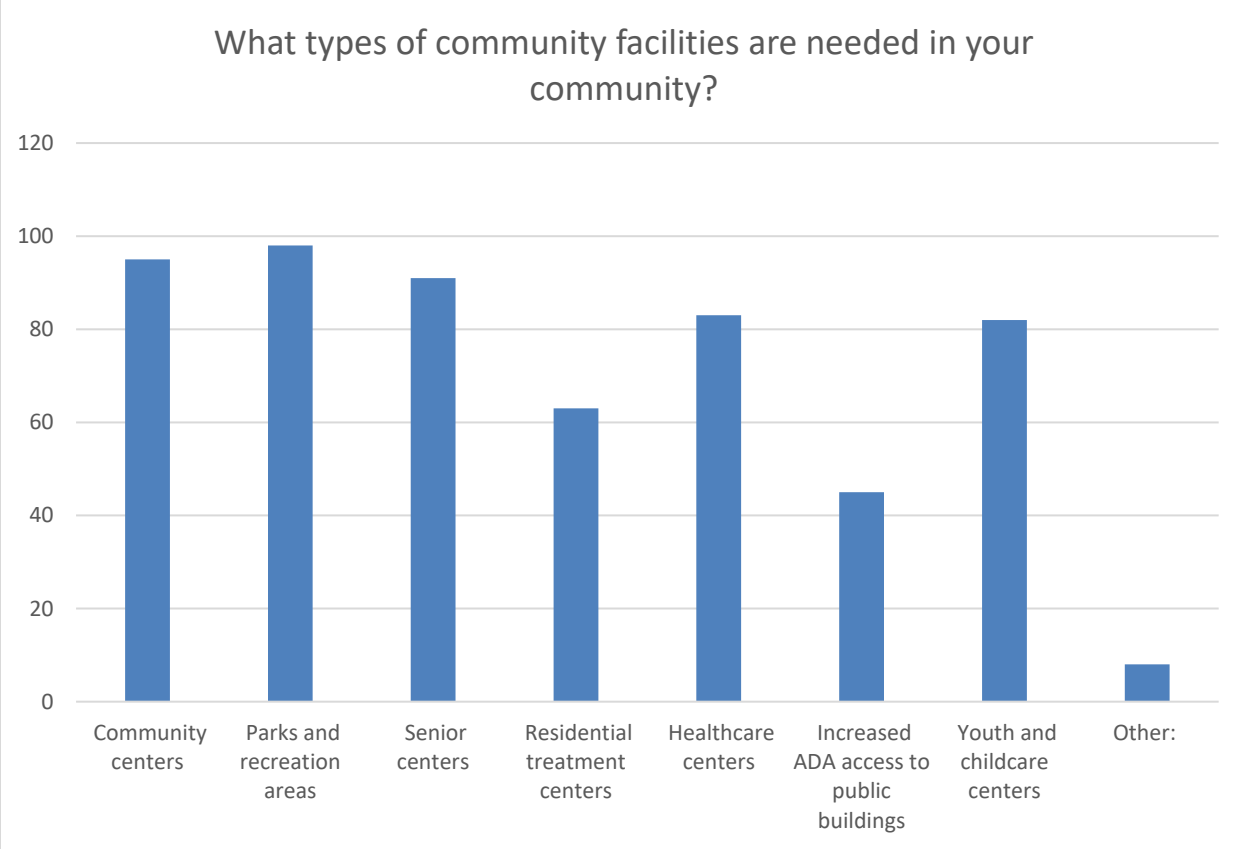
[7] chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://www.dshs.texas.gov/sites/default/files/hivstd/reports/HIVSurveillanceReport.pdf

NA-50 Non-Housing Community Development Needs – 91.215 (f)

Describe the jurisdiction's need for Public Facilities:

Survey respondents rated parks and recreation areas as the highest need, with 46% of respondents indicating it as a need. Some 45% of respondents saw the need for community centers, and 43% of respondents saw the need for senior centers.

Table NA-50.1: Community Facilities Survey Results



Data Source: 2025 Resident Survey

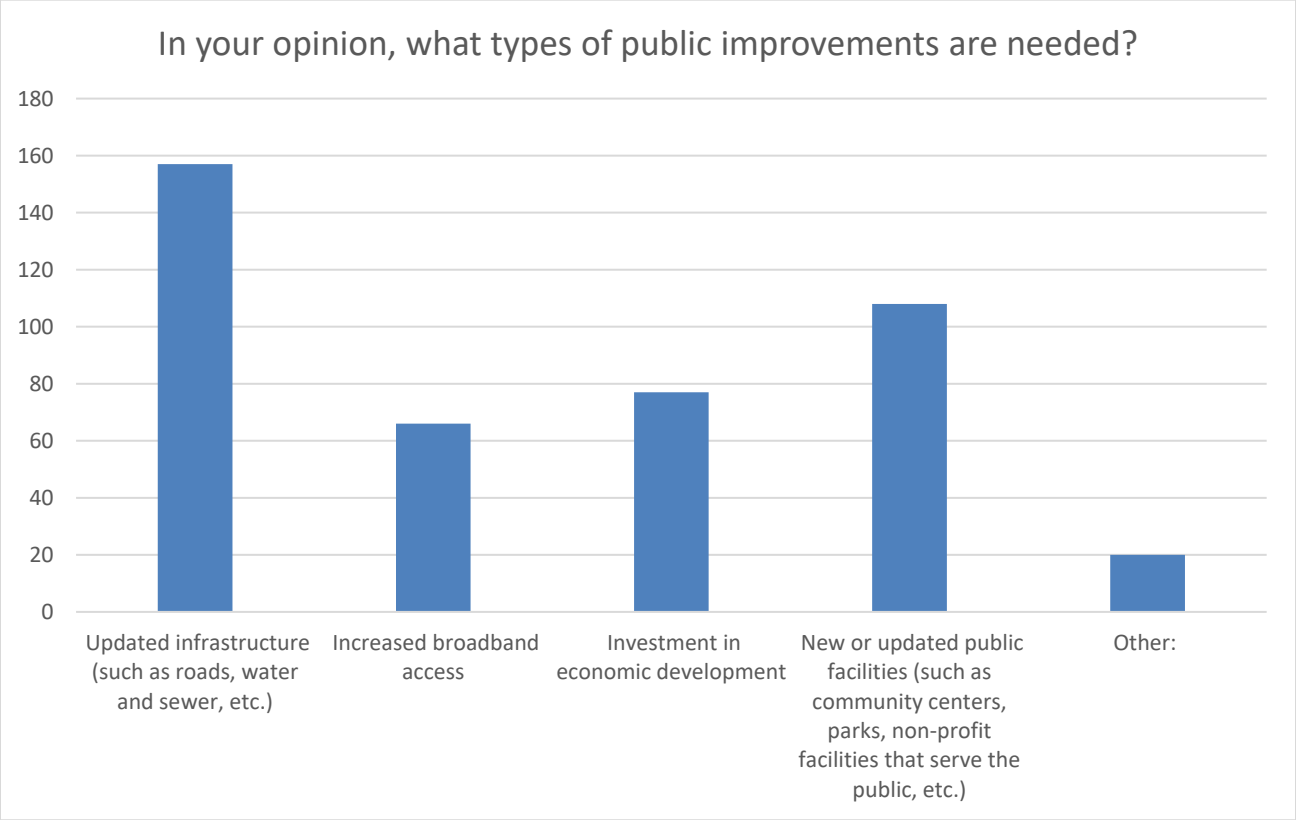
How were these needs determined?

Results were determined from the 2025 Resident Survey, and from input from public input and work groups.

Describe the jurisdiction's need for Public Improvements:

In terms of public improvements, the majority of respondents found the need for updated infrastructure, with over 73% of respondents indicating it as a need. An estimated 50% of respondents saw the need for new or updated public facilities. Lower rates of respondents saw the need for increased broadband access or investment in economic development, at 30% and 36%, respectively.

Table NA-50.2: Public Improvements Survey Results



Data Source: 2025 Resident Survey

How were these needs determined?

Results were determined from the 2025 Resident Survey, and from input from public input and work groups.

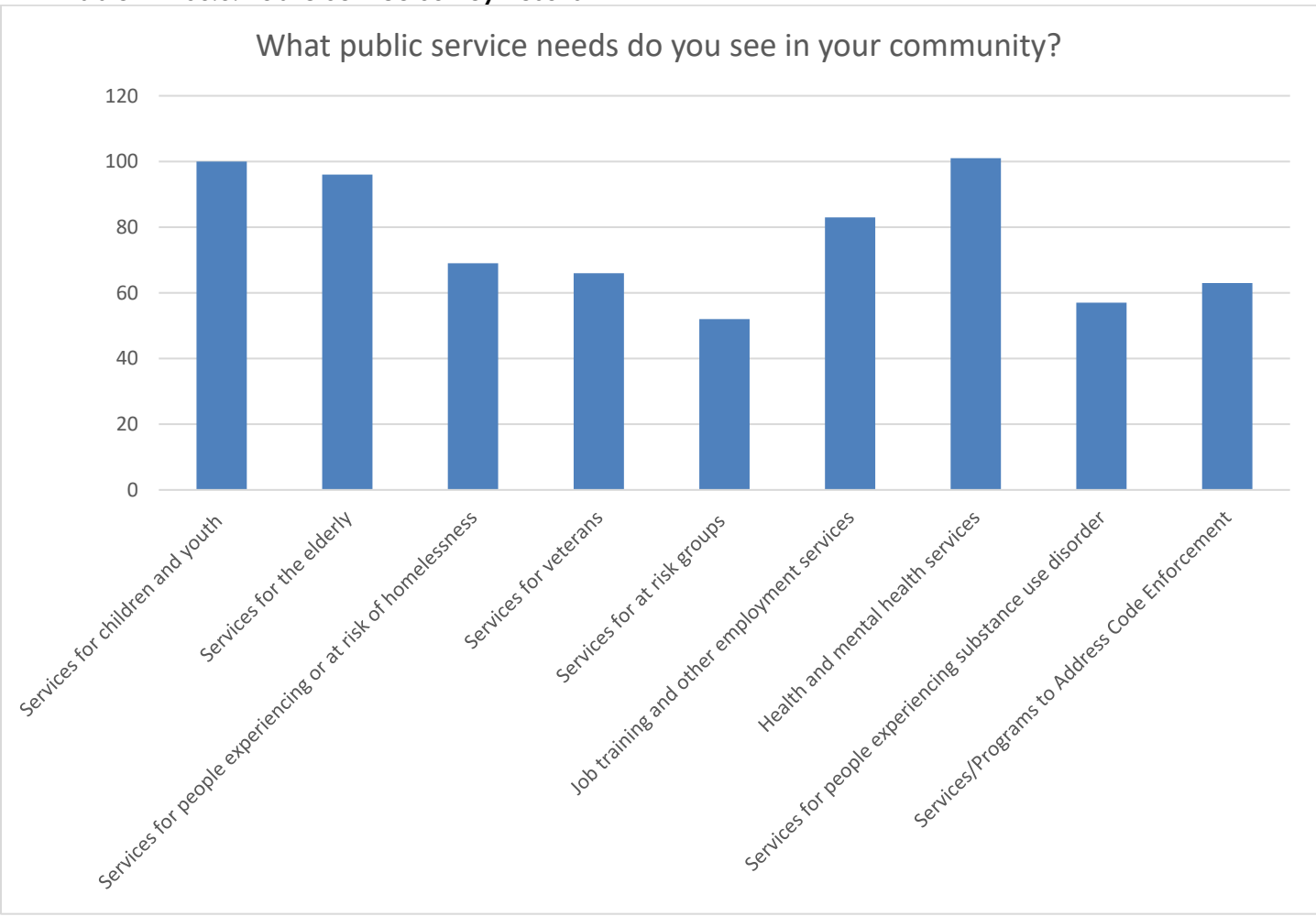
Describe the jurisdiction's need for Public Services:

The need for public services varied with the top-rated need for health and mental health services, with 48% of respondents indicating it as a need. This was followed by services for children and youth and services for the elderly, at 47% and 46%, respectively.

How were these needs determined?

Results were determined from the 2025 Resident Survey, and from input from public input and work groups.

Table NA-50.3: Public Service Survey Results



Data Source: 2025 Resident Survey

Housing Market Analysis

MA-05 Overview

Housing Market Analysis Overview:

Housing units increased between 2018 and 2023 by 9.1%. However, housing costs have increased significantly over the past five years (between 2018 and 2023), with a more than 23.3% growth in median rental costs and more than 48.8% growth in median home values. While this housing cost increase has been accompanied by a growth in incomes overall, many households are having difficulty affording housing costs, as demonstrated by the housing cost burdens discussed in the Needs Assessment.

While the majority of housing units in Laredo are newer, there are a large number of older units that are in need of rehabilitation and repair. In addition, many households are in need of larger units or units to accommodate aging households as households age, and many families utilize multigenerational living.

Housing units and services that are available to households experiencing homelessness and households with special needs are varied and found in Laredo and adjacent areas. There is a continued need, however, to support these households with additional housing and service options.

This Market Analysis section delves into the current housing market of Laredo to determine where the needs in the community are and any areas in Laredo that would benefit from investment through the Consolidated Planning process.

MA-10 Number of Housing Units – 91.210(a)&(b)(2)

Introduction

This section looks at the total number of housing units in Laredo, and how that has changed in recent years. Total housing units grew by 9.1% between 2018 and 2023, to a total of 6,351 units. The majority of units are single-family detached homes, accounting for 67.7% of all units. The number of housing units has kept pace with the overall population growth in Laredo. However, the rate of housing problems, as shown in previous sections, low homeowner vacancy rates, and the need for different housing types indicate the need for additional housing options in Laredo.

All residential properties by number of units

Property Type	Number	%
1-unit detached structure	55,791	67.7%
1-unit, attached structure	2,472	3.0%
2-4 units	5,027	6.1%
5-19 units	5,851	7.1%
20 or more units	6,757	8.2%
Mobile Home, boat, RV, van, etc	6,427	7.8%
Total	82	0.1%

Table 25 – Residential Properties by Unit Number

Data Source: 2019-2023 ACS

Unit Size by Tenure

	Owners		Renters	
	Number	%	Number	%
No bedroom	No data			
1 bedroom				
2 bedrooms				
3 or more bedrooms				No data

Table 26 – Unit Size by Tenure

Data Source: 2016-2020 ACS

In 2023, homeowner vacancy rates were significantly lower than rental vacancy rates, at 0.9% and 7.9%, respectively.

Table MA-10.1: Housing Units

	2018	2023
Occupied housing units	91.6%	92.5%
Vacant housing units	8.4%	7.5%
Homeowner vacancy rate	1.4%	0.9%
Rental vacancy rate	7.0%	7.9%
Total housing units	**76,283**	**82,410**

Describe the number and targeting (income level/type of family served) of units assisted with federal, state, and local programs.

Programs will target households that have housing problems in Laredo. This includes 28,220 households, some 13,835 of which are owner households, and 14,385 of which are renter households.

Table MA-10.2: Households with Housing Problems

Household has at least 1 of 4 Housing Problems	Owner	Renter	Total
Total	13,835	14,385	28,220

Data Source: 2021 CHAS Laredo

As seen in Table MA-10.4, there are 8,370 households with income less than 30% HAMFI with housing problems, 6,845 households with incomes between 30.1 and 50% HAMFI with housing problems, 5,705 households between 50.1 and 80% HAMFI with housing problems, and 2,930 households between 80.1 and 100% HAMFI with housing problems.

Table MA-10.3: Households with Housing Problems by Income

	Household has at least 1 of 4 Housing Problems	%
Household Income <= 30% HAMFI	8,370	76.8%
Household Income >30% to <=50% HAMFI	6,845	75.5%
Household Income >50% to <=80% HAMFI	5,705	49.7%
Household Income >80% to <=100% HAMFI	2,930	41.7%
Household Income >100% HAMFI	4,365	12.8%

Data Source: 2021 CHAS Laredo

Provide an assessment of units expected to be lost from the affordable housing inventory for any reason, such as expiration of Section 8 contracts.

There are two Section 8 contracts that are expected to expire during this Consolidated Planning period, which includes 108 units. There is not expected to be any other substantial losses in the affordable housing inventory during this five-year period.

Does the availability of housing units meet the needs of the population?

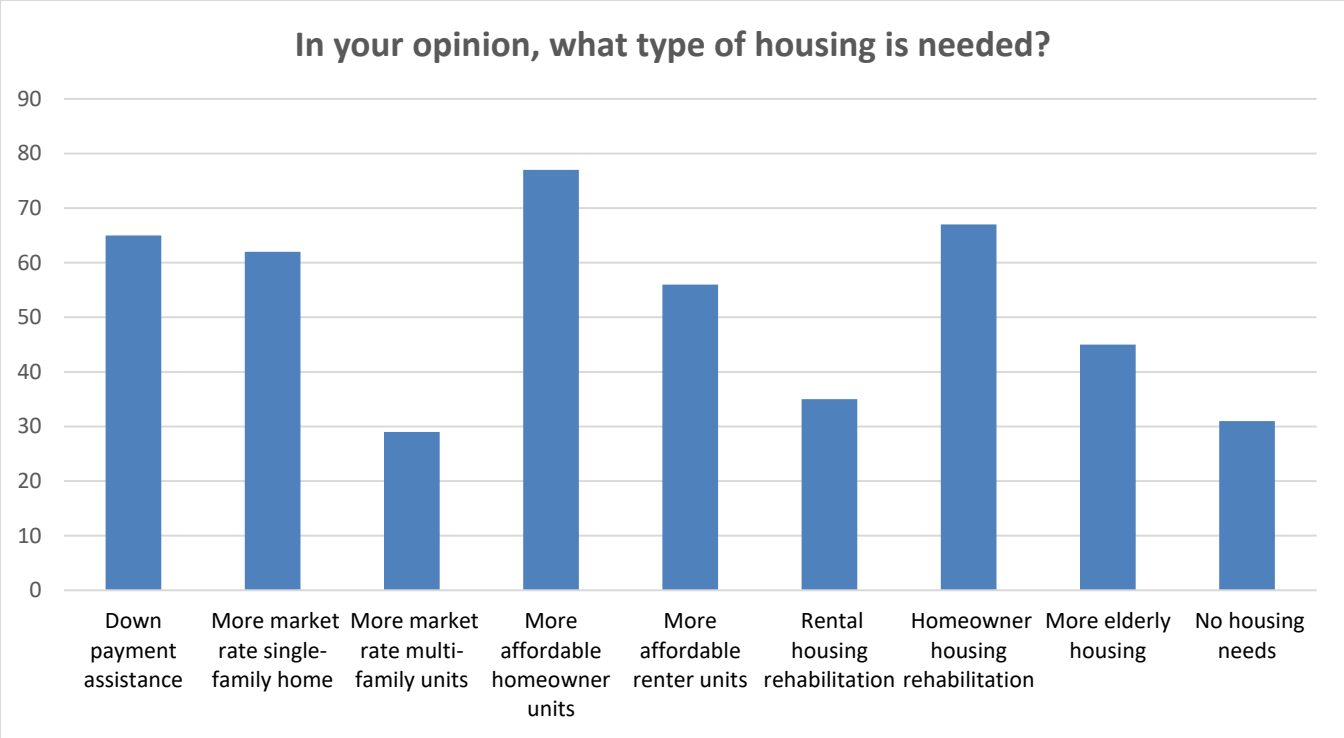
As seen in the Needs Assessment section, as well as information gathered from public input, current housing does not meet the needs of the population. This is seen most markedly in the rate of cost burdens and housing problems. In 2023, an estimated 31.6% of the population had cost burden. Renter households are more likely to be impacted by

cost burdens, and are therefore most likely to not have housing units that meet their needs.

Describe the need for specific types of housing:

As seen in Table MA-10.5, the highest-rated need is for more affordable single-family new construction, followed by homeowner housing rehabilitation and down payment assistance. This sentiment is echoed by work group and stakeholder sentiments, with the need for more housing options for middle and low-income residents and the need for larger and more accessible homes to accommodate multi-generational households.

Table MA10.4: Survey for Housing Need



Data Source: 2025 Resident Survey

Discussion

Housing in Laredo is not meeting the needs of the changing population. Lower-income households, seniors, and potential homeowners are finding available units in the market due to limits in supply and income constraints.

MA-15 Housing Market Analysis: Cost of Housing - 91.210(a)

Introduction

Housing costs can vary widely for both rental costs and the value of owner-occupied units. These two measures are used to identify the cost of housing and allow for comparison from previous years. Rental units in Laredo are most likely to be between $500 and $999 per month, accounting for 43.3% of units. However, the cost of rentals has grown between 2018 and 2023, and 35.5% of rentals cost between $1,000 and $1,499, an increase of 12 percentage points in the five-year period. Rentals costing between $1,500 and $1,999 also grew from 3.3% of rental units in 2018 to 11.0% of rental units in 2023. The median rent also grew from $826 in 2018 to $994 in 2023, or by 20.3%.

The value of owned units also provides insight into housing costs. The median value of owned units grew from $122,900 in 2018 to $182,400 in 2023, a 48.8% increase in five years. The biggest growth was seen in units valued between $200,000 and $299,000, which grew by 15.6 percentage points to account for 27.6% of owned units in 2023. Housing units valued at under $150,000 all fell as a proportion of units overall. While there has been a slight amount of growth at the top of the housing value range, most of this growth is driven by value increases in the mid-value range in Laredo.

Median contract rents were highest in areas outside the city center and in the southwest areas of Laredo. These areas saw median rent costs above $1,100. The lowest areas of rent costs were below $650 and were primarily in the city center and southern parts of the city, as can be seen in Map MA-15.1. Median home values were highest along the outer edges of the city and exceeded $230,000 on average. This is shown on Map MA-15.2.

Cost of Housing

Table MA-15.1: Rents

	2018	2023
Cost	**%**	**%**
Less than $500	11.7%	7.3%
$500 to $999	59.3%	43.3%
$1,000 to $1,499	23.3%	35.5%
$1,500 to $1,999	3.3%	11.0%
$2,000 to $2,499	2.1%	0.9%
$2,500 to $2,999	0.3%	0.9%
$3,000 or more	0.0%	1.0%
Median (dollars)	**$826**	**$994**

Data Source: 2023 Five-Year ACS City of Laredo

Table MA-15.2: Owned Unit Values

	2018	2023
Cost	%	%
Less than $50,000	10.5%	4.7%
$50,000 to $99,999	26.9%	13.1%
$100,000 to $149,999	24.0%	18.4%
$150,000 to $199,999	19.1%	21.5%
$200,000 to $299,999	12.0%	27.6%
$300,000 to $499,999	5.6%	11.3%
$500,000 to $999,999	1.8%	3.0%
$1,000,000 or more	0.1%	0.5%
Median (dollars)	**$122,900**	**$182,400**

Data Source: 2023 Five-Year ACS City of Laredo

	Base Year: 2009	Most Recent Year: 2020	% Change
Median Home Value	114,500	140,100	22.4%
Median Contract Rent	785	858	9.0%

Table 27 – Cost of Housing

Rent Paid	Number	%
Less than $500	No Data	7.3%
$500-999		43.3%
$1,000-1,499		35.5%
$1,500-1,999		11.0%
$2,000 or more		1.8%

Table 28 - Rent Paid

Data Source: 2018-2023 ACS

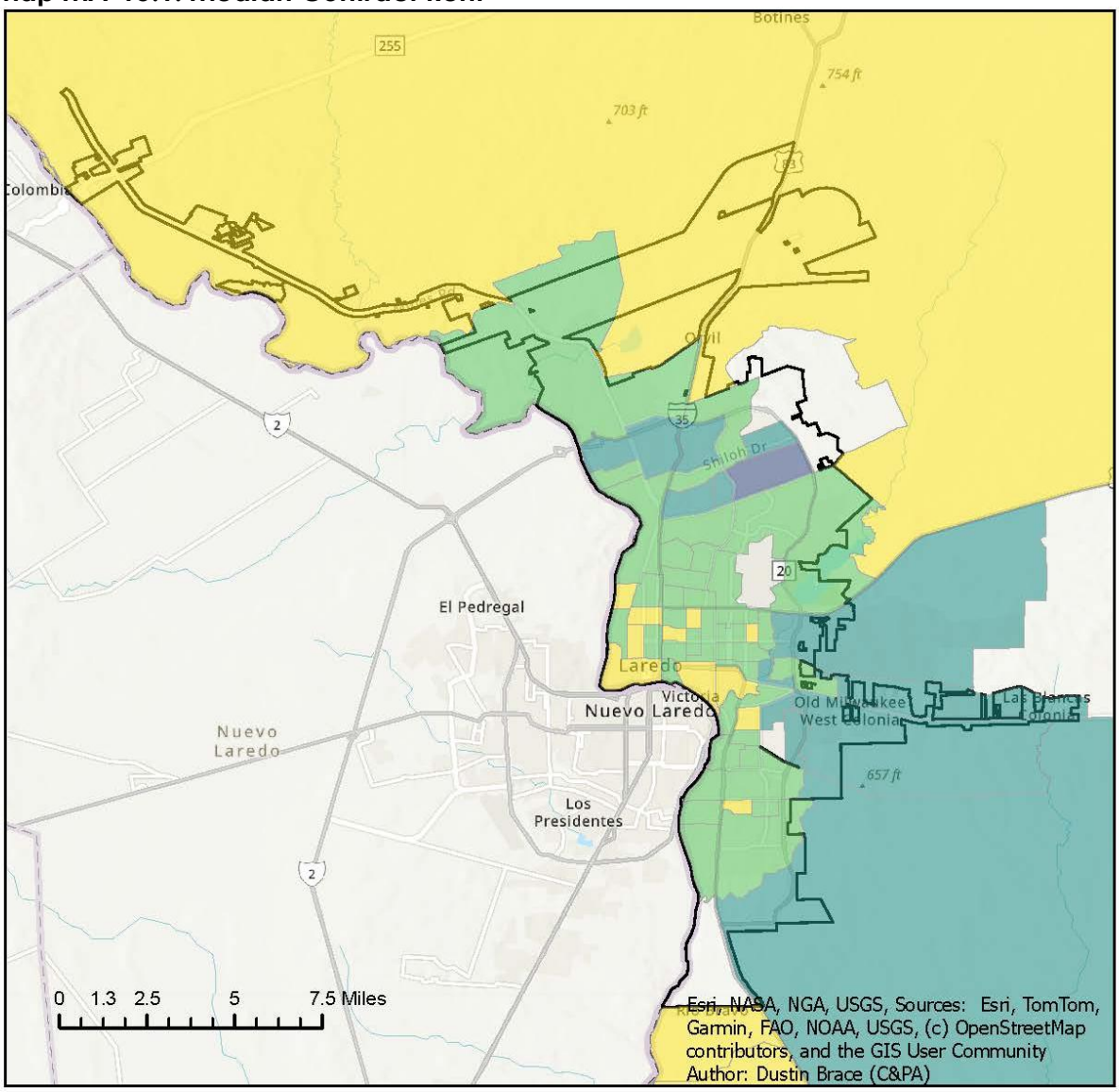
Housing Affordability

Number of Units affordable to Households earning	Renter	Owner
30% HAMFI		No Data
50% HAMFI		
80% HAMFI		
100% HAMFI	No Data	

Table 29 – Housing Affordability

Data Source: 2016-2020 CHAS

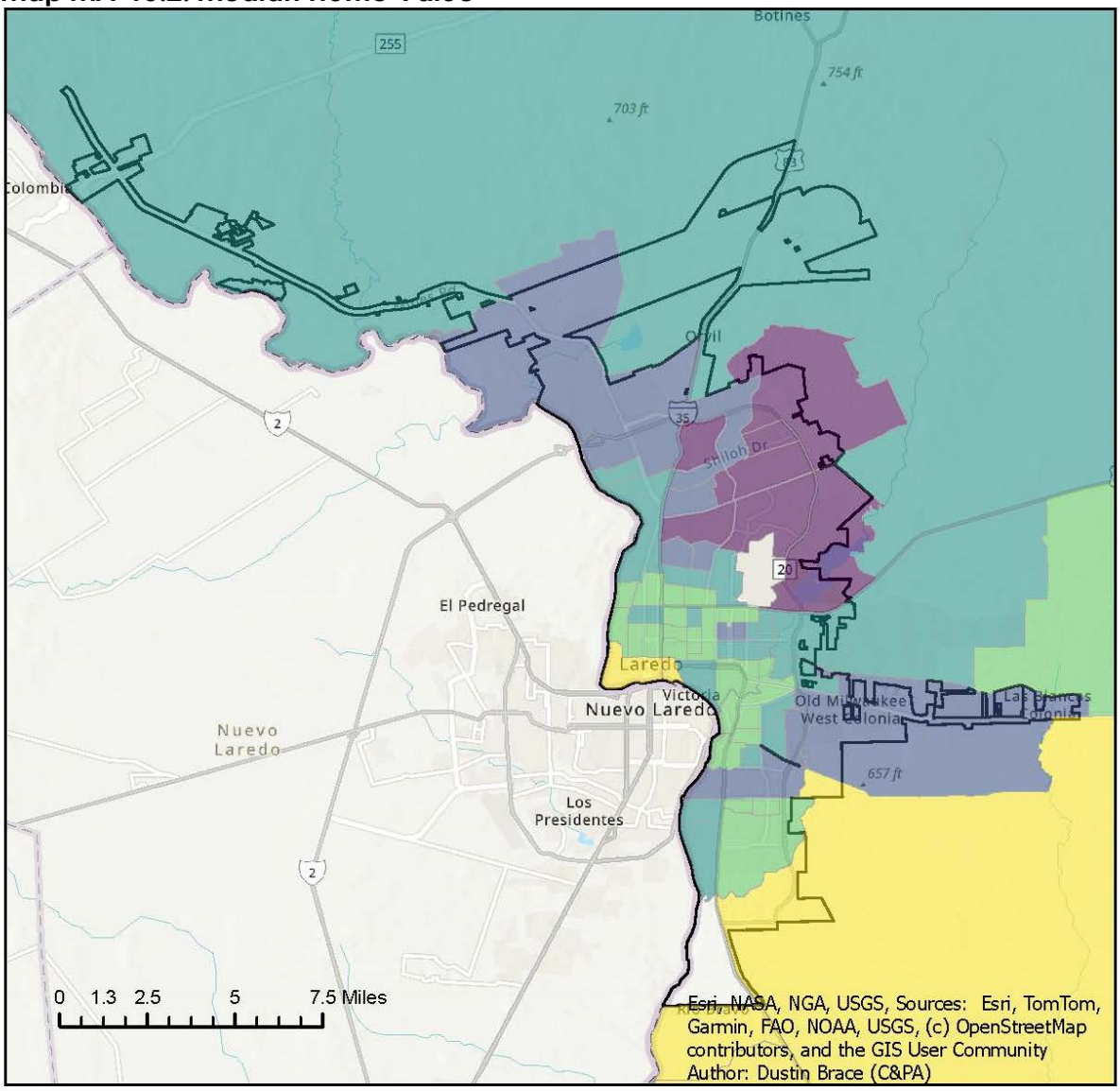
Map MA-15.1: Median Contract Rent



Median Contract Rent (Contract Rent for Renter-Occupied Housing Units)

- $99 - $650
- $650 - $1,100
- $1,100 - $1,600
- $1,600 - $2,400
- $2,400 - $3,500

Map MA-15.2: Median Home Value



Median Home Value (for Owner-Occupied Housing Units)

- $10,400 - $80,000
- $80,001 - $130,000
- $130,001 - $180,000
- $180,001 - $230,000
- $230,001 - $400,000

Monthly Rent

Monthly Rent ($)	Efficiency (no bedroom)	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom
Fair Market Rent	953	959	1173	1493	1556
High HOME Rent	834	881	1076	1234	1356
Low HOME Rent	656	703	843	975	1087

Table 30 – Monthly Rent

Data Source: HUD FMR and HOME Rents

Is there sufficient housing for households at all income levels?

As demonstrated by the housing needs and cost burden sections in the Needs Assessment, there is a significant amount of the population that faces housing challenges. Low-income households are particularly prone to facing cost burdens. This points to the fact that there are not sufficient housing options for all households, especially those at lower income levels. Additionally, public input comments indicated there is a significant need for affordable housing options for lower-income households, larger households, elderly households, and households with special needs.

How is affordability of housing likely to change considering changes to home values and/or rents?

Housing costs have increased significantly between 2018 and 2023 at a much faster rate than in previous years. With this fast-paced growth in housing costs, it is expected that additional households will face cost burdens, and affordability will continue to decrease in the future. This is expected to be particularly true for home value, which increased at a greater rate than rents during this period.

How do HOME rents / Fair Market Rent compare to Area Median Rent? How might this impact your strategy to produce or preserve affordable housing?

The Fair Market Rent (FMR) and HOME rents may not be sufficient to meet the housing needs of households in Laredo. This may be especially true for larger families that require larger units. They are significantly lower than the rise in rental prices has shown in recent years.

Discussion

The rate of housing cost increases in Laredo is exceeding the rate of income growth for many households. This is shown by the proportion of households that face cost burdens. The rental cost growth of 23.3% and home value growth of 48.8% in just five years demonstrate the level of need that is expected to continue along with the housing price increases.

MA-20 Housing Market Analysis: Condition of Housing – 91.210(a)

Introduction

The age and condition of the City's housing stock are important variables in assessing the overall characteristics of a local housing market. This section will review important data about the City of Laredo's housing stock. Older housing stock, particularly older rental housing, often has code and deferred maintenance issues that can impact the longevity of the housing structure, which in turn impacts the housing supply in terms of accessibility and affordability. The housing stock in Laredo is newer overall, with more than 60% of units built since 1990. However, a large number of older units may be in need of rehabilitation.

Describe the jurisdiction's definition of "standard condition" and "substandard condition but suitable for rehabilitation":

Using definitions established by HUD:

- Cost burden is calculated as gross housing costs, including utility costs, as a percentage of gross income. Households that pay more than 30% of their incomes on housing are considered cost-burdened.
- Households that pay more than 50% of their incomes are severely cost-burdened.
- Standard Condition: No major structural defects; adequate plumbing and kitchen facilities; the appearance which does not create a blighting influence; and the house meets additional, more stringent, local standards and building codes, including lead-based paint clearance.
- Substandard Condition but Suitable for Rehabilitation: The nature of the substandard condition makes rehabilitation both financially and structurally feasible.
- Housing Conditions: Condition of units is assessed using the following criteria which include: 1) lacks complete plumbing facilities, 2) lacks complete kitchen facilities, 3) more than one person per room, 4) cost burden (amount of income allocated to housing) is greater than 30%, and 5) complies with applicable building code standards.

Condition of Units

Condition of Units	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
With one selected Condition	13,822	34%	11,355	46%
With two selected Conditions	1,560	4%	3,105	12%
With three selected Conditions				
With four selected Conditions				
No selected Conditions	27,005	64%	10,504	40%
Total	43,290	100%	25,824	100%

Table 31 - Condition of Units

Data Source: 2016-2020 ACS

Year Unit Built

Year Unit Built	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
2000 or later	No Data			
1980-1999				
1950-1979				
Before 1950				
Total				No Data

Table 32 – Year Unit Built

Data Source: 2016-2020 CHAS

The majority of housing units in Laredo are newer, with 62.7% of units built since 1990. The greatest proportion of units were built between 2000 and 2009, accounting for a quarter of all units in Laredo.

Table MA 10.1: Housing Units by Age

Age of Housing	2018		2023	
Built 2020 or later	.	.	1,154	1.4%
Built 2010 to 2018	-	-	13,433	16.3%
Built 2000 to 2009	19,452	25.5%	20,767	25.2%
Built 1990 to 1999	17,316	22.7%	16,317	19.8%
Built 1980 to 1989	10,527	13.8%	10,796	13.1%
Built 1970 to 1979	8,925	11.7%	7,252	8.8%
Built 1960 to 1969	5,416	7.1%	4,285	5.2%
Built 1950 to 1959	3,967	5.2%	3,873	4.7%
Built 1940 to 1949	2,517	3.3%	1,813	2.2%
Built 1939 or earlier	2,288	3.0%	2,802	3.4%

Data Source: 2023 Five-Year ACS Laredo

Risk of Lead-Based Paint Hazard

Risk of Lead-Based Paint Hazard	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
Total Number of Units Built Before 1980.	11,320	26%	9,615	37%
Housing units built before 1980 with children present	10,255	33%	8,525	34%

Table 33 – Risk of Lead-Based Paint

Data Source: 2016-2020 ACS (Total Units) 2016-2020 CHAS (Units with Children present)

Vacant Units

	Suitable for Rehabilitation	Not Suitable for Rehabilitation	Total
Vacant Units	N/A	N/A	N/A
Abandoned Vacant Units	N/A	N/A	N/A
REO Properties	N/A	N/A	N/A
Abandoned REO Properties	N/A	N/A	N/A

Table 34 - Vacant Units

Need for Owner and Rental Rehabilitation

As seen in Section MA-10, table MA-10.4, there is a moderate to high level of need for owner rehabilitation. Rental rehabilitation is seen as a lower need than owner rehabilitation. While the majority of the housing stock in Laredo is newer, there are still a substantial number of units that are aging and may be in need of rehabilitation. This includes over 2,800 units built prior to 1940.

Estimated Number of Housing Units Occupied by Low or Moderate Income Families with LBP Hazards

There are an estimated 20,000 units in Laredo that were built prior to 198o, according to 2023 Five-Year ACS data. However, many of these units do not contain children. Table 39 estimates that there are 18,780 units built prior to 1980 with children present. This includes 10,255 owner units and 8,525 renter units.

Discussion

The current housing stock may be in need of rehabilitation and renovations to meet the need of residents as it ages. There are over 18,000 units with children that are at risk of lead-based paint exposure based on the age of the housing units. In addition, survey responses have rated the need for rehabilitation at a moderate level.

MA-25 Public and Assisted Housing – 91.210(b)

Introduction

Since 1939, the Laredo Housing Authority (LHA) has provided safe, decent, and affordable public housing units and currently administers the Housing Choice Voucher Program in the private housing sectors in Laredo, Zapata, and Asherton. Through supportive services and self-sufficiency classes, LHA fortifies residents' knowledge and skills necessary to improve their quality of life.

Publicly assisted housing units are found throughout Laredo, but are more heavily concentrated in the city center and the northern and southern portions of the city. This is seen in Map MA-25.1, on the following page.

Totals Number of Units

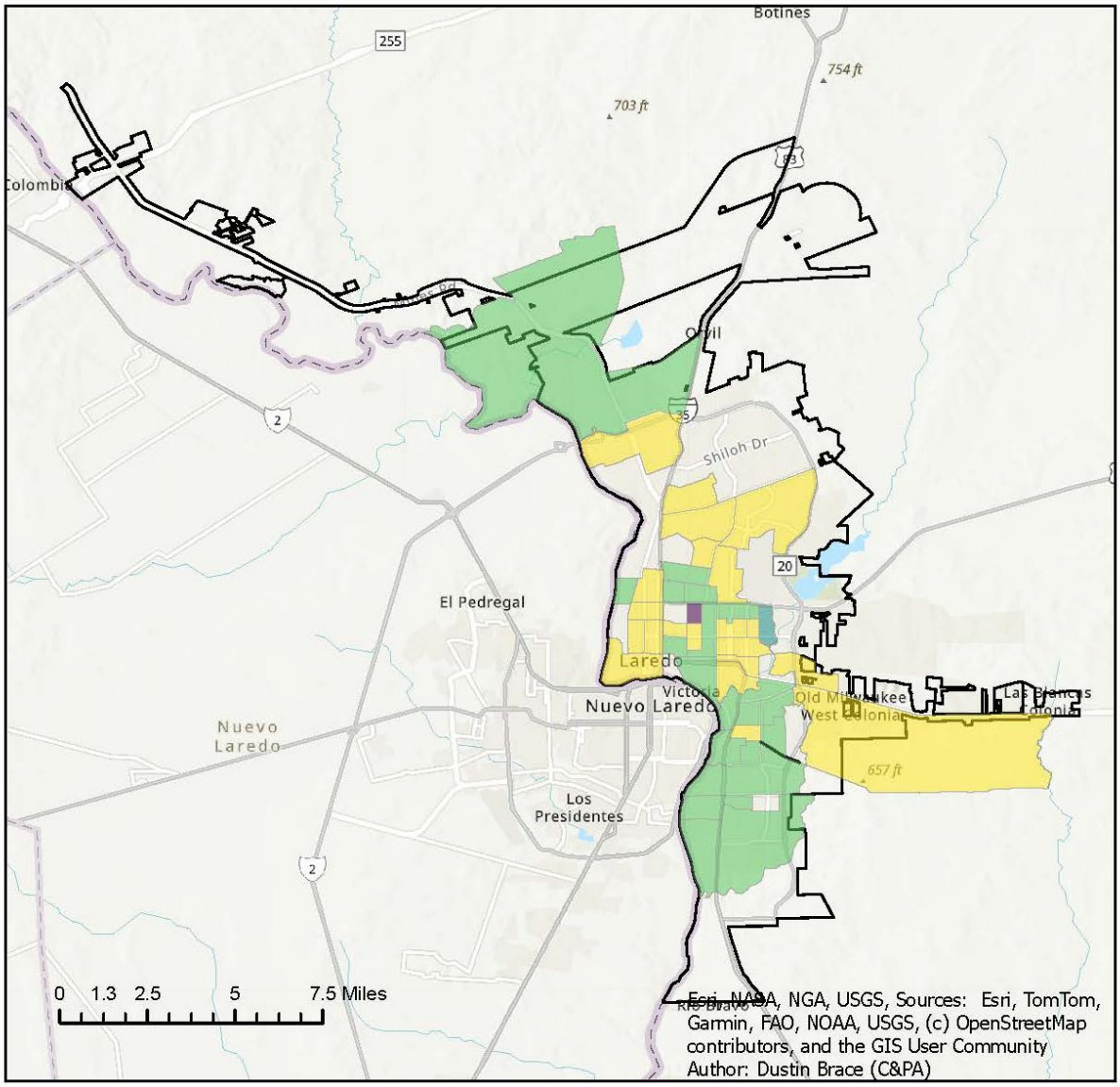
Program Type									
	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project - based	Tenant - based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of units vouchers available	0	10	994	1,367	0	1,367	0	0	0
# of accessible units									

*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

Table 35 – Total Number of Units by Program Type

Data Source: PIC (PIH Information Center)

Map MA-25.1: Publicly Supported Housing Units



Publicly-Assisted Housing Units

- 0.41 - 5.81
- 5.81 - 12.04
- 12.04 - 21.87
- 21.88 - 43.36
- 43.36 - 100.00

Describe the supply of public housing developments:

Describe the number and physical condition of public housing units in the jurisdiction, including those that are participating in an approved Public Housing Agency Plan:

The Laredo Housing Authority (LHA) owns and manages 994 public housing units in 8 locations and administers the Housing Choice Voucher Program for 1,367 families in the private sector.

The LHA's Guadalupe Development was constructed in 1941 and has 272 units and has a total of 84 one-bedroom units, 138 two-bedroom units, 42 three-bedroom units, and eight four-bedroom units. There are 14 accessible units at the Guadalupe Development. LHA's Russell Terrace Development was constructed in 1957 and had 200 units. There are 24 one-bedroom units, 64 with two bedrooms, 84 with three, and 28 with four bedrooms. There are ten accessible units at Russell Terrace. The Springfield Acres development was built in 1980. It has 126 units consisting of 12 one-bedroom units, 60 two-bedroom units, 48 three-bedroom units, and 6 with four-bedrooms. There are six accessible units at Springfield Acres. The Carlos Richter Development was built in 1960 and had 100 units. There are 16 units with one bedroom, 46 with two bedrooms, 28 with three bedrooms, and 10 with four bedrooms. There are five units equipped for disabled residents. The Senior Citizen complex has a total of 100 units. There are five accessible units at the Senior Complex. It was constructed in 1963 and had 88 one-bedroom units and 12 units with two bedrooms.

Meadow Elderly was built in 1983 with a total of 30 units for seniors. There are 26 one-bedroom units and four two-bedroom units. There are four accessible units at Meadow Elderly. Meadow Acres is a residential complex that was developed in 1983. It has a total of 76 units, of which 13 are one-bedroom units, 24 are two-bedroom units, 21 are three-bedroom units, and 18 are four-bedroom units. There are five accessible units at Meadow Acres. The South Laredo Development was built in two phases. In 1987, the first phase was constructed. In 1993, the second phase was developed. There are a total of 56 units in the South Laredo residential complex. There are 35 three-bedroom units, and 21 four-bedroom units, with four accessible units at South Laredo. Asherton residential development is in the City of Asherton, Texas. It has 32 units consisting of 24 three-bedroom units and eight units with four bedrooms.

Public Housing Condition

Public Housing Development	Average Inspection Score
Chery Hill Apartments	98
Fr. Ed Kircher Apartments	92
Laredo Manor	90
Villa San Luis	87
Cibolo Crossing	89

Table 36 - Public Housing Condition

Describe the restoration and revitalization needs of public housing units in the jurisdiction:

Although the public housing stock is in good condition, maintaining units at this level is cost-prohibitive for the Housing Authority. Consequently, aging units are being removed from the public housing stock and converted to Project Based Vouchers (PBV) because of the Rental Assistance Demonstration Program (RAD).

The Laredo Housing Authority is participating in HUD-RAD, and, via its subsidiary, the Laredo Housing Facilities Corporation is converting the Russell Terrace development into a RAD project. All 200 units will eventually move from Public Housing based assistance to Project-Based Voucher assistance. In the process, 132 units will be demolished and rebuilt with modern amenities. Tenants who resided there before the conversion process will have the "Right to Return" after the demolition and rebuilding has been completed.

Describe the public housing agency's strategy for improving the living environment of low- and moderate-income families residing in public housing:

LHA maintains a five-year strategy for improving living environments is based on regular unit and building maintenance and repair. Additionally, LHA sponsors and supports self-sufficiency programs focused on helping their residents improve their economic situation and quality of living through its Special Projects Department.

Special Projects provides LHA residents with all the latest available community resources. Special Projects also partners with other community agencies to bring services and special programs that motivate our resident youth, encouraging them to stay in school, avoid drugs and gangs, improve their lifestyle, and enhance their possibilities for the future.

Discussion:

MA-30 Homeless Facilities and Services – 91.210(c)

Introduction

The City of Laredo partners with the Laredo Homeless Coalition to address the needs of the homeless individuals and families or at risk of homelessness. There are multiple organizations providing services in Laredo, such as homeless assistance providers, victim service providers, non-profit organizations, public housing agencies, mental health agencies and government-based organizations. The Laredo Homeless Coalition is a working group whose mission is to "determine and provide for the basic needs of homeless individuals and families." The group also works to provide programs and services related to housing, mental and physical health, nutrition, clothing, and education. Data for the HUD-formatted table below was taken from the available information about the CoC that follows.

Facilities and Housing Targeted to Homeless Households

	Emergency Shelter Beds		Transitional Housing Beds	Permanent Supportive Housing Beds	
	Year Round Beds (Current & New)	Voucher / Seasonal / Overflow Beds	Current & New	Current & New	Under Development
Households with Adult(s) and Child(ren)	111		73	48	
Households with Only Adults	210		15	127	
Chronically Homeless Households					
Veterans				22	
Unaccompanied Youth			12		

Table 37 - Facilities and Housing Targeted to Homeless Households

Describe mainstream services, such as health, mental health, and employment services to the extent those services are use to complement services targeted to homeless persons

Many social service agencies in Laredo provide benefits to homeless individuals and families to address homelessness. These services are essential to facilitate the process and serve the needs of those who have already become homeless. The goal of providing supportive services is self-sufficiency.

- Azteca Economic Dev. and Preserv. Corp.: Provides housing for low income individuals/families, small business development and loans, financial education, tax preparation and immigration services, and home buyer education.
- Border Region Behavioral Health Ctr: Provides adult and children's mental health services as well as a program for intellectual and developmental disabilities.
- COL Health Department HIV Program: Provides comprehensive HIV/AIDS /STD health education, awareness, screening, testing and outreach prevention services as well as medical health care and needed support services.
- Gateway Comm. Health Center: Provides health care services such as women's health, pediatrics, oral health, podiatry, adult care, support services, behavioral health, and educational programs.
- Habitat for Humanity: Builds simple, decent, and affordable houses for hardworking low-income families.
- Laredo College: Provides a variety of affordable academic programs, technical and vocational programs, non-credit community interest courses, and adult education courses that help area adults obtain English skills, job skills or a General Educational Development diploma.
- Laredo Housing Authority (LHA): Owns and manages safe, decent, and affordable public housing units and administers the Housing Choice Voucher Program. LHA also provides supportive services and self-sufficiency classes.
- Literacy Volunteers of Laredo: Utilizes instructional strategies to teach basic skills that help adults read signs, prescriptions, time cards, checks, and affords them other survival skills that are necessary to be part of today's workforce.
- LULAC Haven, Inc.: A housing project for the elderly and handicapped. Quality of life services that are provided include hot meals and social information sessions.
- Neighborworks Laredo: Is a certified Homeownership Center and HUD certified housing counseling agency. It offers homebuyer classes, homeownership counseling, home preservation counseling, and financial literacy education as well as affordable rentals.
- Sacred Heart Children's Home: Provides shelter, food, clothing, humane environment, welfare, safety, care, supervision, medical and dental care, counseling and psychological aid (as needed), educational opportunities, and moral guidance.
- South Texas Food Bank: Alleviates hunger in South Texas by collecting and distributing food through partner agencies and programs while creating awareness and educating the community on the realities of hunger.
- Texas Workforce Solutions: Provides services that help workers find and maintain employment as well as, assist employers in hiring the right candidates for their business.

- Webb County Community Action Agency: Provides housing rehabilitation services, construction homeownership and instructional classes, social services, meals, transportation, among other services.
- Villa San Luis: Provides section 8, 202, and 221 housing for low income individuals.
- Webb County Veterans Service Office: Assists veterans and veteran dependents in filing claims, appealing decisions, obtaining military records and/or completing Eligibility Verifications Reports. It also conducts home and institutional agency visits and interviews veterans and veterans' dependents to evaluate their personal situation to determine qualifying benefits and services. These benefits and services include compensation, pension, death benefits, educational assistance, home loans, insurance and /or hospitalization.

List and describe services and facilities that meet the needs of homeless persons, particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth. If the services and facilities are listed on screen SP-40 Institutional Delivery Structure or screen MA-35 Special Needs Facilities and Services, describe how these facilities and services specifically address the needs of these populations.

The agencies listed below provide homeless services:

- Bethany House provides emergency shelter, street outreach, housing assistance, meals, counseling services, clothing, education classes, and job training to homeless individuals/families.
- Casa de Misericordia (CASA) provides emergency shelter for persons experiencing domestic violence. CASA also provides several programs that include safety planning, advocacy, referrals to appropriate agencies, counseling, financial workshops, legal services, life skill classes, among other services.
- Catholic Charities of the Diocese of Laredo provides rental and utility assistance to families and individuals to prevent homelessness to assist them in regaining housing stability. They also provide low-cost immigration services, senior programs, food, recreational activities, income tax services, and humanitarian relief.
- Endeavors: Provides homelessness prevention and rapid re-housing services to veterans at risk of becoming homeless. Through their case management services, veterans develop a housing stability plan, are assisted in obtaining VA and other benefits and are provided referrals to community agencies. Part of their services also includes providing veterans with temporary financial assistance, which is based on financial need and includes rental deposits, arrears, and utility payments.
- Holding Institute Community Center: Provides emergency shelter services as well as GED and ESL classes, life skills workshops, tutoring center, among other services.
- Laredo Municipal Housing of the City of Laredo: This division maintains and manages housing developments and provides housing preference to homeless veterans.

MA-35 Special Needs Facilities and Services – 91.210(d)

Introduction

The special needs population includes individuals having mobility impairments, disabilities, or that require supportive services. Typically, this population has a severe or persistent mental illness, development, and physical disabilities. Several organizations provide facilities and services for special needs populations in Laredo.

- Casa de Misericordia (CASA) is a 501(c)(3) nonprofit organization that provides secure, temporary residential services to victims of domestic violence.
- The Children's Advocacy Center of Laredo-Webb County (CAC) is a non-profit organization established in 1995 to service child victims of domestic violence and abuse.
- Laredo Veterans Affairs Outpatient Clinic - HUD-VASH implements case management efforts for Veterans to attain various services including eligibility screening services, referrals to VA primary care, mental health and substance abuse treatment, disability benefits, income assistance, employment support, money management skills and permanent housing subsidies (for Veteran participants and their immediate families) through its Housing Choice Voucher Program.
- Laredo Housing Authority (LHA) is a 501(c)(3) nonprofit organization that provides housing assistance to include public housing, Section-8, and farm labor. LHA also provides family self-sufficiency instruction, senior/disabled services, and residential council opportunities.

Including the elderly, frail elderly, persons with disabilities (mental, physical, developmental), persons with alcohol or other drug addictions, persons with HIV/AIDS and their families, public housing residents and any other categories the jurisdiction may specify, and describe their supportive housing needs

The elderly and frail elderly have physical, medical, maintenance, social, emotional, and financial needs. Elderly and frail elderly are often unable to maintain existing homes or to afford rent. Housing cost burden related issues are often compounded by the requirement of additional services it takes for elderly and frail elderly to age in place. Various populations with special needs require supportive housing. For some individuals, supportive housing is needed because they are unable to undertake the activities of daily living without assistance. The specific needs of local special needs subpopulations are described in NA-45, Non-Homeless Special Needs Assessment.

Describe programs for ensuring that persons returning from mental and physical health institutions receive appropriate supportive housing

Public systems or institutions (i.e., jails, prisons, hospitals, child welfare, mental health facilities, etc.) often release individuals directly into homelessness. To prevent this from happening, the Laredo Homeless Coalition coordinates with the City, crisis units, hospitals, and courts. They also coordinate with Bethany House which provides emergency shelter, street outreach, housing assistance, meals, counseling services, clothing, education

classes, and job training to homeless individuals/families and Border Region MHMR that provides adult and children's mental health services as well as a program for intellectual and developmental disabilities, as well as other service providers to develop strategies for ensuring appropriate housing for all persons leaving these systems.

Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs identified in accordance with 91.215(e) with respect to persons who are not homeless but have other special needs. Link to one-year goals. 91.315(e)

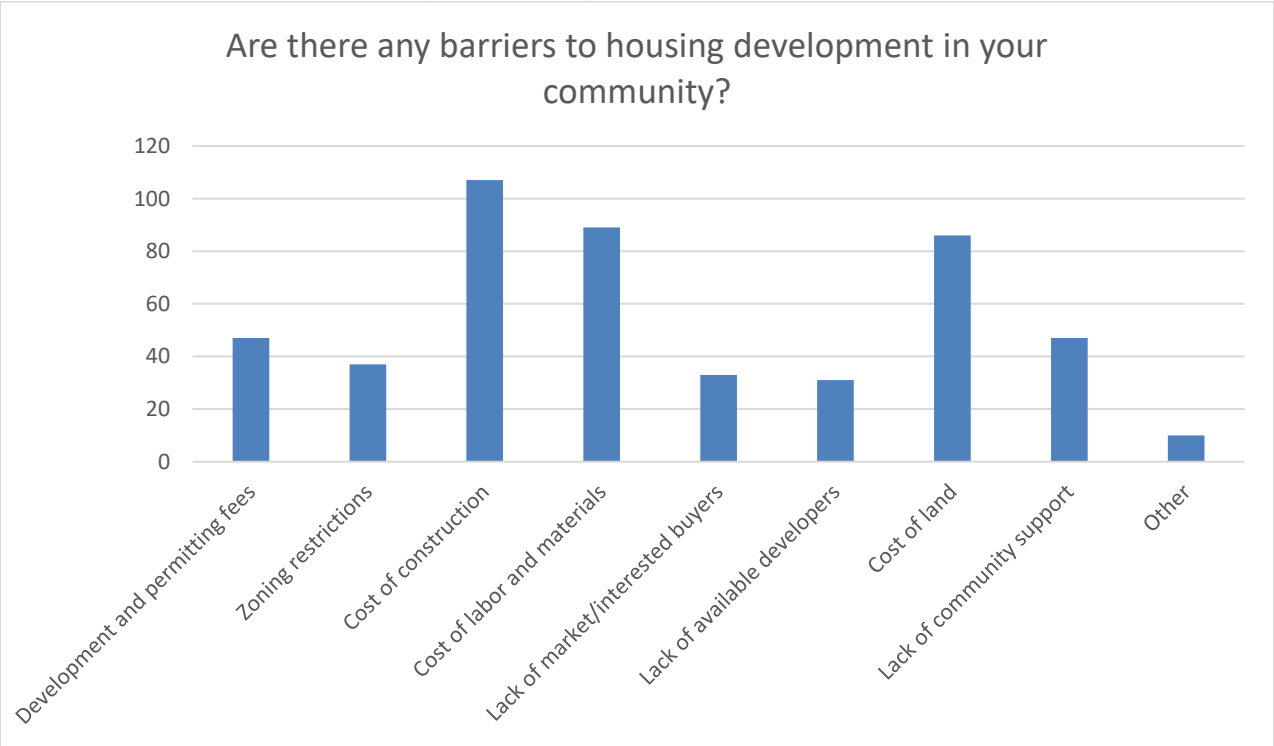
To be updated based on 2025 projects.

MA-40 Barriers to Affordable Housing – 91.210(e)

Negative Effects of Public Policies on Affordable Housing and Residential Investment

The 2025 Resident survey found that the primary barriers to the development of affordable housing are the cost of construction, cost of labor and materials, and the cost of land. Lack of community support, development and permitting fees, and zoning restrictions are low to moderate barriers, according to the survey.

Table MA-40.1: Barriers to Development Survey Results



Data Source: 2025 Resident Survey

The 2025 Analysis of Impediment to Fair Housing Choice found the following:

Segregation and Racial Concentrations

There were numerous Racially or Ethnically Concentrated Areas of Poverty (R/ECAPs) in Laredo, representing areas with higher concentrations of poverty. As Hispanic households make up the vast majority of households in Laredo, the significance of R/ECAPs is primarily in pinpointing these concentrations of poverty. These areas also tend to have lower rates of school proficiency, job proximity, and labor market engagement.

Contributing Factors: Areas with higher rates of poverty

Disproportionate Housing Needs

The level of housing needs in Laredo varies based on a variety of factors. These rates vary by tenure with renter households experiencing cost burdens at a higher rate. Lower-income households also experience housing problems at the highest rate, with renters under 30 percent HAMFI experiencing the highest rate of housing problems in Laredo. Larger households also have higher rates of housing needs than smaller households.

Contributing Factors: Disproportionate housing problems for renters
Disproportionate housing problems for low-income
Disproportionate housing problems for large households

Disability and Access

The disability in Laredo is 14.0% with the rate of disability increasing with age. For people over the age of 75, the rate of disability is over 48 percent. Households residing in publicly supported housing units in the city have disabilities at a rate of 15% Considering the aging population and input from stakeholders, there is an expected need for additional accessible housing units in Laredo to meet current and future needs for households with disabilities.

Contributing Factors: Unmet need for accessible units

Opportunity Indices

Hispanic households in Laredo tend to have lower levels of access to a number of opportunities, as defined by the Opportunity Indices. These include access to low-poverty areas, proficient schools, job proximity, and labor market engagement. Other racial and ethnic minorities face lower levels of access but in much smaller scopes. While Hispanic households make up the majority of Laredo households, level of access.

Contributing Factors: Lower levels of access to Hispanic households to proficient schools, low poverty areas, job proximity, and labor market engagement

Publicly Supported Housing

Publicly supported housing represents over 2,800 units citywide and accommodates over 7,800 households. public housing units do have higher concentrations in R/ECAPs, Project Based Section 8 and voucher use do not correspond to R/ECAPs. The location of units does tend to correspond to areas of higher population concentration in general.

Access to Financial Services

HMDA data does show some racial and ethnic disparities in mortgage denial rates for American Indian/Alaskan Native, Native Hawaiian/Other Pacific Islander Households in Laredo in recent years. The rates, however, represent a very small number of applicants, less than 1% of applicants. In these cases, the denial rates themselves may not be statistically significant. The Hispanic/Latino denial rates are slightly higher than the

jurisdictional average but do not represent a disproportionate rate of mortgage denials overall. Mortgage denials by gender do not present a habitual or systematic rate of denial by gender.

Fair Housing Structure and Complaints

There were 28 Fair Housing Complaints made between 2007 and 2022. Nine of these were found to be with cause. The most common basis for complaints overall was on the basis of disability. Survey responses suggested the need for additional outreach and education for both tenants and landlords.

Contributing Factors:	Unmet need for education and outreach Discrimination based on disability

MA-45 Non-Housing Community Development Assets – 91.215 (f)

Introduction

This section describes the economic landscape in Laredo. The labor force grew from 108,163 in January 2018 to 120,838 by January 2025. Unemployment grew during this period, from 4.2% to 5.3%, according to Bureau of Labor Statistics data. This was higher than the national unemployment rate of 4.1%. Over the past several years, the unemployment rate has fluctuated, but without any great increases, with the exception of a spike in mid-2020. As discussed previously in the plan, overall household incomes are increasing, which is mainly driven by income growth for households earning $75,000 and more. However, incomes at the lower end of the range are not increasing overall and resulting in no significant shift in poverty rates.

Economic Development Market Analysis

Business Activity

Business by Sector	Number of Workers	Number of Jobs	Share of Workers %	Share of Jobs %	Jobs less workers %
Agriculture, Mining, Oil & Gas Extraction	3,885	1,723	6	3	-3
Arts, Entertainment, Accommodations	9,756	10,374	14	16	2
Construction	2,832	1,772	4	3	-1
Education and Health Care Services	14,642	15,257	21	23	2
Finance, Insurance, and Real Estate	3,713	3,542	5	5	0
Information	554	499	1	1	0
Manufacturing	1,426	663	2	1	-1
Other Services	1,633	1,594	2	2	0
Professional, Scientific, Management Services	2,622	2,500	4	4	0
Public Administration	0	0	0	0	0
Retail Trade	11,893	11,662	17	18	1
Transportation & Warehousing	11,998	13,598	18	21	3
Wholesale Trade	3,254	2,999	5	5	0
Grand Total	69,598	66,589	--	--	--

Table 38 - Business Activity

Labor Force

	102,562
Total Population in the Civilian Labor Force	96,520
Civilian Employed Population 16 years and over	5.92
Unemployment Rate	15.15
Unemployment Rate for Ages 16-24	3.15
Unemployment Rate for Ages 25-65	101,573

Table 39 - Labor Force

Data Source: 2016-2020 ACS

Occupations by Sector	Number of People
Management, business and financial	16,785
Farming, fisheries and forestry occupations	6,520
Service	13,200
Sales and office	28,540
Construction, extraction, maintenance and repair	8,968
Production, transportation and material moving	3,970

Table 40 – Occupations by Sector

Data Source: 2016-2020 ACS

Travel Time

Travel Time	Number	Percentage
< 30 Minutes	69,145	77%
30-59 Minutes	16,630	19%
60 or More Minutes	3,945	4%
Total	***89,720***	***100%***

Table 41 - Travel Time

Data Source: 2016-2020 ACS

Education:

Educational Attainment by Employment Status (Population 16 and Older)

Educational Attainment	In Labor Force		
	Civilian Employed	Unemployed	Not in Labor Force
Less than high school graduate	17,555	845	15,365
High school graduate (includes equivalency)	18,865	835	9,905
Some college or Associate's degree	22,410	935	6,450
Bachelor's degree or higher	18,025	505	3,210

Table 42 - Educational Attainment by Employment Status

Data Source: 2016-2020 ACS

Educational Attainment by Age

	Age				
	18–24 yrs	25–34 yrs	35–44 yrs	45–65 yrs	65+ yrs
Less than 9th grade	605	2,900	3,850	10,555	9,755
9th to 12th grade, no diploma	5,095	4,290	5,575	6,600	2,345
High school graduate, GED, or alternative	9,025	9,650	9,035	10,920	3,645
Some college, no degree	10,820	8,000	6,260	7,640	2,465
Associate's degree	1,155	2,560	2,245	3,085	720
Bachelor's degree	1,180	4,840	4,915	5,675	1,225
Graduate or professional degree	88	1,465	1,950	2,900	1,010

Table 43 - Educational Attainment by Age

Data Source: 2016-2020 ACS

Educational Attainment – Median Earnings in the Past 12 Months

Educational Attainment	Median Earnings in the Past 12 Months
Less than high school graduate	60,617
High school graduate (includes equivalency)	72,207
Some college or Associate's degree	91,526
Bachelor's degree	133,183
Graduate or professional degree	161,382

Table 44 – Median Earnings in the Past 12 Months

Data Source: 2016-2020 ACS

Based on the Business Activity table above, what are the major employment sectors within your jurisdiction?

According to Table 45 above, the major employment sectors include Education and Health Care Services, Transportation & warehousing, and Retail Trade. These account for 21%, 18%, and 17%, respectively, of workers in Laredo.

Describe the workforce and infrastructure needs of the business community:

The City of Laredo's workforce needs is heavily dependent on its proximity to the Mexican border and economic trade. The stability of the Mexican national currency (the peso) impacts the unemployment rates in Laredo. Additional infrastructure needs have been identified in the downtown area. Aging infrastructure and increased demand on the downtown sewers and façade improvements have raised concerns about the ability to support additional development in the downtown area. In addition, about 36% of respondents to the 2025 Resident survey indicated a need for economic development.

Describe any major changes that may have an economic impact, such as planned local or regional public or private sector investments or initiatives that have affected or may affect job and business growth opportunities during the planning period. Describe any needs for workforce development, business support or infrastructure these changes may create.

The City of Laredo Economic Development Department has a number of programs to help drive economic development. These include:[8]

LiftFund

LiftFund is a non-profit Community Development Financial Institution (CDFI) and Community Development Corporation (CDC) that supports small business owners with limited access to capital through small business loans and technical support for their dreams of entrepreneurship. LiftFund supports thousands of small businesses through microloans, small business loans, and other resources such as providing direct capital to clients through SBA microloans, SBA Community Advantage, SBA 504 Loans, and EDA Loans.

LiftFund has been serving small businesses in Laredo since 2005. To date, they have provided more than 1,320 loans in the amount of $19.2 million and helped small businesses create 485 new jobs and retain 4,317 more. This has resulted in an economic impact of approximately $269 million in the Laredo community.

MileOne

MileOne is an International Business Assistance Center. They help Entrepreneurs and Investors establish and maintain a successful business venture in Laredo. The mixed-use business Incubator & Accelerator is designed to help entrepreneurs succeed and grow. They also offer Co-Working spaces and help foreign and domestic investors gain access to the Laredo market.

Since 2017, MileOne has serviced and assisted over 6500 entrepreneurs, 300 members, created over 325 new jobs, and helped launch over 100 businesses.

TAMIU Small Business Development Center (SBDC)

The TAMIU Small Business Development Center (SBDC) provides consulting and technical assistance to the small business community and help them start and grow. The SBDC supports the growth and development of the tri-county (Jim Hogg, Webb, and Zapata) economy by assisting in job creation, economic diversification, and business expansion.

The SBDC offers professional, no-cost confidential one-on-one advising to business owners looking to start or expand their business. The center provides management advising in a variety of areas including accounting, financing and loan packaging, capital

[8] https://www.cityoflaredo.com/departments/economic-development

acquisition, business planning, marketing, human resources, economic development, strategic planning, and financial analysis.

The TAMIU SBDC is a proud member of the Texas South-West SBDC Network, is funded in part through the State of Texas and a cooperative agreement with the U.S. Small Business Administration (SBA), is hosted by The University of Texas at San Antonio, and accredited nationally by America's SBDC.

How do the skills and education of the current workforce correspond to employment opportunities in the jurisdiction?

The unemployment rate in Laredo was about one percentage point higher than the state and national average at the beginning of 2025 at 5.3%. The 2023 Five-Year ACS found that the average commute time was 21.3 minutes, and just 4.6% of the population commuted more than one hour to work. This information, coupled with what we know about the disparities in incomes, leads to the conclusion that part of the workforce corresponds with economic opportunities in Laredo. However, the high rate of poverty shows a large portion of the population that is not able to access suitable employment opportunities.

Describe any current workforce training initiatives, including those supported by Workforce Investment Boards, community colleges and other organizations. Describe how these efforts will support the jurisdiction's Consolidated Plan.

The City's Workforce Development Center is in partnership with Laredo College. Through the Workforce Development Center, employers and students can use available resources and tools to fulfill the demands of the expanding economy. The Center is dedicated to creating professional leaders in our community by offering services such as soft skill development, workplace readiness, job opportunities, internships, and much more. We collaborate with local businesses and make use of training grants, internships, and job listings to assist them in upskilling and sustaining their employees.[9]

Workforce Solutions for South Texas

Workforce Solutions for South Texas is a local organization focused on increasing our community's economic development by providing resources for employers and employees. Their goals include building the area workforce and training individuals to be successfully employed. Workforce Solutions for South Texas offers a broad range of programs and services to support the citizens and businesses of Jim Hogg, Webb and Zapata Counties. They provide assistance to job seekers, as well as employer-focused objectives.

[9] https://www.cityoflaredo.com/departments/economic-development

Does your jurisdiction participate in a Comprehensive Economic Development Strategy (CEDS)?

Yes.

If so, what economic development initiatives are you undertaking that may be coordinated with the Consolidated Plan? If not, describe other local/regional plans or initiatives that impact economic growth.

The 2011-2016 South Texas Comprehensive Economic Development Strategy (CEDS) contains the following economic development initiatives that can be coordinated with this Consolidated Plan:

CEDS Goals and Objectives

1. Support the need for expanding and improving the region's infrastructure, including multimodal transportation, water, sewer, and utilities.
    a. Support the development of Transportation Infrastructure
    b. Enhance transportation connectivity in urban and rural areas, public and private, throughout the region with an emphasis on coordination for education and job access
    c. Support the development of Water, Sewer, and Utility infrastructure to support new businesses, and provide first time services in rural areas.
2. Improve educational attainment and develop a globally competitive workforce
    a. Develop a better educated, drug free, and high skilled workforce in the region
    b. Coordinate with regional education and workforce development agencies to better align regional training to meet employer needs and promote alignment of economic and workforce development goals
    c. Expand and promote K-16 education, including vocational and technical career training opportunities
    d. Increase the number of highly skilled and high wage jobs in the region
    e. Support the expansion and access to financial resources for academic and technical training
3. Support entrepreneurship and business development
    a. Ensure that entrepreneurs and small businesses have access to the resources they need to start and grow, such as small business incubators
    b. Support efforts to encourage job development, retention, and expansion of major employers
    c. Promote Micro-Loan and Revolving Loan Fund Programs
    d. Promote and support Rural Business Development
4. Strengthen and diversify the regional economy through a comprehensive economic development approach.
    a. Help communities implement economic development strategies that expand existing, locally owned businesses and attract new companies
    b. Encourage communities to adopt policies that create affordable housing options for people working in the community

c. Assist smaller communities in developing smaller micro-clusters that capitalize on unique community assets
d. Identify and promote tourism assets in the region
e. Promote and expand historical preservation sites
f. Identify resources to help rural and small urban communities to access and acquire technology

5. Promote coordination among local economic development efforts
    a. Serve as a regional economic development information clearinghouse
    b. Provide technical assistance on economic development to local governments, economic and community development organizations, and the private sector
    c. Encourage and assist all counties in developing economic development plans.
    d. Provide a forum for sharing and discussing information and issues relating to community and economic development.

Discussion

MA-50 Needs and Market Analysis Discussion

Are there areas where households with multiple housing problems are concentrated? (include a definition of "concentration")

Housing problems impact low-income households at the highest rate. They are also concentrated geographically. As shown in Map MA-50.1, renter housing problems are found throughout the city. Eastern, southern, and northern Laredo all have areas with high rates of housing problems for renters. Homeowner housing problems exist at a lower rate overall, but impact other areas in the city. These areas see rates of housing problems exceeding 32% and can be seen in Map MA-50.2.

Are there any areas in the jurisdiction where racial or ethnic minorities or low-income families are concentrated? (include a definition of "concentration")

The Hispanic or Latino population accounts for over 95% of the population in Laredo. As such, there are no areas where there are disproportionate concentrations (at least 10 percentage points higher than the jurisdictional average). The distribution of Hispanic or Latino households is shown in Map MA-50.3. No other racial or ethnic groups are seen in any concentrations in Laredo. As an example, the Black and African American population is shown in Map MA-50.4. No disproportionate share exists geographically.

Poverty, on the other hand, is concentrated in portions of Laredo. These areas are shown in Map MA-50.5. The highest concentrations of poverty are seen in the area in and around the city center and areas adjacent to the international border. These areas see rates of poverty between 32.8% and 50.6%, disproportionately higher than the overall poverty rate of 22.0% for the city, with one census tract exceeding a 50.6% rate of poverty.

What are the characteristics of the market in these areas/neighborhoods?

These areas of overlap that have concentrations of poverty and higher rates of housing problems are primarily found in the central city areas. These areas tend to have lower housing costs, rents, and home values. Housing and infrastructure in these areas tend to be older than other parts of the city. While costs are lower, the concentration of poverty also increases the concentration of housing cost burden in these areas.

Are there any community assets in these areas/neighborhoods?

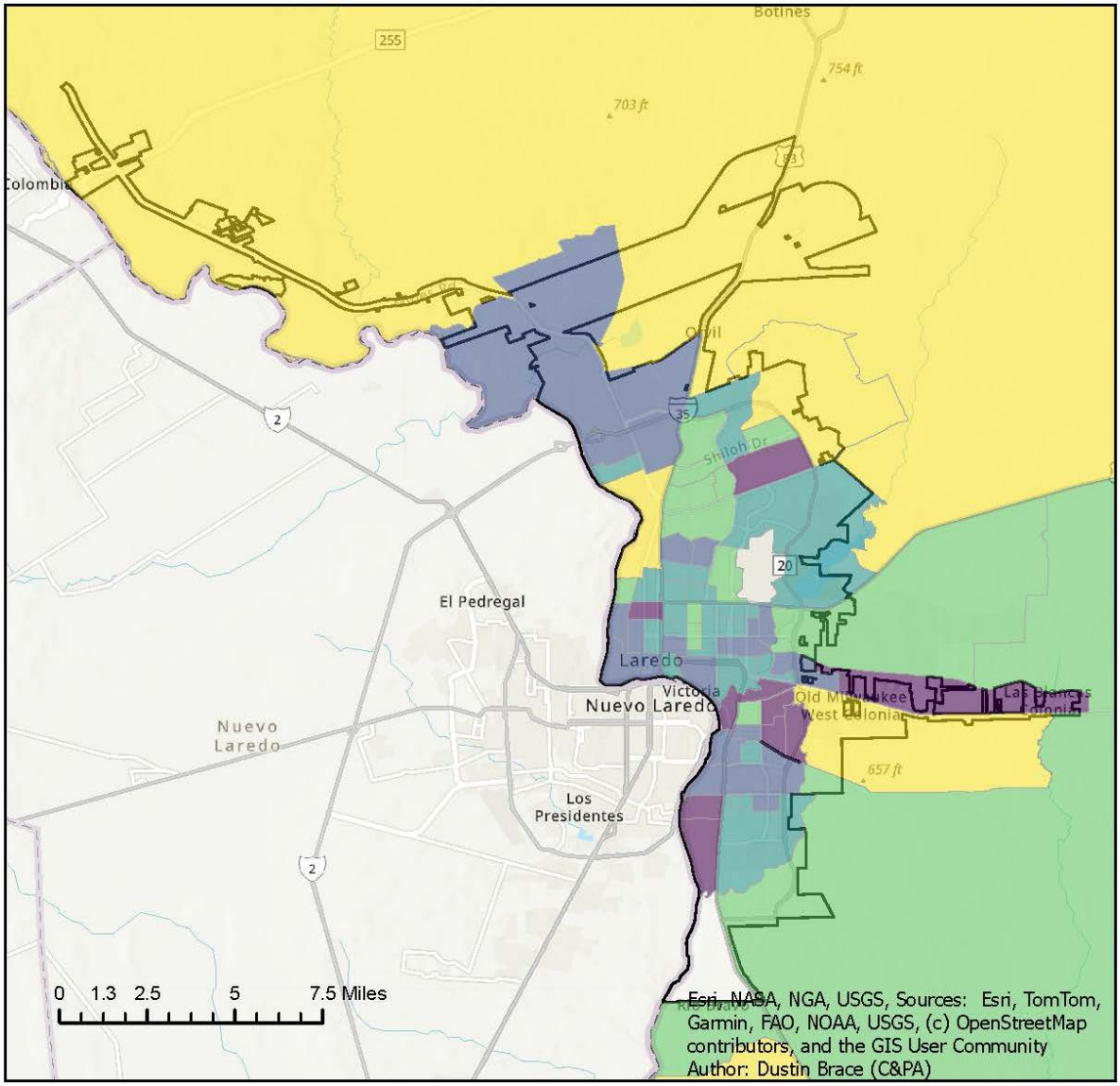
There are numerous community assets, including recreation facilities, bus lines, municipal buildings, and social services facilities. However, these community assets are not equally distributed throughout these areas. For example, most of the new developments are located in North and South Laredo.

Are there other strategic opportunities in any of these areas?

Strategic opportunities for redevelopment exist in these areas through economic investment, housing development and rehabilitation, and infrastructure investments. Viva Laredo targets many of these areas, including downtown redevelopment and inner city

revitalization. The City will continue to fund redevelopment in the older neighborhood to create a more suitable livable environment through the activities of in-fill housing, rehabilitation and reconstruction.

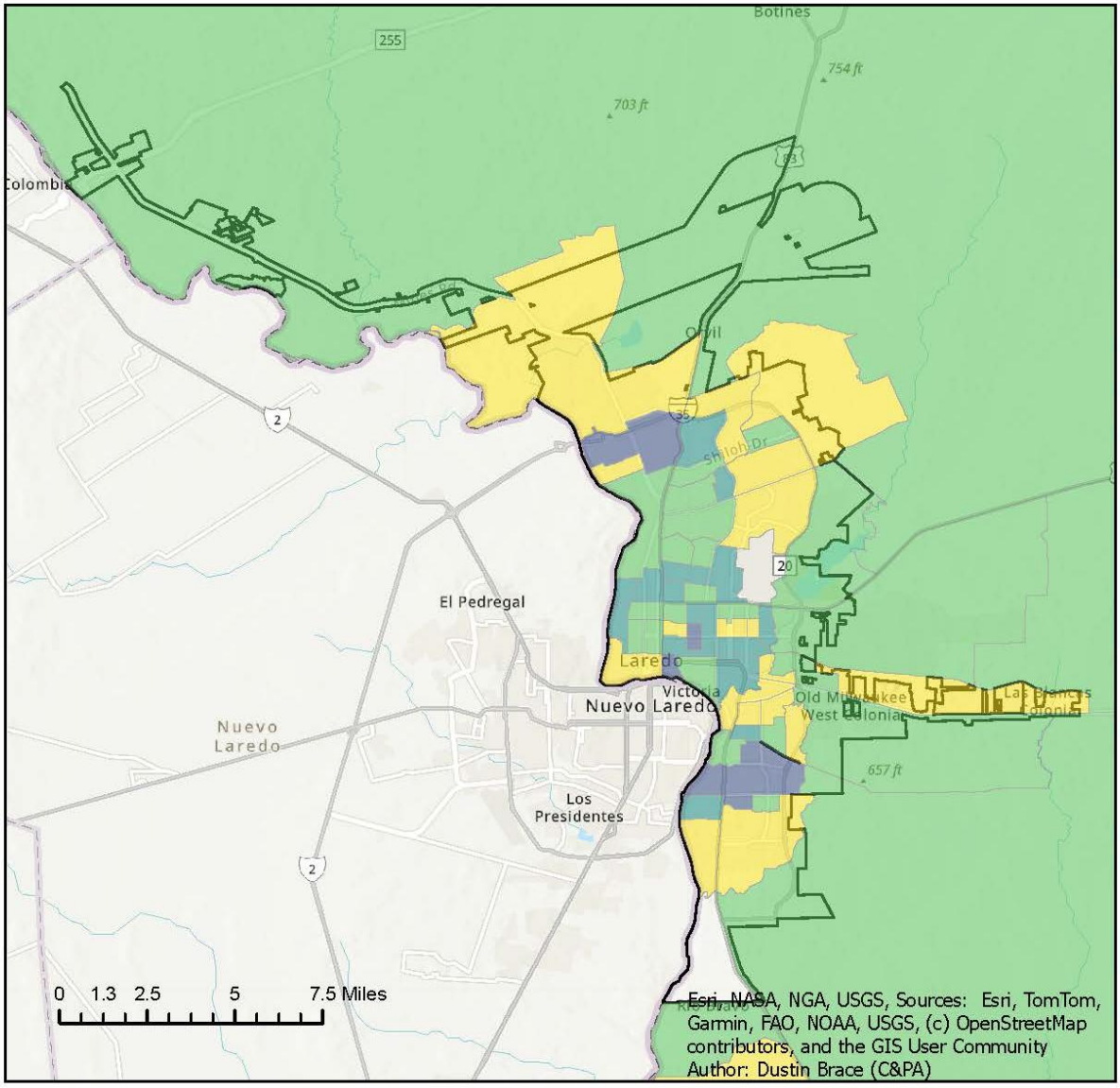
Map MA-50.1: Renters with Housing Problems



Percent of Renter Households for whom Gross Rent is 30.0 Percent or More of Household Income

- 0.0 - 22.3
- 22.3 - 39.6
- 39.6 - 53.5
- 53.5 - 67.8
- 67.8 - 100.0

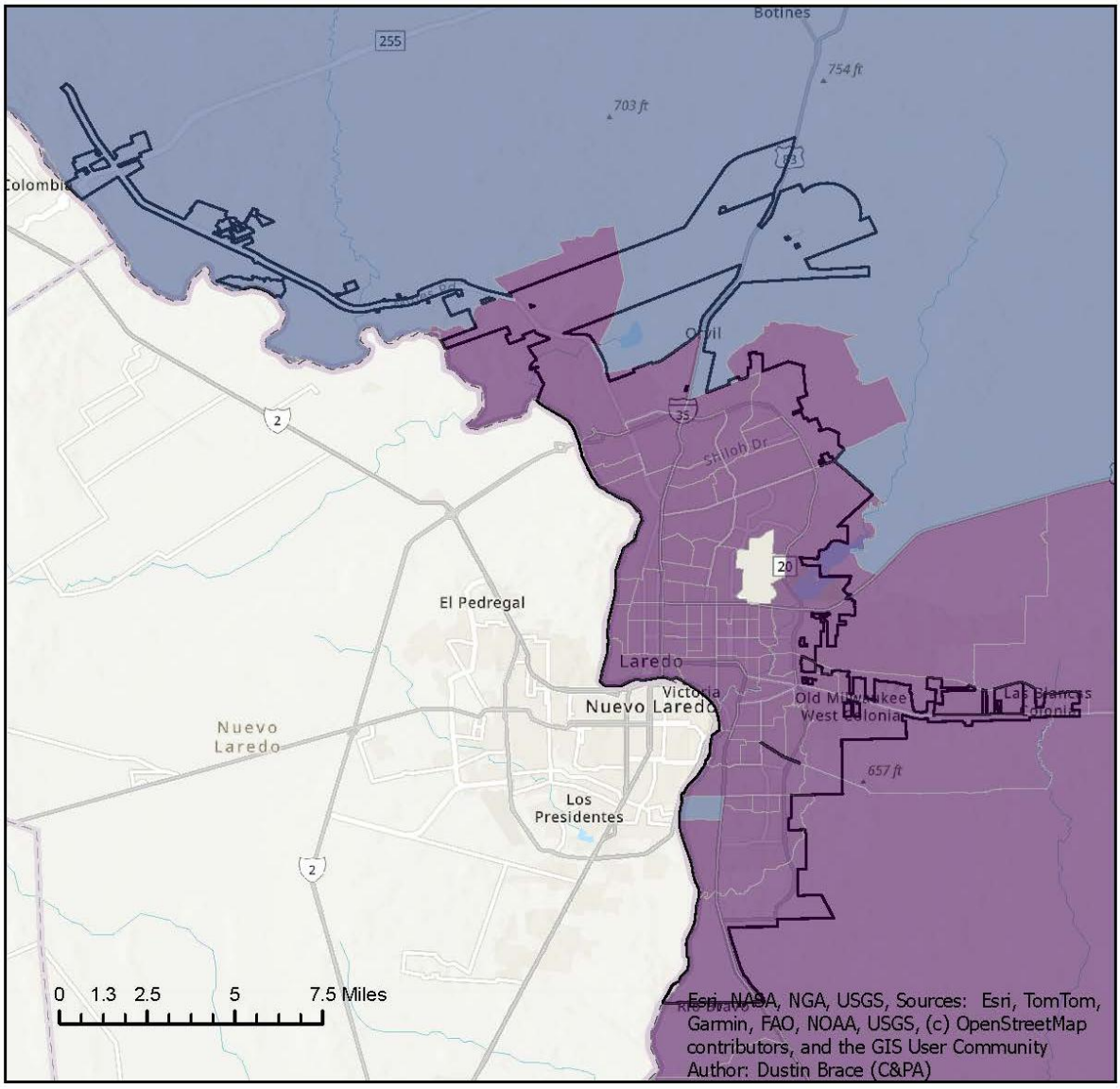
Map MA-50.2: Owners with Housing Problems



Percent of Owner Households without Mortgages whose Monthly Owner Costs are 30.0 Percent or More of Household Income

- 0.0 - 8.7
- 8.7 - 18.8
- 18.8 - 32.6
- 32.6 - 61.2
- 61.2 - 100.0

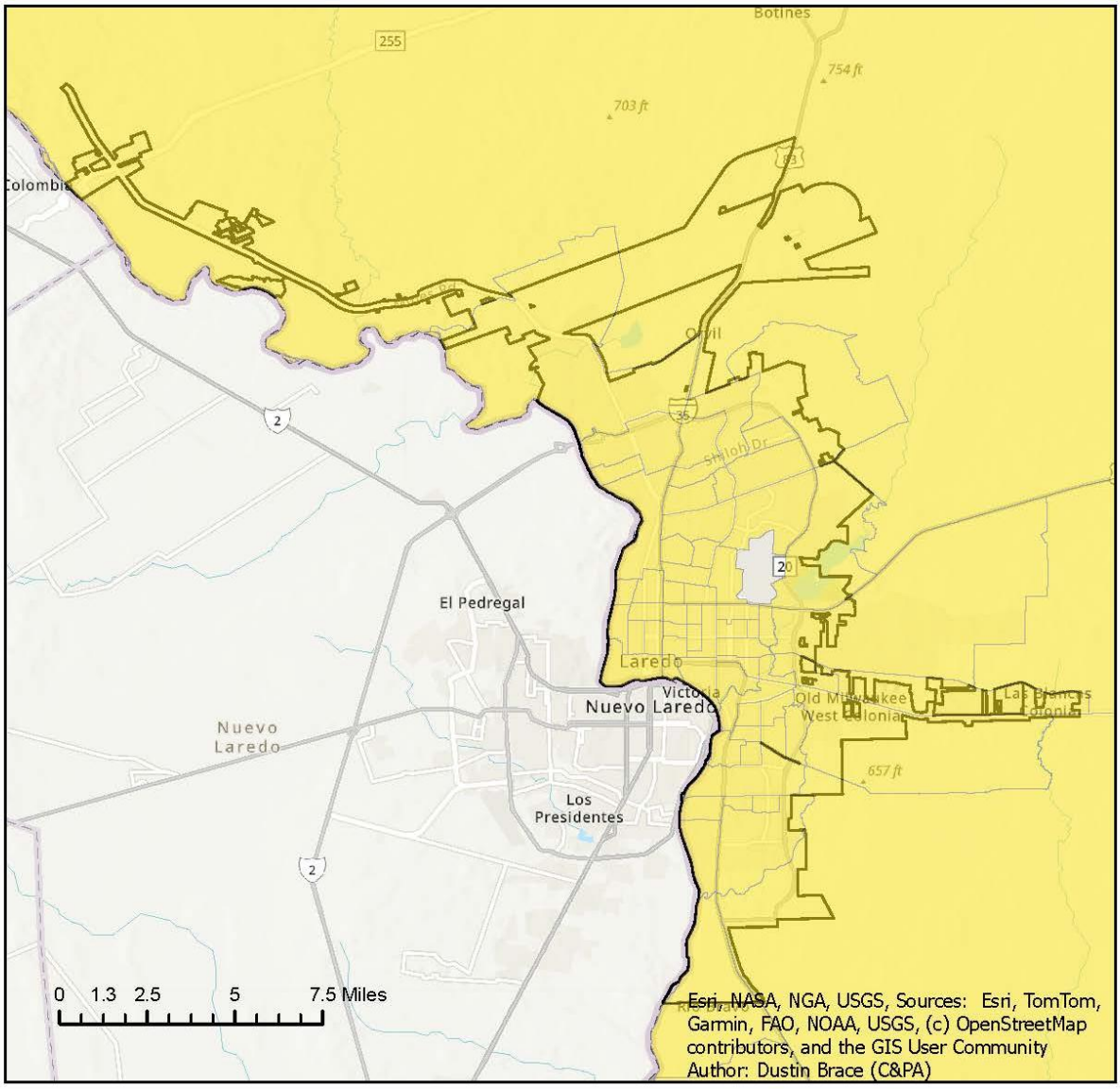
Map MA-50.3: Hispanic or Latino Population



Percent of Population that is Hispanic or Latino

- 0.0 - 16.3
- 16.3 - 34.7
- 34.7 - 57.4
- 57.4 - 82.4
- 82.4 - 100.0

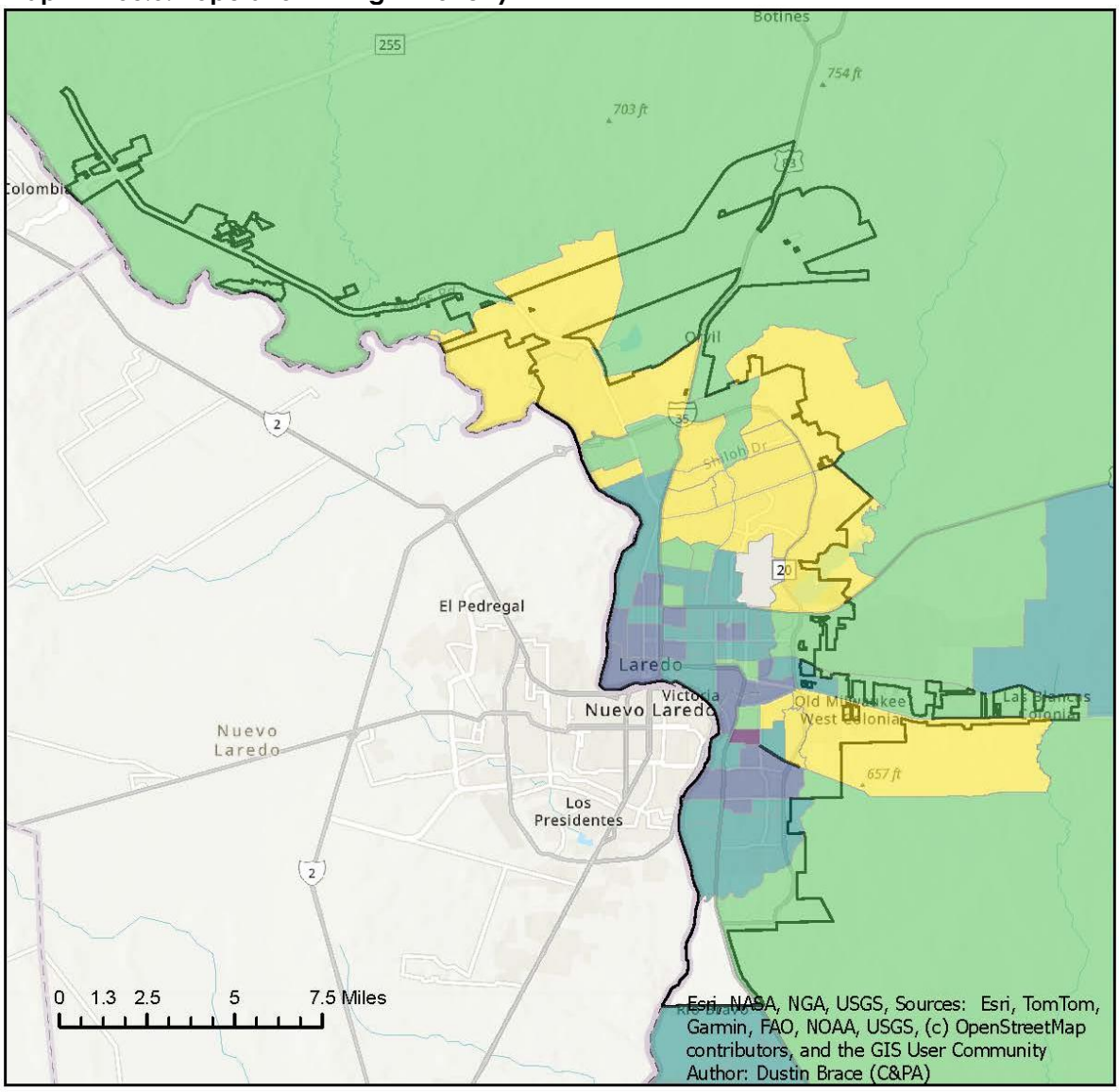
Map MA-50.4: Black or African American Population



Percent of Population that is Black or African American alone, not Hispanic or Latino

- 0.0 - 7.5
- 7.5 - 21.4
- 21.4 - 42.2
- 42.2 - 67.7
- 67.7 - 100.0

Map MA-50.5: Population Living in Poverty



Percent of Population whose income in the past 12 months is below poverty level

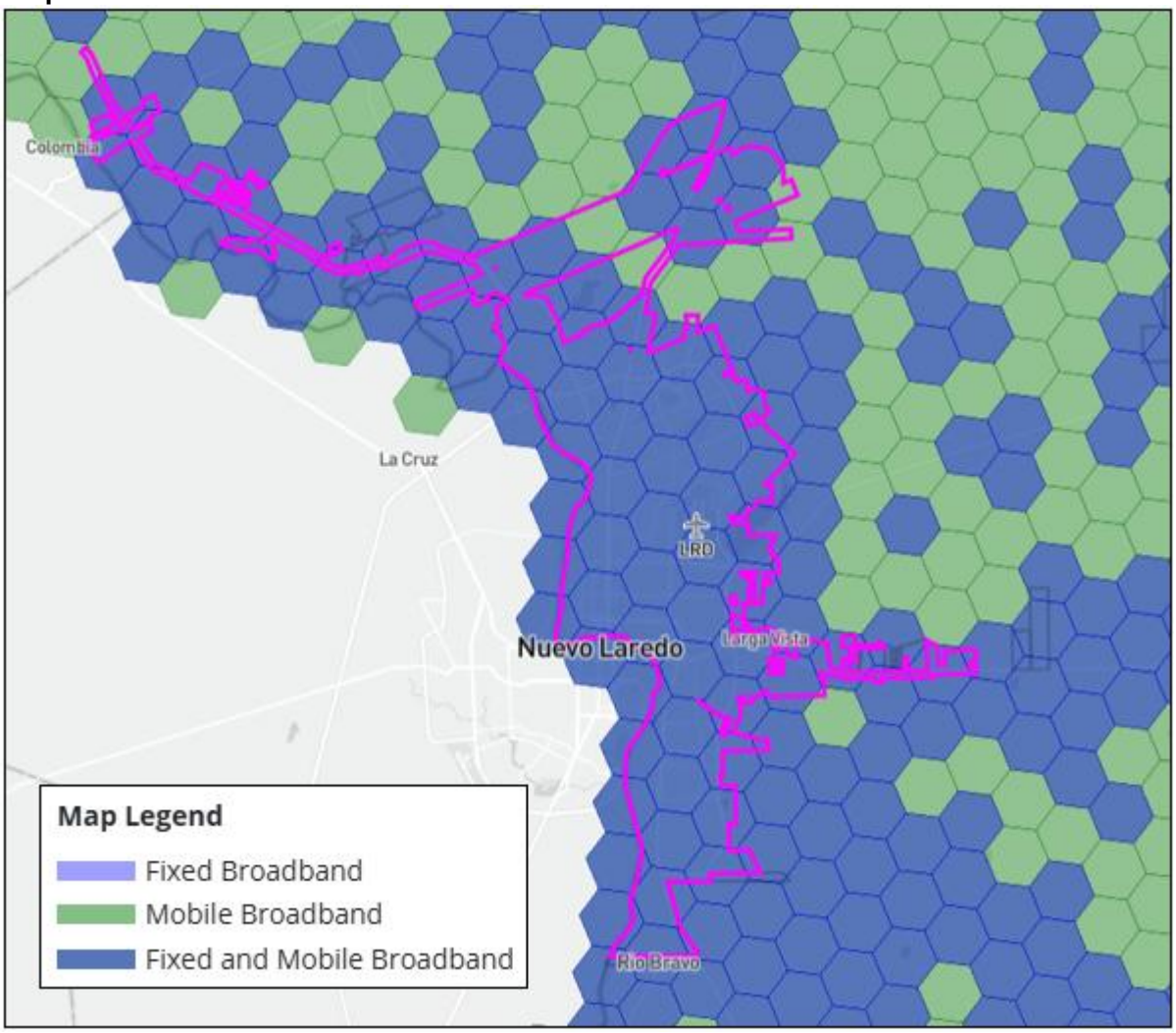
- 0.0 - 10.4
- 10.4 - 20.1
- 20.1 - 32.8
- 32.8 - 50.6
- 50.6 - 100.0

MA-60 Broadband Needs of Housing occupied by Low- and Moderate-Income Households - 91.210(a)(4), 91.310(a)(2)

Describe the need for broadband wiring and connections for households, including low- and moderate-income households and neighborhoods.

According to 2023 Five-Year ACS data, 85.0% of Laredo households have an internet subscription, an increase from 63.5% in 2018. The Federal Communications Commission shows almost uniform access to broadband in Laredo, as seen in Map MA-60.1. However, those in the lowest income ranges are the most likely to not have an internet subscription, according to 2023 Five-Year ACS data. For households with incomes less than $20,000, 35.4% do not have an internet subscription. For households with incomes between $20,000 and $74,999, that decreased to 16.6%, and decreased further to 5.9% for households with incomes $75,000 or more.

Map MA-60.1: Broadband Access



Data Source: FCC National Broadband Map

Describe the need for increased competition by having more than one broadband Internet service provider serve the jurisdiction.

While there are a number of broadband service providers in Laredo, there is a continued need for competition to promote affordability and access, as well as choice, in the community. According to the Information Technology and Innovation Foundation, competition is a crucial component of broadband policy in that it pressures providers to be efficient and innovative. In addition, as stated above, those in rural areas are less likely to have access or competitive services in the area.

MA-65 Hazard Mitigation - 91.210(a)(5), 91.310(a)(3)

Describe the jurisdiction's increased natural hazard risks associated with climate change.

The City of Laredo Hazard Mitigation Plan (2024) found that the probabilities of future drought, hurricanes and tropical storms, extreme heat, and other weather events are also subject to the effect of future conditions, such as climate change. The effects of climate change include sea level rise, changes in weather patterns like drought and flooding, and much more. As long-term weather patterns and average temperatures change so too will the locations, frequencies, and range of anticipated intensities of droughts. In many parts of the United States and the world, climate change increases the odds of worsening drought. Regions such as the U.S. Southwest, where droughts are expected to get more frequent, intense, and longer lasting, are at particular risk.[10]

Describe the vulnerability to these risks of housing occupied by low- and moderate-income households based on an analysis of data, findings, and methods.

Due to a lack of resources, low-income households are most likely to be negatively impacted by the impacts of climate change. These impacts can include economic, housing, health, and safety. Low-income households are less likely to have the means to find suitable housing in the event of displacement and difficulty finding economic resources to handle emergent situations.

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[10] chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://www.cityoflaredo.com/home/showpublisheddocument/15482/638533762243802776

Strategic Plan

SP-05 Overview

Strategic Plan Overview

The Needs Assessment and Market Analysis, guided by resident and public input gathered during the 2025 planning process, identified eight key priority needs for the City of Laredo:

- Housing Rehabilitation
- New Construction of Housing
- Homebuyer Assistance
- Rental Assistance
- Homeless Assistance
- Public Facilities
- Public Improvements
- Public Services

These priorities will be addressed through an integrated strategy supported by federal funding sources from the Community Development Block Grant (CDBG), the HOME Investment Partnerships Program (HOME), and the Emergency Solutions Grant (ESG). These programs allow the City to invest in affordable housing, increase access to critical services, reduce homelessness, and enhance infrastructure in low- and moderate-income neighborhoods.

Rehabilitation of Existing Housing

The HOME and CDBG programs will provide funding for housing rehabilitation. Through the HOME program, the City of Laredo will address the renovation of deteriorating owner-occupied homes and rental units to meet local housing code standards, improving safety, energy efficiency, and overall habitability. Similarly, the CDBG program will support the repair and upgrade of owner-occupied homes to ensure they are safe, energy-efficient, and code-compliant. These efforts will be essential in preserving affordable housing, preventing displacement, and improving living conditions for low-income households.

New Construction of Housing

The HOME program will fund the construction of new affordable housing. This will include both single-family and multifamily housing developments reserved for low-income families. These new housing units will contribute to neighborhood revitalization, meeting the growing demand for affordable housing and improving the overall housing landscape in Laredo.

Homebuyer Assistance

Through the HOME program, the City will offer down payment and closing cost assistance to first time, low-income homebuyers. This initiative will make homeownership more attainable for low-income families, promoting long-term housing stability, wealth-building and fostering community investment. In addition, the City will allocate a portion of HOME funds to support Community Housing Development Organizations (CHDOs) that play a key role in developing affordable homeownership opportunities. These funds will help build the capacity of CHDOs by supporting their staffing, training, technical assistance, and organizational development, enabling them to successfully produce and manage high-quality affordable housing for first-time homebuyers.

Rental Assistance

The City will utilize both HOME and ESG program resources to provide critical rental assistance for low-income and vulnerable residents. Through the HOME program, Tenant-Based Rental Assistance (TBRA) will offer rental subsidies to eligible elderly households, helping them afford decent, stable housing.

Additionally, under the ESG program, the City will implement Rapid Re-Housing and Homelessness Prevention strategies. Rapid Re-Housing will provide rental assistance and supportive services to help individuals and families quickly transition from homelessness into permanent housing. Homelessness Prevention will offer financial support and services to help at-risk households remain housed and avoid entering the shelter system. Together, these efforts will help reduce housing instability, prevent displacement, and support long-term housing success for Laredo residents.

Homeless Assistance

The ESG program will play a crucial role in preventing and addressing homelessness. It will include activities such as Homelessness Prevention, which will provide financial assistance to help at-risk individuals avoid eviction, and Rapid Re-Housing, which will offer rental assistance and services to quickly move individuals from homelessness to stable housing. The program will also fund Street Outreach, engaging unsheltered individuals and connecting them with services like healthcare and shelter, and support the operation of Emergency Shelters to provide safe, temporary housing.

Public Facilities

The City of Laredo will use **CDBG** funding to support the planning, construction, and improvement of public facilities in low- and moderate-income areas. These investments will focus on ensuring that public spaces are safe, accessible, and capable of supporting the delivery of essential services. Enhancing public facilities will contribute to the overall quality of life, promote equitable access to resources, and strengthen the social and physical infrastructure of the community.

Public Improvements

The CDBG program will also fund Public Improvements, including infrastructure projects such as street repairs, sidewalk construction, drainage improvements, and utility

upgrades. These improvements will enhance safety, mobility, and environmental conditions, particularly in underserved neighborhoods, contributing to both the local economy and overall community development.

Public Services

The City of Laredo will utilize CDBG funding to support a range of public services that benefit low- and moderate-income residents. These services will be designed to meet critical community needs, enhance individual and family well-being, and promote greater self-sufficiency. By expanding access to supportive programs, the City will help improve quality of life and foster more resilient, equitable communities.

Together, the HOME, ESG, and CDBG programs will form a comprehensive strategy to address Laredo's most pressing housing and community development needs. These efforts will focus on expanding and preserving affordable housing, preventing and reducing homelessness, strengthening infrastructure and public facilities, and improving access to essential services. By coordinating these initiatives, the City of Laredo will demonstrate its ongoing commitment to equity, opportunity, and the improvement of the quality of life for all residents, working toward the creation of stronger, safer, and more inclusive communities.

SP-10 Geographic Priorities – 91.215 (a)(1)

Geographic Area
Citywide

General Allocation Priorities

The City of Laredo is an urban area that relies on widely accepted data such as American Community Survey (ACS), HUD low and moderate-income summary data, and Federal Financial Institutions Examinations Council (FFIEC) data to determine areas throughout the community with concentrations of low and moderate-income communities. Program resources are allocated city-wide based on low-mod areas, which often coincide with areas of minority concentration. Over the next five years, the City intends to utilize CDBG, HOME, and ESG funds in areas where 51% or more of residents have low or moderate household incomes) are shown in the map below.

The City of Laredo receives a direct entitlement of CDBG, HOME, and ESG funds from the U.S. Department of Housing and Urban Development to address the needs in the community. The needs identified during the Needs Assessment process were not exclusive to any specific geographic area within the City. Laredo has opted to undertake projects that will benefit income-eligible households throughout the City rather than identifying a target area. Program resources are allocated citywide based on low-mod areas, which often coincide with areas of minority concentration.

SP-25 Priority Needs - 91.215(a)(2)

Priority Needs

1	**Priority Need Name**	**Housing Rehabilitation**
	Priority Level	High
	Population	Extremely Low Low Moderate Large Families Families with Children Elderly Persons with Physical Disabilities
	Geographic Areas Affected	Laredo, TX
	Associated Goals	Rehabilitation of Existing Housing Planning and Administration
	Description	Rehabilitation services will be provided to low- and moderate-income homeowners who lack the funds to make repairs and improvements to bring their homes to a safe, decent, sanitary, and suitable living environment. Additionally, a rental rehabilitation program will consist of the rehabilitation of a building for the purpose of providing affordable rental housing units to be available to low income households.
	Basis for Relative Priority	Preserving the City's aging housing stock allows for the safety and livability of low-income homeowners and renters. This type of assistance was identified in the Resident Survey and public input.
2	**Priority Need Name**	**New Construction of Housing**
	Priority Level	High
	Population	Extremely Low Low Moderate Large Families Families with Children Elderly
	Geographic Areas Affected	Laredo, TX
	Associated Goals	Acquisition/Acquisition Relocation Homebuyer Assistance
	Description	The City will work with financial lending institutions, builders, and/or non-profit housing organizations to facilitate acquisitions, housing construction, and rehabilitation, as well as homeowner qualifications and mortgage financing. The City will reserve a HOME allocation for investment in housing to be developed, sponsored, or owned by Community Housing Development Organizations (CHDOs) for the provision of decent housing that is affordable to low and moderate-income persons.

	Basis for Relative Priority	The need for affordable housing for target populations was shown to be in great need in the Housing Market Analysis, and Community Needs Survey. As demonstrated in the Housing Needs Assessment many families suffer from substandard conditions, overcrowding, and have a severe housing cost burden.
3	**Priority Need Name**	**Homebuyer Assistance**
	Priority Level	High
	Population	Extremely Low Low Moderate Large Families Families with Children Elderly
	Geographic Areas Affected	Laredo, TX
	Associated Goals	Homebuyer Assistance
	Description	Homeowner assistance will provide services for low- and moderate-income individuals who wish to purchase their own homes through the Down Payment Assistance Program.
	Basis for Relative Priority	Downpayment assistance was one of the top-rated responses in the 2025 Resident Survey. In addition, home values are rising at a rapid rate, 48.8% in five years. Low-to-moderate-income households are most likely to be cost burdened and severely cost burdened and resulting in this as a high priority need for Laredo.
4	**Priority Need Name**	**Rental Assistance**
	Priority Level	High
	Population	Extremely Low Low Moderate Large Families Families with Children Elderly Frail Elderly Persons with Physical Disabilities
	Geographic Areas Affected	Laredo, TX
	Associated Goals	Rental Assistance
	Description	Tenant Based Rental assistance allows for the low-income tenant to live more comfortably on a fixed income. This is especially true for the elderly and frail elderly, and those with special needs.
	Basis for Relative Priority	The 2025 Resident Survey demonstrated a great need for rental assistance for low income residents. As demonstrated in the Housing Needs Assessment, a large proportion of renters, particularly those at the lowest income ranges, are cost burdened and severely cost burdened. As such, this is a high priority need.

5	**Priority Need Name**	**Homelessness Assistance**
	Priority Level	High
	Population	Extremely Low Low Moderate Large Families Families with Children Elderly Chronic Homelessness Individuals Families with Children veterans Victims of Domestic Violence
	Geographic Areas Affected	Laredo, TX
	Associated Goals	Homeless Assistance
	Description	Emergency Solutions Grants Program (ESG) funds will be used to fund Homeless Prevention, Rapid Re-housing, Emergency Shelter, Street Outreach, and Homelessness Management Information System (HMIS) to reduce homelessness in the city.
	Basis for Relative Priority	As demonstrated in the Homeless Needs Assessment section of this plan and the Community Needs Survey, the homeless population in the City of Laredo continues to grow without the increase of services to meet their needs. Addressing homeless needs is a high priority for the City of Laredo.
7	**Priority Need Name**	**Public Facilities**
	Priority Level	Low
	Population	Extremely Low Low Moderate Non-housing Community Development
	Geographic Areas Affected	Laredo, TX
	Associated Goals	Public Facilities
	Description	There continues to be a need for neighborhood public facilities that provide safe places for community members to gather or individuals to receive services. Facilities include, but are not limited to, community, senior, and recreation centers, parks and playgrounds, and neighborhood police substations.
	Basis for Relative Priority	The need for facilities is shown through the continued expressed need from the Resident Survey.
8	**Priority Need Name**	**Public Improvements**
	Priority Level	Low

	Population	Extremely Low Low Moderate Non-housing Community Development
	Geographic Areas Affected	Laredo, TX
	Associated Goals	Public Improvements
	Description	Infrastructure development within low- and moderate-income areas in need within the City of Laredo. Existing areas throughout the city that do not have proper drainage systems are considered to be of high priority due to substandard living conditions. Funds allocated under this category could be used for drainage projects, construct sidewalks, provide handicap accessibility, install traffic lights, street signs, bike lanes and other improvements, as deemed necessary, to assess the community's basic health and safety needs.
	Basis for Relative Priority	The need for infrastructure is shown through the continued demand for assistance from the various programs and the expressed need from the Resident Survey.
9	**Priority Need Name**	**Public Service**
	Priority Level	Low
	Population	Extremely Low Low Moderate Non-housing Community Development
	Geographic Areas Affected	Laredo, TX
	Associated Goals	Public Service
	Description	Addressing special needs through public services and supporting service providers in Laredo, including graffiti removal.
	Basis for Relative Priority	Public services were ranked as having a moderate level of need in the 2025 Resident Survey and in the needs assessment review.

Table 45 – Priority Needs Summary

Narrative (Optional)

These Priority Needs are based on the Needs Assessment, Market Analysis, 2025 Resident Survey, public input, and stakeholder consultations. These Priority Needs help inform the five-year goals and funding priorities for this Consolidated Plan.

SP-30 Influence of Market Conditions – 91.215 (b)

Influence of Market Conditions

Affordable Housing Type	Market Characteristics that will influence the use of funds available for housing type
Tenant Based Rental Assistance (TBRA)	Local market conditions show that severely cost-burdened families are at the highest risk of becoming homeless. There are a large number of households that are severely cost-burdened and very low-income, which are most at risk. The lack of housing in a range that is affordable to these households is continuing this trend. Additionally, there is a high demand for public housing units and tax credit units, further widening the gap between the need and the supply of units. TBRA is a useful tool to bridge the gap in the market rate for affordable units and the income disparity for the very-low-income wage earners.
TBRA for Non-Homeless Special Needs	Lack of units with supportive services influences the use of funds available for this housing type. Special needs households, including those with disabilities, lack access to housing due to a lack of resources. As the population in Laredo continues to age, it is expected this trend will continue. Use of TBRA for these households is a tool to help bridge the gap to access adequate housing.
New Unit Production	A shortage of affordable, decent housing units is an identified need. As the City's population continues to increase, the demand for housing continues to rise. As demand increases, cost increases, making housing unaffordable for residents below a certain income level. Constructing new rental and homeowner units for low-and moderate-income residents is critical.
Rehabilitation	The market characteristics influencing this priority include the age and condition of the existing housing stock without the income to support the rehabilitation of units. Vulnerable populations such as elderly, disabled, low-income, and special needs families often live on fixed incomes that are not sufficient to cover unexpected housing repairs.
Acquisition, including preservation	There are opportunities to improve the conditions and affordability of housing by the acquisition of vacant, deteriorating structures. These structures are multi-unit or previously nonresidential buildings appropriate for conversion. The cost and complexity of acquisition and rehabilitation of these structures usually require implementations by an experienced housing development entity and financial assistance. When arrangements are of historic or architectural value, the cost can be increased. Similar to the new unit production, the HOME program can provide the resources for this type of development.

Table 46 – Influence of Market Conditions

SP-35 Anticipated Resources - 91.215(a)(4), 91.220(c)(1,2)

Introduction

The anticipated budget for FY 2025-2026 is as follows: CDBG $2,859,543, HOME $946,902.88 and, ESG $266,495. The City of Laredo anticipates the receipt of $125,000 in HOME program income. The City anticipates receiving $80,000 in Housing Rehabilitation Revolving Loan funds to be used for the administration of the Housing Rehabilitation Program ($10,000) and projects under this program ($70,000), totaling $2,939,543 of CDBG funds.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan $	Narrative Description
			Annual Allocation: $	Program Income: $	Prior Year Resources: $	Total: $		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	2,859,543.00	80,000.00	0.00	2,939,543.00	11,758,172	
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	946,902.88	125,000.00	0.00	1,071,902.88	4,287,611.52	
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	266,495.00	0.00	0.00	283,741.00	1,065,980	

Table 47 - Anticipated Resources

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The City of Laredo will use a combination of public and private funding to conduct activities identified in this plan. During this Consolidated Plan period, the City will research opportunities to apply for additional funding streams that are consistent with the goals of the Consolidated Plan. Currently, the City uses other funds to offset HUD funding reductions, when this occurs. The City of Laredo will continue to look for other sources of funding that are consistent with the goals of the 2020-2024 Consolidated Plan by working with community partners and non-profit organizations to encourage leveraging of available funding sources and strengthen the capacity building.

The City of Laredo has been determined by HUD to be an area of severe fiscal distress, for this reason, the HOME matching requirement is waved 100% for FY 2024-2025. However, in support of the City's HOME funded Down Payment Assistance Program, the program is estimated to leverage approximately $1,500,000 in private sector mortgage loan financing for FY 2024-2025.

The ESG program requires a 100% match for the total amount of funds drawn down during the federal fiscal year. The City requires all ESG subrecipients to provide a dollar-for-dollar match by calculating the value of volunteer hours, private donations, and the salary not covered by ESG, other grant funding, in-kind donations, or by other eligible methods as provided in the ESG regulations. The City's anticipated match obligation for 2025 is at least $266,495.00. The City's ESG subrecipients submit the match documentation to city staff; the information is verified for compliance before payment is processed for reimbursement. In addition, 100% match on all expenditures must be provided after the date that HUD signs the grant agreement.

If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

The City of Laredo continues to locate and identify several City owned land and properties to be used to address the needs identified in the plan. Land and properties can be used for the potential construction of affordable housing projects for qualifying low and moderate income families. As well as for the development of public facilities and the provision of public services. Currently, the City is under construction of the Southern Hotel which will be partially funded through the Section 108 Loan, approved on January 2023. The property is a city-owned building located in downtown Laredo, which will be converted into mixed income rental housing units. The City anticipates the completion of this project to be in September 2025.

Discussion

SP-40 Institutional Delivery Structure – 91.215(k)

Explain the institutional structure through which the jurisdiction will carry out its consolidated plan including private industry, non-profit organizations, and public institutions.

Responsible Entity	Responsible Entity Type	Role	Geographic Area Served
Azteca Economic Development and Preservation Corp.	Non-profit organizations	Economic Development Ownership Rental	Other
Bethany House of Laredo	Non-profit organizations	Homelessness	Other
Border Region MHMR Behavioral Center	Regional organization	Non-homeless special needs	Other
Casa de Misericordia	Non-profit organizations	Homelessness	Other
Catholic Charities of the Diocese of Laredo	Community/Faith-based organization	Homelessness	Other
City of Laredo Health Department HIV Program	Government	Non-homeless special needs	Other
City of Laredo Parks and Leisure Services	Government	Non-homeless special needs Planning neighborhood improvements public facilities	Other
City of Laredo Planning and Zoning Department	Government	Non-homeless special needs Planning neighborhood improvements public facilities	Other
Endeavors	Non-profit organizations	Homelessness	Other
Gateway Community Health Center	Other	Non-homeless special needs	Other
HABITAT FOR HUMANITY OF LAREDO, INC.	CHDO	Ownership	Other
Holding Institute Community Center	Non-profit organizations	Homelessness public services	Other
Laredo College	Public institution	Non-homeless special needs	Other
Laredo Housing Authority	PHA	Public Housing	Other
Laredo Municipal Housing	Government	Homelessness Rental	Other

Responsible Entity	Responsible Entity Type	Role	Geographic Area Served
Literacy Volunteers of Laredo	Non-profit organizations	public services	Other
LULAC Haven, Inc.	Non-profit organizations	Rental	Other
NeighborWorks Laredo	CHDO	Ownership Rental	Other
Sacred Heart Children's Home	Non-profit organizations	Non-homeless special needs	Other
The Salvation Army	Non-profit organizations	Homelessness	Other
Serving Children and Adults in Need (SCAN)	Non-profit organizations	Homelessness	Other
South Texas Food Bank	Non-profit organizations	public services	Other
Villa San Luis	Non-profit organizations	Rental	Other
Workforce Solutions for South Texas	Regional organization	Economic Development	Other
Webb County Community Action Agency	Government	public services	Other
Webb County Veteran's Service Office	Government	public services	Other

Table 48 - Institutional Delivery Structure

Assess of Strengths and Gaps in the Institutional Delivery System

The City of Laredo has a network of service providers that are made up of nonprofits, private sector developers, community-based development organizations, a local housing authority, and coalitions. Additionally, the City employs staff to administer these grants programs. This allows both the team and the service providers to become subject matter experts to maximize both the efficiency and effectiveness of the program.

One of the greatest strengths of the Institutional Delivery System is the communication between partners. It is critically important the partners communicate with one another to avoid duplications of services and to preserve scarce resources. On the other hand, one of the most significant gaps in the Institutional Delivery System is the financial capacity of these nonprofit partners. The funding that the City of Laredo provides is intended to be supplemental to the operation of programs.

Availability of services targeted to homeless persons and persons with HIV and mainstream services

Homelessness Prevention Services	Available in the Community	Targeted to Homeless	Targeted to People with HIV
Homelessness Prevention Services			
Counseling/Advocacy	X	X	
Legal Assistance	X	X	
Mortgage Assistance	X		X
Rental Assistance	X	X	X
Utilities Assistance	X	X	
Street Outreach Services			
Law Enforcement	X	X	
Mobile Clinics	X	X	
Other Street Outreach Services	X	X	X
Supportive Services			
Alcohol & Drug Abuse	X		X
Child Care	X	X	
Education	X	X	
Employment and Employment Training	X	X	
Healthcare	X	X	X
HIV/AIDS	X	X	X
Life Skills	X	X	
Mental Health Counseling	X	X	X
Transportation	X	X	X
Other			
	X	X	X

Table 49 - Homeless Prevention Services Summary

Describe how the service delivery system including, but not limited to, the services listed above meet the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth)

The City of Laredo allocates funding to nonprofit partners who offer programs meant to address homelessness in the city: Emergency Shelter, Street Outreach, Rapid Re-Housing, Homelessness Prevention, and data entry into the Homelessness Management Information System. Agencies awarded with ESG funds assess families for various risk factors. The agencies are also required to work with publicly funded institutions such as hospitals, jails, and mental health facilities to ensure that housing resources are made available to families upon discharge.

Describe the strengths and gaps of the service delivery system for special needs population and persons experiencing homelessness, including, but not limited to, the services listed above

The gaps of services in the community include that the need for homelessness services often outpaces the supply of supportive services due to the lack of available funds. Additionally, the City is in great need of a detox center which would assist persons with substance abuse and would avoid for them to have to travel out of town to receive this service. A great strength is the creation of the "Laredo/Webb County Coordinated Entry" process. This process provides accessible and effective assistance to individuals and families experiencing homelessness. It helps our community to prioritize assistance based on vulnerability and severity of service needs to ensure that individuals who need assistance the most can receive it on a timely manner. The process also assists with referrals between multiple agencies, public housing and the City of Laredo Municipal Housing.

Provide a summary of the strategy for overcoming gaps in the institutional structure and service delivery system for carrying out a strategy to address priority needs

The following strategies will be implemented to overcome the gaps in the institutional delivery structure affected by the lack of funding and lack of a detox center. The City will continue to collaborate with the coordinated entry partners to identify additional local, state, and/or federal funding opportunities for our area. Additionally, technical assistance will continue to be provided by the City to ensure the gap is filled. Lastly, the City will continue to collaborate with Webb County officials and other agencies from the community to address the need and be able to provide substance abuse services in our own community at a detox center.

SP-45 Goals Summary – 91.215(a)(4)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Rehabilitation of Existing Housing	2025	2029	Affordable Housing Non-Homeless Special Needs	Laredo, TX	Housing Rehabilitation	CDBG: $7,250,000.00 HOME: $662,014.40	Homeowner Housing Rehabilitated: 115 Household Housing Unit Rental units rehabilitated: 113 Household Housing Unit
2	Acquisition/Acquisition Relocation	2025	2029	Affordable Housing	Laredo, TX	New Construction of Housing	HOME: $1,500,000.00	Rental Units Added: 5 Housing Units Other: 10 Other
3	Homebuyer Assistance	2025	2029	Affordable Housing	Laredo, TX	Homebuyer Assistance	HOME: $900,000	Direct Financial Assistance to Homebuyers: 30 Households Assisted
4	Rental Assistance	2025	2029	Affordable Housing Non-Homeless Special Needs	Laredo, TX	Rental Assistance	HOME: $1,825,000.00	Tenant-based rental assistance / Rapid Rehousing: 500 Households Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Homeless Assistance	2025	2029	Homeless	Laredo, TX	Homelessness Assistance	ESG: $1,232,475.00	Tenant-based rental assistance / Rapid Rehousing: 50 Households Assisted Homeless Person Overnight Shelter: 35,935 Persons Assisted Homelessness Prevention: 50 Persons Assisted
6	Public Facilities	2025	2029	Non-Housing Community Development	Laredo, TX	Public Facilities Clearance	CDBG: $300,000	Other: 2 Other
7	Public Improvements	2025	2029	Non-Housing Community Development	Laredo, TX	Public Improvements	CDBG: $300,000	Other: 2 Other
8	Public Service	2025	2029	Non-Housing Community Development	Laredo, TX	Public Service	CDBG: $2,000,000.00	Public service activities other than Low/Moderate Income Housing Benefit: 1,000

Table 50 – Goals Summary

Goal Descriptions

1	Goal Name	Rehabilitation of Existing Housing
	Goal Description	The Housing Rehabilitation program will provide persons of low-moderate income (at or below 80% of AMI) an opportunity to rehabilitate their homes and live in a safe, decent, sanitary, and suitable environment. The Rental Rehabilitation Program project will consist of the rehabilitation of a building for the purpose of providing affordable rental housing units to be available to low income households. The Homeowner Reconstruction Program project will provide persons of low-moderate income (at or below 80% of AMI) an opportunity to reconstruct their homes and live in a safe, decent, sanitary, and suitable environment. Reconstruction loan amounts will be determined on a case by case basis with an affordability period of 20 years.
2	Goal Name	Acquisition/Acquisition Relocation
	Goal Description	The City will reserve HOME allocation for investment in housing to be developed, sponsored, or owned by Community Housing Development Organizations (CHDOs) for the provision of decent housing that is affordable to low and moderate income persons. The City will also allocate funding for the acquisition of land in support of public facility improvements.
3	Goal Name	Homebuyer Assistance
	Goal Description	Provide down payment assistance to qualifying low-income first-time homebuyers citywide at or below 80% AMI.
4	Goal Name	Rental Assistance
	Goal Description	Provide tenant-based rental assistance to elderly persons, who wish to live in the downtown area, at or below 60% of HAMFI.
5	Goal Name	Homeless Assistance
	Goal Description	Emergency Solutions Grants Program (ESG) funds will be used to fund Homeless Prevention, Emergency Shelter, Street Outreach, Homelessness Management Information System (HMIS), and Rapid Re-housing in order to reduce homelessness in the city.
6	Goal Name	Public Facilities
	Goal Description	The projects will entail the design, testing, and/or construction of improvements at various public facilities located in low and moderate income areas throughout the city.
7	Goal Name	Public Improvements
	Goal Description	The projects will entail the design, testing, and/or construction of public improvements to be located in low and moderate income areas throughout the city.
9	Goal Name	Public Service
	Goal Description	The City will fund public service projects over the next five years that benefit special needs or low to moderate income households in Laredo.

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.315(b)(2)

Over the five-year Consolidated Plan period, the City of Laredo anticipates providing affordable housing as follows:

Through the City's down-payment assistance program, financial assistance will be provided to approximately 30 low/moderate income first time home buyers during the five year period.

Community Housing Development Organizations, and other nonprofit housing providers, will receive HOME program funds to acquire, rehabilitate, and/or construct affordable housing units benefiting approximately 10 low/moderate -income households during the five year period.

Tenant-Based Rental Assistance (TBRA) program provides rental assistance to elderly residents who reside in the downtown area with incomes at or below 60% AMI. The City proposes to allocate funding for the TBRA program, which is a rental subsidy that allows eligible tenants to receive assistance in market-rate rental units meets the basic requirements. It is estimated that 500 households will be assisted during the five year period.

SP-50 Public Housing Accessibility and Involvement – 91.215(c)

Need to Increase the Number of Accessible Units (if Required by a Section 504 Voluntary Compliance Agreement)

The Laredo Housing Authority has handicap accessible units designated to meet the current needs of tenants requiring ADA compliant living space; however, there is a need to increase this number to meet future population growth projections in the City of Laredo. As the elderly and disabled populations increase, so should the number of housing units that are considered handicap accessible. With an increasing population and a large number of elderly residents, more investment is needed to increase the number of handicap accessible units.

There is not an urgent need to increase the number of accessible units required by Section 504 Voluntary Compliance Agreements based on the current amount of public housing occupants along with current housing assistance waiting list numbers. But, the need for more handicap accessible units will increase with population growth. The housing authority should consider including universal design elements [i.e., no-step entries, wider doorways] in all future developments to allow for a diversity of housing types and options.

Activities to Increase Resident Involvements

The Laredo Housing Authority has taken appropriate steps to increase resident involvement through the establishment of a Resident Services Division, known as Resident Initiatives. The group meets monthly and serves as communication ambassadors to the housing authority by collecting feedback from tenants, sharing the needs and requests of current tenants with housing authority management and staff, helping public housing staff formulate annual agency plans, and acting as citizen advocates for the enforcement of the housing authority's policies and procedures. Examples of the initiatives include the Family Self Sufficiency Program (FSS), After School Program, Kids Café Program, Elderly Disabled Supportive Service Program, and other Community Services. The group also encourages residents to attend public events that provide seminars and advisement on financial planning, budgeting, credit management, and other aspects of improving household wealth and credit.

Is the public housing agency designated as troubled under 24 CFR part 902?

No

Plan to remove the 'troubled' designation

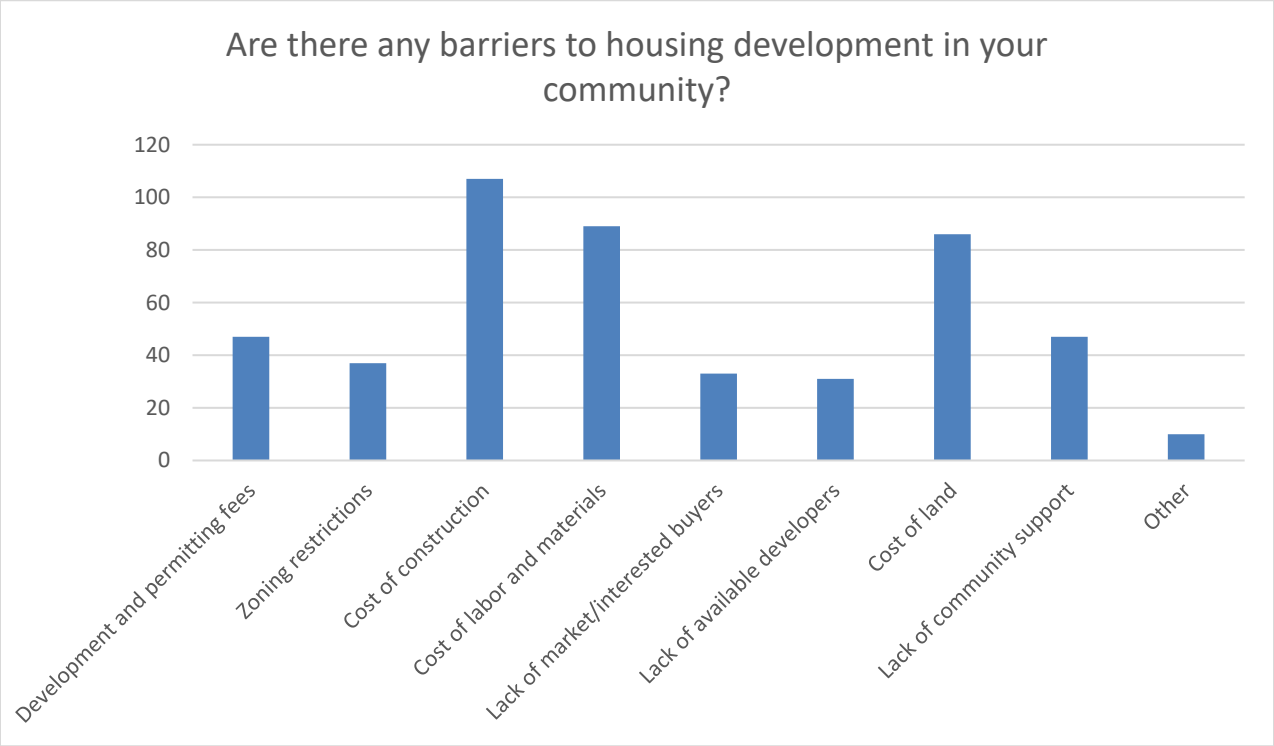
Not applicable.

SP-55 Barriers to affordable housing – 91.215(h)

Barriers to Affordable Housing

The 2025 Resident survey found that the primary barriers to the development of affordable housing are the cost of construction, cost of labor and materials, and the cost of land. Lack of community support, development and permitting fees, and zoning restrictions are low to moderate barriers, according to the survey.

Table MA-40.1: Barriers to Development Survey Results



Data Source: 2025 Resident Survey

The 2025 Analysis of Impediment to Fair Housing Choice found the following:

Segregation and Racial Concentrations

There were numerous Racially or Ethnically Concentrated Areas of Poverty (R/ECAPs) in Laredo, representing areas with higher concentrations of poverty. As Hispanic households make up the vast majority of households in Laredo, the significance of R/ECAPs is primarily in pinpointing these concentrations of poverty. These areas also tend to have lower rates of school proficiency, job proximity, and labor market engagement.

Contributing Factors: Areas with higher rates of poverty

Disproportionate Housing Needs

The level of housing needs in Laredo varies based on a variety of factors. These rates vary by tenure with renter households experiencing cost burdens at a higher rate. Lower-

income households also experience housing problems at the highest rate, with renters under 30 percent HAMFI experiencing the highest rate of housing problems in Laredo. Larger households also have higher rates of housing needs than smaller households.

Contributing Factors: Disproportionate housing problems for renters
Disproportionate housing problems for low-income
Disproportionate housing problems for large households

Disability and Access

The disability in Laredo is 14.0% with the rate of disability increasing with age. For people over the age of 75, the rate of disability is over 48 percent. Households residing in publicly supported housing units in the city have disabilities at a rate of 15% Considering the aging population and input from stakeholders, there is an expected need for additional accessible housing units in Laredo to meet current and future needs for households with disabilities.

Contributing Factors: Unmet need for accessible units

Opportunity Indices

Hispanic households in Laredo tend to have lower levels of access to a number of opportunities, as defined by the Opportunity Indices. These include access to low-poverty areas, proficient schools, job proximity, and labor market engagement. Other racial and ethnic minorities face lower levels of access but in much smaller scopes. While Hispanic households make up the majority of Laredo households, level of access.

Contributing Factors: Lower levels of access to Hispanic households to proficient schools, low poverty areas, job proximity, and labor market engagement

Publicly Supported Housing

Publicly supported housing represents over 2,800 units citywide and accommodates over 7,800 households. public housing units do have higher concentrations in R/ECAPs, Project Based Section 8 and voucher use do not correspond to R/ECAPs. The location of units does tend to correspond to areas of higher population concentration in general.

Access to Financial Services

HMDA data does show some racial and ethnic disparities in mortgage denial rates for American Indian/Alaskan Native, Native Hawaiian/Other Pacific Islander Households in Laredo in recent years. The rates, however, represent a very small number of applicants, less than 1% of applicants. In these cases, the denial rates themselves may not be statistically significant. The Hispanic/Latino denial rates are slightly higher than the jurisdictional average but do not represent a disproportionate rate of mortgage denials

overall. Mortgage denials by gender do not present a habitual or systematic rate of denial by gender.

Fair Housing Structure and Complaints

There were 28 Fair Housing Complaints made between 2007 and 2022. Nine of these were found to be with cause. The most common basis for complaints overall was on the basis of disability. Survey responses suggested the need for additional outreach and education for both tenants and landlords.

Contributing Factors:	Unmet need for education and outreach Discrimination based on disability

Strategy to Remove or Ameliorate the Barriers to Affordable Housing

Through a comprehensive set of planned actions and initiatives, the City of Laredo demonstrates its commitment to addressing barriers to affordable housing by targeting various aspects such as land use controls, tax policies, zoning ordinances, and building codes. These proactive measures aim to increase the supply of affordable housing, facilitate homeownership, promote construction partnerships with the private sector, leverage available funds through collaboration with housing organizations, and enhance urban development strategies. By implementing these initiatives, the City strives to improve housing affordability and accessibility for low-income residents.

Diverse Strategies: The City of Laredo employs a range of strategies, including funding housing rehabilitation programs, reducing lead-based paint hazards, providing down payment assistance, and promoting affordable housing construction through partnerships with the private sector and non-profits through CHDO. Also, the City will continue to identify publicly owned land for the creation of affordable housing.

Policy Reforms: The City plans to enact policy reforms such as updating the local land development code and implementing Neighborhood Empowerment Zones to incentivize affordable housing development and reduce barriers to construction.

Community Engagement: Efforts to provide homebuyer counseling services, technical assistance, and tenant-based rental assistance demonstrate a commitment to empowering residents and ensuring they are well-informed about housing options and resources.

Transit-Oriented Development: By strategically locating affordable housing near transit areas, the City aims to reduce transportation costs for low-income households and improve access to employment, education, and services.

Property Tax Stability: The City's decision to maintain a stable property tax rate provides certainty for homeowners and investors, contributing to the overall affordability of housing in Laredo.

In addition, through the 2025 Analysis of Impediments the City established the following goals:

Goal #1: Increase Access to Affordable Housing

The need for affordable housing is demonstrated by the rate of housing problems throughout Laredo. Renter households in particular face higher rates of housing problems, as well as the city's low-to-moderate-income households. Laredo should target the development of affordable housing with HOME and CDBG funds.

Action 1.1: Continue to utilize HOME and CDBG funds for the development and rehabilitation of affordable housing units.

Action 1.2: Continue to Implement Viva Laredo policies to promote housing development, including the focus on downtown infrastructure and site selection of vacant and delipidated lots.

Action 1.3: Work with city officials, developers, and housing providers to increase the number of affordable units for larger households, including sustaining current housing stock through rehabilitation.

Action 1.4: Work with city officials, developers, and housing providers to increase the number of affordable accessible units, including through rehabilitation.

Targeted Fair Housing Contributing Factors: Disproportionate housing problems for renters, Disproportionate housing problems for low-income, Disproportionate housing problems for large households, Unmet need for accessible units

Timeline and Milestones: Complete the development of additional units by increasing units or rehabilitating existing units to increase the affordable housing supply. Target at-need households, including renters, low-income, large families, and households with disabilities. Record increases and rehabilitation of units in the City's CAPER annually. Review practices on an annual basis.

Goal #2: Increase Fair Housing Outreach and Education

The need for additional Fair Housing Outreach and Education is two-fold: the need for more resident and landlord knowledge about Fair Housing Laws, and more education about the availability of resources for households.

Action 2.1: Include Fair Housing information on the City of Laredo's website. Provide Fair Housing materials on an annual basis to local communities and developers in Laredo.

Action 2.2: Work with local organizations to increase Fair Housing educational and outreach opportunities. Reevaluate annually.

Action 2.3: Work with local communities to increase education for marginalized communities about available housing resources, including local, state, and federal programs. Continue homebuyer education programs and target

advertisements to marginalized communities. Provide materials in Spanish language.

Targeted Fair Housing Contributing Factors: Unmet need for education and outreach, Discrimination based on disability.

Timeline and Milestones: Review outreach and education materials annually and review work with local communities annually. Report progress annually in the City's CAPER.

Goal #3: Continue Investment and Revitalization Efforts

Many areas of the city are in need of economic and community support to help residents better achieve self-sufficiency and improve access to opportunities and housing options.

Action 3.1: Utilize CDBG funds for community development opportunities to benefit low-to-moderate income Laredo households.

Action 3.2: Target funding and revitalization efforts to low-income neighborhoods to increase access to services

Action 3.3: Work with local service providers to enhance access to existing services and facilities in Laredo

Targeted Fair Housing Contributing Factors: Lower levels of access to Hispanic households to proficient schools, low poverty areas, job proximity, and labor market engagement

Timeline and Milestones: Review community development and consultation efforts annually. Report progress annually in the City's CAPER.

SP-60 Homelessness Strategy – 91.215(d)

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

In order to address the homeless needs of the community, the City of Laredo will continue to support organizations that reach out to homeless individuals in order to create a better service system to address these needs. Through the funding of the following ESG components: Homelessness Prevention, Emergency Shelter, Rapid Rehousing, Street Outreach, and HMIS, the City continues to ensure those in most need will receive this type of assistance. The City advertised a Request for Proposals in June 2024, to make known what activities are eligible to be funded from the ESG program. Through the submissions, we will strive to allocate funds to those agencies most capable of carrying out these goals. By collaborating with partner agencies, it is anticipated that approximately 10 households will be assisted with homelessness prevention and approximately 10 households with rapid re-housing for a period of up to 6 months.

Addressing the emergency and transitional housing needs of homeless persons

The City of Laredo will continue to fund agencies providing emergency shelter for homeless individuals and families. Emergency Shelter funds will be utilized for the operating costs of local homeless shelters such as for maintenance, insurance, furnishings, food, and staff payroll. The City will also provide essential services including those related to employment, health, drug abuse, or educational services to those staying at the homeless shelter. By collaborating with agencies, the City will strive to serve people at the shelters with the various programs available. The City continues to has partnered with a local nonprofit organization to address the growing need for a shelter expansion. The project is currently under construction and will serve as the first 24 hour facility for the unsheltered population.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again.

The City has established a network of local agencies that work together to address the needs of homeless persons and those at risk of becoming homeless. Currently, the City conducts a monthly "Laredo Homeless Veterans By-name Master list" meeting to address individual housing barriers and needs of identified homeless veterans in the community. In addition, the City is addressing the lack of available rental units by prioritizing a "Homeless Veterans Preference" at its municipally owned rental housing to reduce wait time for available units for homeless veterans receiving housing assistance. The City continues to work with other agencies to end veterans homelessness in the community.

In addition, ESG subrecipients require their participants that receive assistance to create and follow a stabilization plan. This plan sets in place achievable goals, such as job searches and assistance applications, to prevent these participants from becoming homeless again.

The City will increase the availability of affordable permanent housing for homebuyers through the following programs:

- Assist in the preservation of existing housing stock through the Housing Rehabilitation Loan Program.
- HOME funds will be awarded to a Community Housing Development Organizations (CHDOs) for investment in approximately two (2) housing units to be developed for low and moderate income persons.

Help low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families who are likely to become homeless after being discharged from a publicly funded institution or system of care, or who are receiving assistance from public and private agencies that address housing, health, social services, employment, education or youth needs

Through the collaborations with the different community agencies, the City of Laredo will strive to assist low income individuals and families. In order to receive assistance through the ESG program, the individual/family must meet the requirements established by HUD.

In addition, the City continues to coordinate with other nonprofits to assisting low-income persons being discharged from publicly funded institutions or systems of care. Through this the City, partner agencies and providers refer eligible individuals that are exiting an institution and/or are at risk individuals of homelessness to sub-recipients providing Homeless Prevention Services. All participating providers and agencies are advised that Homelessness Prevention funds are available for the services mentioned above.

SP-65 Lead based paint Hazards – 91.215(i)

Actions to address LBP hazards and increase access to housing without LBP hazards

The City of Laredo has integrated Federal lead-based paint requirements into the Housing Rehabilitation (HR) program. Currently, lead-based paint testing is being conducted on all units built prior to 1978 that may be in need of rehabilitation. The evaluation process involves a visual inspection of all painted surfaces in the subject home by a state licensed and certified Lead-Based Paint Risk Assessor.

The City currently has two (2) Lead Risk Assessor with the Department of Community Development. The Department owns its own thermal scientific NitonXLt portable XRF analyzer. In order to reduce lead-based paint hazards, the City informs residents, through its HR Program and also through the Health Department, of the sources of lead-based paint, the symptoms associated with lead poisoning, and precautions to take to prevent lead-based paint poisoning. The Lead Risk Assessor evaluates the condition of the paint in the unit and forms an opinion as to the level of lead-based paint hazard using guidelines established by HUD and the EPA. If the Lead Risk Assessor determines there is a lead based risk hazard in the subject property, the Lead Risk Assessor, following established federal guidelines, determines what lead hazard control/abatement must be done.

Under the EPA rules, workers must follow lead-safe work practice standards to reduce potential exposure to occupants from dangerous levels of lead resulting from renovation and repair activities. As of April 2010, federal law requires contractors to be certified, and homeowners have also been required to sign a pre-renovation disclosure form. The City also provides homeowners with a lead hazard information pamphlet before work is begun on their home.

The City of Laredo Health Department (CLHD) continues to monitor all communicable and reportable diseases including lead levels. Through an active medical surveillance on the number of elevated lead levels in our community from housing, medical providers and environmental assessments they fully investigate, asses, confirm and remediate for health prevention. CLHD monitors all abnormal Reports of any elevated lead level in children received from doctors offices, clinics, hospitals, and directly from the TDSHS as well as from environmental assessments.

As a health department team, environmental health specialists, epidemiologists, and lead risk assessors we evaluate every elevated lead level case being referred. A meeting is established with the owner or manager of the dwelling and/or the family to fully investigate and review health data, exposure routes, eating utensils, construction historical data on the building, and conduct a lead screening. Afterwards, sample from paint chips, soils, dust, food, pottery are analyzed by our lead assessor and sometimes sent to a lead certified lab for analysis. The child or adult is referred with a nutritionist or dietitian as well to their physician to share results and to establish a course of action. The goal is to bring the lead levels below the recommended threshold pre-established by Centers for Disease Control and Prevention {CDC) (5 micrograms per

deciliter). If a dwelling needs remediation they work closely with the family and housing authorities to assure this gets done.

How are the actions listed above related to the extent of lead poisoning and hazards?

All proposed rehabilitation projects for units built before 1978 will be assessed for the presence of lead-based paint. If found, risk assessments will be completed, and all lead-related work will be performed by lead-certified contractors using lead safe work practices. Clearance tests will be completed to ensure that the hazard has been removed from the home. The City of Laredo requires homeowners to sign a pre-renovation disclosure form, and the homeowners are also provided with a lead hazard information pamphlet before work is started on their home.

Regarding the City of Laredo Health Department, the health department team, environmental health specialists, epidemiologists, and lead risk assessors evaluate every elevated lead level case being referred. A meeting is established with the owner or manager of the dwelling and/or the family to fully investigate and review health data, exposure routes, eating utensils, construction historical data on the building, and conduct a lead screening. Afterwards, sample from paint chips, soils, dust, food, pottery are analyzed by our lead assessor and sometimes sent to a lead certified lab for analysis. The child or adult is referred with a nutritionist or dietitian as well to their physician to share results and to establish a course of action. The goal is to bring the lead levels below the recommended threshold pre-established by Centers for Disease Control and Prevention {CDC) (5 micrograms per deciliter). If a dwelling needs remediation, they work closely with the family and housing authorities to ensure this gets done.

How are the actions listed above integrated into housing policies and procedures?

Program policies and procedures regarding single- or multi-family housing rehabilitation must incorporate the HUD-mandated lead requirements. The City as well as its subrecipients of HOME funds must incorporate these procedures into their local policies. As work write-ups are prepared and submitted for approval, the presence and proposed treatment of lead-based paint are reviewed thoroughly as part of the environmental review before approving the work and issuing a notice to proceed. This subject is also covered thoroughly at the pre-construction conferences.

SP-70 Anti-Poverty Strategy – 91.215(j)

Jurisdiction Goals, Programs and Policies for reducing the number of Poverty-Level Families

The City of Laredo recognizes the importance of implementing programs and policies to reduce the number of poverty-level families. Severe cost-burdened as it relates to housing is a significant factor in families' inability to increase upward mobility. The City of Laredo has identified the following efforts to reduce the number of poverty-level families:

- Support commercial and industrial development to bring new industries to the area.
- Promote economic development by providing incentives for businesses that relocate or expand operations in Laredo.
- Encourage new business industries to offer training programs for current city residents to allow these residents to benefit from these new opportunities
- Support projects that promote commercial and residential development in underdeveloped areas and encourage residents of these communities to participate in that development.
- Encourage and adhere to Section 3 policies to create jobs for low-income residents.
- Continue to administer ESG funds, through partner agencies, to assist homeless individuals and families or those on the verge of being homeless become stabilized.
- Support initiatives of the Laredo Homeless Coalition to continue to provide services for families to achieve self-sufficiency.
- Collaborate with local educations institutions (United and Laredo Independent School District, Texas A&M International University, Laredo Community College, Azteca Economic Development and Preservation Corporation, and the Small Business Center to educate the City's workforce further.

How are the Jurisdiction poverty reducing goals, programs, and policies coordinated with this affordable housing plan

The City of Laredo anti-poverty strategy is an economic development plan that increases employment opportunities for low- and moderate-income households. The economic changes in the region have led to growth in the number of low paying jobs for permanent residents. Affordable housing provides household members with the stability to pursue employment, education, and training.

The City of Laredo will utilize CDBG funds to rehabilitate single family homes and other buildings to provide additional affordable rental units for low/moderate income individuals and families.

The City of Laredo will continue to use HOME funds to support affordable housing programs through designated Community Housing Development Organizations, as well as other nonprofit developers. The City will also offer down payment assistance programs

and an owner-occupied rehabilitation program. These HOME and CDBG programs help individuals and families to become self-sufficient by assisting them with access to homeownership and home rehabilitation. These families can reduce housing costs and provide residents with a feeling of empowerment through affordable rental and homeownership activities.

The City of Laredo will utilize Emergency Solutions Grant (ESG) funds to provide emergency shelter, rapid rehousing, and homelessness prevention services to citizens within the community. Collectively, they administer programs that enable households to remain in their current residences and assist those needing additional stability. While permanent housing, often coupled with supportive services, is the best way to end homelessness, many individuals and families need short-term stabilization before they can find housing that will meet their long-term needs.

SP-80 Monitoring – 91.230

Describe the standards and procedures that the jurisdiction will use to monitor activities carried out in furtherance of the plan and will use to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

To ensure each recipient of the Community Development Block Grant (CDBG) Program, HOME Investment Partnerships (HOME) Program, and the Emergency Solutions Grant (ESG) Program, is in full compliance with HUD regulation; the City of Laredo established monitoring standards consistent with the federal guidelines for each program. Each year, recipients of grant funds are advised at least once during the contract period and more often if issues are discovered.

Staff closely monitors performance expectations of subrecipients [timeliness and productivity] in line with the new performance measurement system initiated by HUD. Monitoring involves a five-step process to ensure that all statutory and regulatory requirements are being met:

1. Monitoring organizations and programs which use federal funds awarded by Laredo. Reports are made regularly as required by the appropriate federal program regulations. The City checks the records of organizations receiving federal funds from the City to ensure the information is reported accurately and completely.
2. Collecting and reviewing data to ensure consistency with the Consolidated Plan. The City reviews the information for the households, served with federal funds, and analyzes leveraging and matching sources.
3. Making visits to each subrecipient organization to check records and verify the occurrence of grant-funded activities.
4. Using a system of checklists and documentation for HUD-funded projects. Site visits to projects and reviews of project documentation are geared to ensure compliance with regulations and agreements.
5. Utilizing a system of notification to alert agencies or organizations when an instance(s) of non-compliance with federal regulations or city policies.

Laredo's monitoring tools are detailed in the operating procedures for each program. They are consistent with those used by HUD that is contained in the Community Planning and Development Monitoring Handbook.

The City is also audited by the City's internal auditor and by an independent auditing firm to ensure that compliance is being met on all projects. Additionally, the City has implemented a Performance Measurement tool to evaluate the effectiveness of each program. The outcomes of these audits help to inform the department on policy changes to improve performance.

Appendices

Appendix A – Public Input

Community Needs Work Group Summary

March 20, 2025

Agenda:

- Introductions
- Presentation
- Review of current City programs
- Comments

Summary of Comments:

- Need for more affordable housing options
- Homelessness support needs more funding
- Need for more Code enforcement, sidewalks, and community centers

Housing Work Group Summary

March 19, 2025

Agenda:

- Introductions
- Presentation
- Review of current City programs
- Comments:
  - Continued need for housing, including multigenerational and larger units, fewer barriers to development

Report Sponsored by:

City of Laredo
Community Development
https://www.cityoflaredo.com/departments/community-development

Report Prepared by:

Community & Policy Advisors
www.candpadvisors.com

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
Lead Agency	LAREDO	
CDBG Administrator	LAREDO	City of Laredo - Community Development Department
HOPWA Administrator		
HOME Administrator	LAREDO	City of Laredo - Community Development Department
ESG Administrator	LAREDO	City of Laredo - Community Development Department
HOPWA-C Administrator		City of Laredo - Community Development Department

Table 1 – Responsible Agencies

Narrative (optional)

The City of Laredo's Community Development Department serves as the lead agency responsible for administering the CDBG, HOME, and ESG programs covered in the 2025-2026 Annual Action Plan. It manages the City's HUD grant portfolio and develops the Annual Action Plan. The office works to ensure that the City of Laredo, an entitlement community, maximizes the use of its HUD funding to provide decent, safe, and affordable housing, a suitable living environment, and expanded economic opportunities for its citizens. The Laredo City Council awards funding to qualified subrecipient agencies and city departments to conduct the activities outlined in this plan.

Consolidated Plan Public Contact Information

Maria E. Martinez, Community Development Director

1301 Farragut, 3rd Floor, East Wing, Transit Center Building

Laredo, Texas 78040

(956) 795-2675

mmartinez2@ci.laredo.tx.us

Expected Resources

AP-15 Expected Resources – 91.220(c)(1,2)

Introduction

The anticipated budget for FY 2025-2026 is as follows: CDBG $2,859,543, HOME $946,902.88 and, ESG $266,495. The City of Laredo anticipates the receipt of $125,000 in HOME program income. The City anticipates receiving $80,000 in Housing Rehabilitation Revolving Loan funds to be used for the administration of the Housing Rehabilitation Program ($10,000) and projects under this program ($70,000), totaling $2,939,543 of

CDBG funds.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan $	Narrative Description
			Annual Allocation: $	Program Income: $	Prior Year Resources: $	Total: $		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	2,859,543	80,000	0	2,939,543	11,758,172	CDBG funds will be used for administration, housing rehabilitation loan program, Public Service - Homeless Services, Section 108 Loan Repayment and Rental Rehabilitation Program. A minimum of 70% of funds will be used to address the low and moderate national objective. CDBG Funds used throughout the City will leverage other federal, local, and private funds. The City anticipates receiving $80,000 in Housing Rehabilitation Revolving Loan funds to be used for the administration of the Housing Rehabilitation Program ($10,000) and projects under this program ($70,000), to be used for the Housing Rehabilitation Loan Program totaling $2,939,543.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan $	Narrative Description
			Annual Allocation: $	Program Income: $	Prior Year Resources: $	Total: $		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	946,902.88	125,000	0	1,071,902.88	4,287,611.52	HOME funds will be used for administration and to provide Down Payment Assistance, Tenant-Based Rental Assistance, fund Community Housing Development Organizations (CHDOs), for a Homeowner Reconstruction Program and HOME Affordable Rental Housing Program. HOME funds will leverage other federal, local, and private funds.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan $	Narrative Description
			Annual Allocation: $	Program Income: $	Prior Year Resources: $	Total: $		
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	266,495	0	0	266,495	1,065,980	Emergency Solutions Grants Program (ESG) funds will be used for administration and to fund Homelessness Prevention, Rapid Re-housing, Emergency Shelter, Street Outreach, and Homelessness Management Information System (HMIS) in order to reduce homelessness in the city. ESG match requirements will be met by requiring organizations to achieve a 100% match of all funds received.

Table 2 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The City of Laredo will use a combination of public and private funding to conduct activities identified in this plan. During this Consolidated Plan period, the City will research opportunities to apply for additional funding streams that are consistent with the goals of the Consolidated Plan. Currently, the City uses other funds to offset HUD funding reductions, when this occurs. The City of Laredo will continue to look for other sources of funding that are consistent with the goals of the 2025-2029 Consolidated Plan by working with community partners and non-profit

organizations to encourage leveraging of available funding sources and strengthen the capacity building.

The City of Laredo has been determined by HUD to be an area of severe fiscal distress, for this reason, the HOME matching requirement is waved 100% for FY 2025-2026. However, in support of the City's HOME funded Down Payment Assistance Program, the program is estimated to leverage approximately $1,800,000 in private sector mortgage loan financing for FY 2025-2026.

The ESG program requires a 100% match for the total amount of funds drawn down during the federal fiscal year. The City requires all ESG subrecipients to provide a dollar-for-dollar match by calculating the value of volunteer hours, private donations, and the salary not covered by ESG, other grant funding, in-kind donations, or by other eligible methods as provided in the ESG regulations. The City's anticipated match obligation for 2025 is at least $266,495.00. The City's ESG subrecipients submit the match documentation to city staff; the information is verified for compliance before payment is processed for reimbursement. In addition, 100% match on all expenditures must be provided after the date that HUD signs the grant agreement.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

The City of Laredo is actively identifying and locating City owned land and properties to address the needs outlined in the plan. These lands and properties may be used for the potential construction of affordable housing projects for qualifying low and moderate income families, as well as for the development of public facilities and the provision of public services. Currently, the City is under construction of the Southern Hotel which will be partially funded through the Section 108 Loan, approved on January 2023. The property is a city owned building located in downtown Laredo, which will be converted into mixed income rental housing units. The City anticipates the completion of this project to be in September 2025.

Discussion

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Rehabilitation of Existing Housing	2025	2029	Affordable Housing Non-Homeless Special Needs		Housing Rehabilitation	CDBG: $870,000 HOME: $132,402.88 ESG: $0	Homeowner Housing Rehabilitated: 26 Household Housing Unit Homeowner Housing Rehabilitated: 1 Household Housing Unit
2	Acquisition/Acquisition Relocation	2025	2029	Affordable Housing		New Construction of Housing	CDBG: $700,000 HOME: $300,000 ESG: $0	Rental units constructed: 1 Household Housing Unit Rental units rehabilitated: 24 Household Housing Unit Homeowner Housing Added: 2 Household Housing Unit

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Homebuyer Assistance	2025	2029	Affordable Housing		New Construction of Housing Homebuyer Assistance	CDBG: $0 HOME: $180,000 ESG: $0	Direct Financial Assistance to Homebuyers: 6 Households Assisted
4	Rental Assistance	2025	2029	Affordable Housing Non-Homeless Special Needs		Rental Assistance	CDBG: $0 HOME: $365,000 ESG: $0	Tenant-based rental assistance / Rapid Rehousing: 100 Households Assisted
5	Homeless Assistance	2025	2029	Homeless		Homelessness Assistance	CDBG: $0 HOME: $0 ESG: $246,495	Tenant-based rental assistance / Rapid Rehousing: 10 Households Assisted Homeless Person Overnight Shelter: 7518 Persons Assisted Homelessness Prevention: 10 Persons Assisted
6	Public Service	2025	2029	Non-Housing Community Development		Public Service	CDBG: $400,000 HOME: $0 ESG: $0	Homeless Person Overnight Shelter: 200 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
7	Planning and Administration	2025	2029	Affordable Housing Homeless Non-Homeless Special Needs Non-Housing Community Development			CDBG: $969,543 HOME: $94,500 ESG: $20,000	

Table 3 – Goals Summary

Goal Descriptions

1	**Goal Name**	Rehabilitation of Existing Housing
	Goal Description	The Housing Rehabilitation program will provide persons of low-moderate income (at or below 80% of AMI) an opportunity to rehabilitate their homes and live in a safe, decent, sanitary, and suitable environment. Qualifying owner occupants may receive Housing Rehabilitation loans of up to $50,000; Reconstruction loans in amounts determined on a case by case basis; and livability grants up to $15,000. The City estimates to assist 21 households with the Housing Rehabilitation Program and 5 households with the Housing Rehabilitation Revolving Loan Program. The Homeowner Reconstruction Program project will provide a low-moderate income (at or below 80% of AMI) household an opportunity to reconstruct its home and live in a safe, decent, sanitary, and suitable environment. Reconstruction loan amount will be determined on a case by case basis with an affordability period of 15 years. The City estimates to assist 1 household with this program.

2	**Goal Name**	Acquisition/Acquisition Relocation
	Goal Description	The City will reserve HOME allocation for investment in housing to be developed, sponsored, or owned by Community Housing Development Organizations (CHDOs) for the provision of decent housing that is affordable to low and moderate income persons. The City estimates to assist 2 households under this program. The HOME Affordable Rental Housing program entails the acquisition, rehabilitation, design and/or construction of rental housing units for the purpose of providing affordable rental housing units to be available to low income households. The City estimates to assist 1 households under this program. This Section 108 Loan Repayment will consist of the annual repayment of the loan used for the rehabilitation of an existing building located within City limits for the purpose of providing affordable rental housing units to be available to low income households. It is estimated to add a total of 22 units, consisting of 13 low- moderate income and 9 market rate units with the Southern Hotel Rehabilitation Project. The Rental Rehabilitation Program will consist of the rehabilitation of an existing building located within City limits for the purpose of providing affordable rental housing units to be available to low income households. The City estimates to assist 1 households after the project is completed.
3	**Goal Name**	Homebuyer Assistance
	Goal Description	Provide down payment assistance to qualifying low- moderate income first-time homebuyers citywide at or below 80% AMI. City estimates to assist 6 households under this program.
4	**Goal Name**	Rental Assistance
	Goal Description	Provide tenant-based rental assistance to elderly persons, who wish to live in the downtown area, at or below 60% of HAMFI. The City estimates to assist 100 households under this program.

5	**Goal Name**	Homeless Assistance
	Goal Description	Emergency Solutions Grants Program (ESG) funds will be used to fund Homelessness Prevention, Emergency Shelter, Street Outreach, Homeless Management Information System (HMIS), and Rapid Re-housing in order to reduce homelessness in the city. The City estimates to assist 10 households with the Rapid Rehousing Program, 10 households with the Homelessness Prevention Program and 7,518 persons at the homeless shelters. The citys goal for street outreach is to meet the immediate needs of people experiencing homelessness in unsheltered locations by connecting them with emergency shelter, housing, or critical services, and providing them with urgent, nonfacility based care.
6	**Goal Name**	Public Service
	Goal Description	The City of Laredo will continue to allocate funding for Homeless Services through Bethany House these funds will be used to pay for labor, supplies, and material as well to operate and/or maintain the portion of a homeless facility in which the public service is located. This includes the lease of a facility, equipment, and other property needed for the public service.
7	**Goal Name**	Planning and Administration
	Goal Description	This consists of the payment of reasonable administrative costs associated with the planning and implementation of program activities.

Projects

AP-35 Projects – 91.220(d)

Introduction

The City will receive $2,859,543 in CDBG funds, $946,902.88 in HOME funds, and $266,495 in ESG funds from HUD.

Through the use of CDBG funds, the City anticipates funding the Housing Rehabilitation Loan Program, Public Service - Homeless Services, Section 108 Loan Repayment, and Rental Rehabilitation Program.

The City anticipates receiving, $80,000 in Housing Rehabilitation Revolving Loan funds to be used for the administration of the Housing Rehabilitation Program ($10,000) and projects under this program ($70,000).

Through the use of HOME Investment Partnerships Program (HOME), the City anticipates to fund a Down Payment Assistance, Tenant-Based Rental Assistance, Community Housing Development Organization (CHDO), Homeowner Reconstruction, and Affordable Rental Housing Programs.

With the Emergency Solutions Grants Program (ESG), the City will fund the following activities in order to reduce homelessness in the city:

ESG Program Administration: $20,000

Emergency Shelter – Shelter Operations: $85,000

Emergency Shelter – Essential Services: $30,000

Street Outreach: $35,000

Rapid Re-housing: $40,045

Homelessness Prevention: $50,000

Homeless Management Information System (HMIS): $6,450

The budgeted amount for the administration of this program is within the mandatory cap of below 7.5% as required by HUD. Additionally, the categories of Emergency Shelter - Shelter Operations, Emergency Shelter - Essential Services and Street Outreach (combined) are also within the mandatory cap of below

60% as required by HUD.

Projects

#	Project Name
1	2025 Community Development Administration
2	Housing Rehabilitation Administration
3	Housing Rehabilitation Loan Program
4	Public Service - Homeless Services
5	Section 108 Loan Repayment
6	Rental Rehabilitation Program
7	Housing Rehabilitation Revolving Loan Administration
8	Housing Rehabilitation Revolving Loan Program
9	HOME Program Administration
10	Down Payment Assistance Program
11	Tenant Based Rental Assistance
12	Community Housing Development Organization (CHDO)
13	Homeowner Reconstruction Program
14	HOME Affordable Rental Housing Program
15	ESG 25 Laredo

Table 4 - Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

AP-38 Project Summary

Project Summary Information

1	**Project Name**	2025 Community Development Administration
	Target Area	
	Goals Supported	Rehabilitation of Existing Housing Homebuyer Assistance Public Service Planning and Administration
	Needs Addressed	Housing Rehabilitation Homelessness Assistance Public Service
	Funding	CDBG: $571,908
	Description	This is for payment of reasonable administrative costs and carrying charges related to the planning and execution of community development activities assisted in whole or in part with Community Development Block Grant funds.
	Target Date	9/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	To be reported in the various CDBG projects.
	Location Description	1301 Farragut St., Laredo, TX 78040
	Planned Activities	Administration
2	**Project Name**	Housing Rehabilitation Administration
	Target Area	
	Goals Supported	Rehabilitation of Existing Housing
	Needs Addressed	Housing Rehabilitation
	Funding	CDBG: $387,635
	Description	This consists of the payment of reasonable administrative project delivery costs associated with the planning and implementation of rehabilitation services such as rehabilitation counseling, loan processing, inspections, and other services related to assisting owners, tenants, contractors, and other entities.
	Target Date	9/30/2026

	Estimate the number and type of families that will benefit from the proposed activities	To be reported under Project # 3.
	Location Description	1301 Farragut St., Laredo, TX 78040
	Planned Activities	Administration
3	**Project Name**	Housing Rehabilitation Loan Program
	Target Area	
	Goals Supported	Rehabilitation of Existing Housing
	Needs Addressed	Housing Rehabilitation
	Funding	CDBG: $800,000
	Description	The Housing Rehabilitation Program will provide persons of low-moderate income an opportunity to rehabilitate their homes and live in a safe, decent, sanitary, and suitable environment. Qualifying owner occupants may receive Housing Rehabilitation loans of up to $50,000; Reconstruction loans in amounts determined on a case by case basis; or livability grants of up to $15,000. It is estimated that the program will fund 6 housing rehabilitation loans, 14 livability grants and 1 reconstruction loan.
	Target Date	9/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 21 low and moderate income families will benefit from this activity.
	Location Description	Citywide in Laredo, TX.
	Planned Activities	Housing rehabilitation loans, livability grants, and reconstruction loans.
4	**Project Name**	Public Service - Homeless Services
	Target Area	
	Goals Supported	Homeless Assistance
	Needs Addressed	Public Service
	Funding	CDBG: $400,000

	Description	This project entails funds to be used to pay labor, supplies, and material as well to operate and/or maintain the portion of the new Bethany House Homeless facility of a homeless shelter in which the public service is located. This may include the lease of a facility, equipment, and/or other items needed for the homeless public service program.
	Target Date	9/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	Based on the Point in Time count which reflects the total combination of sheltered and unsheltered homeless population to be 253 per year, we estimate to assist approximately 200 unsheltered people in a year.
	Location Description	901 Hidalgo St.
	Planned Activities	This activity will provide funds for the operational expenses in continued support of the Bethany House Homeless expansion shelter to ensure essential homeless services are provided.
5	**Project Name**	Section 108 Loan Repayment
	Target Area	
	Goals Supported	Rehabilitation of Existing Housing
	Needs Addressed	Housing Rehabilitation
	Funding	CDBG: $400,000
	Description	This project will consist of the repayment of the Section 108 Loan for the rehabilitation of an existing building also known as the Southern Hotel Apartments Rehabilitation Project for the purpose of providing affordable rental housing units to be available to low- moderate income households.
	Target Date	9/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated to add a total of 22 units, consisting of 13 low- moderate income and 9 market rate units.
	Location Description	1214 Matamoros St.
	Planned Activities	Housing Rehabilitation
	Project Name	Rental Rehabilitation Program

6	**Target Area**	
	Goals Supported	Rehabilitation of Existing Housing
	Needs Addressed	Housing Rehabilitation
	Funding	CDBG: $300,000
	Description	This project will consist of the rehabilitation of an existing building located within City limits for the purpose of providing affordable rental housing units to be available to low- moderate income households.
	Target Date	9/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	Estimated 1 unit under the 80% AMI.
	Location Description	Downtown area in Laredo, Tx.
	Planned Activities	Housing Rehabilitation
7	**Project Name**	Housing Rehabilitation Revolving Loan Administration
	Target Area	
	Goals Supported	Rehabilitation of Existing Housing
	Needs Addressed	Housing Rehabilitation
	Funding	CDBG: $10,000
	Description	This consists of the payment of reasonable administrative project delivery costs associated with the planning and implementation of rehabilitation services such as rehabilitation counseling, loan processing, inspections, and other services related to assisting owners, tenants, contractors, and other entities.
	Target Date	9/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	To be reported in Project # 10.
	Location Description	1301 Farragut St., Laredo, TX 78040
	Planned Activities	Administration
	Project Name	Housing Rehabilitation Revolving Loan Program

8	**Target Area**	
	Goals Supported	Rehabilitation of Existing Housing
	Needs Addressed	Housing Rehabilitation
	Funding	CDBG: $70,000
	Description	The Housing Rehab Program will provide persons of low-moderate income an opportunity to rehabilitate their homes and live in a safe, decent, sanitary, and suitable environment. Qualifying owner occupants may receive Housing Rehabilitation loans of up to $50,000; Reconstruction loans in amounts determined on a case by case basis; or livability grants of up to $15,000. It is estimated that the program will fund 5 livability grants.
	Target Date	9/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 5 low and moderate income families will benefit from this activity.
	Location Description	Citywide in Laredo, TX
	Planned Activities	Housing Rehabilitation
9	**Project Name**	HOME Program Administration
	Target Area	
	Goals Supported	Rehabilitation of Existing Housing Acquisition/Acquisition Relocation Homebuyer Assistance Rental Assistance
	Needs Addressed	New Construction of Housing Homebuyer Assistance Rental Assistance
	Funding	HOME: $94,500
	Description	Consists of payment of reasonable administrative costs related to the planning and execution of housing programs funded through the HOME Investment Partnership Program.
	Target Date	9/30/2026

	Estimate the number and type of families that will benefit from the proposed activities	To be reported in Projects # 11-15.
	Location Description	1301 Farragut St. , Laredo, TX 78040
	Planned Activities	Administration
10	**Project Name**	Down Payment Assistance Program
	Target Area	
	Goals Supported	Homebuyer Assistance
	Needs Addressed	Homebuyer Assistance
	Funding	HOME: $180,000
	Description	Provide down payment assistance to qualifying low and moderate income first-time homebuyers citywide at or below 80% of HAMFI. This years DPA loan program is funded from entitlement funds ($180,000). Please note, the program was updated and restructured to become a forgivable loan up to 10 years from the previous deferred loan structure. These new loans are not expected to generate additional program income.
	Target Date	9/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 6 qualifying low and moderate income homebuyers.
	Location Description	Citywide in Laredo, TX
	Planned Activities	Down Payment Assistance
11	**Project Name**	Tenant Based Rental Assistance
	Target Area	
	Goals Supported	Rental Assistance
	Needs Addressed	Rental Assistance
	Funding	HOME: $365,000

	Description	Provide tenant-based rental assistance to elderly households at or below 60% of HAMFI. This years Tenant Based Rental Assistance Program is funded from program income ($125,000) and entitlement funds ($240,000).
	Target Date	9/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	100 elderly households at or below 60% of HAMFI.
	Location Description	Downtown area
	Planned Activities	Tenant based rental assistance
12	**Project Name**	Community Housing Development Organization (CHDO)
	Target Area	
	Goals Supported	Acquisition/Acquisition Relocation
	Needs Addressed	New Construction of Housing
	Funding	HOME: $150,000
	Description	The City will reserve not less than 15 percent of its HOME allocation for investment in housing to be developed, sponsored, or owned by Community Housing Development Organizations (CHDOs) for the provision of decent housing that is affordable to low-income and moderate-income persons. Eligible set aside activities include the following: acquisition and/or rehabilitation of rental housing; new construction of rental housing; acquisition and/or rehabilitation of homebuyer properties; new construction of homebuyer properties; and direct financial assistance to purchasers of home-assisted housing sponsored or developed by a CHDO with HOME funds.
	Target Date	9/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 2 households at or below 80% of HAMFI will benefit from the proposed project
	Location Description	To be determined
	Planned Activities	New construction of owner occupies housing

13	**Project Name**	Homeowner Reconstruction Program
	Target Area	
	Goals Supported	Rehabilitation of Existing Housing
	Needs Addressed	Housing Rehabilitation
	Funding	HOME: $132,402.88
	Description	The Homeowner Reconstruction Program will provide 1 low-moderate income household an opportunity to rehabilitate its home and live in a safe, decent, sanitary, and suitable environment. Qualifying owner occupant may receive a reconstruction loan in an amount determined on a case by case basis with an affordability period of 15 years.
	Target Date	9/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 1 low and moderate income household will benefit from this activity
	Location Description	Citywide in Laredo, TX
	Planned Activities	Housing reconstruction loan
14	**Project Name**	HOME Affordable Rental Housing Program
	Target Area	
	Goals Supported	Acquisition/Acquisition Relocation
	Needs Addressed	New Construction of Housing
	Funding	HOME: $150,000
	Description	This project entails the acquisition, rehabilitation, design and/or construction of rental housing units for the purpose of providing affordable rental housing units to be available to low income households.
	Target Date	9/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that approximately 1 units will be constructed and/or rehabilitated.
	Location Description	To be determined

	Planned Activities	New construction of housing units
15	**Project Name**	ESG 25 Laredo
	Target Area	
	Goals Supported	Homeless Assistance
	Needs Addressed	Homelessness Assistance
	Funding	ESG: $266,495
	Description	This consists of the payment of reasonable administrative costs and programs for homeless assistance activities funded through the Emergency Solutions Grant.
	Target Date	9/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	During the next fiscal year, ESG funding will provide assistance to approximately: • Rapid Rehousing: 10 households • Homeless Person Overnight Shelter: 7,518 • Homelessness Prevention: 10 Households
	Location Description	Laredo, TX
	Planned Activities	With the Emergency Solutions Grants Program (ESG), the City will fund the following activities in order to reduce homelessness in the city: ESG Program Administration: $20,000 Emergency Shelter – Shelter Operations: $85,000 Emergency Shelter – Essential Services: $30,000 Street Outreach: $35,000 Rapid Re-housing: $40,045 Homelessness Prevention: $50,000 Homeless Management Information System (HMIS): $6,450 The budgeted amount for the administration of this program is within the mandatory cap of below 7.5% as required by HUD. Additionally, the categories of Emergency Shelter - Shelter Operations, Emergency Shelter - Essential Services and Street Outreach (combined) are also within the mandatory cap of below 60% as required by HUD.

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

According to the ACS 5-Year 2016-2020 low and moderate-income summary data, certain areas of the City have high concentrations of low-income residents. Census Tracts and block groups with populations of 51% or more of low and moderate income persons but less 70% include:

1.01 1, & 2, 1.05 1 & 2, 1.06 1, 2 & 3, 1.08 2, 1.09 1, 2 2 & 4, 6.02 2, 7 2, 8 1 & 2, 9.01 1 & 2, 9.03 2, 9.04 3, 11.01 1, 11.03 1 & 2, 11.04 1 & 2, 11.05 1, & 2, 12.01 2 & 3, 13 2 & 3, 14.01 1 & 3, 14.02 1 & 3, 15.01 1, 15.02 2, 16.01 1, 17.06 1, 2, & 4, 17.09 3, 17.10 1, 17.11 2, 17.17 1 & 2, 17.18 2, 17.19 2, 18.06 1, 18.09 2 & 3, 18.11 3, 18.19 2, 18.21 1 & 2, 18.22 1 & 2, 18.23 2, 18.24 1, 18.26 2.

The following census tracts and block groups represent areas in which 70% or more of the residents are of low and moderate incomes:

1.01 3 & 4, 1.07 1 & 2, 3 2, 2 1 & 3, 6.01 2 & 3, 6.02 1, 7 1, 8 3, 9.03 1, 9.04 1 & 2, 10.01 1 & 2, 10.04 1, 12.01 1, 12.02 1 & 2, 13 1, 14.02 2, 15.01 2, 15.02 1, 17.06 3, 18.06 2 & 3, 18.09 1, 18.19 3, 18.20 2, 18.25 1, 19 1, 2 &3, 9800 1.

According to the 2022 American Community Survey 5-year estimates, in terms of race, Laredo's population is 37.6% White, 0.5% Black or African American, 0.3% American Indian and Alaska Native, 0.5% Asian, and, and 53.4% two or more races. Of the total population, 95.2% are Hispanic or Latino and 3.4% are White alone. Because Laredo's ethnic population is 95.2% Hispanic or Latino, every area of the city is considered an area of minority concentration.

A map provided in the Appendix E of the plan shows the low and moderate income areas, and City Council Districts. Some projects take place in only low and moderate income areas, and other take place city wide for the benefit of low and moderate income individuals. Locations of the remaining projects will be determined after proposals have been submitted and accepted.

Geographic Distribution

Target Area	Percentage of Funds

Table 5 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

One rationale for assigning priorities to projects is feedback from the public regarding community needs.

Comments were received through an online Community Needs Survey collected by the City and through

an online live WebEx meeting hosted by the City where local organizations could voice their comments and/or questions.

Through surveys, the community provided information such as what their needs are and how the City could assist in accomplishing these. With the information provided, the City was able to identify what the public feels is most in need in order to make the community more livable. The investment of CDBG funds target the older sections of the City which are 51% or more low moderate income areas. It is in these same older neighborhoods where substandard housing exists and low income families reside. Distribution of funds was such that all CDBG target areas receive some benefit and/or improvement.

Discussion

The City plans to use its 2025-2026 CDBG allocation in CDBG eligible areas within the City of Laredo, no specific target area was identified for any of the proposed projects.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

Affordable housing is a critical priority for the City of Laredo. The need for affordable housing for low income populations, special needs renters and homebuyers was reflected in the input received from the community through the survey process and agency consultations.

One Year Goals for the Number of Households to be Supported	
Homeless	10
Non-Homeless	40
Special-Needs	100
Total	150

Table 6 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	120
The Production of New Units	
Rehab of Existing Units	30
Acquisition of Existing Units	0
Total	150

Table 7 - One Year Goals for Affordable Housing by Support Type

Discussion

The City of Laredo will employ several strategies to address the affordable housing needs of low and moderate income households. First, the City will allocate ESG funds to support homeless households. The Homelessness Prevention program will assist approximately 10 households this year by covering owed rent, rent, utilities, deposits, and/or housing placement. The Rapid Re-housing program will help another 10 households with rent, utilities, deposits, and housing placement. Second, the City will provide Rental Assistance to eligible households through the Tenant-based Rental Assistance Program, offering rent support to 100 elderly households with incomes at or below 60% of the HAMFI. Third, the City will support the preservation of existing housing through the Housing Rehabilitation Loan Program. This will allow 26 low- and moderate-income homeowners to rehabilitate their homes, ensuring they can live in safe, decent, sanitary, and suitable conditions. Lastly, HOME funds will be awarded to Community Housing Development Organizations (CHDOs) to invest in the development of approximately two housing units for low- and moderate-income individuals.

New construction activities will go through a Request for proposals (RFP) process. This process will include a market study involving a site and neighborhood review, at which time the specific new

construction activity will be specified and all applicable federal requirements will be included as part of the selected subrecipients contract. For example, if the selected subrecipients propose an activity involving construction of a multi-family dwelling project, then the design and construction requirements as per 24 CFR 100.205 and Section 504 will be applicable.

The 1st table above is comprised of the following estimated beneficiaries:

- Homeless: 10 households under the Rapid Rehousing Program
- Non-Homeless: 10 households under the Homelessness Prevention Program, 21 households under the Housing Rehabilitation Program, 5 households under the Housing Rehabilitation Revolving Loan Program, 1 households under the Homeowner Reconstruction Program, 2 households by CHDOs, and 1 households under the HOME Affordable Rental Housing Project for a total of 40 beneficiaries.
- Special Needs: 100 households under the Tenant Based Rental Assistance Program

The 2nd table above is comprised of the following estimated beneficiaries:

- Rental Assistance: 10 households under the Rapid Rehousing Program, 10 households under the Homelessness Prevention Program and 100 households under the Tenant Based Rental Assistance Program for a total of 120 beneficiaries.
- The Production of New Units: 2 households by CHDOs and 1 households under the HOME Affordable Rental Housing Project for a total of 3 beneficiaries.
- Rehab of Existing Units: 21 households under the Housing Rehabilitation Program, 5 households under the Housing Rehabilitation Revolving Loan Program and 1 household under the Homeowner Reconstruction Program for a total of 27 beneficiaries.

The City also consulted with the Texas Homeless Network regarding the use of ESG funds and other related items.

AP-60 Public Housing – 91.220(h)

Introduction

The City of Laredo's population is served by the Housing Authority of the City of Laredo (LHA). The LHA PHA Five Year and Annual Plan provides comprehensive information on the planned actions for the next five years to address the public housing needs of low-income residents. These actions are detailed below and in other sections of this Plan.

Actions planned during the next year to address the needs to public housing

Throughout the year, the City of Laredo will continue working in collaboration with the Housing Authority of the City of Laredo to address our community needs. The City and LHA are both part of the Coordinated Entry process through which individuals and families are assisted with different services offered in the community. Also, the City, as the Responsible Entity for HUD funds, assists in the review and approves environmental reviews for LHA public housing projects.

The Housing Authority of the City of Laredo mission is to address the diverse housing needs of families by increasing the availability of safe, decent, and sanitary housing within the communities it serves. LHA is firmly committed to ensuring equal access to housing opportunities, promoting self-sufficiency and asset development among individuals and families, and enhancing both quality of life and long-term economic stability. Through the provision of high-quality services, LHA seeks to empower residents to achieve independent living. LHA remains steadfast in its efforts to assist individuals and families of very low income in obtaining secure, dignified, and affordable housing.

During the next fiscal year, LHA plans to continue supporting local families through its Public Housing Program, along with a range of housing voucher options. These include Housing Choice Vouchers, Project-Based Vouchers, Veterans Affairs Supportive Housing (VASH) Vouchers, Mainstream Vouchers, Emergency Housing Vouchers, Stability Vouchers, Foster Youth to Independence Vouchers and the Rental Assistance Demonstration Vouchers. Families who receive assistance may be responsible for a portion of the rent, based on their expected income and HUD guidelines. LHA remains committed to partnering with landlords and property owners to help identify safe, affordable, and suitable housing options throughout the community.

Utilizing funding from various capital grants, LHA will continue working to enhance the quality and livability of its housing developments. This includes ongoing efforts to strengthen partnerships with local organizations and improve overall operations. As part of its Five-Year Plan, LHA has laid out a roadmap for restoring and revitalizing its properties over the next five years.

Planned upgrades include bathroom and kitchen renovations, new flooring, door replacements, landscaping improvements, grading, electrical service upgrades, sewer line and window replacements,

boiler and water system updates, and the installation of central air and heating systems.

In addition, the City of Laredo continues to actively support Laredo Housing Authority's mission to expand affordable housing options for residents. This includes initiatives like tiny homes, transitional housing, permanent supportive housing and redevelopment projects through the Rental Assistance Demonstration (RAD) Program. The City also backs the development of affordable housing through Low-Income Housing Tax Credit properties, such as Casa Verde Apartments, River Bank Village Apartments and Hillside Crossing Apartments.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

LHA will continue to support programs and services that encourage self-sufficiency, strengthen resident organizations, provide training opportunities, and foster community development. This will include offering training in areas like housekeeping, understanding regulations and policies, conducting needs assessments, securing resources for the future, referring to social services, providing home maintenance support, and encouraging resident involvement in activities focused on resource development, adult education, vocational skills, and crime prevention.

LHA offers a range of services to its residents through its Resident Initiatives. These initiatives include Community Services, the Elderly and Disabled Supportive Services Program, the After School Program, the Kids Café Program, BiblioTech Digital Library and the Family Self-Sufficiency (FSS) Program.

Six of LHA's housing communities have active Resident Councils (RCs) that help coordinate and sponsor a variety of Community Services open to LHA's residents. These Resident Councils meet monthly and host informative sessions on topics that matter to the community, such as healthcare, employment resources, education, nutrition, parenting, substance abuse awareness, and domestic violence prevention. Through a partnership with Workforce Solutions for South Texas, residents have access to job search support. Additionally, Laredo College offers English as a Second Language (ESL) classes tailored for adults with limited English skills, helping them build confidence in listening, speaking, reading, and writing

As part of the Action Plan process, the City actively engages with LHA and its residents to better understand and address their needs. To help promote homeownership within the community, especially among low- to moderate-income individuals and families—including LHA residents—the City publicly announces its HOME programs, such as the Down Payment Assistance (DPA) Program, through local newspapers. Additionally, DPA program flyers are provided for distribution within LHA communities to ensure residents are informed and have access to these valuable resources.

If the PHA is designated as troubled, describe the manner in which financial assistance will be

provided or other assistance

The Housing Authority of the City of Laredo is not designated as “troubled” by HUD. In fact, the Housing Authority has been designated by HUD as a High Performer. The Department uses the most recent PHAS designation to determine whether the PHA receives the High Performer bonus for the following years Capital Fund formula calculation. With this high performer bonus, the PHA is able to get additional funding to help address the conditions of the Public Housing units.

Discussion

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

The City anticipates receiving $266,495 in ESG funds from HUD. Upon award of these funds, the City proposes to undertake eligible activities to address the needs of the homeless in our community. A match which equals 100% of the amount allocated by HUD will be generated through in-kind, volunteer, and/or donated contributions by the City and its sub recipients, as deemed acceptable. Through the use of Emergency Solutions Grants Programs funds, the City proposes to fund the following activities:

- ESG Program Administration - City $20,000
- Emergency Shelter – Shelter Operations $85,000
- Emergency Shelter - Essential Services $30,000
- Street Outreach $35,000
- Rapid Re-Housing $40,045
- Homelessness Prevention $50,000
- Homeless Management Information System (HMIS) $6,450

Regulatory spending caps limit the amounts that may be spent on Emergency Shelter, Street Outreach, and for Administration. The City will stay within the required limits when utilizing these funds and when contracting with local service providers for the provision of services.

The special needs population includes individuals having mobility impairments, disabilities, or that require supportive services. Typically, this population has a severe or persistent mental illness, development, and physical disabilities. Several organizations provide facilities and services for special needs populations in Laredo.

- Casa de Misericordia (CASA) is a 501(c)(3) nonprofit organization that provides secure, temporary residential services to victims of domestic violence.
- The Children's Advocacy Center of Laredo-Webb County (CAC) is a non-profit organization established in 1995 to service child victims of domestic violence and abuse.
- Laredo Veterans Affairs Outpatient Clinic - HUD-VASH implements case management efforts for Veterans to attain various services including eligibility screening services, referrals to VA primary care, mental health and substance abuse treatment, disability benefits, income assistance, employment support, money management skills and permanent housing subsidies (for Veteran participants and their immediate families) through its Housing Choice Voucher Program.
- Laredo Housing Authority (LHA) is a 501(c)(3) nonprofit organization that provides housing assistance to include public housing, Section-8, and farm labor. LHA also provides family self-sufficiency instruction, senior/disabled services, and residential council opportunities.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness

including

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

In order to address the homeless needs of the community, the City of Laredo will continue to support organizations that reach out to homeless individuals in order to create a better service system to address these needs. Through the funding of the following ESG components: Homelessness Prevention, Emergency Shelter, Rapid Rehousing, Street Outreach, and HMIS, the City continues to ensure those in most need will receive this type of assistance. The City advertised a Request for Proposals in July 2025, to make known what activities are eligible to be funded from the ESG program. Through the submissions, we will strive to allocate funds to those agencies most capable of carrying out these goals. By collaborating with partner agencies, it is anticipated that approximately 10 households will be assisted with homelessness prevention and approximately 10 households with rapid re-housing for a period of up to 6 months.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City of Laredo will continue to fund agencies providing emergency shelter for homeless individuals and families. 2025 Emergency Shelter funds will be utilized for the operating costs of local homeless shelters such as for maintenance, insurance, furnishings, food, and staff payroll. The City will also provide essential services including those related to employment, health, drug abuse, or educational services to those staying at the homeless shelter. By collaborating with agencies, the City will strive to serve approximately 7,518 or more people (possibly duplicate clients) at the shelters with the various programs available. The City continues to has partnered with a local nonprofit organization to address the growing need for a shelter expansion. The project is currently under construction and will serve as the first 24 hour facility for the unsheltered population.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The City has established a network of local agencies that work together to address the needs of homeless persons and those at risk of becoming homeless. Currently, the City conducts a monthly “Laredo Homeless Veterans By-name Master list” meeting to address individual housing barriers and needs of identified homeless veterans in the community. In addition, the City is addressing the lack of available rental units by prioritizing a “Homeless Veterans Preference” at its municipally owned rental housing to reduce wait time for available units for homeless veterans receiving housing assistance. The

City continues to work with other agencies to end veterans homelessness in the community.

In addition, ESG subrecipients require their participants that receive assistance to create and follow a stabilization plan. This plan sets in place achievable goals, such as job searches and assistance applications, to prevent these participants from becoming homeless again.

The City will increase the availability of affordable permanent housing for homebuyers through the following programs:

- Assist in the preservation of existing housing stock through the Housing Rehabilitation Loan Program.
- HOME funds will be awarded to a Community Housing Development Organizations (CHDOs) for investment in approximately two (2) housing units to be developed for low and moderate income persons.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

Through the collaborations with the different community agencies, the City of Laredo will strive to assist low income individuals and families. In order to receive assistance through the ESG program, the individual/family must meet the requirements established by HUD.

In addition, the City continues to coordinate with other nonprofits to assisting low-income persons being discharged from publicly funded institutions or systems of care. Through this the City, partner agencies and providers refer eligible individuals that are exiting an institution and/or are at risk individuals of homelessness to sub-recipients providing Homeless Prevention Services. All participating providers and agencies are advised that Homelessness Prevention funds are available for the services mentioned above.

Discussion

The following agencies provide homeless services and facilities to meet the needs of homeless persons:

- Bethany House provides emergency shelter, onsite meals / street bound meals, counseling Services, free clothing and personal hygiene items, education classes and job training
- Casa de Misericordia (CASA) provides shelter and assistance for those experiencing domestic violence. CASA provides year-round multi-service programs of safety planning, support,

advocacy, 24 hour crisis hotline, referrals to appropriate agencies when necessary, counseling, support groups, court accompaniment, assistance with Violence Against Women Act (VAWA) applications, assistance with first month's rent and/or utility bills and transportation (bus tickets).

- Catholic Charities of the Diocese of Laredo provides rental and utilities assistance to families and individuals to prevent homelessness or regain housing stability. They also provide immigration legal services, which help families stay united and facilitate lawful employment for permanent legal residents or those seeking to become U.S. citizens.
- Serving Children and Adults in Need (SCAN) provides services to children, adolescents, adults and their families. They provide prevention, intervention, substance abuse treatment outpatient and residential treatment, emergency shelter services, victim assistance, and outreach services.
- The Salvation Army helps others in times of need/disaster and the less fortunate; the organization distributes clothing vouchers, food baskets, and provides shelter.

AP-75 Barriers to affordable housing – 91.220(j)

Introduction:

The City of Laredo does not maintain restrictive city policies and fees. Laredo is a community in which according to the 2021 American Community Survey, 5-year estimates, show that 22.2% of individuals live below the poverty level.

In the 2025 Analysis of Impediments to Fair Housing Choice, the City of Laredo found the following findings, Segregation and Racial Concentrations, Disproportionate Housing Needs, Opportunity Indices, Disability and Access, Publicly Supported Housing, Access to Financial Services, and Fair Housing Structure and Complaints.

Goals: The City's collaboration with Community & Policy Advisors to conduct the analysis showcases a the following goals: Increase Access to Affordable Housing, Increase Fair Housing Outreach and Education, and Continue Investment and Revitalization Efforts. to identifying and tackling housing challenges.

Actionable Solutions: The City will continue using HOME and CDBG funds to support affordable housing development and rehabilitation. It will implement Viva Laredo policies to promote new housing—particularly in downtown and on underused lots—and collaborate with city officials, developers, and housing providers to increase affordable options for large and low-income households. Efforts will also focus on expanding the supply of accessible housing units through new construction and rehabilitation.

The City will enhance Fair Housing awareness by publishing information on its website and distributing materials annually to local communities and developers. It will collaborate with local organizations to expand Fair Housing education and outreach, with yearly evaluations. Additionally, the City will focus on educating marginalized communities about housing resources and homebuyer programs, ensuring materials are accessible, including in Spanish.

The City will use CDBG funds to support community development projects that benefit low-to-moderate income households. Revitalization efforts will be focused on low-income neighborhoods to improve access to essential services. Additionally, the City will collaborate with local service providers to enhance access to existing services and facilities throughout Laredo.

Commitment to Fair Housing: By implementing these measures, the City demonstrates a commitment to promoting fair housing practices and enhancing housing opportunities for all residents, particularly those belonging to protected classes who have historically faced discrimination in the housing market.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the

return on residential investment

Through a comprehensive set of planned actions and initiatives, the City of Laredo is committed to addressing barriers to affordable housing by focusing on key areas such as land use controls, tax policies, zoning ordinances, and building codes. These proactive measures are designed to increase the availability of affordable housing, support homeownership, foster partnerships with the private sector for construction, leverage funds through collaboration with housing organizations, and enhance urban development strategies. By carrying out these initiatives, the City aims to improve housing affordability and accessibility for low income residents.

Diverse Strategies: The City of Laredo utilizes a variety of strategies to address housing needs, including funding housing rehabilitation programs, reducing lead-based paint hazards, offering down payment assistance, and promoting the construction of affordable housing through partnerships with the private sector and non-profit organizations via CHDO. Additionally, the City will continue to identify publicly owned land for the development of affordable housing.

Policy Reforms: The City plans to implement policy reforms, including updating the local land development code and introducing Neighborhood Empowerment Zones. These initiatives are designed to incentivize affordable housing development and reduce barriers to construction.

Community Engagement: The City is committed to empowering residents through efforts such as providing homebuyer counseling services, offering technical assistance, and delivering tenant-based rental assistance. These actions ensure that residents are well-informed about housing options and available resources.

Transit-Oriented Development: By strategically locating affordable housing near transit hubs, the City aims to lower transportation costs for low-income households while improving access to employment, education, and essential services.

Property Tax Stability: The City's decision to maintain a stable property tax rate offers certainty to homeowners and investors, which in turn supports the overall affordability of housing in Laredo.

Discussion:

The City of Laredo affirms its commitment to preserving and expanding affordable housing through strategic initiatives like the establishment of Neighborhood Empowerment Zones (NEZ) in downtown and central areas, which encourage inner-city redevelopment and reinvestment. Moreover, the City's ongoing collaboration with housing organizations and developers highlights its dedication to pursuing innovative solutions and leveraging partnerships to overcome housing barriers and support the development of affordable housing. Additionally, the use of vacant residential lots identified through a citywide study conducted by the Laredo Housing Authority creates opportunities for infill housing development, further promoting affordability and improving housing accessibility for residents.

AP-85 Other Actions – 91.220(k)

Introduction:

The City of Laredo demonstrates a comprehensive approach to addressing housing and social service needs by implementing a series of strategic actions and initiatives aimed at fostering affordable housing, reducing lead-based paint hazards, alleviating poverty, and enhancing coordination between housing and social service agencies. Through proactive measures and collaborative partnerships, the City seeks to improve the quality of life for its residents and create a more equitable and inclusive community.

Actions planned to address obstacles to meeting underserved needs

The U.S. Census Bureau, 2023, Population Estimates indicated that 20.8% of people lived in poverty in Laredo, 18.9% of children under 18 lived below the poverty level, compared with 12.1% of people 18-64 years of age and 11.7% for those 65 years of age and over.

The City of Laredo is actively engaging in initiatives aimed at overcoming obstacles to community development, including workforce readiness and safety perceptions. Through collaborations with local educational institutions for workforce preparation and the creation of a dedicated website to communicate accurate safety statistics, Laredo is striving to enhance its appeal to tourists, attract business investments, and foster economic growth.

Actions planned to foster and maintain affordable housing

Down Payment Assistance Program: Through its HOME Program, the City provides down payment assistance to low- to moderate-income first-time homebuyers, increasing access to homeownership and supporting housing affordability for eligible households.

Housing Rehabilitation Efforts: The City promotes housing rehabilitation to preserve existing housing stock, combat blight, and enhance living conditions, contributing to neighborhood revitalization and long-term community stability.

Support for Affordable Rental Housing: By backing low-income housing tax credit projects, the City helps expand affordable rental housing options, meeting the needs of low-income individuals and families while encouraging housing diversity.

Outreach and Education: The City engages in outreach to ensure residents, tenants, and families are informed about available housing assistance programs and eligibility requirements, supporting equitable access and empowering prospective homebuyers to make informed choices.

Collaboration with Housing Organizations: Partnering with housing organizations and developers allows the City to maximize resources, share expertise, and strengthen community partnerships to effectively

create and sustain affordable housing opportunities.

Economic Development Initiatives: Through Chapter 380 Economic Development Agreements, the City stimulates business and commercial activity, promotes local economic development, and creates incentives for investment and job creation, contributing to overall community prosperity and vitality.

Actions planned to reduce lead-based paint hazards

The City of Laredo has integrated Federal lead-based paint requirements into the Housing Rehabilitation (HR) program. Currently, lead-based paint testing is being conducted on all units built prior to 1978 that may be in need of rehabilitation. The evaluation process involves a visual inspection of all painted surfaces in the subject home by a state licensed and certified Lead-Based Paint Risk Assessor.

The City currently has two (2) Lead Risk Assessor with the Department of Community Development. The Department owns its own thermal scientific NitonXLt portable XRF analyzer. In order to reduce lead-based paint hazards, the City informs residents, through its HR Program and also through the Health Department, of the sources of lead-based paint, the symptoms associated with lead poisoning, and precautions to take to prevent lead-based paint poisoning. The Lead Risk Assessor evaluates the condition of the paint in the unit and forms an opinion as to the level of lead-based paint hazard using guidelines established by HUD and the EPA. If the Lead Risk Assessor determines there is a lead based risk hazard in the subject property, the Lead Risk Assessor, following established federal guidelines, determines what lead hazard control/abatement must be done.

Under the EPA rules, workers must follow lead-safe work practice standards to reduce potential exposure to occupants from dangerous levels of lead resulting from renovation and repair activities. As of April 2010, federal law requires contractors to be certified, and homeowners have also been required to sign a pre-renovation disclosure form. The City also provides home owners with a lead hazard information pamphlet before work is begun on their home.

The City of Laredo Health Department (CLHD) continues to monitor all communicable and reportable diseases including lead levels. Through an active medical surveillance on the number of elevated lead levels in our community from housing, medical providers and environmental assessments they fully investigate, asses, confirm and remediate for health prevention. CLHD monitors all abnormal Reports of any elevated lead level in children received from doctors offices, clinics, hospitals, and directly from the TDSHS as well as from environmental assessments.

As a health department team, environmental health specialists, epidemiologists, and lead risk assessors we evaluate every elevated lead level case being referred. A meeting is established with the owner or manager of the dwelling and/or the family to fully investigate and review health data, exposure routes, eating utensils, construction historical data on the building, and conduct a lead screening. Afterwards, sample from paint chips, soils, dust, food, pottery are analyzed by our lead assessor and sometimes sent to a lead certified lab for analysis. The child or adult is referred with a nutritionist or dietitian as well to

their physician to share results and to establish a course of action. The goal is to bring the lead levels below the recommended threshold pre-established by Centers for Disease Control and Prevention {CDC) (5 micrograms per deciliter). If a dwelling needs remediation they work closely with the family and housing authorities to assure this gets done.

Actions planned to reduce the number of poverty-level families

In an effort to reduce the incidence of poverty in Laredo, the City will implement the following efforts during FY 2025-2026:

1. Continue to support, contingent on the availability of funding, the efforts of the third party agencies, to promote the City of Laredo and encourage commercial and industrial development.

2. Implement infrastructure projects and other public improvements that serve to attract and maintain industry.

3. Make application to state and federal agencies in support of projects which help promote commercial and residential development in presently underdeveloped areas of the City.

4. Support initiatives that help further local educational objectives.

5. Support a program and utilize minority small business contractors as deemed possible in the award of all infrastructure and housing construction and rehabilitation contracts.

6. The City is supporting the Mile 1 Center which provides a collaborative co-working space where Entrepreneurs, Freelancers, Developers, Makers & Creators can help each other build businesses & explore ideas together. It counts with a dedicated office space for early-stage businesses with access to a full range of resources along with dedicated mentors and professional business network for support.

7. Adhere with the Section 3 requirements of the CDBG, HOME and ESG programs.

8. Continue to administer ESG funds, through partner agencies, to assist homeless individuals and families or those on the verge of being homeless become stabilized.

9. . Currently, the City continues to conduct monthly “Laredo Homeless Veterans By-name Master list” and “Homeless Master List” meetings to address individual housing barriers and needs of identified homeless and homeless veterans in the community. In addition, the City is addressing the lack of available rental units by prioritizing a “Homeless Veterans Preference” at its municipally owned rental housing to reduce wait time for available units for homeless veterans receiving housing assistance. The City is working on ending veterans homelessness in the community through a coordinated entry process

established through the local Homeless Coalition.

11. The City holds monthly meetings with various organizations to review individual homeless cases, support the implementation of the Coordinated Entry process, and identify how each organization can provide assistance.

12. Ensuring that local and national objectives are being met involves not only effective monitoring practices, but also collaboration with community partners. The City collaborates with a complex and diverse network of partners for the CDBG, HOME, and ESG programs. These partners, a majority of whom carry out the activities proposed in this Action Plan, include CHDO's, non-profit organizations, housing developers, social service providers, and private financial institutions.

Actions planned to develop institutional structure

The City will work to keep lines of communication open with institutions and nonprofit organizations for the purpose of entering into partnerships in promoting common objectives. The City will continue to provide "Third Party Funding" to local organizations to support health, education, and quality of life efforts. This year the City budgeted $1,500,000 to assist third party organizations, many of which are identified in this Annual Plan. The City also manages a Non-Profit and Volunteer Center. As notices of funding opportunities and/or trainings are identified, the City will advise local organizations as may be appropriate.

Actions planned to enhance coordination between public and private housing and social service agencies

In order to enhance coordination between public and private housing, health, and social service agencies, the City will meet with agencies throughout the funding period. The City of Laredo will also make referrals and receive referrals from the various agencies. Additionally, the City will provide a copy of the Annual Plan (upon request) for participating entities. Lastly, if the City cannot provide funding for a particular agency, it will direct entities towards other sources of funds, when available.

Through United Way of Laredo, local agencies have been made part of 2-1-1 Texas, a program of the Texas Health and Human Services Commission. The 2-1-1 Texas is a way community members in need and agencies can connect with the local services and agencies. This program provides a well-organized and easy to find directory of information from over 50,000 state and local health and human services programs. Agencies may search by service types including: housing and shelter, food assistance, financial and legal, employment help, health services, mental health services, crisis and emergency, child care and education, aging and disability, and veteran's assistance.

Discussion:

The City of Laredo strives to enhance and refine its strategies to address underserved needs, foster and

maintain affordable housing, evaluate and reduce lead-based paint hazards, reduce the number of poverty-level families, develop institutional structure, and enhance coordination between housing and social service agencies. By developing greater collaboration, the City of Laredo will create increased opportunities for those in need.

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(l)(1,2,4)

Introduction:

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The City is not expecting to receive program income that will have been received before the start of the next program year and that has not yet been reprogrammed, proceeds from Section 108 loan guarantees, surplus funds from urban renewal settlements, funds returned to the line of credit nor income from float-funded activities.

Community Development Block Grant Program (CDBG)
Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	**0**

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

HOME Investment Partnership Program (HOME)
Reference 24 CFR 91.220(l)(2)

1. A description of other forms of investment being used beyond those identified in Section 92.205 is

as follows:

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

Only those forms of investments stipulated in 92.205(b) including equity investments, interest and non-interest bearing loans or advances, interest subsidies, deferred payment loans, guarantee loans made by lenders, and grants, will be utilized by the City in administering its HOME allocation. The activities to be undertaken with HOME Investment Partnership Program funds include:

· HOME Program Administration - $94,500

· Down Payment Assistance - $180,000

· Tenant-Based Rental Assistance - $365,000 (Entitlement & Program Income)

· Community Housing Development Organizations - $150,000

· Homeowner Reconstruction Program - $132,402.88

· HOME Affordable Rental Housing Program - $150,000

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

The City has adopted the recapture provisions for the Down Payment Assistance (DPA) Program which assists first-time homebuyers with 0% down payment assistance forgivable loans of up to $30,000 for households with incomes equal to or below the 80% Housing Area Median Family Income guidelines. Applicant(s) must not exceed the allowable housing ratio of 28%-38% (Front-end) and the maximum debt-to-income ratio of 48% (Back-end). The affordability period on DPA loans is up to ten (10) years. The eligible borrower(s) must have a valid earnest money contract and show a receipt for the earnest money deposit (if applicable). The applicant(s) must have a valid, pre-approved conditional mortgage commitment & attend a HUD approved first time homebuyer education class. The recapture provisions ensure that the participating jurisdiction recoups all or a portion of the HOME assistance to the homebuyers, if the housing does not continue to be the principal residence of the family for the duration of the period of affordability.

The City of Laredo’s Recapture guidelines states that: Owner must continuously use the residence located on the Property as Owner's principal residence for the period of affordability. City will forgive Owner's outstanding DPA Funds on the Repayment Date in an amount equal to the DPA Funds. If the Owner sells the Property within the period of affordability through a voluntary or involuntary transfer, the City will recapture all or a portion of the direct subsidy provided to the

homebuyer. The loan will be forgiven pro rata over the period of affordability under the following terms, as long as the home remains the principal residence of the home buyer. As an example for a 5 year forgivable loan, upon completion of the 1st year of the Loan Documents -20% of the original principal amount will be forgiven; upon completion of the 2nd year of the Loan Documents -40% of the original principal amount will be forgiven; upon completion of the 3rd year of the Loan Documents - 60% of the original principal amount will be forgiven; Upon completion of the 4th year of the Loan Documents - 80% of the original principal amount will be forgiven; and Upon completion of the 5th year of the Loan Documents -100% of the original principal amount will be forgiven. If the net proceeds from a voluntary or involuntary sale are insufficient to repay the prorated amount of the HOME subsidy, the City shall recapture the entire amount of net proceeds from the sale. If there are no net proceeds from the sale, no repayment is required. Net proceeds are defined as the sales price minus superior loan repayment and any closing costs incurred by the homebuyer.

In the event that the City determines that the assisted homebuyer(s) is non-compliant with the residency requirements and the other requirements stated in the Down Payment Assistance Program (DPA) contract then the entire face value of the DPA loan is immediately due and payable to the City. Homebuyer will be given 30 days to return to compliance. If homebuyer(s) does not return to compliance, the entire face value of the DPA will be due and payable and will incur a four percent (4%) interest per annum.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

   The recapture guidelines are stated in the loan and program documents which include the Real estate lien note, the deed of trust lien and the Homebuyer contract. All three of these documents are signed by the homebuyer to ensure compliance during the affordability period.

   Annually, staff monitors and confirms homeowner compliance by requiring each homeowner to confirm their primary residency requirement and ensure the affordability of the home assisted units.

   Recapture is triggered when a default occurs. Each of the following constitutes a default as defined by the loan document:

- Homeowner fails to owner-occupy the property as their principal residence.
- Homeowner transfers any interest in the property through a voluntary or involuntary sale.
- Homeowner fails to follow terms of loan agreements.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that

will be used under 24 CFR 92.206(b), are as follows:

Not applicable.

5. If applicable to a planned HOME TBRA activity, a description of the preference for persons with special needs or disabilities. (See 24 CFR 92.209(c)(2)(i) and CFR 91.220(l)(2)(vii)).

   Not applicable.

6. If applicable to a planned HOME TBRA activity, a description of how the preference for a specific category of individuals with disabilities (e.g. persons with HIV/AIDS or chronic mental illness) will narrow the gap in benefits and the preference is needed to narrow the gap in benefits and services received by such persons. (See 24 CFR 92.209(c)(2)(ii) and 91.220(l)(2)(vii)).

   Not applicable.

7. If applicable, a description of any preference or limitation for rental housing projects. (See 24 CFR 92.253(d)(3) and CFR 91.220(l)(2)(vii)). Note: Preferences cannot be administered in a manner that limits the opportunities of persons on any basis prohibited by the laws listed under 24 CFR 5.105(a).

   Not applicable.

Emergency Solutions Grant (ESG)
Reference 91.220(l)(4)

1. Include written standards for providing ESG assistance (may include as attachment)

   Written standards for providing ESG assistance are included in the Appendix under Section F.

2. If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.

   The City of Laredo has worked closely with the CoC and other participating agencies to create and follow the Laredo/Webb County Coordinated Entry policy and procedures, in order to identify shelter and unsheltered homeless persons and provide the services necessary to help those persons to quickly regain stability in permanent housing after experiencing a housing crisis and/or homelessness. Participating agencies include: Bethany House, Border Region, Casa de Misericordia, Endeavors, Laredo Housing Authority, and The Salvation Army.

3. Identify the process for making sub-awards and describe how the ESG allocation available to

private nonprofit organizations (including community and faith-based organizations).

The City anticipates receiving $266,495 in ESG funds from HUD. Upon award of these funds, the City proposes to undertake eligible activities to address the needs of the homeless in our community. A match which equals 100% of the amount allocated by HUD will be generated through in-kind, volunteer, and/or donated contributions by the City and its subrecipients, as deemed acceptable. Through the use of Emergency Solutions Grants Programs funds, the City proposes to fund the following activities:

- ESG Program Administration - City $20,000
- Emergency Shelter – Shelter Operations $85,000
- Emergency Shelter - Essential Services $30,000
- Street Outreach $35,000
- Rapid Re-Housing $40,045
- Homelessness Prevention $50,000
- Homeless Management Information System (HMIS) $6,450

The City advertised a Request for Proposals in July 2025, to make known what activities are eligible to be funded from the ESG program. Funds will be awarded once proposals are received.

4. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.

The City of Laredo will meet this requirement by reaching out and consulting with homeless individuals at the local homeless shelter by asking them to fill out the Community Needs Survey

The City also requires its subrecipients to the greatest extent feasible to meet the homeless participation requirement by having not less than one homeless individual or formerly homeless individual on the board of directors or other equivalent policy- making entity of the subrecipient, to the extent that the entity considers and makes policies and decisions regarding any facilities, services, or other assistance that receive funding under ESG.

All ESG funded agencies, have satisfactory met this requirement by having a former shelter resident as a member of their board of Director’s, Advisory Board, and/or Transitional Housing Committee.

5. Describe performance standards for evaluating ESG.

The collecting and reporting timely data are an essential component of the ESG program. The City will require its sub recipients to input the client’s information and the services provided in HMIS or a

compatible software system in order to obtain an accurate count of homeless or at risk of becoming homeless individuals/families and which services have been provided.

The City of Laredo works in partnership with various local homeless service providers to offer services to those that are homeless and at risk of becoming homeless. The number of street homeless individuals and families is visible in the City's downtown area, under bridges, near the highway and at convenience stores and restaurants. The City and various homeless service provider agencies receive calls from individuals/families seeking assistance due to eviction or foreclosure, from those that are now living in their cars, in overcrowded conditions with other family members, or in locations with no basic services such as electricity or water. While significant progress has been done to reduce the number of individuals experiencing homelessness, there is still a significant need within the community.

In relation to our homebuyer programs.

Our two homebuyer programs consist of Down Payment Assistance (DPA) and Community Housing Development Organization (CHDO), which are promoted through the distribution of flyers, television and radio public service announcements, newspaper ads, public events, and/or on the City of Laredo website in order to maximize public awareness and to notified the public of where and how to apply. As specified in the HOME Policy and Procedures Manual, the terms of the DPA (pg.6) and CHDO selection process (pg. 17).

APPENDIX A

SF424 AND SF424B FORMS

(PENDING CITY MANAGER'S SIGNATURE AFTER CITY COUNCIL APPROVAL OF PLAN SUBMISSION)

APPENDIX B CERTIFICATIONS

(PENDING CITY MANAGER'S SIGNATURE AFTER CITY COUNCIL APPROVAL OF PLAN SUBMISSION)

APPENDIX C

PUBLIC NOTICES

Publication date: Sunday, February 2, 2025

NOTICE OF REQUEST FOR PUBLIC COMMENT

The City of Laredo, Department of Community Development, will be conducting surveys and receiving public comment at various sites throughout the City in order to give citizens an opportunity to express their housing and community development needs. Staff will also be providing information regarding current Community Development programs and services available to the community. Comments received will be made part of the 2025-2026 One-Year Action Plan and 2025-2029 Five Year Consolidated Plan that will outline how funding made available through the U.S. Department of Housing and Urban Development (HUD) will be utilized.

WE WILL BE ACCEPTING COMMENTS AT THE FOLLOWING LOCATIONS:

Tuesday, February 11, 2025 9:30 a.m. to 11:30 a.m.
City of Laredo, City Hall at 1110 Houston

Tuesday, February 11, 2025 2:00 p.m. to 4:00 p.m.
City of Laredo, City Hall Annex at 1102 Bob Bullock Loop

Tuesday, February 11, 2025 5:00 p.m. to 7:00 p.m.
El Eden Recreation Center 4735 Loma Vista

Wednesday, February 12, 2025 9:30 a.m. to 11:30 a.m. and 2:00 p.m. to 4:00 p.m.
City of Laredo Health Department Courtyard 2600 Cedar Ave.

Thursday, February 13, 2025 9:30 a.m. to 11:30 a.m.
Hamilton Apartments at 815 Salinas

Thursday, February 13, 2025 5:00 p.m. to 7:00 p.m.
Haynes Health & Wellness Center at 2102 Clark Crossing Blvd.

Friday, February 14, 2025 9:30 a.m. to 11:30 a.m.
Laredo Housing Authority Offices at 2000 San Francisco

Friday, February 14, 2025 3:30 p.m. to 5:30 p.m.
Laredo Public Library – Main at 1120 E. Calton Rd.

Wednesday, February 19, 2025 3:30 p.m. to 5:30 p.m.
MOS Branch Library at 1920 Palo Blanco

Thursday, February 20, 2025 9:30 a.m. to 11:30 a.m.
Bethany House of Laredo at 817 Hidalgo St.

In addition, a public hearing will be held on Tuesday, February 18, 2025 during the regularly scheduled City Council meeting at 5:30 p.m. at City Council Chambers located at 1110 Houston Street, Laredo, Texas, 78040. City staff would like to invite the community to attend and make their needs known. Special services will be made available upon timely request for the physically impaired. Comments may be provided at the public hearing, submitted orally or in writing to Ms. Tina Martinez, Community Development Director, P.O. Box 1276 or 1301 Farragut, Transit Center, 3rd Floor, East Wing, Laredo, Texas 78040 or via e-mail at cdcomments@ci.laredo.tx.us. For more information, contact the Department of Community Development at 795-2675.



Equal Housing Opportunity

Tina Martinez
Community Development Director

Fecha de Publicación: Domingo, 2 de Febrero, 2025

AVISO DE SOLICITUD DE COMENTARIO PÚBLICO

El Departamento de Desarrollo de la Comunidad de la Ciudad de Laredo, estará realizando encuestas y recibiendo comentarios en diversos sitios de la ciudad para dar a nuestros ciudadanos la oportunidad de expresar sus ideas y sugerencias acerca del mejoramiento de viviendas y el desarrollo de la comunidad. El personal también proporcionará información sobre los programas y servicios del Departamento de Desarrollo de la Comunidad que están disponibles a la comunidad. Las sugerencias recibidas serán incluidas en el Plan Anual del Año 2025-2026 y el Plan Consolidado de Cinco Años 2025-2029 en el cual se explica el proceso del uso de los fondos disponibles por el Departamento de Viviendas y Desarrollo Urbano de los Estados Unidos.

SE ACEPTARÁN COMENTARIOS EN LAS SIGUENTES UBICACIONES:

Martes, 11 de Febrero, 2025 9:30 a.m. to 11:30 a.m.
City Hall de la Ciudad de Laredo localizado en 1110 Houston

Martes, 11 de Febrero, 2025 2:00 p.m. to 4:00 p.m.
City Hall Annex de la Ciudad de Laredo localizado en 1102 Bob Bullock Loop

Martes, 11 de Febrero, 2025 5:00 p.m. to 7:00 p.m.
Centero de Recreacion El Eden 4735 Loma Vista

Miercoles, 12 de Febrero, 2025 9:30 a.m. to 11:30 a.m. and 2:00 p.m. to 4:00 p.m.
Departamento de Salud de la Ciudad de Laredo (Patio) localizado en 2600 Cedar Ave.

Jueves, 13 de Febrero, 2025 9:30 a.m. to 11:30 a.m.
Departamentos Hamilton localizados en 815 Salinas Ave.

Jueves, 13 de Febrero, 2025 5:00 p.m. to 7:00 p.m.
Centro de Recreación Haynes localizado en 2102 Clark Crossing Blvd.

Viernes, 14 de Febrero, 2025 9:30 a.m. to 11:30 a.m.
Oficinas de Laredo Housing Authority localizadas en 2000 San Francisco

Viernes, 14 de Febrero, 2025 3:30 p.m. to 5:30 p.m.
Libreria Publica localizada en 1120 E. Calton Rd.

Miercoles, 19 de Febrero, 2025 3:30 p.m. to 5:30 p.m.
Librería MOS localizada en 1920 Palo Blanco

Jueves, 20 de Febrero, 2025 9:00 a.m. to 11:00 a.m.
Bethany House de Laredo localizado en 817 Hidalgo St.

Adicionalmente, una audiencia pública se llevará a cabo el Martes, 18 de Febrero del 2025 durante la junta regular de Cabildo a las 5:30 de la tarde en la Sala de Cabildo localizada en City Hall, 1110 Houston, Laredo, Texas 78040. El personal de la Ciudad los invita a que asista y nos exprese sus necesidades/sugerencias. Servicios para personas con impedimentos físicos serán disponibles con previo aviso. Comentarios pueden ser proporcionados en la audiencia pública, presentados oralmente o por escrito a la Sra. Tina Martinez, Directora del Departamento de Desarrollo de la Comunidad, P.O. Box 1276 o 1301 Farragut, Centro de Transito, Tercer piso, al lado este, Laredo, Texas, 78040 o por correo electronico a cdcomments@ci.laredo.tx.us. Para obtener información adicional, por favor llame al Departamento de Desarrollo de la Comunidad al número (956)795-2675.

EQUAL HOUSING OPPORTUNITY

Igualdad de Oportunidad en la Vivienda

Tina Martinez
Directora del Departamento
de Desarrollo de la Comunidad

IMMIGRATION

UISD: ICE WON'T GET KIDS' DATA

United ISD tells parents their children's information is safe from ICE without a court order.

PAGE A3

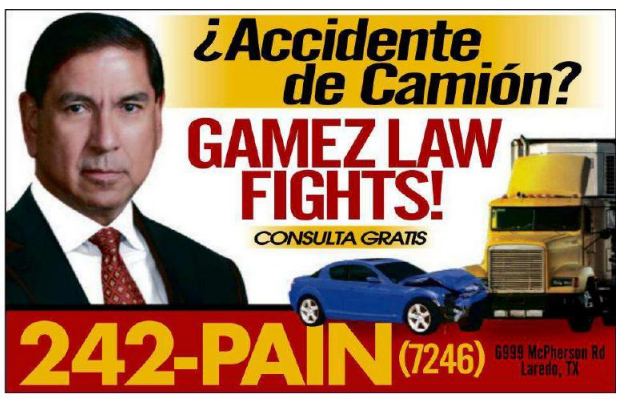


NEWS

FIREWORKS TO KICK OFF WCBA EVENTS

Annual show this evening invites residents to watch fiery colors scatter in a patriotic display.

PAGE A7



YOUR NO.1 HOMETOWN NEWS SOURCE

Laredo Morning Times

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SUNDAY, FEBRUARY 2, 2025 • VOL. 144, NO. 234 • $3.00

Laredo to repair oldest water pipes

City, Cuellar announce infrastructure will receive $20M in emergency federal funds

By Jose De La Rosa
LAREDO MORNING TIMES

Laredo will soon see significant improvements to its water infrastructure following the announcement of $20 million in federal funding. This investment is a crucial step in addressing the city's urgent water infrastructure needs, enhancing reliability and quality for residents.

The announcement by Laredo Mayor Dr. Victor Trevino and U.S. Rep. Henry Cuellar at City Hall on Friday provided more details about the project, highlighting the collaborative efforts to secure and fund it.

"I'm happy to be here with Congressman Cuellar as we tackle some of the most vital issues in our community, such as water infrastructure, which is a priority in my administration," Trevino said.

The funds come from the Army Corps of Engineers' environmental infrastructure assistance program, which provided resources following the disaster declaration for Hurricane Helene. Despite some initial hurdles, Cuellar successfully secured these funds and announced them in December 2024. The program also supports other states affected by similar disasters.

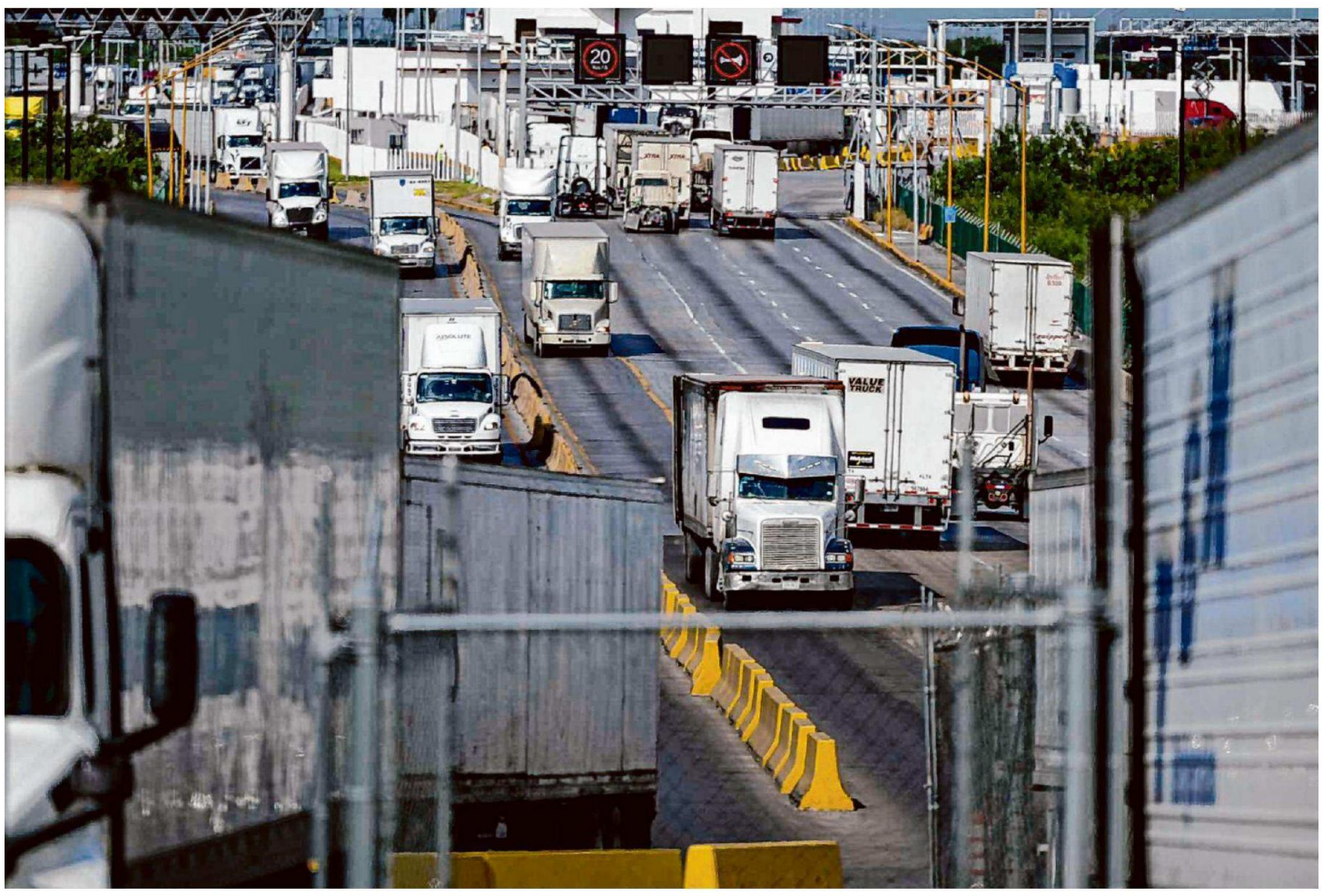
"I know water is so basic, but it's one of the most important things that we have to address for any community," Cuellar said. "I thank the mayor for taking leadership and laying out a plan."

Trevino said Cuellar's role is complete. Now, it is up to the local government to spend the funds effectively and responsibly. He added that he and Laredo City Manager Joseph Neeb have developed a plan of action and set target dates for the project.

The initial phase will focus on repairing the city's oldest pipes, consisting of 69 lines identified as the most critical. This project alone will cost approximately $29 million. It will be open for bidding in February, with construction starting shortly thereafter.

"There will also be implementation of a capital investment to

Pipes continues on A6



Eric Gay/Associated Press

Trucks cross into the Port of Laredo last year. Local officials are bracing for the impact of tariffs on cross-border trade.

Laredo braces for Trump's 25% tariffs on Mexico, Canada

By David Gomez Jr.
LAREDO MORNING TIMES

President Donald Trump's executive order was set to enact 25% tariffs on imports from Mexico and Canada on Saturday. As of press time, there had been no official announcement made discussing the measures.

Trump's original decision to impose the tariffs comes with both economic and political stakes, as the move is expected to raise prices on goods ranging from cars to groceries. The administration has framed the tariffs as a tool to pressure Mexico and Canada into stronger cooperation on border security and fentanyl smuggling, while also aiming to boost domestic manufacturing. However, trade experts warn that the new tariffs could disrupt supply chains, escalate inflation and trigger retaliatory measures from affected countries.

According to the Census Bureau's most recent data, the U.S. imported $466.6 billion worth of goods from Mexico in the first 11 months of 2024 while exporting $309.4 billion. Trade with Canada was similarly significant, with $377.2 billion in imports and $322.2 billion in exports during the same period.

Both Canada and Mexico have signaled they are prepared to respond if necessary, raising the possibility of a broader trade conflict. Canadian Prime Minister Justin Trudeau said the tariffs would have "disastrous consequences" for the U.S. economy, while Mexican President Claudia Sheinbaum stated that her government has multiple contingency plans in place. Meanwhile, economists caution that a prolonged tariff policy could lead to supply chain disruptions, market instability and increased costs for U.S. manufacturers and consumers alike. The S&P 500 stock index fell sharply after Trump's announcement Friday.

North America is not the only potential site for upcoming tariffs. Trump has indicated that further tariffs on Chinese imports, including computer chips and energy products,

Tariffs continues on A6

Arrested student: Bullying case was 'playing around'

By Cesar G. Rodriguez
LAREDO MORNING TIMES

One of the two United High School students arrested in relation to a bullying case reported within the cross country team said they were "playing around," according to an arrest affidavit.

David Cardenas, 17, is facing two counts of misdemeanor assault while Matthew Rabago, 18, faces four counts of the same charge. Rabago faces additional misdemeanor charges of harassment and criminal trespass.

Webb County Jail records show that both are out on bond.

Asked if Cardenas and Rabago received any discipline or if they were still students at United, United ISD said in a statement that due to student privacy rights under applicable federal law, the district cannot provide specific details on this ongoing investigation.

The district added that the coach has resigned from his coaching duties but remains with the district. United ISD also released a statement regarding the second arrest of Cardenas and Rabago.

"United ISD has been in close contact with the Laredo Police Department as they continue their investigation on the off-campus incidents involving United High School students," the district said.

"The district has been made aware that the students are fac-

Bullying continues on A6

CONTACT US

lmtonline.com | @lmtnews | @lmtnews

OPINION: opinion@LMTOnline.com | **SPORTS:** sports@LMTOnline.com | **EMAIL:** editorial@LMTOnline.com

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4219 Tilden. By Appointment
(281) 450-1549

House for Rent 4 BdRm all Bills included, Washer & Dryer hookups. 1, 2, & 3 Bd Apartments for Rent. For information, Call: (956) 712-2527

Office Spaces For Rent
Calton Professional Plaza.
For inquiries, Call Mr.
Escamilla at (956)744-1827

S. Laredo Apartments, 3BdRm & 2 BdRm, Water Paid, Starting $650/Mon. + $500/Dep. (956) 337-1675

Announcements

Lost Dog
Cocker Spaniel Mix name Guera

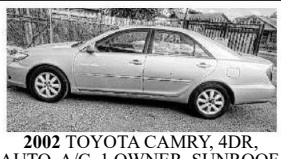


Lost on 1/18/25
San Bernardo & Jefferson St
She is 13 years old and very friendly
$ 300.00 reward
no questions asked
Call (956) 237-3315

Commercial/ Industrial

Renta Espacio De Bodega Con Oficina 1907 Aduanales Ln
Informe/Whatsapp y Tel
52-867-198-6517
52-867-284-8396
956-693-0044

Trucks, SUVs & Vans



2002 TOYOTA CAMRY, 4DR, AUTO, A/C, 1 OWNER, SUNROOF, ALUMINUM WHEELS, SUPER CLEAN, LIKE NEW. $4,000, (956) 774-1710.

Autos



2011 MERCEDES BENZ GLK350, automatic, BLUE TITLE, ONLY 77,K Miles, V6, Leather, Sunroof Panoramic, Camara-Reversa, Alarm, LIKE NEW, $9,600.00 dls. Cell(956) 319-1121

Autos



BUICK LACROSSE 2013, automátic, V6, TÍTULO AZUL, ONLY 69,K MILLAS, Alarm, 2 a/c, like new $ 8,900.00 dls. Cell(956) 319-1121

Announcements



Autos & More
Vehicles | Boats | RVs
Motorcycles | Misc.

Autos



COMPRO CARROS
PARA YONK!
$200 EN ADELANTE!
(956) 326-5908



COMPRO CARROS
Y TROCAS PARA YONKE
LE LEVANTO. LLAME AL
(956)771-7047

Recreation



2017 Hyundai Santa Fe Sport automatic Blue Title Like New 124k mi. 6 cyl Reverse Camera A/C Runs and looks great! 9k OBO 956-774-4225

Miscellaneous



2019 International LT, day cab, Cummins X15, automatic, 600K Mi., good condition, $26,500. (956) 251-3500

Autos



2014 HONDA ODYSSEY, AUTOMATIC, V6 (3.5 eng), ONLY 74,K MILLAS, REVERSA CAMARA, LLAVE INTELIGENTE, Sport Rims Originales, 3 SEATS, very good condition $ 10,500.00 dls. Cell (956) 319-1121

Autos



2012 BUICK ENCLAVE LEATHER, AUTOMATIC, V6 (3.6 eng.), Reverse Cámara, 3 Seats, SUNROOF PANORAMIC, 126,K miles, good tires Michellin, Air Bag Intactas, like new $ 6,600. Cell (956) 319-1121

Autos



2017 FORD ESCAPE SE 4WD ECOBOOST, automatic, BLUE TITLE, 4 CYL, ONLY 66,K miles, REVERSE-CAMARA, Gas Saver, sport Rims Originales, Alarm, Like new $10,200 dls. Cell (956) 319-1121

Legals/Public Notices

CAUSE NO. 2024-PB-4000002L1
CITATION BY PUBLICATION

THE STATE OF TEXAS

THE UNKNOWN HEIRS OF ESTATE OF NEFTALY SOTO, DECEASED:

On the 11th day of July 2024, ROBERTO SOTO filed a first amended application for Determination of Heirship and Independent Administration and Letters of Administration in a proceeding styled the ESTATE OF NEFTALY SOTO, DECEASED, and bearing Cause No.: 2024-PB-4000002L1, in the Probate Court of Webb County, Texas.

The Court may hear the said Application for the Determination of Heirship and Independent Administration and Letters of Administration at 10:00 A.M. on the first Monday after the expiration of ten (10) days from the date this citation is published, at the County Courthouse in Laredo, Texas.

All persons interested in the aforesaid estate are commanded to appear at or before the time set for said hearing by filing a written contest or answer to the Application for the Determination and Independent Administration and Letters of Administration of Heirship should they desire to oppose or contest it. Said written contest or answer shall be filed in the office of the County Clerk of Webb County, Texas, in Laredo, Texas.

The officer serving this citation shall, in compliance with the law, serve it by publication once in a newspaper of general circulation in this, the county in which such proceeding is pending, for not less than ten (10) days before the return day hereof, exclusive of the day of publication and the date of publication said newspaper bears shall be the day of publication.

If this citation is not served within ninety days after the date of issuance it shall be returned unserved.

The officer executing this writ shall promptly serve the same according to requirements of law, and the mandates thereof, and make due return as the law directs.

Issued and given under my hand of said court at Laredo Texas, this 17th day of January, 2025.

MARGIE IBARRA, COUNTY CLERK
WEBB COUNTY COURT AT LAW NO. 2
WEBB COUNTY, TEXAS
1110 VICTORIA #201
LAREDO, TEXAS 78040

L-56

Legals/Public Notices

SECTION A-1
NOTICE TO BIDDERS

Sealed bids shall be hand delivered and received at C**ity Secretary's Office, 1110 Houston Street, 3rd floor, City Hall Building, Laredo, Texas, until Wednesday, February 26th, 2025 at 4:00 P.M. and publicly opened, read, and taken under advisement on Thursday, February 27th, 2025 at 10:00 A.M.** for the furnishing of all necessary materials, machinery, equipment, labor, superintendence, and all other services and appurtenances required for the **City of Laredo Uniroyal Lift Station Elimination**, and shall include acknowledgement of any addenda submitted, and all other documents included in said bid call. Said bid shall be marked,

City of Laredo Uniroyal Lift Station Elimination

The City of Laredo proposes to eliminate the Uniroyal Lift Station by installing 1,417 LF of new 8" PVC, five (5) fiberglass manholes, services, access road, and related appurtenances.

Construction contract time for the project is 240 calendar days.

Each bid and a bid guaranty must be originals and must be submitted in a sealed envelope plainly marked with the name of the project as shown above, and the name and address of the Bidder. When submitted by mail, this envelope shall be placed in another envelope addressed as indicated in this Notice to Bidders and shall be marked as a bid for the project above referred.

Only the bids and bid guaranties actually in the hands of the designated official at the time set in this Notice to Bidders shall be considered. Bids submitted by telephone, telegraph, or fax, will not be considered.

Bidders are expressly advised to review Section C-3.10 of the General Conditions of the proposed Contract as to the causes which may lead to the disqualification of a bidder and/or the rejection of a bid proposal. Unless all bids are rejected, the Owner agrees to give Notice of Award of Contract to the successful bidder within ninety (90) days of the bid opening.

Bidders are expected to inspect the site of the work and inform themselves regarding all local conditions.

Bidders are advised to review the **Key Points of Public Right-of-Way Ordinance** on Legal Relations and Responsibilities to the Public Division C-7.15. The entire ordinance may be viewed at the following website under Building Services Department.
https://www.cityoflaredo.com/departments/building-development-services/right-of-way-row-utility

See Section A-13 Texas Ethics Commission Houston Bill 1295, Section 2252.908 of the Government Code.

A pre-bid conference with prospective bidders will be held on Monday, February 10th, 2025 at 10:00 A.M. at City of Laredo Utilities Department conference room located at 5816 Daugherty Avenue, Laredo, TX 78041. Questions will be accepted until 4:00 p.m. on Friday, February 14th, 2025.

Construction Documents and specifications may be viewed and/or downloaded free of charge from the City of Laredo's website:
https://www.cityoflaredo.com/departments/purchasing-division/bids

Mario I. Maldonado, Jr.
City Secretary

L-26

Legals/Public Notices

CITY OF LAREDO
ENGINEERING DEPARTMENT

January 26, 2025

REQUEST FOR QUALIFICATIONS (RFQ)
RFQ FY25-ENG-11
Due: February 27, 2025 at 4:00 P.M. (Central Time) or before

RFQ FY25-ENG-11 Health Department Building Improvements

Notice is hereby given that the City of Laredo is accepting Statement of Qualifications (SOQs) from qualified firms interested in providing Architectural professional services including but not limited to prepare schematic design, design development, construction documents, procurement services, bid documents, specifications, cost estimates and construction administration for the completion of the Health Department Building Improvements located at 2600 Cedar Avenue. Consultants are cautioned to refer to other sections of this Request for Qualifications (RFQ) packet for further details.

This solicitation will follow policies and procedures related to the procurement of goods and services with Federal funding, State of Texas and/or local sources.

Interested Firms shall familiarize themselves with conditions relating to the scope, specifications, and restrictions regarding the execution of work to be performed under the contract. It is the firm's responsibility to obtain any additional information it deems necessary to submit in its RFQ proposal, as well as in the performance of the contract. Selection of the most highly qualified professionals will be based upon demonstrated competence, detailed credentials and a statement of qualifications as set forth in this solicitation. Consultants are cautioned to refer to other sections of this RFQ packet for further details. Professional Service Agreement will be issued for the project upon funding available.

The accompanying RFQ with its terms, conditions, attachments and all other forms in this RFQ package are due by or **before 4:00 P.M. (Central Time) on February 27, 2025. *RFQ received after the due date and time will not be accepted***. All RFQ submissions meeting the required deadline will be read publicly at the City Secretary's Office via teleconference on **February 28, 2025 at 11:00A.M. (Central Time)** in accordance with City of Laredo Purchasing Policies and Procedures.

RFQ's will be received at the City Secretary's Office or electronically through Cit-E-Bid up to the time before they are due.

Hand delivered RFQ's are to be submitted in a sealed envelope clearly marked with the following

- RFQ Title
- Name of Company submitting RFQ
- Address of Company submitting RFQ
- Phone number of Company submitting RFQ

Electronically Delivered:	**Hand Delivered:**
City of Laredo Cit-E-Bid https://cityoflaredo.ionwave.net/	City of Laredo-City Secretary City Secretary's Office 1110 Houston Street (3rd Floor) Laredo, Texas 78040

Complete Request for Qualifications of the above referenced project is available on the City of Laredo official website at https://cityoflaredo.ionwave.net/ Please contact the City of Laredo Engineering Department at (956) 791-7346 for any questions.

City of Laredo reserves the right to waive any informality or to reject any or all proposals. Alteration or modification of the Proposal Forms shall be cause for rejection of the Proposal. Responses that do not comply with the requirements of the RFQ may, at the City's sole discretion, be deemed non-responsive.

Formal questions related to the RFQ may be submitted by email: rchavez@ci.laredo.tx.us or gsaavedra@ci.laredo.tx.us with subject title: **"RFQ FY25-ENG-11"** no later than **February 14, 2025, at 12:00 P.M. (CT)**. Questions received after this date may not be responded prior to the required submittal deadline.

A pre-response conference will be held at the Engineering Department located at 1110 Houston Street (2nd Floor) on Wednesday February 12, 2025, at 10:00 A.M. Interested firms may also join virtually and shall refer to other sections of this RFQ packet for complete details.

Local participation is encouraged, and the City of Laredo reserves the right to reject any or all proposals received, award one or more contracts based on specific tasks, to award a contract to the principal company submitting their statement of qualifications, or to a secondary firm named therein, and to award contract only upon availability of funding.

Mario Maldonado., City Secretary

L-46

Legals/Public Notices

NOTICE OF HEALTH
AND NUISANCE VIOLATIONS
THE STATE OF TEXAS
COUNTY OF WEBB

Notice is hereby given, pursuant to Chapter 15, Article III, Section 15-38 and Chapter 21, Article II, Section 21-17 of the Code of Ordinance of the City of Laredo, that the lot or lots located at the following locations are declared to be and constitute a nuisance and health hazard due to the existence of all or part of the following: accumulation of noxious weeds and other rank vegetation, rubbish, trash, refuse, junk and other abandoned materials, metals, lumber or other objectionable, or unwholesome matter:

1. LOT 4 BLK 15 CROWN RIDGE 1
204 SHILOH DR.
LAREDO, TX 78045
GARZA ZULEMA J.
124 ALLEN DR.
LAREDO, TX 78045

2. E 1/2 OF LOT 6 BLK 804 ED
1404 GATES ST.
LAREDO, TX 78040
CITY OF LAREDO ETAL
PO BOX 579
LAREDO, TX 78042

3. SIERRA VISTA UNIT V, BLOCK 9, LOT 18
2102 LOS CEREZOS DR.
LAREDO, TX 78046
DELGADO DAVID & WF BLANCA E.
3117 FLORES AVE.
LAREDO, Tx 78040

4. N 1/2 OF LOT 1 & S 1/2 OF LOT 3 BLK 254 WD
1412 SANTA MARIA AVE.
LAREDO, TX 78040
TRUJILLO ROY RICARDO
2605 CATHERINE ST.
DALLAS, TX 75211

5. SO 1/2 OF 1 BLK 254 WD
1402 SANTA MARIA AVE.
LAREDO, TX 78040
ZUNIGA NESTOR
1402 SANTA MARIA AVE.
LAREDO, TX 78040

6. E 1/3 OF S 2/3 OF 2 & S 2/3 OF 1 BLK 556 WD
2502 STA CLEOTILDE AVE.
LAREDO, TX 78040
RAMIREZ DIAMANTINA C.
2501 STA CLEOTILDE AVE.
LAREDO, TX 78040

7. LOT 2 BLK 435 WD
2118 CAMP
LAREDO, TX 78040
REYES JUANITA M.
135 CHESLEY DR.
SAN ANTONIO, TX 78226

8. N 1/3 OF LOT 5 & NI/3 OF THE EI/3 OF LOT 6 BLK 505 ED
4514 SPRINGFIELD AVE.
LAREDO, TX 78041
MADRIGAL MARGARITA & HUSBAND
4514 SPRINGFIELD AVE.
LAREDO, TX 78041

If these conditions are not corrected on or before February 9, 2025, such violations will be corrected by the City of Laredo, its agents or employees. A statement of the expense incurred will be filed with the Webb County Clerk and the City shall have privileged lien on the lot or lots cleaned. If you have any questions, please contact Mr. Tracey X. Castafion, at the Department of Community Development, (956) 795-5730.

GUILLERMO HEARD
FIRE CHIEF

Mario Maldonado, Jr.
City Secretary

L-57

Legals/Public Notices

NOTICE OF REQUEST FOR PUBLIC COMMENT

The City of Laredo, Department of Community Development, will be conducting surveys and receiving public comment at various sites throughout the City in order to give citizens an opportunity to express their housing and community development needs. Staff will also be providing information regarding current Community Development programs and services available to the community. Comments received will be made part of the 2025-2026 One-Year Action Plan and 2025-2029 Five Year Consolidated Plan that will outline how funding made available through the U.S. Department of Housing and Urban Development (HUD) will be utilized.

WE WILL BE ACCEPTING COMMENTS AT THE FOLLOWING LOCATIONS:

Tuesday, February 11, 2025 9:30 a.m. to 11:30 a.m.
City of Laredo, City Hall at 1110 Houston

Tuesday, February 11, 2025 2:00 p.m. to 4:00 p.m.
City of Laredo, City Hall Annex at 1102 Bob Bullock Loop

Tuesday, February 11, 2025 5:00 p.m. to 7:00 p.m.
El Eden Recreation Center 4735 Loma Vista

Wednesday, February 12, 2025 9:30 a.m. to 11:30 a.m. and 2:00 p.m. to 4:00 p.m.
City of Laredo Health Department Courtyard 2600 Cedar Ave.

Thursday, February 13, 2025 9:30 a.m. to 11:30 a.m.
Hamilton Apartments at 815 Salinas

Thursday, February 13, 2025 5:00 p.m. to 7:00 p.m.
Haynes Health & Wellness Center at 2102 Clark Crossing Blvd.

Friday, February 14, 2025 9:30 a.m. to 11:30 a.m.
Laredo Housing Authority Offices at 2000 San Francisco

Friday, February 14, 2025 3:30 p.m. to 5:30 p.m.
Laredo Public Library – Main at 1120 E. Calton Rd.

Wednesday, February 19, 2025 3:30 p.m. to 5:30 p.m.
MOS Branch Library at 1920 Palo Blanco

Thursday, February 20, 2025 9:30 a.m. to 11:30 a.m.
Bethany House of Laredo at 817 Hidalgo St.

In addition, a public hearing will be held on Tuesday, February 18, 2025 during the regularly scheduled City Council meeting at 5:30 p.m. at City Council Chambers located at 1110 Houston Street, Laredo, Texas, 78040. City staff would like to invite the community to attend and make their needs known. Special services will be made available upon timely request for the physically impaired. Comments may be provided at the public hearing, submitted orally or in writing to Ms. Tina Martinez, Community Development Director, P.O. Box 1276 or 1301 Farragut, Transit Center, 3rd Floor, East Wing, Laredo, Texas 78040 or via e-mail at cdcomments@ci.laredo.tx.us. For more information, contact the Department of Community Development at 795-2675.

Equal Housing Opportunity

Tina Martinez
Community Development Director

AVISO DE SOLICITUD DE COMENTARIO PÚBLICO

El Departamento de Desarrollo de la Comunidad de la Ciudad de Laredo, estará realizando encuestas y recibiendo comentarios en diversos sitios de la ciudad para dar a nuestros ciudadanos la oportunidad de expresar sus ideas y sugerencias acerca del mejoramiento de viviendas y el desarrollo de la comunidad. El personal también proporcionará información sobre los programas y servicios del Departamento de Desarrollo de la Comunidad que están disponibles a la comunidad. Las sugerencias recibidas serán incluidas en el Plan Anual del Año 2025-2026 y el Plan Consolidado de Cinco Años 2025-2029 en el cual se explica el proceso del uso de los fondos disponibles por el Departamento de Viviendas y Desarrollo Urbano de los Estados Unidos.

SE ACEPTARÁN COMENTARIOS EN LAS SIGUENTES UBICACIONES:

Martes, 11 de Febrero, 2025 9:30 a.m. to 11:30 a.m.
City Hall de la Ciudad de Laredo localizado en 1110 Houston

Martes, 11 de Febrero, 2025 2:00 p.m. to 4:00 p.m.
City Hall Annex de la Ciudad de Laredo localizado en 1102 Bob Bullock Loop

Martes, 11 de Febrero, 2025 5:00 p.m. to 7:00 p.m.
Centero de Recreacion El Eden 4735 Loma Vista

Miercoles, 12 de Febrero, 2025 9:30 a.m. to 11:30 a.m. and 2:00 p.m. to 4:00 p.m.
Departamento de Salud de la Ciudad de Laredo (Patio) localizado en 2600 Cedar Ave.

Jueves, 13 de Febrero, 2025 9:30 a.m. to 11:30 a.m.
Departamentos Hamilton localizados en 815 Salinas Ave.

Jueves, 13 de Febrero, 2025 5:00 p.m. to 7:00 p.m.
Centro de Recreación Haynes localizado en 2102 Clark Crossing Blvd.

Viernes, 14 de Febrero, 2025 9:30 a.m. to 11:30 a.m.
Oficinas de Laredo Housing Authority localizadas en 2000 San Francisco

Viernes, 14 de Febrero, 2025 3:30 p.m. to 5:30 p.m.
Libreria Publica localizada en 1120 E. Calton Rd.

Miercoles, 19 de Febrero, 2025 3:30 p.m. to 5:30 p.m.
Librería MOS localizada en 1920 Palo Blanco

Jueves, 20 de Febrero, 2025 9:00 a.m. to 11:00 a.m.
Bethany House de Laredo localizado en 817 Hidalgo St.

Adicionalmente, una audiencia pública se llevará a cabo el Martes, 18 de Febrero del 2025 durante la junta regular de Cabildo a las 5:30 de la tarde en la Sala de Cabildo localizada en City Hall, 1110 Houston, Laredo, Texas 78040. El personal de la Ciudad los invita a que asista y nos exprese sus necesidades/sugerencias. Servicios para personas con impedimentos físicos serán disponibles con previo aviso. Comentarios pueden ser proporcionados en la audiencia pública, presentados oralmente o por escrito a la Sra. Tina Martinez, Directora del Departamento de Desarrollo de la Comunidad, P.O. Box 1276 o 1301 Farragut, Centro de Transito, Tercer piso, al lado este, Laredo, Texas, 78040 o por correo electronico a cdcomments@ci.laredo.tx.us. Para obtener información adicional, por favor llame al Departamento de Desarrollo de la Comunidad al número (956)795-2675.

Igualdad de Oportunidad en la Vivienda

Tina Martinez
Directora del Departamento
de Desarrollo de la Comunidad

L-53

Laredo Morning Times
AFFIDAVIT OF PUBLICATION

11028838

STATE OF TEXAS:
COUNTY OF WEBB

Before me, the undersigned authority, a Notary Public in and for the State of Texas, on this day personally appeared, a Newspaper Representative for the Hearst Newspapers II, LLC – dba: Laredo Morning Times, a newspaper published in Webb County, Texas and generally circulated in the Counties of: Webb and that the publication, of which the annexed herein, or attached to, is a true and correct copy, was published to wit:

Customer ID	Customer	Campaign ID	Publication	Pub Date
21020331	CITY OF LAREDO LEGALS ACCT	11028838 L-53	Laredo Morning Times	02/02/2025

Gabriela Garcia
Newspaper Representative (signature) Newspaper Representative (printed)

Sworn and subscribed to before me, this 4th day of February A.D. 2025.

Notary Public in and for the State of Texas

11028838

Angelica R. Salinas
My Commission Expires
4/1/2027
Notary ID 129758421

Public Notice

Publication date: Sunday, May 18, 2025 & June 1, 2025

The City of Laredo prepared its **2025-2029 Five Year Consolidated Plan and its 2025-2026** One Year Action Plan which will be submitted to the U.S. Department of Housing and Urban Development as a prerequisite for receiving continued funding from the same. The One Year Action Plan outlines the specific federal, state, and local resources that are anticipated to be made available and the specific housing and non-housing activities to be carried out over the next year. The City anticipates receiving **$2,859,543** in 51st Action Year Community Development Block Grant (CDBG) funds, **$946,902.88** through the HOME Investment Partnership Program, and **$266,495** through the Emergency Solutions Grant (ESG).

An additional **$80,000** is anticipated to be received in Housing Rehabilitation Revolving Loan funds, and **$125,000** in HOME program income. The following projects are proposed and subject to City Council approval.

All proposed activities/project budgets will be proportionally increased or decreased from the funding levels contingent on City Council approval. Any changes to the activities/projects will be reflected in the City's 2025 One Year Action Plan.

	51st AY Community Development Block Grant	
1	Administration	$571,908
2	Housing Rehabilitation Administration	$387,635
3	Housing Rehabilitation Loan Program	$800,000
4	Homeless Services – Bethany House	$400,000
5	Section 108 Loan Repayment	$400,000
6	Rental Rehab Program	$300,000
	TOTAL	**$2,859,543**

	Revolving Loan	
7	Housing Rehabilitation Revolving Loan Administration	$10,000
8	Housing Rehabilitation Revolving Loan Program	$70,000
	TOTAL	**$80,000**

	HOME Investment Partnership Grant	
9	HOME Program Administration	$94,500
10	Down Payment Assistance Program	$180,000
11	Tenant-Based Rental Assistance (PI & EN)	$365,000
12	Community Housing Development Organization (CHDO)	$150,000
13	Homeowner Reconstruction Program	$132,402.88
14	HOME Affordable Rental Housing Program	$150,000
	TOTAL	**$1,071,902.88**

	Emergency Solutions Grant	
15	ESG Program Administration	$20,000
16	Emergency Shelter – Shelter Operations	$85,000
17	Emergency Shelter – Essential Services	$30,000
18	Street Outreach	$35,000
19	Rapid Re-Housing	$40,045
20	Homelessness Prevention	$50,000
21	Homeless Management Information System (HMIS)	$6,450
	TOTAL	**$266,495**

If feasible, copies of the draft Plans can be viewed in person at the offices of the City Secretary located in City Hall at 1110 Houston, 3rd Floor, and at the Laredo Public Library located at 1120 E. Calton Road during the hours of operation.
A copy of the plans will also be available at the Department of Community Development located at 1301 Farragut, Transit Center, 3rd Floor, East Wing, Monday through Friday, 8:00 a.m. – 5:00 p.m. The plan can also be viewed in the Community Development Department website at: https://www.cityoflaredo.com/departments/community-development

The period of time to review the plans and provide comments will be from **May 23 – June 23, 2025**

Also, a public hearing will be scheduled to provide interested citizens an opportunity to comment on the draft 2025-2029 Five Year Consolidated Plan and One Year Action Plan. The hearing will be held on **June 2, 2025** in the City Council Chambers of City Hall located at 1110 Houston during the regularly scheduled City Council meeting beginning at 5:30 p.m. Special services will be made available, upon timely request, for the physically impaired and translations in Spanish. Citizens will be able to submit Public Comments and can fill out a participation form online or in person.

Comments may be provided at the public hearing or submitted in writing during the 30 day comment period to Tina Martinez, Community Development Director, P.O. Box 1276 in Laredo, Texas 78042-1276 or 1301 Farragut, Transit Center, 3rd Floor, East Wing, Laredo, Texas 78040. Comments may also be submitted via email to: cdcomments@ci.laredo.tx.us. Comments will be accepted until **June 23, 2025**, 5:00 p.m. For more information, contact the Department of Community Development at (956)795-2675.

Equal Housing Opportunity



Tina Martinez
Community Development Director

Aviso Público

La Ciudad de Laredo preparó su Plan de Acción de Cinco Años 2025-2029 y de un año **2025-2026** que será sometido al Departamento Federal de Vivienda y Desarrollo Urbano como un requisito previo para continuar recibiendo fondos financieros del departamento. El Plan de Acción de un año describe los recursos federales, estatales, y locales específicos que se anticipa serán disponibles y las actividades de vivienda y otros tipos de actividades que se llevarán acabo el próximo año. La Ciudad anticipa recibir **$2,859,543** para el año de acción No. 51 en fondos del Programa "CDBG", **$946,902.88** del programa "HOME", y **$266,495** del programa "ESG".

Además, se anticipa que **$80,000** dólares adicionales sean recibidos en fondos adicionales del Programa "Housing Rehabilitation Revolving Loan" y **$125,000** en ingresos del programa "HOME". Los proyectos siguientes son propuestos y sujetos a la aprobación del Cabildo de la Ciudad.

Todos los presupuestos propuestos para las actividades y los proyectos se incrementarán o disminuirán proporcionalmente con respecto a la aprobación del Cabildo de la Ciudad. Cualquier cambio en las actividades/proyectos se reflejará en el Plan de Acción de un año de la Ciudad para 2025.

	51st AY Community Development Block Grant	
1	Administración	$571,908
2	Administración del Programa de Rehabilitación de Viviendas	$387,635
3	Programa de Rehabilitación de Viviendas	$800,000
4	Servicios a Personas sin Hogar – Bethany House	$400,000
5	Pago de préstamo Sección 108	$400,000
6	Programa de Rehabilitación de Unidades de Renta	$300,000
	TOTAL	**$2,859,543**

	Revolving Loan	
7	Administración del Programa "Housing Rehabilitation Revolving Loan"	$10,000
8	Programa "Housing Rehabilitation Revolving Loan"	$70,000
	TOTAL	**$80,000**

	HOME Investment Partnership Grant	
9	Administración del Programa "HOME"	$94,500
10	Asistencia Financiera para Enganche de Viviendas	$180,000
11	Asistencia de Renta para Arrendatarios (PI) & (EN)	$365,000
12	Fondos Reservados para Organizaciones llamadas "CHDO"	$150,000
13	Programa de Reconstrucción de Viviendas de Propietarios	$132,402.88
14	Programa de Viviendas de Renta Accesible de HOME	$150,000
	TOTAL	**$1,071,902.88**

	Emergency Solutions Grant	
15	Administración del Programa "ESG"	$20,000
16	Operaciones del Programa de Refugio de Emergencia	$85,000
17	Servicios Esenciales del Programa de Refugio de Emergencia	$30,000
18	Concientización al Público	$35,000
19	Reubicación Rápida de Viviendas	$40,045
20	Prevención de Personas sin Hogar	$50,000
21	Manejamiento del Sistema "HMIS"	$6,450
	TOTAL	**$266,495**

En caso de ser viable, debido a la situación de salud actual, las copias del plan se podrán ver presencialmente en las oficinas del Secretario Municipal ubicadas en 1110 Houston, 3ª planta, y en la Biblioteca Pública de Laredo ubicada en 1120 E. Calton Rd. durante las horas de operación. Una copia del plan también estará disponible en el Departamento de Desarrollo de la Comunidad ubicado en 1301 Farragut, Transit Center, 3er piso, Lado Este, de Lunes a Viernes, de 8:00 a.m. – 5:00 p.m. El plan también se puede ver en el sitio web del Departamento de Desarrollo de la Comunidad en: https://www.cityoflaredo.com/departments/community-development

El período de tiempo para revisar el plan y proporcionar comentarios será del **23 de mayo al 23 de junio del 2025**.

Además, se programará una audiencia pública para ofrecer a los ciudadanos interesados la oportunidad de comentar en el plan. La audiencia se llevará a cabo el **2 de junio del 2025** en la Cámaras de Cabildo en 1110 Houston St. durante la reunión programada regularmente del Cabildo Municipal a partir de las 5:30 p.m. Se pondrá a disposición de los discapacitados físicos servicios especiales y traducciones en español, con previa solicitud oportuna. El público tendrá la oportunidad enviar comentarios públicos y llenar un formulario de participación en línea o en persona.

Los comentarios pueden ser proporcionados en la audiencia pública o presentados por escrito durante el período de comentarios de 30 días a Tina Martinez, Directora de Desarrollo Comunitario, P.O. Box 1276 en Laredo, Texas 78042-1276 o 1301 Farragut, Transit Center, 3er piso, Lado Este, Laredo, Texas 78040. Los comentarios también pueden enviarse por correo electrónico a: cdcomments@ci.laredo.tx.us. Los comentarios serán aceptados hasta el **23 de junio del 2025**, 5:00 p.m. Para obtener más información, comuníquese con el Departamento de Desarrollo de la Comunidad al (956)795-2675.

Igualdad de Oportunidad
En La Vivienda

EQUAL HOUSING OPPORTUNITY

Tina Martinez
Directora del Departamento de Desarrollo de la Comunidad

SPORTS

A TIMELY RETURN

Pina scores a touchdown at his first game back as Laredo Seniors play final snaps in South Texas All-Star Football Game.

PAGE B1



NEWS

23 KILLED IN STORM

A storm system sweeping the U.S. has killed at least 23 people, mostly in Kentucky, but numbers are projected to rise.

PAGE A2



YOUR NO. 1 HOMETOWN NEWS SOURCE

Laredo Morning Times

ESTABLISHED 1881 — LMTONLINE.COM

SUNDAY, MAY 18, 2025 • VOL. 144, NO. 339 • $3.00

Self-inflicted shooting ruled accidental

By Cesar G. Rodriguez and Maria Ruiz
LAREDO MORNING TIMES

The fatal shooting of a juvenile in the Mines Road area was accidental, according to Laredo Police Chief Miguel A. Rodriguez Jr.

At approximately 10 p.m. May 11, officers responded to a report of a "shooting victim" in the 400 block of Potrero Court.

First responders encountered a 16-year-old with an apparent self-inflicted gunshot wound. He was taken to a local hospital, where he was later pronounced dead.

A preliminary investigation indicates that the shooting was the result of a mishandling of a firearm, authorities said.

"It was accidental," Rodriguez said. "It was a very traumatic event because there were other juveniles surrounding the juvenile who ended up being the victim.

"It's a completely sad case because of the fact that it was accidental. It was Mother's Day."

According to Rodriguez, the firearm was owned by the juvenile.

An investigation is underway to determine how he acquired it.

The incident, which unfolded in front of several other youths, prompted police to remind locals to practice gun safety and responsible firearm storage in homes.

"We continue to tell the public that any weapon, any firearm that they have in their homes, to make sure that they secure that firearm so that no person mishandles it," Rodriguez said.



Courtesy/Google Maps

Police said a teen died of a self-inflicted gunshot in this area near Rancho Viejo Road and Potrero Court.



Courtesy of Texas DPS

Damage is shown to Amanda Gaylord's ambulance after it was struck by an 18-wheeler last year.

From trauma to triumph

Paramedic continues to defy odds after near-fatal ambulance crash

By Jason Mack
LAREDO MORNING TIMES

Doctors didn't expect Amanda Gaylord to survive — let alone walk — after an 18-wheeler crushed her ambulance last year. But on the anniversary of her release from the hospital, she defied those odds again by running through the finish line of a 5K race in Laredo, despite lasting damage to her lungs, diaphragm and more from the crash that nearly killed her.

The finish line was both a milestone and a memory. The race began and ended just steps from the Air Evac Lifeteam base where paramedics performed invasive procedures to keep Gaylord alive as their helicopter refueled mid-mission, rerouted by stormy weather. Returning to that exact spot marked how far she has come — and how close she came to never getting there at all.

"To start the race there was really emotional," she said. "That's where I laid begging for my husband and my kids."



Jason Mack/Laredo Morning Times

Amanda and Brad Gaylord embrace May 10 after crossing the finish line of the Laredo Police Department's Back the Blue 5K, 10K and Walk.

Gaylord is a medical anomaly — surviving a crash that left her with more than 100 broken bones and multiple typically fatal injuries. After being on the other side of the equation countless times, she believes the greatest gift you can give the people who saved you is getting back to doing what you love.

"Anybody in health care will tell you the greatest reward is watching a patient do what they love to do again," she said. "Yeah, we can bring them back to life, but quality of life is important. For them to see me run again — that's the greatest gift I could give."

That means being with family, running and — if her body ever allows — returning to the paramedic work she still dreams about. She accomplished two of those goals on May 10 by completing the Laredo

Triumph continues on A6

Laredo invests $100M into upgrades to water system

By David Gomez Jr.
LAREDO MORNING TIMES

As part of the city of Laredo Utilities Department's Capital Improvement Plan, the Laredo leaders recently received an update on the numerous water projects currently underway and budgeted for fiscal year 2025-26.

The ongoing projects aim to enhance the overall water system, as they are crucial for improving water quality, reliability and capacity to meet the growing demands of the community.

As of late, certain projects have not taken priority as then-Interim Utilities Director Walter "Buzz" Pishkur — now a consultant for the utilities department — challenged the department's capabilities and is running on all cylinders.

District III Councilmember Melissa Cigarroa praised Pishkur's efforts for bringing a sense of stability to the department. She noted his past experiences in different parts of the United States may have given him a clear path and called him a "knowledgeable professional."

Current Interim Utilities Director Eliud De Los Santos has taken the reins from Pishkur but will continue to work and study under his tutelage until Pishkur's contract expires at the beginning of June.

With 13 water projects in the budget and allocated funding in place, the department is addressing the replacement of aging water lines throughout the city.

The projects and their estimated costs in the

Water continues on A8



David Gomez Jr./Laredo Morning Times

Former interim Utilities Director Walter 'Buzz' Pishkur addresses the Laredo City Council on April 7, at City Hall. Pishkur is now a consultant for the department.

CONTACT US

lmtonline.com | @lmtnews | @lmtnews

OPINION: opinion@LMTOnline.com | **SPORTS:** sports@LMTOnline.com | **EMAIL:** editorial@LMTOnline.com

0 18780 71516 0



NHL PLAYOFFS: MAPLE LEAFS 2, PANTHERS 0 FRIDAY'S GAME

Matthews helps Toronto top Florida to force Game 7

By Tim Reynolds
ASSOCIATED PRESS

SUNRISE, Fla. — Auston Matthews hadn't scored against Florida in more than a year. He ended the drought — and might have saved Toronto's season in the process.

Matthews got his first goal of the series to break a scoreless tie in the third period, Joseph Woll stopped 22 shots and the Toronto Maple Leafs kept their season alive by beating the Florida Panthers 2-0 in Game 6 of the Eastern Conference semifinal series Friday night.

"Just a gutsy, gutsy win," Matthews said.

Game 7 is Sunday night in Toronto. The winner will face Carolina in the East final.

"We played a simple game tonight," Leafs coach Craig Berube said.

Simple, but effective. Toronto blocked 31 shots, plus killed off all four Florida power plays.

Max Pacioretty added an insurance goal for the Maple Leafs, who improved to 4-2 when facing elimination since the start of the 2023 playoffs.

Sergei Bobrovsky stopped 15 shots for the Panthers, the defending Stanley Cup champions who oddly are only 8-7 in potential closeout games over the last three postseasons.

It was the 68th game of this season's playoffs — and only the second that was 0-0 after 40 minutes. The other was Wednesday night, when Edmonton wound up eliminating Vegas with a 1-0 victory in overtime in Game 5 of that Western Conference semifinal series.

5711 McPherson Ste. 503A
Mon-Fri
8:00 am - 5:00 pm
Sat & Sun Closed

Classifieds

Laredo Morning Times
956.728.2527

Pets



2 Female Schnauzers for Sale, 2 months, $350 ea. Call: (956) 942-7700.

Pets

4 Male Shih Tzu Puppies for sale, $275 each. (956) 236-3782 or (956) 236-5370

Merchandise

Marco (frame) de cama tamaño queen $400, 4 ACs de ventana $50 c/u, Pajaros - Cockatiels $200, Finches $30, Canarios $125. **(956) 602-6555**

Announcements



COMPRO CARROS Y TROCAS PARA YONKE LE LEVANTO. LLAME AL (956)771-7047

Homes for Sale

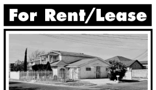
2909 Bayard Unit B, Very nice Duplex with large 3 bedrooms, 2 full baths, large closet, shower glass doors, central air conditioning, private parking, No HOA, plus we offer some closing costs. Asking $199,000. RE/MAX Real Estate. Mark Dominguez (956) 415-3648 or (956) 740-0700

ATTENTION BUILDERS! Cornered Lot for Sale, Block Fence, San Isidro La Paz, $176,990 OBO. (956) 251-0617

For Rent/Lease

1, 2, & 3 Bd Apartments for Rent, Central & North, For information, Call: (956) 712-2527.

For Rent/Lease



219 E Cherry Ln House for Rent
4 bedrooms, 4 baths with W/D hookups, water paid. **Call: (956) 712-2527**

For Rent/Lease

7610 Rocio Dr. 2Bd, 2Ba, Walk-In Closet, Living Rm, Kitch., Dining Rm, Stove, Fridge, Washer & Dryer HckUps, all Tile Floor, no receipts included, no pets. $1,200/Mon. + $500/Dep. (956) 334-7744. Call for PROMO!

For Rent/Lease

BIG CONDO 2bd/2ba.-NO PETS. 4219 Tilden. By Appointment (281) 450-1549

For Rent/Lease

Fully furnished apartment, ideal for 1 person, all utilities paid, fridge, stove and all appliances included. $875/Rent & $200/Dep. (956) 237-3442

For Rent/Lease

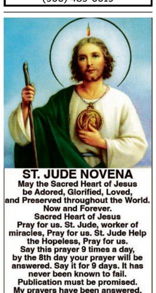
Loop 20 & Saunders Area 2Bd, 1Ba, Fridge & Stove, Water Paid, $800/Mon. & $500/Dep. (956)337-1675

For Rent/Lease

Office Spaces For Rent Calton Professional Plaza. For inquiries, Call: (956) 791-0335

For Rent/Lease

OFFICE RENTAL - EXECUTIVE OFFICE. ALL INCLUSIVE. 10' CEILINGS, CONFERENCE ROOM, COFFEE BAR. NORTHTOWN PROFESSIONAL PLAZA. STARTING $500/ MO. (956) 489-6019



ST. JUDE NOVENA
May the Sacred Heart of Jesus be Adored, Glorified, Loved, and Preserved throughout the World. Now and Forever. Sacred Heart of Jesus Pray for us. St. Jude, worker of miracles, Pray for us. St. Jude Help the Hopeless, Pray for us. Say this prayer 9 times a day, by the 8th day your prayer will be answered. Say it for 9 days. It has never been known to fail. Publication must be promised. My prayers have been answered. Thanks to St. Jude D.A.G.

For Rent/Lease

Rento Casa en el Centro Dos recamaras, sala, cocina, y baño. Agua y gas incluido. $875 Renta, $500 Deposito. (956) 319-8937.

For Rent/Lease

Se Renta dúplex de 3 cuartos. Amplia sala. Incluye refrigerador, estufa, cocina, comedor, 1 baño, factura de agua incluida, 2 plazas de aparcamiento.1008 San Francisco St. 956-327-7307

Land

FOR SALE 21 ACs
60 Mi. Marker, I-35 Frontage, Running Water, Large Pond, Bull Mesquite Trees, $325,000. (956) 326-9734

Land

10 ACRES HWY 83N FRONTAGE
Multiuse: Commercial, RV park, Industrial Approx. 187ft HWY 83N frontage $245,000 BDBG REAL ESTATE Liz #(956)645-8567

Land

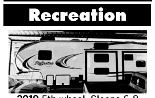
4 ACRES $230,000 LEASE TO BUY/OWNER FINANCE suitable for equipment storage yard or parking. Located 18 miles east of loop 20 paved rd. frontage near Hwy 59. Property has a metal shade canopy, warehouse, electric poles non residential: Recreation, Commercial or Industrial use only BDBG REAL ESTATE GROUP info Call Liz#(956)645-8567

Autos



2019 Ninja 650, 1,100 Miles, $5500, Call Jesse **(956) 237-0624**

Recreation



2019 5th wheel. Sleeps 6-8 People Like- New Condition. For More info, Call 956-763-2018

Miscellaneous



COMPRO CARROS PARA YONK! $200 EN ADELANTE! (956) 326-5908

Legals/Public Notices

2025FLA000423D2

DIVORCE CITATION BY PUBLICATION THE STATE OF TEXAS

TO: ASAHEL JESUS CONTRERAS

GREETINGS:

YOU ARE HEREBY COMMANDED to appear and answer before the Honorable Monica Z. Notzon of Webb County, Texas, at the Courthouse of said County in Laredo, Texas, at or before 10 0'clock a.m. of the Monday next after the expiration of 20 days from the date of service of this citation, then and there to answer the petition of DAISY ALONSO Petitioner, filed in said Court on the 12th day of March, 2025 against ASAHEL JESUS CONTRERAS Respondent, and said suit being numbered on the docket of said Court, and entitled In The Matter of the Marriage of:

DAISY ALONSO
vs.
ASAHEL JESUS CONTRERAS

the nature of which suit is a request **DIVORCE**

The Court has authority in this suit to enter any judgment or decree dissolving the marriage and providing for the division of property which will be binding on you.

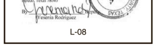
The Court has authority in this suit to enter any judgment or decree in the child (ren) interest which will be binding upon you, including the termination of the parent- child relationship the determination of paternity and the appointment of a conservator with authority to consent to the child (ren) adoption.

Said Petitioner's Petition was filed in said Court
DAISY ALONSO, PRO SE

NOTICE TO RESPONDENT

"YOU HAVE BEEN SUED. YOU MAY EMPLOY AN ATTORNEY. IF YOU OR YOUR ATTORNEY DO NOT FILE A WRITTEN ANSWER WITH THE CLERK WHO ISSUED THIS CITATION BY 10:00 A.M. 08 THE MONDAY NEXT FOLLOWING THE EXPIRATION OF (20) TWENTY DAYS AFTER YOU WERE SERVED WITH THIS CITATION AND PETITION, A DEFAULT JUDGMENT MAY BE TAKEN AGAINST YOU."

ISSUED AND GIVEN UNDER MY HAND SEAL OF SAID COURT AT OFFICE, ON THIS THE 27TH DAY OF MARCH, 2025.



L-08

Autos



2004 Nissan Frontier, 3.3L / 6-cylinders, 2-WD, Automatic Overdrive, Crew Cab 4-Doors, Long Bed, Power locks & windows, AC, Blue Title. $5,600.00. SOLD

Trucks, SUVs & Vans



2019 Chevy Colorado Crew Cab, 86K Mi., $19,000. (956) 612-0013.

Autos



2008 Nissan Quest, S Minivan, 3-Seater, 4Door, 3.5L Engine, Automatic, Dual AC (front & rear), Blue Title. Price $3,250.00. SOLD

Autos



2019 Ram 3500, Automatic, Dually, Diesel 6.7L, 4x4, Power locks & windows, A/C, new Grill Guard & customized Tool Box, front & rear and gooseneck backup cameras, air bag suspension, Blue Title. Price $30,000 Call (956) 645-5865



2003 TOYOTA CAMRY, ONE OWNER, 4Cyl, 4Dr, A/C, Auto Super clean, New tires $4,800 956-774-1710



2010 Audi Q7 Premium Sline, 45K Miles, $14,900. Call Jesse **(956) 237-0624**



2009 Lincoln MKS, automatic, 6-cylinders, AC, sunroof, power locks & windows, 173k miles. $3,250. Call (956) 645-5865

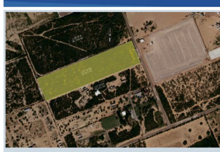


2015 Jeep Patriot, Sport 2-WD, 2.0L / 4-cylinders, Gas, Automatic, 138k miles. $5,250. (956) 645-5865



FOR SALE 21.4 acres in Mines Rd Hwy Frontage

For more information call 956-725-3114



FOR SALE 10 acres in Los Botines Street

For more information call 956-725-3114



FOR SALE 60 acres in Hwy 83 in front of Forza

For more information call 956-725-3114



FOR SALE 28 acres in Mines Rd Hwy Frontage

For more information call 956-725-3114

RIO GULF COAST INVESTMENTS



156 Well Ln. - in Los Botines. 9.4 Acres.
This Property is in the process of being re-plated industrial. The property has an Open Concept House with a covered Porch. This home has 2 Bedrooms, 2 Full Bathrooms, 2 Car Garage and attached Carport. There's a Huge Palapa Great for gathering. Electricity, Water Well, Septic Tank and Sprinkler System.
Make Your Appointment Today.

Jose "Corky" Gonzalez
(956) 324-0507

Legals/Public Notices

PUBLIC NOTICE

The Board of Trustees of the Laredo College District is accepting sealed bids for the purchase of the following real property:

Lots 4, 5, 6, 7, 8, 9 and E11.61 of Lot 3 and 10, Block 880 situated in the Eastern Division of the City of Laredo, Webb County, Texas also commonly known as 1620 Clark St., Laredo, Texas 78043.

The Request for Sealed Bid packet is available for pickup at the:

Laredo College Purchasing Office,
West End Washington St. Building P-49
Laredo, Texas.

Bid packets can also be downloaded at https://www.laredo.edu/about/administration/administration-and-finance/purchasingoffice/bids/current-bids.html under the Purchasing Office's – College Bids Section.

Bids will be received through **3:00 p.m. central time on Wednesday, May 28, 2025**, and will be opened at 3:15 p.m. on the same day.

L-07

Legals/Public Notices

Aviso Público

La Ciudad de Laredo preparó su Plan de Acción de Cinco Años **2025-2029** y de un año 2025-2026 que será sometido al Departamento Federal de Vivienda y Desarrollo Urbano como un requisito previo para continuar recibiendo fondos financieros del departamento. El Plan de Acción de un año describe los recursos federales, estatales, y locales específicos que se anticipa serán disponibles y las actividades de vivienda y otros tipos de actividades que se llevarán acabo el próximo año. La Ciudad anticipa recibir **$2,859,543** para el año de acción No. 51 en fondos del Programa "CDBG", **$946,902.88** del programa "HOME", y **$266,495** del programa "ESG".

Además, se anticipa que **$80,000** dólares adicionales sean recibidos en fondos adicionales del Programa "Housing Rehabilitation Revolving Loan" y **$125,000** en ingresos del programa "HOME". Los proyectos siguientes son propuestos y sujetos a la aprobación del Cabildo de la Ciudad.

Todos los presupuestos propuestos para las actividades y los proyectos se incrementarán o disminuirán proporcionalmente con respecto a la aprobación del Cabildo de la Ciudad. Cualquier cambio en las actividades/proyectos se reflejará en el Plan de Acción de un año de la Ciudad para 2025.

	51st AY Community Development Block Grant	
1	Administración	$571,908
2	Administración del Programa de Rehabilitación de Viviendas	$387,635
3	Programa de Rehabilitación de Viviendas	$800,000
4	Servicios a Personas sin Hogar – Bethany House	$400,000
5	Pago de préstamo Sección 108	$400,000
6	Programa de Rehabilitación de Unidades de Renta	$300,000
	TOTAL	**$2,859,543**

	Revolving Loan	
7	Administración del Programa "Housing Rehabilitation Revolving Loan"	$10,000
8	Programa "Housing Rehabilitation Revolving Loan"	$70,000
	TOTAL	**$80,000**

	HOME Investment Partnership Grant	
9	Administración del Programa "HOME"	$94,500
10	Asistencia Financiera para Enganche de Viviendas	$180,000
11	Asistencia de Renta para Arrendatarios (PI) & (EN)	$365,000
12	Fondos Reservados para Organizaciones llamadas "CHDO"	$150,000
13	Programa de Reconstrucción de Viviendas de Propietarios	$132,402.88
14	Programa de Viviendas de Renta Accesible de HOME	$150,000
	TOTAL	**$1,071,902.88**

	Emergency Solutions Grant	
15	Administración del Programa "ESG"	$20,000
16	Operaciones del Programa de Refugio de Emergencia	$85,000
17	Servicios Esenciales del Programa de Refugio de Emergencia	$30,000
18	Concientización al Público	$35,000
19	Reubicación Rápida de Viviendas	$40,045
20	Prevención de Personas sin Hogar	$50,000
21	Manejamiento del Sistema "HMIS"	$6,450
	TOTAL	**$266,495**

En caso de ser viable, debido a la situación de salud actual, las copias del plan se podrán ver presencialmente en las oficinas del Secretario Municipal ubicadas en 1110 Houston, 3ª planta, y en la Biblioteca Pública de Laredo ubicada en 1120 E. Calton Rd. durante las horas de operación. Una copia del plan también estará disponible en el Departamento de Desarrollo de la Comunidad ubicado en 1301 Farragut, Transit Center, 3er piso, Lado Este, de Lunes a Viernes, de 8:00 a.m. – 5:00 p.m. El plan también se puede ver en el sitio web del Departamento de Desarrollo de la Comunidad en: https://www.cityoflaredo.com/departments/community-development

El período de tiempo para revisar el plan y proporcionar comentarios será del **23 de mayo al 23 de junio del 2025**.

Además, se programará una audiencia pública para ofrecer a los ciudadanos interesados la oportunidad de comentar en el plan. La audiencia se llevará a cabo el **2 de junio del 2025** en la Cámaras de Cabildo en 1110 Houston St. durante la reunión programada regularmente del Cabildo Municipal a partir de las 5:30 p.m. Se pondrá a disposición de los discapacitados físicos servicios especiales y traducciones en español, con previa solicitud oportuna. El público tendrá la oportunidad enviar comentarios públicos y llenar un formulario de participación en línea o en persona.

Los comentarios pueden ser proporcionados en la audiencia pública o presentados por escrito durante el período de comentarios de 30 días a Tina Martinez, Directora de Desarrollo Comunitario, P.O. Box 1276 en Laredo, Texas 78042-1276 o 1301 Farragut, Transit Center, 3er piso, Lado Este, Laredo, Texas 78040. Los comentarios también pueden enviarse por correo electrónico a: cdcomments@ci.laredo.tx.us. Los comentarios serán aceptados hasta el 23 de junio del 2025, 5:00 p.m. Para obtener más información, comuníquese con el Departamento de Desarrollo de la Comunidad al (956)795-2675.

Igualdad de Oportunidad
En La Vivienda

Tina Martinez
Directora del Departamento
de Desarrollo de la Comunidad

L-09

REQUEST FOR PROPOSALS

CITY OF LAREDO, TEXAS
DEPARTMENT OF COMMUNITY DEVELOPMENT
HOME INVESTMENT PARTNERSHIP PROGRAM

In regard to the HOME Investment Partnership Program (HOME), funded through the U.S. Department of Housing and Urban Development, the City of Laredo, as mandated, has reserved a minimum of 15 percent of its FY 2024 HOME Entitlement Grant ($150,000) for investment in housing to be developed, sponsored, or owned by a local Community Housing Development Organization (CHDO).

Funds will be awarded on a competitive basis. Proposals will be scored in accordance with specified procedures outlined in the City of Laredo's HOME Program Policy and Procedures Manual. Considered will be the proposed project's compliance with the housing priorities identified in the City's 2020-2024 Consolidated Five-Year Plan; the projects creativity and direct benefit to families/individuals of low and moderate-income levels; the CHDO'S administrative budget and proposed leveraging of funds for the project; the past performance of the CHDO; and other related requirements.

Local Community Housing Development Organizations interested in receiving funding through the HOME Investment Partnership Program are invited to submit individual proposals for the 2024 funds.

A request for proposal package may be obtained by contacting:

Mrs. Tina Martinez
Director
Department of Community Development
Transit Center
1301 Farragut, 3rd Floor, East Wing
Laredo, Texas 78040

Proposals must be submitted to the City Secretary Department, at the City Hall Building 1110 Houston Street, 3rd Floor, Laredo, Texas no later than 3:00 P.M. on June 30, 2025. NO LATE PROPOSALS WILL BE ACCEPTED. For additional information, please contact Barbara Atilano, Program Coordinator at 956-795-2675.

THE CHDO SET ASIDE IS 100% FEDERALLY FUNDED.

EQUAL HOUSING OPPORTUNITY

L-82

Notice to Bidders

Notice is hereby given that the City of Laredo, Texas, Department of Community Development, Housing Rehabilitation Program is requesting bids for the rehabilitation of the following job:

11-201-4615

Copies of plans and specifications may be picked up from the Department of Community Development, Housing Rehabilitation Program, at no cost to prospective bidders at 1301 Farragut Street, 2nd Floor –East Wing. Bids are to be submitted in sealed envelopes to the City Secretary Department, at the City Hall Building 1110 Houston Street, 3rd Floor, Laredo, Texas by no later than June 2, 2025 at 3:00 pm. Bids received will be opened and read publicly on June 3, 2025 at 10:00 a.m. The City of Laredo reserves the right to reject any and all bids, and to waive any minor irregularities.

In order to bid on the rehabilitation job, interested contractor must meet the department's qualification requirements:

• Provide references of fiscal responsibility, i.e. bank, etc.

• Provide references from at least four subcontractors used in previous jobs.

• Provide references from two material suppliers.

• Provide the names and addresses of three previous customers and letters of satisfactory performances.

• Carry public liability and property damage insurance. (Minimum $100,000.00)

For further information, please contact Ms. Barbara Atilano, Program Coordinator, at the Transit Center, 1301 Farragut Street, 2nd Floor – East Wing, or call at 795-2675.

These projects will be 100% federally funded by the Department of Housing and Urban Development.

EQUAL HOUSING OPPORTUNITY

TINA MARTINEZ
CD DIRECTOR

L-80



RIO GULF COAST INVESTMENTS

220 E San Jose st. - Newly Built Studio Apartment. Open space area that combines the Bedroom, Living and Kitchen Area. The kitchen is fully equipped with a Samsung Microwave, Karinear Hot Plate, Vissani Mini Fridge and Sink. The apartment also has a full Bathroom with a Washer and Dryer and a private driveway. Make Your Appointment Today!

FOR LEASE

Jose "Corky" Gonzalez (956) 324-0507

LAREDO HOUSING AUTHORITY
Strive. Collaborate. Empower.

Public Notice

Notice is hereby given that the Housing Authority of the City of Laredo (LHA) is requesting proposals from interested individuals and/or entities for the following:

Request for Proposals (RFP) No. LHA 2025-0514-1
Physical Needs Assessment & Energy Audits

All RFP documents may be obtained on our Procurement Portal at https://procurementportal.larha.org beginning Wednesday, May 14, 2025 at 8:00 am. For any questions regarding the RFP documents, please contact Valeria De Leon, Procurement Officer, at (956) 722-4521 extension 1210 or (956) 477-9199, between the hours of 8:00 am to 5:00 pm Monday through Friday, or e-mail at procurement@larha.org. All responses are to be submitted electronically on our Procurement Portal at https://procurementportal.larha.org no later than Wednesday, May 28, 2025 at 11:59 p.m.

All interested individuals are invited to attend the pre-proposal conference on Thursday, May 15, 2025 at 10:00 a.m. The pre-proposal conference will be streamed via Zoom using the invitation link below.

Zoom Link: https://us05web.zoom.us/j/86551545547?pwd=WHY9sTDCqNBGiD57z1pI7VZLhPfg5a.1

Meeting ID: 865 5154 5547

Passcode: eN8Zr9

L-98

WORKFORCE SOLUTIONS
SOUTH TEXAS
A proud partner of AmericanJobCenter network

Public Notice
Request for Proposals
Audit Services
#21-01 AUD-01-2025

Workforce Solutions for South Texas (WSST) is soliciting proposals from qualified organizations or firms of certified public accountants to provide compliance audit services to include review of financial statements, single audit in accordance with uniform guidance, and other related services.

Interested proposers may obtain a copy of the request for proposals at www.southtexasworkforce.org (click the About Us tab and select Procurement) or by sending an email request to procurement@southtexasworkforce.org

Proposals must be received at the address listed below by June 30, 2025 by 12:00 PM (CST). Proposals received after the deadline will not be accepted.

Workforce Solutions for South Texas
500 E. Mann Rd. Suite B5
Laredo, Texas 78041

Workforce Solutions for South Texas is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Relay Texas: (800)735-2989 (TDD) or (800)735-2988(Voice) or 711

L-02

WORKFORCE SOLUTIONS
SOUTH TEXAS
A proud partner of AmericanJobCenter network

Public Notice
Request for Proposals (RFP)
Operation and Management of the Workforce Center
#21-02 WFC 01 2025
And
Operation and Management of the WIOA Youth Services Program
#21-03 YOUTH 01 2025

Workforce Solutions for South Texas (WSST) as the administrative entity, fiscal agent and grant recipient for programs funded by the Texas Workforce Commission is soliciting proposals for the operation and management of the Workforce Center System and for the operation and management of the WIOA Youth Services Program. Proposers may bid for one or both of the RFPs. If bidding for both RFPs, each proposal must be submitted as a stand-alone proposal. WSST service delivery area includes Jim Hogg, Webb and Zapata counties.

Interested bidders must have extensive knowledge and experience including a successful track record in managing workforce system programs and complying with applicable state and federal laws and statutes.

Interested bidders may access the specifications of the request for proposals at www.southtexasworkforce.org (click the About Us tab and select Procurement) or by sending an email request to procurement@southtexasworkforce.org A bidder's virtual conference call will be held on June 3, 2025 at 11:00 am (CST); to obtain call-in information send an email request to procurement@southtexasworkforce.org Participation is not mandatory but strongly recommended.

Proposals must be received no later than 12:00 PM (CST), on June 30, 2025 at the address listed below. Proposals received after the deadline will not be accepted.

Workforce Solutions for South Texas
500 E. Mann Rd. Suite B5
Laredo, Texas 78041

Workforce Solutions for South Texas is an equal opportunity employer/program. Auxiliary aids and services are available, upon request, to individuals with disabilities. Relay Texas: (800)735-2989 (TDD) or (800)735-2988(Voice) or 711

L-03

DIVISION A
SECTION 1

NOTICE TO BIDDERS

Sealed bids will be received at **City Secretary's Office, 1110 Houston Street, 3 rd floor, City Hall Building, Laredo, Texas, or electronically through Cit-E-Bid until 4:00 P.M. on Tuesday, June 10, 2025 and publicly opened, read, and taken under advisement on Wednesday, June 11, 2025 at 10:00 A.M**. for the furnishing of all necessary materials, machinery, equipment, labor, superintendence, and all other services and appurtenances required for **FY24-ENG-44 Fleet Facility at Solid Waste** for the City of Laredo, and shall include acknowledgement of any addenda submitted, and all other documents included in said bid call. Said bid shall be marked,

FY24-ENG-44
Fleet Facility at Solid Waste

This project consists of constructing a turn-key maintenance facility building at the Solid Waste Department which includes a septic system, and a control system to manage and regulate the distribution of lube and chemicals

Construction contract time for the project is (240) working days.

Each bid and a bid guaranty in the form of a bidder's bond having a minimum **Best's Rating A** according to Best's Key Rating Guide Latest Edition from a surety duly authorized and licensed in the State of Texas; certified check, or cashier's check must be originals and must be hand-delivered to City Secretary's Office, 1110 Houston Street, 3 rd Floor, City Hall Building, Laredo, TX in a sealed envelope plainly marked with the name of the project as shown above, and the name and address of the Bidder. For Bidders electing to submit Bids and Bid Guaranties electronically via Cit-E-Bid, Bid Guaranties will be verified by the Owner prior to bid certification and electronic copies of Bid Guaranties **will not** be returned to Bidders. Mailed bids (i.e. USPS, FedEx, UPS), telegraphic, or facsimile submittals will not be allowed/considered. **Only the bids and bid guaranties actually in the hands of the designated official at the time set in this Notice to Bidders shall be considered**.

Further, on federally funded projects only, contractor must comply with the Federal Labor Standards Provision, Davis Bacon Act, Equal Opportunity Clause, Wage Determination and HUD and Urban Development Federal Requirements especially as it regards payrolls and basic records.

Bidders are expressly advised to review Section C-3.1() of the General Conditions of the proposed Contract as to the causes which may lead to the disqualification of a bidder and/or the rejection of a bid proposal. Unless all bids are rejected, the () wner agrees to give Notice of Award of Contract to the successful bidder within ninety (90) days of the bid opening.

Bidders are expected to inspect the site of the work and inform themselves regarding all local conditions.

Bidders are advised to review the **Key Points of Public Right-of-Way Ordinance** on Legal Relations and Responsibilities to the Public Division C-7.15. The entire ordinance may be viewed at the following website under Building Services Department: http://www.ci.laredo.tx.us/Building/

A pre-bid meeting with prospective bidders will be held at City of Laredo Engineering Department (City Hall 2 nd Floor) on Wednesday, May 28, 2025, at 10:00 A.M. Interested companies shall refer to other sections of this RFB packet for complete details.

The Construction Documents and Specification may be viewed and/or downloaded free of charge from either of the following City of Laredo websites:
https://cityoflaredo.com/bids-and-rfps.html
https://cityoflaredo.ionwave.net/

Mario I. Maldonado Jr.
City Secretary

L-94

Public Notice

The City of Laredo prepared its 2025-2029 five Year Consolidated Plan and its 2025-2026 One Year Action Plan which will be submitted to the U.S. Department of Housing and Urban Development as a prerequisite for receiving continued funding from the same. The One Year Action Plan outlines the specific federal, state, and local resources that are anticipated to be made available and the specific housing and non-housing activities to be carried out over the next year. The City anticipates receiving $2,859,543 in 51st Action Year Community Development Block Grant (CDBG) funds, $946,902.88 through the HOME Investment Partnership Program, and $266,495 through the Emergency Solutions Grant (ESG).

An additional $80,000 is anticipated to be received in Housing Rehabilitation Revolving Loan funds, and $125,000 in HOME program income. The following projects are proposed and subject to City Council approval.

All proposed activities/project budgets will be proportionally increased or decreased from the funding levels contingent on City Council approval. Any changes to the activities/projects will be reflected in the City's 2025 One Year Action Plan.

	51st AY Community Development Block Grant	
1	Administration	$571,908
2	Housing Rehabilitation Administration	$387,635
3	Housing Rehabilitation Loan Program	$800,000
4	Homeless Services – Bethany House	$400,000
5	Section 108 Loan Repayment	$400,000
6	Rental Rehab Program	$300,000
	TOTAL	$2,859,543

	Revolving Loan	
7	Housing Rehabilitation Revolving Loan Administration	$10,000
8	Housing Rehabilitation Revolving Loan Program	$70,000
	TOTAL	$80,000

	HOME Investment Partnership Grant	
9	HOME Program Administration	$94,500
10	Down Payment Assistance Program	$180,000
11	Tenant-Based Rental Assistance (PI & EN)	$365,000
12	Community Housing Development Organization (CHDO)	$150,000
13	Homeowner Reconstruction Program	$132,402.88
14	HOME Affordable Rental Housing Program	$150,000
	TOTAL	$1,071,902.88

	Emergency Solutions Grant	
15	ESG Program Administration	$20,000
16	Emergency Shelter – Shelter Operations	$85,000
17	Emergency Shelter – Essential Services	$30,000
18	Street Outreach	$35,000
19	Rapid Re-Housing	$40,045
20	Homelessness Prevention	$50,000
21	Homeless Management Information System (HMIS)	$6,450
	TOTAL	$266,495

If feasible, copies of the draft Plans can be viewed in person at the offices of the City Secretary located in City Hall at 1110 Houston, 3rd Floor, and at the Laredo Public Library located at 1120 E. Calton Road during the hours of operation.

A copy of the plans will also be available at the Department of Community Development located at 1301 Farragut, Transit Center, 3rd Floor, East Wing, Monday through Friday, 8:00 a.m. – 5:00 p.m. The plan can also be viewed in the Community Development Department website at: https://www.cityoflaredo.com/CommDev/index.html

The period of time to review the plans and provide comments will be from May 23 – June 23, 2025

Also, a public hearing will be scheduled to provide interested citizens an opportunity to comment on the draft 2025-2029 Five Year Consolidated Plan and One Year Action Plan. The hearing will be held on June 2, 2025 in the City Council Chambers of City Hall located at 1110 Houston during the regularly scheduled City Council meeting beginning at 5:30 p.m. Special services will be made available, upon

timely request, for the physically impaired and translations in Spanish. Citizens will be able to submit Public Comments and can fill out a participation form online or in person. Participation forms can be found at https://www.cityoflaredo.com/departments/community-development

Comments may be provided at the public hearing or submitted in writing during the 30 day comment period to Tina Martinez, Community Development Director, P.O. Box 1276 in Laredo, Texas 78042-1276 or 1301 Farragut, Transit Center, 3rd Floor, East Wing, Laredo, Texas 78040. Comments may also be submitted via email to: cdcomments@ci.laredo.tx.us. Comments will be accepted until June 23, 2025, 5:00 p.m. For more information, contact the Department of Community Development at (956)795-2675.

Equal Housing Opportunity

Tina Martinez
Community Development Director

L-01

TEXAS COMMISSION ON ENVIRONMENTAL QUALITY

NOTICE OF RECEIPT OF APPLICATION AND INTENT TO OBTAIN WATER QUALITY PERMIT RENEWAL

PERMIT NO. WQ0004184000

APPLICATION. Webb County, 515 Martha Drive, Rio Bravo, Texas 78046, which owns a reverse osmosis water treatment facility, has applied to the Texas Commission on Environmental Quality (TCEQ) to renew Texas Land Application Permit (TLAP) No. WQ0004184000 to authorize the disposal of reverse osmosis reject water at a volume not to exceed a daily average flow of 9,500 gallons per day via evaporation. The water treatment facility and disposal area are located approximately 0.5 miles northwest of the intersection of Las Lomas Road and U.S. Highway 59, near the city of Laredo, in Webb County, Texas 78044. TCEQ received this application on March 20, 2025. The permit application will be available for viewing and copying at Webb County Courthouse, 1000 Houston Street, Laredo, in Webb County, Texas prior to the date this notice is published in the newspaper. The application, including any updates, and associated notices are available electronically at the following webpage:
https://www.tceq.texas.gov/permitting/wastewater/pending-permits/tlap#applications
This link to an electronic map of the site or facility's general location is provided as a public courtesy and not part of the application or notice. For the exact location, refer to the application.
https://gisweb.tceq.texas.gov/LocationMapper/?marker=-99.229722,27.619444&level=18

ALTERNATIVE LANGUAGE NOTICE. Alternative language notice in Spanish is available at: https://www.tceq.texas.gov/permitting/wastewater/pending-permits/tlap-applications. El aviso de idioma alternativo en español está disponible en https://www.tceq.texas.gov/permitting/wastewater/pending-permits/tlap-applications.

ADDITIONAL NOTICE. TCEQ's Executive Director has determined the application is administratively complete and will conduct a technical review of the application. After technical review of the application is complete, the Executive Director may prepare a draft permit and will issue a preliminary decision on the application. **Notice of the Application and Preliminary Decision will be published and mailed to those who are on the county-wide mailing list and to those who are on the mailing list for this application. That notice will contain the deadline for submitting public comments**.

PUBLIC COMMENT / PUBLIC MEETING. You may submit public comments or request a public meeting on this application. The purpose of a public meeting is to provide the opportunity to submit comments or to ask questions about the application. TCEQ will hold a public meeting if the Executive Director determines that there is a significant degree of public interest in the application or if requested by a local legislator. A public meeting is not a contested case hearing.

OPPORTUNITY FOR A CONTESTED CASE HEARING. After the deadline for submitting public comments, the Executive Director will consider all timely comments and prepare a response to all relevant and material, or significant public comments. **Unless the application is directly referred for a contested case hearing, the response to comments, and the Executive Director's decision on the application, will be mailed to everyone who submitted public comments and to those persons who are on the mailing list for this application. If comments are received, the mailing will also provide instructions for requesting reconsideration of the Executive Director's decision and for requesting a contested case hearing**. A contested case hearing is a legal proceeding similar to a civil trial in state district court.

TO REQUEST A CONTESTED CASE HEARING, YOU MUST INCLUDE THE FOLLOWING ITEMS IN YOUR REQUEST: your name, address, phone number; applicant's name and proposed permit number; the location and distance of your property/activities relative to the proposed facility; a specific description of how you would be adversely affected by the facility in a way not common to the general public; a list of all disputed issues of fact that you submit during the comment period and, the statement "[I/we] request a contested case hearing." If the request for contested case hearing is filed on behalf of a group or association, the request must designate the group's representative for receiving future correspondence; identify by name and physical address an individual member of the group who would be adversely affected by the proposed facility or activity; provide the information discussed above regarding the affected member's location and distance from the facility or activity; explain how and why the member would be affected; and explain how the interests the group seeks to protect are relevant to the group's purpose.

Following the close of all applicable comment and request periods, the Executive Director will forward the application and any requests for reconsideration or for a contested case hearing to the TCEQ Commissioners for their consideration at a scheduled Commission meeting.

The Commission may only grant a request for a contested case hearing on issues the requestor submitted in their timely comments that were not subsequently withdrawn. **If a hearing is granted, the subject of a hearing will be limited to disputed issues of fact or mixed questions of fact and law relating to relevant and material water quality concerns submitted during the comment period. TCEQ may act on an application to renew a permit for discharge of wastewater without providing an opportunity for a contested case hearing if certain criteria are met.**

MAILING LIST. If you submit public comments, a request for a contested case hearing or a reconsideration of the Executive Director's decision, you will be added to the mailing list for this specific application to receive future public notices mailed by the Office of the Chief Clerk. In addition, you may request to be placed on: (1) the permanent mailing list for a specific applicant name and permit number; and/or (2) the mailing list for a specific county. If you wish to be placed on the permanent and/or the county mailing list, clearly specify which list(s) and send your request to TCEQ Office of the Chief Clerk at the address below.

INFORMATION AVAILABLE ONLINE. For details about the status of the application, visit the Commissioners' Integrated Database at www.tceq.texas.gov/goto/cid. Search the database using the permit number for this application, which is provided at the top of this notice.

AGENCY CONTACTS AND INFORMATION. All public comments and requests must be submitted either electronically at https://www14.tceq.texas.gov/epic/eComment/, or in writing to the Texas Commission on Environmental Quality, Office of the Chief Clerk, MC-105, P.O. Box 13087, Austin, Texas 78711-3087. Please be aware that any contact information you provide, including your name, phone number, email address and physical address will become part of the agency's public record. For more information about this permit application or the permitting process, please call the TCEQ Public Education Program, Toll Free, at 1-800-687-4040 or visit their website at www.tceq.texas.gov/goto/pep. Si desea información en Español, puede llamar al 1-800-687-4040.

Further information may also be obtained from Webb County at the address stated above or by calling Mr. Javier Gonzalez, Interim Director, at 956-480-8214.

Issuance Date: April 22, 2025

L-04

APPENDIX D

SURVEY RESULTS AND PUBLIC COMMENTS

Question	answer	number (English+Spanish respondents)	percent of respondents
What City District do you live in?	District I	38	14.5%
	District II	13	5.0%
	District III	26	9.9%
	District IV	33	12.6%
	District V	18	6.9%
	District VI	30	11.5%
	District VII	24	9.2%
	District VIII	42	16.0%
	I don't know	26	9.9%
What housing needs do you see in your community	Down payment assistance	79	30.2%
	More market rate single-family homes	69	26.3%
	More market rate multi-family homes	36	13.7%
	More affordable homeowner units	90	34.4%
	More affordable rental units	65	24.8%
	Rental housing rehabilitation	38	14.5%
	Homeowner housing rehabilitation	75	28.6%
	More elderly housing	55	21.0%
	No housing needs	34	13.0%
	Other	8	3.1%
What household types have the most problems accessing housing?	Households with lower incomes	151	57.6%
	Households with disabilities	64	24.4%
	Elderly households	104	39.7%
	Renters	50	19.1%
	New residents	43	16.4%
	Families with children and/or large households	60	22.9%
	Racial and ethnic minorities	13	5.0%

Are there any barriers to housing development in your community?	Development and permitting fees	58	22.1%
	Zoning restrictions	41	15.6%
	Cost of construction	125	47.7%
	Cost of labor and materials	96	36.6%
	Lack of market/interested buyers or renters	40	15.3%
	Lack of available developers	34	13.0%
	Cost of land	96	36.6%
	Lack of community support	66	25.2%
	Other	8	3.1%
In your opinion, what types of public improvements are needed?	Updated infrastructure (such as roads, water and sewer, etc.)	170	64.9%
	Increased broadband access	70	26.7%
	Investment in economic development	89	34.0%
	New or updated public facilities (such as community centers, parks, non-profit facilities that serve the public, etc.)	137	52.3%
What public service needs do you see in your community?	Services for children and youth (such as child care, after-school programs, etc.)	112	42.7%
	Services for elderly	122	46.6%
	Services for people experiencing or at risk of homelessness	76	29.0%
	Services for veterans	75	28.6%
	Services for at risk groups (such as survivors of domestic violence)	59	22.5%
	Job training and other employment services	90	34.4%
	Health and mental health services	110	42.0%
	Services for people experience substance use disorder	65	24.8%
	Services/Programs to address Code Enforcement	71	27.1%

What groups of people have the most need for services and access to facilities in your community?	Households with low incomes	147	56.1%
	Children and youth	118	45.0%
	Persons exiting institutions (such as jail/prison, long-term care, etc.)	33	12.6%
	Veterans	73	27.9%
	Elderly households	124	47.3%
	Survivors of domestic violence	50	19.1%
	Former foster care youth	46	17.6%
	People experiencing homelessness	82	31.3%
	People experiencing substance use disorder	52	19.8%
	People with mental illness	74	28.2%
	Other	8	3.1%
What types of community facilities are needed in your community?	Community centers	110	42.0%
	Parks and recreation areas	112	42.7%
	Senior centers	111	42.4%
	Residential treatment centers	72	27.5%
	Healthcare centers	88	33.6%
	Increased ADA access to public buildings	48	18.3%
	Youth and childcare centers	89	34.0%
What types of needs are in your community for people experiencing or at risk of homelessness?	Homeless supportive services	125	47.7%
	Employment services	133	50.8%
	Mental health services	107	40.8%
	Substance abuse services	85	32.4%
	Childcare services	86	32.8%
	Other	10	3.8%

What housing solutions are needed for people experiencing homelessness or at risk of homelessness?	Permanent supportive housing (housing assistance with voluntary support services)	122	46.6%
	Transitional housing facilities (temporary housing for people experiencing homelessness)	130	49.6%
	Rapid Re-housing (intervention to provide short-term rental assistance)	86	32.8%
	Rental assistance	137	52.3%
	Eviction prevention services	72	27.5%
	Other	4	1.5%
Are you aware of the fair housing laws in the State of Texas?	Yes	56	21.4%
	No housing needs	137	52.3%
	Somewhat	67	25.6%
Have you witnessed or experienced housing discrimination? (such as refusing to rent or to show certain units to someone based on their race or disability)	Yes	37	14.1%
	No housing needs	223	85.1%
Are you aware of any policies to promote fair housing in your community?	Yes	54	20.6%
	No	205	78.2%

		District I	District II	District III	District IV	District V	District VI	District VII	District VIII	I don't know
What housing needs do you see in your community	Down payment assistance	9	3	7	15	6	6	6	9	9
	More market rate single-family homes	8	3	9	17	7	6	7	8	4
	More market rate multi-family homes	2	2	0	9	4	0	1	3	2
	More affordable homeowner units	15	8	6	20	0	7	3	11	9
	More affordable rental units	8	5	3	15	6	4	8	13	6
	Rental housing rehabilitation	4	2	1	2	1	1	4	1	3
	Homeowner housing rehabilitation	9	5	8	19	6	7	6	7	3
	More elderly housing	5	2	6	14	1	5	7	14	2
	No housing needs	4	5	2	0	3	9	3	3	2
	Other	5	6	3	0	4	7	1	5	1

		District I	District II	District III	District IV	District V	District VI	District VII	District VIII	I don't know
What household types have the most problems accessing housing?	Households with lower incomes	27	5	12	21	12	20	13	19	17
	Households with disabilities	13	4	6	11	5	6	6	7	7
	Elderly households	9	6	12	17	8	11	8	23	6
	Renters	8	3	5	17	6	1	3	3	5
	New residents	8	2	5	13	2	5	3	4	2
	Families with children and/or large households	9	3	6	12	6	4	7	6	4
	Racial and ethnic minorities	3	1	1	2	0	1	2	4	2

		District I	District II	District III	District IV	District V	District VI	District VII	District VIII	I don't know
Are there any barriers to housing development in your community?	Development and permitting fees	4	6	3	15	2	5	3	10	11
	Zoning restrictions	2	2	7	15	3	3	2	5	3
	Cost of construction	18	6	11	18	7	13	10	12	16
	Cost of labor and materials	14	3	9	17	7	10	7	9	10
	Lack of market/interested buyers or renters	4	3	6	1	1	3	2	4	5
	Lack of available developers	4	4	1	10	3	4	5	6	4
	Cost of land	13	6	8	14	7	11	6	10	12
	Lack of community support	10	6	5	12	2	2	6	15	19
	Other	0	0	0	0	0	0	2	3	2

		District I	District II	District III	District IV	District V	District VI	District VII	District VIII	I don't know
In your opinion, what types of public improvements are needed?	Updated infrastructure (such as roads, water and sewer, etc.)	23	8	12	13	12	16	12	24	10
	Increased broadband access	8	3	4	10	5	9	7	9	6
	Investment in economic development	7	4	6	9	5	11	7	9	8
	New or updated public facilities (such as community centers, parks, non-profit facilities that serve the public, etc.)	9	7	8	11	8	13	9	19	14
	Other	4	1	2	5	1	2	3	6	0

		District I	District II	District III	District IV	District V	District VI	District VII	District VIII	I don't know
What public service needs do you see in your community?	Services for children and youth (such as child care, after-school programs, etc.)	15	6	8	14	6	9	9	11	9
	Services for elderly	11	8	10	15	6	10	12	23	10
	Services for people experiencing or at risk of homelessness	10	4	5	13	6	5	6	8	7
	Services for veterans	7	3	4	12	4	6	7	9	7
	Services for at risk groups (such as survivors of domestic violence)	4	6	6	10	4	5	5	7	6
	Job training and other employment services	10	3	0	11	10	7	9	12	10
	Health and mental health services	13	7	6	17	9	12	8	13	11
	Services for people experience substance use disorder	8	4	6	10	6	7	7	6	5
	Services/Programs to address Code Enforcement	9	2	5	14	7	9	7	4	3
	Other	1	0	1	0	0	0	5	4	6

		District I	District II	District III	District IV	District V	District VI	District VII	District VIII	I don't know
What groups of people have the most need for services and access to facilities in your community?	Households with low incomes	19	5	9	23	8	11	12	15	12
	Children and youth	13	7	12	20	7	12	10	7	1
	Persons exiting institutions (such as jail/prison, long-term care, etc.)	1	3	4	12	1	2	3	4	3
	Veterans	9	3	6	15	3	6	8	9	5
	Elderly households	16	9	10	20	5	10	10	18	3
	Survivors of domestic violence	3	4	4	11	3	3	6	4	4
	Former foster care youth	1	2	5	10	5	3	6	2	4
	People experiencing homelessness	5	6	6	16	6	9	9	8	7
	People experiencing substance use disorder	4	1	3	14	3	6	6	4	4
	People with mental illness	7	5	5	17	5	11	9	3	6
	Other	1	1	3	0	0	0	3	1	2

		District I	District II	District III	District IV	District V	District VI	District VII	District VIII	I don't know
What types of community facilities are needed in your community?	Community centers	14	6	6	21	8	14	6	11	11
	Parks and recreation areas	17	7	15	16	9	11	9	11	12
	Senior centers	11	3	7	21	9	12	8	19	8
	Residential treatment centers	8	5	5	16	6	8	7	6	7
	Healthcare centers	15	3	8	19	7	8	5	7	8
	Increased ADA access to public buildings	3	5	3	13	4	3	6	7	4
	Youth and childcare centers	8	6	8	21	6	10	7	4	9
	Other	1	0	3	0	0	1	3	3	1

		District I	District II	District III	District IV	District V	District VI	District VII	District VIII	I don't know
What types of needs are in your community for people experiencing or at risk of homelessness?	Homeless supportive services	16	5	7	21	7	8	7	24	12
	Employment services	19	5	10	18	10	11	11	17	13
	Mental health services	14	6	6	22	7	12	8	16	7
	Substance abuse services	12	2	4	18	4	11	10	10	7
	Childcare services	11	4	8	16	4	9	7	4	8
	Other	4	1	5	0	1	1	1	2	1

		District I	District II	District III	District IV	District V	District VI	District VII	District VIII	I don't know
What housing solutions are needed for people experiencing homelessness or at risk of homelessness?	Permanent supportive housing (housing assistance with voluntary support services)	18	3	9	19	7	7	7	18	14
	Transitional housing facilities (temporary housing for people experiencing homelessness)	19	7	8	22	12	15	14	13	10
	Rapid Re-housing (intervention to provide short-term rental assistance)	12	3	6	16	6	7	9	8	8
	Rental assistance	18	5	7	19	14	11	11	14	14
	Eviction prevention services	10	3	6	12	4	6	6	3	6
	Other	1	0	4	0	0	0	2	1	1

What efforts can the City of Laredo make to enhance collaboration with your community?
Information sessions, increase public awareness.
I have asked many times since I live there for a parking lot at "La Primavera" park
Post information on local neighborhood or have a mailing notice
BE MORE ENGAGE WITH THE COMMUNITY
More outreach programs directly face to face communication with community members by walking neighborhoods and knocking on doors.
More programs to assist the community
More programs to assists the community.
Enhance the education efforts by investing in community outreach
The city as a whole, needs to address the city's infrastructure, water and drainage systems.
more interaction
i am not sure
Listen and look beyond Laredo for solutions rather than this being afraid of difficult change. Raise the taxes
Increase municipal housing communities/neighborhoods, facilitate development of multi-service centers as hubs for city/county/non-profit services, improve transportation access with additional fare payment options.
ALL EFFORTS ARE NEEDED
Make voice to city programs. Brochures
not sure
advertise
n/a
Strategic programs to help support revitalization and retrofit.
Create soccer fields
I feel there might be a lot of programs with the city, it's just that the community is not aware of them so maybe promoting these programs more around the city.
Marketing services that align with reintegration (medical support) and workforce needs
Have the businesses in our area also provide funds to make the mines road area better
Better access to the area
Better ways of advertising information to its citizens. Specifically, to older people who don't have social media.
More advertising outside of social media. Billboards, posters, etc.
Promote land gifting in north laredo for Rec Center
Tell Councilwoman Melissa R. Cigarroa to concentrate on her District instead of the others
assist with housing
Conduct surveys in the corresponding district to detect deficiencies in the sector
Educate us on what exists. Educate us on what we are lacking so that we can vote for it.
City of Laredo can help by not letting Import\Export companies have their warehouses in residential areas. Traffic and roads are already bad. The air is terrible over there considering one of the logistics company is emitting air that can cause harm to residents in the area. Although it seems since they give a bunch of money to the people in charge its ok, and nobody cares about the harm it's causing as long as they make their money. The city of Laredo should have standards and actually look out for the people and help resolve the issues that we've been struggling for years now.
PROVIDE INCENTIVES LIKE DISCOUNTS FROM LOCAL STORES,

Social media and apps are probably the easiest ways to reach the largest portion of the community. The City of Laredo would greatly benefit from an app.
Less corruption in city govt
As i said before, more trees and an Unidad Deportiva
More meetings at various hours to accommodate peopleâ€™s schedules
Listen to what the community has to say and to do it. I lived at Las Fincas Subdivision for less than a year and heard that they(subdivision) been promised an entrance and a park.
Provide services needed to all
Transparency in ALL areas of City Government whether positive or negative.
Stop letting city employees give themselves automatic raise and fix water pipes, sewage, and rodes
Developer required to donate space for parks in central areas to reduce crime and increase equitable services
Transparency; strategic planning where the community gets to participate in the process
Town hall meeting to advise of any development projects
Work with the Las Lomas HOA so that the funding put aside by the HOA is put to work immediately on the development of a proposed park by Lomas del Sur and Ejido.
Take t he drug dealer's and anchor baby folks out of the coloniias or housing assistance. Stop giving all our resources to illegals . Stop letting middle age sin FB k ed no children able bodies to take up colonia housing DJ ur decade upon decade without disability or children
Fix the inner city pool it's been close since September
Transparency
Use public fund on wisely
Open communication.
By having the elected officials, take an actual look at the conditions the city that they represent are going through. If city officials never relate to their community, nothing will be ever be done.
For council members to actually call back and their assistance to call back and set up appointments, it took me about six months for district 2 Miss Daisy to have an appointment with her. and itâ€™s been about a year to set up an appointment with district 2. Ricardo Richie Rangel, Jr. mr. Yruegas (veteran) 9565162111
More communication of the available resources for the community. Sometimes people don't know where or what to look for.
Hold more community meetings per District after 6 pm therefore allowing members of the community that get off work late to attend such meetings.
I strongly believe that before there are any approvals for zoning changes that affect my area, we are advised not just a select few like it happened back about two months ago. There needs to be feasibility studies about the impact potential apartment complexes and smaller lots will have on existing residential areas.
Host monthly town hall meetings with the councilman and county commissioner of the district
Unsure
Clean up the street & field on 4200 block of Dorel Drive DOWN THE STREET FROM THE CITY HALL ANNEX! There has been illegal dumping & there is NO signage of No Semi Trailer Parking. The street is warped and stained with oil & tossed garbage.

Help to remodel/reconstruct the currently-available low rent housing units. They ALL are ugly, no playgrounds or tres, and worst of all, they are all 1-story units, using up valuable land space. Modern, multi-level apartments must replace them. That will provide more low-income housing & more attractive units...wirth elevators, trees, and a fenced playground,
public meetings
Town Hall meetings and more advertising.
more rentals assistance
FIX LOMA ALTA OLD BROKEN PLAYGROUND. SAFETY HAZARD
Traffic light in school zone
N/A
News broadcast for housing needs
Listen closely to residents who have been for a long time in their homes and communities
I live in an indudstrial area of town and feel there should be someone else to handle the commerciala side of things . Not to have the city council rep responsible for the commercial and public interests cuz the majority of her support is for the commercial part and so the public suffers. during the cold snap i saw no attempt of concern for the elderly and vulnerable in her district
Assist with more programs
Send out flier in the mail to be more aware of if any
More parks
Speak in public and offers the services so people would know what to do
Communication communication with senior citizens
Homeless, relocation, rapid rehousing in Other Location other than Downtown, Ã¡rea
More marketing
Enhance quality of living within the community , be in contact with community, listen to us
Improve the attention give to the people they serve we belive in what you can do for our communities fight for a better LAREDO
public meetings
Frequent city council meetings to hear our community
Reach out to its constituents to inquire what enhancements are needed.
Communication in English and Spanish
MAKE ALL NEIGHBORHOODS ALL THE SAME NORTH WEST EAST SOUTH
The City should always make sure to do their part regardless of the communities response. If we have the elected officials in place, they should strive to keep the promises they made in their campaign.
More outreach through social media, media and informational booth at Rec Center or other public facilities and events.
Educate the public more with ads or literature
I live in the heights area, there is no recreation center or park that is close to my home. I think one would be great to have for the local children.
better communication and more advertising
TO OFFER INCENTIVES
Let the NGO do their work
Help others
Be more transparent and do away with "discretionary funds for council members"

Inform the public of the options
A team that is dedicated to our community.
n/a
Have our elected officials show interest in their community.
Communication with people in need.
provide housing information at public events
The city of Laredo can reach with several initiatives like community surveys and feed back, public meetings and workshops, active transportation plans to these meetings, community development that can help improve the quality of life for residents
Make all areas the same with certain community centers and parks for people to enjoy.

mas informacion a la comunidad de las leyes, recursos.
darse a conocer entre los vecindarios
Ayudar a personas que no tienen oara comer o batallan para comprar cosas. Asistencia
Dar mÃ¡s informaciÃ³n a la zona
apoyo communitario y dialago
Poner mÃ¡s luz en colonias oscuras y speed bumps En lugares donde se pasan los stop signs
Escuchar las quejas
Ayudar con almuerzos a personas mayores
Apoyo en alquiler
Supportive services - desayunos
QuÃ© existan mÃ¡s oportunidades para personas mayores de vivienda
supportive services breakfast
Mejor leyes
Apoyar en necesidades de enfermedad a personas mayores
MAs ayuda economÃa en las rentas
MÃ¡s atenciÃ³n a la gente mayor
MejorÃa en economÃa
Na
MÃ¡s seguridad, limpieza
MÃ¡s seguridad, mejor comunicaciÃ³n entre alquileres
unirse en comunicasion
Na
Poner atenciÃ³n a los indigentes jÃ³venes
La seguridad,
Bajar los impuestos
aumetar presupuestos
tener mas comunicacion
Encuestas y censos de la poblacion mas vulnerable

Si
Ninguno
Tener una mejor planeacion de obra publica para no relizar proyectos que no tienen utilidad

What efforts can the City make to increase access to housing in your area?
Information sessions, increase public awareness.
Housing assistance or partial assistance may be granted as one of the benefits to all the City employees
Change zoning district for residential and commercial to be a far apart, there is lots of land taken up by commercial trucking companies that can be used for residential homes.
CLEANINESS
coordinate with those contractors buying the land and building the houses and set a certain affordable purchasing rate.
More programs to assist low income families
More Programs to assists the access in my area.
Not sure
townhall meetings
i am not sure
Funding
Improve zoning practices that help to zone smaller homes in addition to larger sq. ft. homes. When I was growing up, a small 2 bedroom Amardillo home would be very affordable to most families. Newer construction especially in my neighborhood focus on larger 3-4 bedroom homes with garage and other amenities that make them difficult to attain for lower-income families or young adults who are starting their families. Embrace homes like those built by Habitat for Humanity.
AFFORDABLE HOUSING
Invest in the old sewer systems
not sure
Advertise
offer home buying courses and educate the people
Mixed zoning
Maybe conduct a survey by making in person visits and learning of their needs in order to have a better assessment of the problem.
Landlock city so increase eminent domain authority
Areas where truck drivers can park and housing opportunities for them and their families. They want to live in the mines road area because they work here but is not affordable for them.
better adverting
n/a
N/A
Provide refernces to available programs
Make more municipal housing
Housing is already being developed in the Chyanne area
make more affordable
Provide financial assistance to economically challenged residents
Prices are high. If the City could influence the monopoly that is housing to help control cost, that would be great.
By helping with the high cost of rent, and since that's not possible, how about add trailer park areas since that tends to be on the cheaper side.

TOWN HALL FORM FOR INFORMATION
MAYBE ALIGNING WITH LOCAL BANKS TO PROVIDE LOANS WITH LOW INTEREST TO HOMEOWNERS TO IMPROVE OR TO BUY NEW HOMES.
N/a
Talking to people about housing assistance by advertising on social media and really helping them not just saying you will
I donâ€™t know what the City is doing now about this issue. So it remains to be seen.
More accessible housing
Road redesigned to allow prudent traffic management and crisi needs
Move from rental to home ownership
Stop helping low income people they should get to work
Take t he drug dealer's and anchor baby folks out of the coloniias or housing assistance. Stop giving all our resources to illegals . Stop letting middle age sin FB k ed no children able bodies to take up colonia housing DJ ur decade upon decade without disability or children
Better action
None, ppl in housing refuse to leave or better themselves to keep on living in housing
Place adequate leaders on projects
Lower property price rates.
Stop spending money on â€œpartiesâ€ for elected officials when neighborhoods are lacking light source, many potholes, and sidewalk accessibility.
Beautify the neighborhood and add more sidewalks plus the (piedra china st) parks department building needs to be converted into a rec center furthermore we need a trail walkable connection south to the Chacon Creek Hike and Bike Trail that also connects to the M.E. Benavides sports complex
My area is very good as it is and I strongly oppose an apartment complex and smaller lots as this would greatly affect our appraisals. Adding these things to our area as cited by a rezoning postcard would create more traffic to an already bustling area like the start of Cuatro Vientos Road and Merida. As it is, we have no constant patrolling that prevents the high rate of speed and disregard for stop signs that already exist in our area let alone if these things are added, the city will be adding to our constant safety problems. The access to housing in general across Laredo is the same. Housing market has seen a rise in home values however the appraisal should be conservative and more in line to an actual bank appraisal.
Have areas for development
Values - land & improvements tend to be higher than folks in the Barrio Azteca can afford.
The laredo housing is not available for all citizens, if you donâ€™t know anyone that works within those services then citizens never receive an opportunity to be selected for housing services or opportunities.
NONE- Projects are almost complete
Explained above. We have money & a lovely home-- Other families, less well-off need the same opportunities,
provide funding
Provide programs that are in line with people's needs to include people that fall above the line of poverty and/or homeless. Middle class is struggling bad and sometimes more because they don't qualify for the assistance programs.
bn
NA

help for low income families
More Affordable
grants for down payment
Look into abandoned buildings and put them for good use again
bigger tax breaks for landowners as the city provides for the industrial growth. This way the land is not sso expensive to obtain and build on taht would provide reasonable housing for people in the district
More housing programs
Fliers and reaching out the people who mostly need it
Housing
Build more to give it to the people that actually needed
Affordable apartments, affordable housing and parks and HEB shopping centers downtown medical place downtown pharmacy with marketplace prices and stores that are not so expensive sidewalks ADA equipped
Increase housing units for homeless
Communication
Posting more information to the public about availability
Make renting and homes more affordable to the low income families
development
Affordable housing
Inform the public though town hall meetings.
ENHANCE EVERYTHING ALL THE OTHER NEIGHBORHOODS
I am happy for the tiny home project that is happening on the other side of town. It would be nice to have the same type of project happening in our neighborhood.
none
Promote the available programs and seek more funds.
Partnerships private and public
na
more housing units that are reasonable to purchase
ACCESIBLE BANK LOANS
down payment assistance, enforce more development policies beneficial to the city as opposed to the private sector.
property/school - taxes are excessive
Education
lower building cost.
None
Make a census in the city.
Work with landlords to provide housing and rental assistance.
INCREASE, & PRESERVE AFFORDABLE HOUSING, PROMOTE MIXED INCOME DEVELOPMENTS UTILIZE FEDERAL AND STATE PROGRAMS DESIGNED FOR THAT PURPOSE, SUPPORT HOMEOWNER SHIPS BY IMPLEMENTING THIS WE ALL CAN WORK WITH OUR CITY TO ENSURE THAT EVERYONE HAS ACCESS TO SAFE AFFORDABLE HOUSING
Fix sewer issues in areas that are considered flood zones that way they don't have to make homes that comply with flood zone laws.

promote the services.
Habitat for Humanity develops a financial program for first time house owners that can be replicated at the city level.
more affordable housing .
make the program more accessible to everyone needed
build more affordable housing / provide incentives to the developers
work with developers
No comment
lowering housing cost
Apply for federal funds and promote those funds to people in need.
emergency housing for elderly
Make housing more affordable but also do not build in areas that suffer from congestion and impede future expansion and development of commercial areas. Example housing subdivisions like Indian Sunset and newly developed land around bridge that collide with commercial traffic.
Provide more housing
No
development
not aware of what is being done new
Temporary apt while waiting to get paid from a job
Make housing more affordable to
Work

ayuda en la reparacion de casas viejas o acceso a casas nuevas
retornos mas seguidos por el area de wright ranche y el nuevo ER de doctors
Eso no se
Pienso se necesita mas comunicacion con los representantes de las colonias y con los fucionarios publicos, yo he mandado emails a la Regidora Vanessa y al Mayor Trevino, y nunca me contestaron, 2 con copiaa los dos y 1 mas al Mayor y sign esperando
Dar a conocer los programas
trabajos
Housing para personas sin goat o refugios
MÃ¡s oportunidades en viviendas
MÃ¡s oportunidades de vivienda
Apoyo para las personas mayores, que ya no pueden trabajar
MAs centros comunitarios
MÃ¡s opciones a viviendas
Tiene algÃºn otro comentario
Mas opciones de vivienda
mas servicios de vivenda para personas mayores
Ayudar mÃ¡s a los indigentes

N/A
aumentar presupuestos
impuestos mas bajos
Apoyos a la construccion de viviendas
Que nos ayuden
Ninguno

Do you have any other comments about the needs in your community or in Laredo?
More help is needed for homeless, especially veterans.
Public light poles, our subdivision is always too dark
Why are trucking companies close to residential homes and neighborhoods and why do they have to be close to each other?
MORE SIDEWALKS
City of Laredo needs to make a better effort and doing for the community they need to look at the needs of the city instead of focusing on the wants. Simple common sense approach for any government entity
The City of Laredo need more programs for the low income people.
City council needs to prioritize already known problems such as the city's water problems we had lately.
easier access to aid
District 1 is a good community, but i feel other districts received more support from the city than the southern districts.
Laredo stands in the way of Laredo
I hear a lot of families prefer the convenience and responsiveness of Uber despite the high costs associated with the service. A more responsive transit service that doesn't require transfers downtown to move from one part of the city to the next as well as options for touchless payment or refillable cards could help improve transport access while still being viable as a mass transit service.
SO MANY BUT THAT WON'T BE LISTENED TO.
no
FIX THE ROADS
no
n/a
Lower property taxes and use money wisely
I believe the Community Development Department does great things for our city, the fact that we get a survey like this shows interest in improving and we appreciate that.
Design housing around parks which are center to the community versus abandon in a creek space due to developer lack of community commitment. developer required to give central space for parks and community centers to increase equity.
services for widows and their family with property maintenance/any other service
Collaborate with trucking and import and export company and their workforce
There are way too many animals roaming the streets.
n/a
N/A
Improve lighting on roads
The off ramp that leads to the City Hall Annex from the Loop NEEDS MASSIVE Improvement
none
recreational parks for the population
n/a
Stop building so many import\export companies in residential areas. Seriously stop. They are building some across the street from school and my neighborhood. It's ridiculous.

MINES RD CONTINUES WITH HEAVY TRAFFIC , TRAFFIC LIGHTS NEED BETTER COORDINATION TO TRAFFIC TO MOVE FASTER.
Itâ€™s a joke that city council gave themselves a 20k raise without asking the citizen to vote on it.
Mental health professionals needed. Perhaps bring a doctorate degree program in psychology to then cycle and help our community
Suggesting a park or somewhere that the children and teens can play and run around. Had some issues with kids playing on my front lawn or cars honking at them for playing ball.
More activities for the elderly encouraging a healthy lifestyle. Come up with a solution to our homeless situation and veterans mental health. More lighting at certain parks like the barlett park , very dark in some areas of trail.
Definitely need to work on the infrastructure, street improvements, safety, need more police patrolling at all hours but especially during the night hours,
We need information to be more accessible through the news media & social networking. Which is how I found this survey on Facebook. In my opinion this survey is too long & after a while you lost me. It needs to be something catchy-edgy to get me to complete the survey. To tell you the truth, towards the end, I was just checking random answers.
Stop letting city employees give themselves automatic raise and fix water pipes, sewage, and rodes
Emergency action plan must align with development needs to ensure traffic congestion is minimal
Move away from downtown development. The city is growing north and south. Invest in those areas.
Stop helping people that can to work but those people get free assistance
More pediatric specialist doctors and surgeons that reside in the city
Take t he drug dealer's and anchor baby folks out of the coloniias or housing assistance. Stop giving all our resources to illegals . Stop letting middle age sin FB k ed no children able bodies to take up colonia housing DJ ur decade upon decade without disability or children
Just to fix The Inner city pool
Repair streets and better lighting in neighborhoods, nothing has been done in my district, old San Isidro area
More street lighting
Water pipes need to be updated. Every few months we lose water in 359 area.
City of Laredo is a city that is rapidly growing - yet, the city council is not updating as it is growing. The city could possibly stop allocating money in expense lines such as political parties with taxpayer money. In addition, many people lack transportation, yet there is not an upgrade on city transportation - comparing it to the size of the city and quantity of population to the actual number of buses available. Water quality has been issue, yet the city has only put a bandaid over it.
Yes I just need my council members to actually answer . Mr Yruegas (veteran) 9565162111
Yes. I would like to see more spay and neuter efforts from the city. There is too many stray cats in our community.
The access to housing in general across Laredo is the same. Housing market has seen a rise in home values however the appraisal should be conservative and more in line to an actual bank appraisal.

We pay county taxes and thus the county commissioners should do more for their district. I only hear about helping the colonies in the outskirts but not much in the city.
Not at this time
There needs to be better use of city budget towards laredoâ€™s american citizens (legal residents included)
For Councilwoman Melissa R. Cigarroa and her staff to visit her district to first hand see the concerns of her people. I would even settle if she would answer emails or even phone calls to her office (which RARELY happens). I have NEVER seen her visit District 3 & I have lived there since 2007. I have gotten more visits from Church Goers and I live in a Gated Community!
not at this rtime.
N/A
There are many needs and little support from the local and state government.
FIX OLD BROKEN PLAYGROUND @ LOMA ALTA. SAFETY HAZARD.
Traffic light in school zone
no comments
no
Better structure in roads due to harsh heat climates, assistance with mental health endorse more programs such as kiosks around the city of bulletin boards
Commercial/Industrial growth is great for the city's economy as is tourism from Nuevo laredo. But if a census were to be done for families here in the community the majority would say Laredo is not a family friendly place
Do not promise to assist and then don't
No
Amusement parks for kids to have more outside doors activities
no
TRAFFIC LIGHT ON LOMAS DEL SUR & GUAYMAS!!!!! The subdivision is growing and traffic for the school gets bad while people also need to get to work.
Evacuation plans when natural disasters
Security issues in the downtown area for senior Housing
Na
More parking in downtown area at senior community so that when they go grocery shopping
no
No
Sidewalks are needed in most Dist.6 subdivisions. All subdivisions should be equal.
MORE SIDEWALKS
I understand the substance abuse issue is a worldwide problem, but the peddling at traffic lights and the aspect of the downtown area by the unhoused community is a little too much.
na
better roads and sewer system
NO
No
investment in water sytem/infrastructure.

Entertainment with in the city
traffic light in school zone octavio salinas elementary school
For Councilwoman Melissa R. Cigarroa, to actually take interest in her district.
Please do something about traffic congestion.
No
healthcare access, cultural and recreational activities, public safety and policing, by focusing on these areas the City of Laredo can address the diverse need of its residents and create a thriving and inclusive community
N/A
truth is we need alternative roads toa make traffic flow better and faste
In district 4, there are several properties that belong to the City of Laredo (property signs), but people do not know how to access the city to buy them.
na
none
would like to see a uplift on street and light
Council members and community leaders should work together to develop different areas of the city regardless of the district (the need is the key). They only fight among each other and create division, throwing taxpayers money on individual pet projects (wasteful spending...
council members need to get to know how city depts. operate and the needs of each
NO
None
The City should join forces with other Government entity to do project that will help the most in need.
make politics and government personnel more accessible to talk to
Stop developing residential areas around commercial building and industrial areas. Hinder commercial progress and create traffic issues for residential owners.
There are many people homeless they need more help from the City
Parks

quisiera tener mas informacion a cerca de como obtener una casa nueva, ya que tengo una nina de nececides especiales y un adulto mayor viviendo en una casa movil que necesita muchas reparaciones y solo soy yo Madre soltera de apoyo para ellas. Gracias por su apoyo e informacion.
planten mas arboles, pongan mas areas verdes, pidan a los establecimientos que pongan mas arboles ya que estan quitando area verde para que ellos pongan sus locales.
Si, faltamantenimiento a las areas comunes, pavimentacion, hay mas baches que pavimento, seguridad, International Bulevard parece pista de carreras y la policia solo dice, no podemos hacer nada, nos falta personal y esto es parte de los problemas solamente
Mayor luz pÃºblica en las calles
No ya serÃa todo
MÃ¡s ayudas a las personas mayores
MÃ¡s atenciÃ³n en la calle para los indigentes
Dar las gracias por los apoyos existentes

Control de horarios y volumen en festejos o reuniones al escuchar musica todos los dias de la semana.
presupuestos aumeto
mas seÃ±alizaciones de trafico
Que no gasten en proyectos que no son necesarios y no los otorgen a sus amigos.

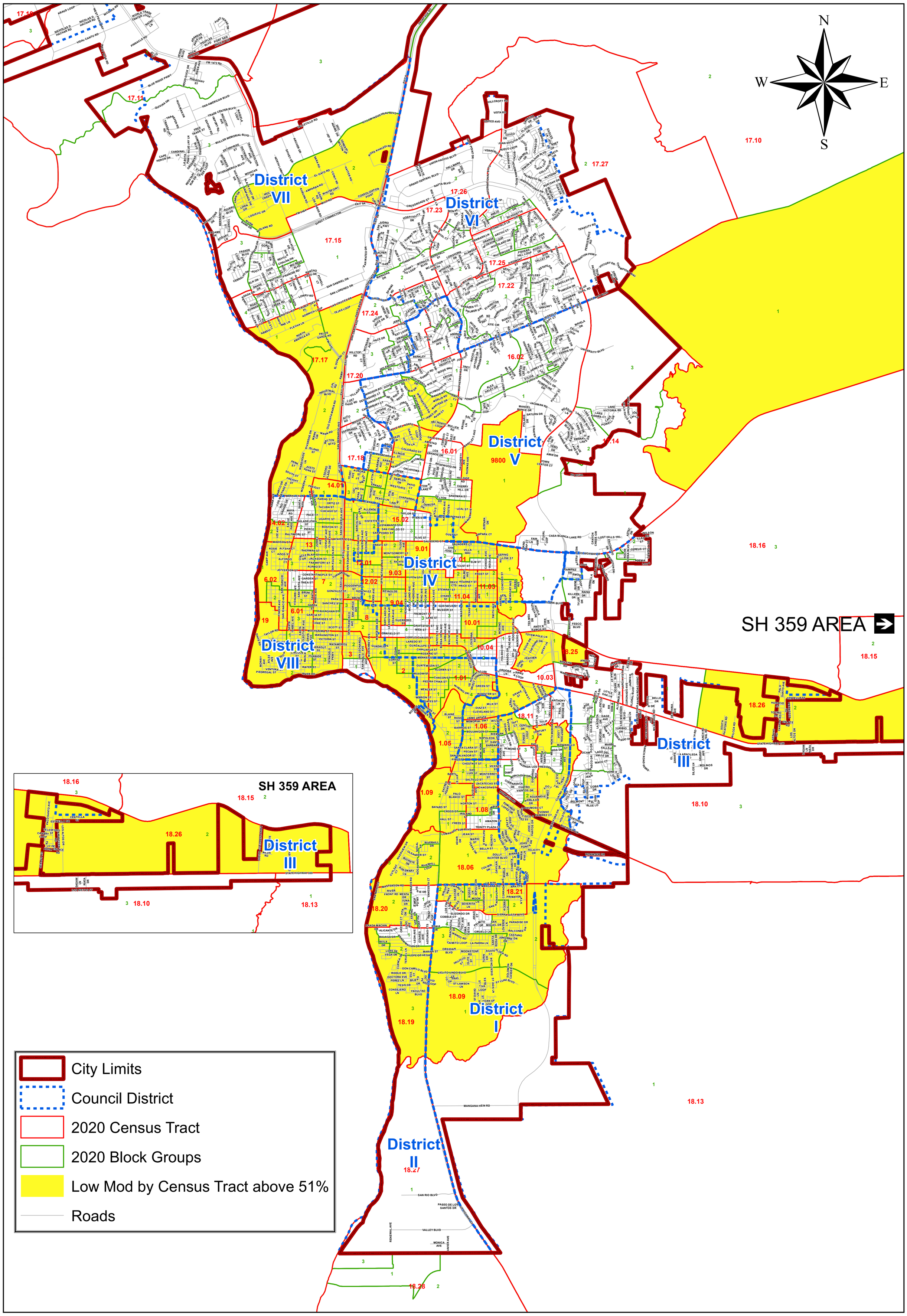
APPENDIX E

CDBG MAP

CITY OF LAREDO

Census 2020 Population: 255,205

Community Block Grant Map



City of Laredo Planning Department
1413 Houston Street
Laredo, Texas 78040

DISCLAIMER
The information provided in this map submited to, gathered by and/or developed by the City of Laredo from various sources. Geographic Information has a high probability of becoming outdated from the time it is collected and therefore, at-presentground conditions should be assessed to determine the accuracy of provided information. The city of Laredo assumes no liability for any decisions made or actions taken or no taken by the user of this data in reliance upon any data furnished herewith. The use of this data indicates your unconditional acceptance of all risks associated with the use of this data.

Author: Alexis Rodriguez

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APPENDIX F

ESG WRITTEN STANDARDS

CITY OF LAREDO
COMMUNITY DEVELOPMENT DEPARTMENT

EMERGENCY SOLUTION GRANT (ESG)
WRITTEN STANDARDS

WRITTEN STANDARDS FOR PROVISION OF ESG ASSISTANCE

The City has developed written standards for the provision of ESG assistance which include policies and procedures for evaluating each individual or family's eligibility to obtain ESG assistance. The Emergency Solutions Grants program written standards serve as a guide in administering the City's ESG Funds. While ESG regulations 24 CFR Part 576, as amended, are clear regarding eligible program uses, the City has the discretion of identifying how program funds can best be utilized based on the needs of the homeless in the community. The City will continue to refine its written standards as the community adapts and further develops strategies for targeting resources and as new best practices are established.

The written standards were developed using information obtained from the various service providers in the community who presented their views on how the program could best serve the homeless population within the community and through consultation with the Continuum of Care. These standards include client eligibility requirements including the number and types of risk factors that will be used to determine those that are most in need of assistance. The standards also discuss coordination of services, prioritization of homelessness prevention and rapid re-housing services, the limits on services such as the amounts, length of participation in the program, and the number of times an applicant can receive services within the 3-year period limitation.

INCOME ELIGIBILITY REQUIREMENTS

At the initial assistance and at the time of re-evaluation, households applying for/receiving homelessness prevention assistance must have an annual income below 30 percent of median family income for the area based on household size (AMI), and as updated annually by HUD. Individuals and/or families who meet the definition of homeless in 24 CFR 576.2 paragraphs 1 or 4 and live in an emergency shelter or other placed described in paragraph 1 of the homeless definition, are not required to meet an income threshold at initial evaluation but incomes must be at or below 30 percent of AMI at the time of re-evaluation.

The most recent table of income limits is available on the Internet at:

http://www.huduser.org/datasets/il.html.

Certain rules and requirements apply in determining income as well as eligibility:

1. The ESG Program regulations require that income of all qualifying family and/or household members be included in the determination of income, as may be applicable. The applicant's income must not exceed 30% of the Housing Area Median Family Income (HAMFI).

2. The City or sub-recipient program staff must ensure the applicant's income meets low-income criteria within thirty (30) days prior to the time of the ESG application.

3. Staff must consider anticipated income in determining eligibility. To do so, a "snapshot" of the household's current circumstance is used to project future income, whether or not it is clear that the type of income received will continue in the coming year.

Recipients and/or sub-recipients will determine income eligibility of ESG applicants by examining source documents. The client must sign a General Release Form which will be notarized to allow staff to verify employment, income, and any other information required to process application.

In order to determine total applicable household income the documents noted below will be requested and updated, as necessary, for each qualifying individual who resides within the household to be assisted. The report of income determination will be documented on the application.

1. Last thirty (30) days of current employment payment stubs.
    a. Should overtime be reflected in the last thirty days of check stubs submitted, the last three (3) months of checks stubs will be needed.
    b. Should overtime in the last three (3) months prove to be sporadic, the overtime will not be used to calculate the household's income.
    c. Should overtime in the last three (3) months prove to be constant, the overtime will be used to calculate the household's income.

2. Self-employed households must:
    a. Submit a Profit and Loss Quarterly Report from a book keeper or accountant
    b. Submit a Profit and Loss report for the last thirty (30) days from a book keeper or accountant.
    c. If odd jobs were performed, invoices and receipts from the customers need to be submitted as well.

3. Verification of Employment Forms

4. Agency Assistance Statements including but not limited to:

    A. Social Security Benefits
    B. Disability Benefits
    C. Unemployment Compensation
    D. Retirement funds
    E. Pension
    F. Worker's Compensation
    G. Child Support

    * If child support was court-ordered but has not been paid, proof must be submitted.

5. Other Applicable Income Sources

6. If the individual has no income or is paid in cash and has no way of obtaining income verification from the employer, then a Declaration of Income form may be used, but only as a last measure for obtaining verification of income.

COORDINATION OF SERVICES

There are two important factors in the coordination of services. The first being helping individuals/families define and realize their goals to end homelessness and obtain permanent housing. The second part involves coordinating with service providers to become more aware of what assistance is offered and what funding is available. The service agency receiving ESG funds will work collaboratively with the individual/ family and other support providers to design a plan that will assist them to stabilize. This will involve advocating on behalf of the individual/family and working with a network of supports to enable them to increase skills or obtain the services necessary to achieve independent living. ESG funds may be utilized to pay for the costs of assessing, arranging, coordinating, and monitoring the delivery of individualized services to facilitate housing stability for a program participant who resides in permanent housing or to assist a program participant in overcoming immediate barriers to obtaining housing. This assistance cannot exceed 30 days during the period the program participant is seeking permanent housing and cannot exceed 6 months during the period the program participant is living in permanent housing.

Component services will consist of:

(A) Using the centralized system to evaluate individuals and families applying for or receiving homelessness prevention or rapid re-housing assistance;
(B) Conducting the initial evaluation required under § 576.401(a), including verifying and documenting eligibility, for individuals and families applying for homelessness prevention or rapid re-housing assistance;
(C) Counseling;
(D) Developing, securing, and coordinating services and obtaining Federal, State, and local benefits;
(E) Monitoring and evaluating program participant progress;
(F) Providing information and referrals to other providers;
(G) Developing an individualized housing and service plan, including planning a path to permanent housing stability; and
(H) Conducting re-evaluations required under § 576.401(b).

PRIORTIZATION OF HOMELESSNESS PREVENTION AND RAPID RE-HOUSING SERVICES

Homelessness Prevention

ESG Homelessness Prevention assistance funds may be used to provide housing relocation and stabilization services and short and/or medium term rental assistance up to 6 months including rental arrears when necessary to prevent an individual or family from moving into an emergency shelter or another place as described in the "homeless" definition. Homelessness prevention may be provided to individuals and families who meet the criteria under "at risk of homeless" and have an annual income below 30 percent of median family income for the area, as determined by HUD. The costs of homelessness prevention are only eligible to the extent that the assistance is necessary to help the program participant regain stability in the program participant's current permanent housing or move into other permanent housing and achieve stability in that housing.

Homeless Discharge Coordination

The City of Laredo continues to coordinate with other nonprofits to assisting low-income persons being discharged from publicly funded institutions or systems of care. Through this the City, partner agencies and providers refer eligible individuals that are exiting an institution and/or are at risk individuals of homelessness to sub-recipients providing Homeless Prevention Services. All participating providers and agencies are advised that Homelessness Prevention funds are available for the services mentioned above.

Rapid Re-Housing

ESG funds may be used to provide housing relocation and stabilization services and short- and/or medium-term rental assistance for up to 6 months to help a homeless individual or family move as quickly as possible into permanent housing and achieve stability in that housing. This assistance, referred to as rapid re-housing assistance, may be provided to program participants who meet the criteria of the ''homeless'' definition or who meet the criteria of the ''homeless'' definition and live in an emergency shelter or other place as describe in the ''homeless'' definition.

Participant Eligibility for HP &RRH

All participants must lack sufficient resources or support networks to retain housing without ESG or CoC assistance. Individuals & families assisted under ESG are required to have annual incomes at or below 30% of the area median at annual assessment.

Eligible Activities for HP and RRH:

- Housing Relocation & Stabilization Services:
- Moving Costs; No Limits
- Rent Application Fees;
- Security Deposits;
- Last Month's Rent;
- Utility Deposits;
- Utility Payments (ESG only);
- Housing Search/Placement;
- Housing Stability Case Management;
- Mediation and Legal Services;
- Credit Repair/Budgeting/Money Managemen

Street Outreach

Essential Services necessary to reach out to unsheltered homeless individuals and families, connect them with emergency shelter, housing, or critical services, and provide them with urgent, non-facility-based care. Component services generally consist of engagement, case management, emergency health and mental health services, and transportation. For specific requirements and eligible costs, see 24 CFR 576.101.

Emergency Shelter

- Essential Services for individuals and families in emergency shelter. Component services generally consist of case management, child care, education services, employment assistance and job training,

outpatient health services, life skills training, mental health services, substance abuse treatment services, and transportation.

- Shelter Operations, including maintenance, rent, security, fuel, equipment, insurance, utilities, and furnishings.

For specific requirements and eligible costs, see 24 CFR 576.102.

HMIS

Grant funds may be used for certain Homeless Management Information System (HMIS) and comparable database costs, as specified at 24 CFR 576.107.

LIMITS ON RENT SHARE AND UTILITY COSTS

The City's ESG program will be administered in compliance with 24 CFR 576, interim rule, with the exception that the City has the discretion to set a cap on the amount or percentage of rental assistance that a program participant may receive, and may also require program participants to share in the costs of rent and utilities.

If at any time during the program participant's term of assistance they are employed, obtain employment, or receive some type of financial income or benefit, they will as determined to be possible be encourage to pay increasing amounts of their income towards their rent and utilities until they exit the program based on need.

HOW LONG A PROGRAM PARTICIPANT WILL BE PROVIDED RENTAL ASSISTANCE AND ADJUSTMENT OVER TIME

The City has the option to set a maximum length of time that an individual/family may participate and receive assistance under the program. The City will provide no more than 6 months of assistance for a program participant including rent in arrears.

STANDARD FOR DETERMINING TYPE, AMOUNT, AND DURATION OF HOUSING ASSISTANCE: MAXIMUM AMOUNT; MAXIMUM NUMBER OF MONTHS; MAXIMUM NUMBER OF TIMES

Housing relocation and stabilization services.

(a) *Financial assistance costs.* Subject to the general conditions under 24 CFR § 576.103 and § 576.104, ESG funds may be used to pay housing owners, utility companies, and other third parties for the following costs:

(1) *Rental application fees.* ESG funds may pay for the rental housing application fee that is charged by the owner to all applicants.

(2) *Security deposits.* ESG funds may pay for a security deposit that is equal to no more than 2 months' rent.

(3) *Last month's rent.* If necessary to obtain housing for a program participant, the last month's rent may be paid from ESG funds to the owner of that housing at the time the owner is paid the security deposit and the first month's rent. This assistance must not exceed one month's rent and must be included in calculating the program participant's total rental assistance, which cannot exceed 6 months during any 3-year period.

(4) *Utility deposits.* ESG funds may pay for a standard utility deposit required by the utility company for all customers for the utilities listed in paragraph (5) of this section.

(5) *Utility payments.* ESG funds may pay for up to a total of 6 months of utility payments per program participant, per service, including utility payments in arrears, per service.

A partial payment of a utility bill counts as one month. This assistance may only be provided if the program participant or a member of the same household has an account in his or her name with a utility company or proof of responsibility to make utility payments.

Eligible utility services are gas, electric, water, and sewage. No program participant shall receive more than 6 months of utility assistance within any 3-year period nor receive assistance more than once within a 12 month period.

Staff will ensure that timely and accurate HMIS data is kept on each program participant to ensure that that those assisted do not receive more than 6 months of assistance including rent and utilities in arrears within any 3-year period and that they receive assistance only once every 12 months.

(6) *Moving costs.* ESG funds may pay for moving costs, such as truck rental or hiring a moving company. This assistance may include payment of temporary storage fees for up to 3 months, provided that the fees are accrued after the date the program participant begins receiving assistance under paragraph (b) of this section and before the program participant moves into permanent housing. Payment of temporary storage fees in arrears is not eligible.

Short-term and medium-term rental assistance.

(a) *General provisions.* Subject to the general conditions under § 576.103 and § 576.104, the recipient or subrecipient may provide a program participant with up to 6 months of rental assistance during any 3-year period. This assistance may be short-term rental assistance, medium-term rental assistance, payment of rental arrears, or any combination of this assistance.

(1) Short-term rental assistance is assistance for up to 3 months of rent.

(2) Medium-term rental assistance is assistance for more than 3 months but not more than 6 months of rent.

(3) Payment of rental arrears consists of a one-time payment for up to 2 months of rent in arrears, including any late fees on those arrears.

(4) Rental assistance is tenant-based and program participants must live within the City of Laredo limits.

(b) *Use with other subsidies.* Except for a one-time payment of rental arrears on the tenant's portion of the rental payment, rental assistance cannot be provided to a program participant who is receiving tenant-based rental assistance, or living in a housing unit receiving project-based rental assistance or operating assistance, through other public sources. Rental assistance may not be provided to a program participant who has been provided with replacement housing payments under the URA during the period of time covered by the URA payments.

(c) *Rent restrictions.*

(1) Rental assistance cannot be provided unless the rent does not exceed the Fair Market Rent established by HUD, as provided under 24 CFR part 888, and complies with HUD's standard of rent reasonableness, as established under 24 CFR 982.507.

(2) For purposes of calculating rent under this section, the rent shall equal the sum of the total

monthly rent for the unit, any fees required for occupancy under the lease (other than late fees and pet fees) and, if the tenant pays separately for utilities, the monthly allowance for utilities (excluding telephone) established by the public housing authority for the area in which the housing is located.

Prioritization / Diversion / Referral:

When appropriate, based on the individual's needs and wishes, the provision of or referral to Homelessness Prevention (HP) or Rapid Rehousing (RRH) services that can quickly assist individuals to maintain or obtain safe, permanent housing shall be prioritized over the provision of Emergency Shelter (ES) or Transitional Housing (TH) services. ESG and/or CoC Programfunded RRH and ESG Prevention projects must serve participants referred from the local Coordinated Entry System, which prioritizes the following characteristics:

- Households with the highest service needs
- Households with the longest history of homelessness
- Households sleeping in an unsheltered location

Coordinated Entry System

ESG sub-recipients are required to participate in the Laredo-Webb County coordinated entry system in order to initially assess the eligibility and needs of each individual or family who seeks homeless assistance or homelessness prevention assistance.

- Reduce the burden on households experiencing a housing crisis
- Identify the most appropriate housing resource to facilitate a rapid and permanent exit from homelessness
- Prioritize the most vulnerable households with the longest time homeless for housing resources
- Collect system-wide data to inform necessary shifts in resources, identify gaps, and enable data-driven decision making at the CoC, organizational and project levels.

Reporting Requirements

All agencies requesting Emergency Solutions Grant (ESG) funds are required to provide a certification letter stating that the agency has a software program that is compatible with HUD's Sage HMIS Reporting Repository (Sage). Funding is contingent on the software compatibility and its availability to create reports. In addition, the City will request a test report from the agency's software to confirm the compatibility. The agency must also ensure that the personnel are accurately reporting the homeless populations being served.

The City of Laredo will conduct on-site monitoring visits to provide training and require the sub-recipients to run a test report to ensure all data is being collected accurately and software is compatible.

On-site visits will be scheduled as follows:

- 1st year sub-recipients: Will be required to host on site monitoring visits and run a test of the Sage report on a quarterly basis.
- 2nd year sub-recipients: Will be required to host on site monitoring visits and run a test of the Sage report on a bi-annual basis.
- 3rd year sub-recipients and older: Will be required to submit the Sage report on an annual basis.

(NOTE: Requirements are subject to change depending on compliance with reporting tool.)

During the required on-site monitoring visits, City staff will review the sub-recipient's intake process. The City will make suggestions regarding changes that the City may consider appropriate to improve the agencies' intake process. After the visit, the City will detail all deficiencies and provide suggestions and/or new requirements in a letter addressed to the agency's leader (Executive Director, President, etc.), giving the agency a timeline to abide to the changes, if any. Failure to comply with the required changes in a timely manner may result in termination of funding.

It is also required for all new sub-recipients' to be awarded ESG funding to attend a mandatory training regarding the creation of reports to be submitted to the City of Laredo (e.g. Sage, request for payments, etc.).

Sub recipients are strongly encouraged to visit the following site for additional information.

Sage Guidance for ESG Subrecipients Webinar :

https://www.hudexchange.info/trainings/courses/sage-guidance-for-esg-subrecipients-webinar/2193/

APPENDIX G

CITIZEN PARTICIPATION PLAN



City of Laredo, Texas

Citizen Participation Plan

AMENDED DECEMBER 2024

CITY OF LAREDO

CITIZEN PARTICIPATION PLAN

The City of Laredo is identified as an Entitlement City by the U.S. Department of Housing and Urban Development (HUD), and consequently, receives funding annually through the Community Development Block Grant (CDBG), the HOME Investment Partnership Program and the Emergency Shelter/Solutions Grant (ESG). The amount of each CDBG, HOME, and ESG entitlement is determined by statutory formula. Within the statutory constraints of each of the HUD programs, the City of Laredo is able to develop its own programs and funding priorities.

It is the policy of City of Laredo to ensure adequate citizen involvement in the planning, implementation, and evaluation of its housing and community development programs. The City of Laredo has developed this Citizen Participation Plan in an effort to encourage citizen participation for its HUD programs, specifically in the Assessment of Fair Housing, Consolidated Plan, Annual Action Plan and Consolidated Annual Performance and Evaluation Report.

In application for funding through these programs, the City of Laredo is required to develop and submit to the U.S. Department of Housing and Urban Development, Assessment of Fair Housing, Consolidated Plan, Annual Action Plan which identifies the housing and non-housing funding priorities of the community and the specific activities to be carried out with CDBG, HOME, and ESG funds. In developing the Assessment of Fair Housing, Consolidated Plan, Annual Action Plan, the City is charged with the responsibility of consulting with local citizens, community service organizations, and others as applicable in assessing needs and determining the best use of program funds.

The City of Laredo has amended its Citizen Participation Plan to adhere with 24 CFR Part 91.105 (pertaining to the Consolidated Submission for Community Planning and Development Programs) and 24 CFR Part 5 (the grantee's obligation to Affirmatively Further Fair Housing (AFFH)). Also, in accordance with 24 CFR Part 91.103 (3), the City will provide this Plan in a format that is accessible to persons with disabilities, upon request. The City's policies and procedures to encourage and allow for citizen participation in the development and submission of the Assessment of Fair Housing, Consolidated Plan, Annual Action Plan, any substantial amendments to the plans and the performance report.

I. ENCOURAGEMENT OF CITIZEN PARTICIPATION

A. The City of Laredo shall take appropriate action to encourage the participation of all its citizens in the development of the Assessment of Fair Housing, Consolidated Plan, Annual Action Plan, and any substantial amendments to the plans, and on the performance report.

B. Particular emphasis will be placed on encouraging the participation of protected classes, low-and moderate-income persons, and particularly those living in slum and blighted areas and in areas where CDBG funds are proposed to be used. The City of Laredo will take whatever action is appropriate in the encouragement of the participation of all its citizens, including minorities and non-English speaking persons as well as persons with disabilities.

   Consultations, direct mailings/emails and/or other contact will be made with local and regional organizations that serve those in protected classes, or that provide assisted housing, health services, and social services, including those focusing on services to children, elderly persons, persons with disabilities, persons with HIV/AIDS and their families, and homeless persons.

C. The City shall encourage, in conjunction with consultation with the Laredo Housing Authority, the participation of residents of public and assisted housing developments, in the process of developing and implementing the Assessment of Fair Housing, Consolidated Plan, Annual Action Plan, along with other low-income residents of targeted revitalization areas in which the developments are located. During the consultation process, coordinated emphasis will be made to achieve comprehensive community development goals and ensure strategies and actions are taken to affirmatively further fair housing. Moreover, local and regional fair housing organizations and enforcement agencies will be consulted with.

D. The City shall provide citizens with a reasonable opportunity to comment on the development and submission of the Assessment of Fair Housing, Consolidated Plan, Annual Action Plan, any substantial amendments to the plans and the performance report. The citizen participation plan shall be in a format accessible to persons with disabilities, upon request.

E. In the event of a local or national emergency, the City will undertake other steps feasible in order to encourage citizen participation.

F. In the event of a local or national emergency, only if stated by HUD in each situation, ESG funds will not be subject to the citizen participation requirement. However, the City will publish on its website how the ESG funds will be utilized.

II. DEVELOPMENT OF THE ASSESSMENT OF FAIR HOUSING, CONSOLIDATED PLAN, ANNUAL ACTION PLAN

A. Before adopting the Assessment of Fair Housing, Consolidated Plan, Annual Action Plan, the City will make available to citizens, public agencies, and other interested parties information that includes the amount of assistance the City is expected to receive (including grant funds and program income) and the range of activities that may be undertaken, including the estimated amount that will benefit persons of low- and moderate income.

B. City staff charged with the responsibility of preparing the Assessment of Fair Housing, Consolidated Plan, Annual Action Plan will meet and request input from local citizens, service organizations, the Public Housing Authority, and other interested parties, when feasible, through:

1. Neighborhood meetings held in each of the City's regions (North, South, East, and West), will be schedules in a timely fashion to allow for sufficient time for preparation of the plan. Social Media sources and/or online platforms may be used when necessary.

2. At least one public hearing will be held at a location easily accessible to all, prior to the development of the plan in order to obtain the views of citizens on housing and community development needs, including priority non-housing community development needs. Social Media sources and/or online platforms may be used when necessary.

3. Scheduled meetings with service organizations, the Public Housing Authority, and others as necessary. Social Media sources and/or online platforms may be used when necessary.

In case of a local and/or national emergency, the City will undertake other feasible steps to encourage citizen participation. These steps could include but are not subject to or limited to:

1. Online live meetings such as City Council meetings and/or department organized meetings, through social media or other online platforms.

2. Availability of an office land line and/or City e-mail account.

3. Availability of a Community Needs Survey via de City of Laredo website

4. Availability of receiving oral and/or written comments at the City of Laredo Community Development Department physical office located at:
1301 Farragut, Transit Center Building, 3rd Floor, East Wing
Laredo, TX 78042

C. At the time the proposed plan is made available for public comment, a summary of the proposed Assessment of Fair Housing, Consolidated Plan, Annual Action Plan will be published in the Laredo Morning Times or other local newspaper which maintains the greatest circulation.

D. Paper copies of the complete Assessment of Fair Housing, Consolidated Plan, Annual Action Plan will be made available at City Offices and local libraries, for public review for a 30 day period. In case of a local and/or national emergency, the comment period is reduced to not less than 5 days or as directed by HUD in each situation.

Notice will be given through the Laredo Morning Times or other newspaper of greatest circulation; the Public Access Channel, and/or TV regarding the comment period.

E. A reasonable number of copies of the proposed Assessment of Fair Housing, Consolidated Plan, Annual Action Plan will be made available free of charge to citizens and groups who request it.

F. A public hearing noting the proposed activities to be carried out with CDBG, HOME, and ESG funds will be held before a request is made for City Council authorization to submit the Assessment of Fair Housing, Consolidated Plan, Annual Action Plan to HUD.

G. In preparing the final Assessment of Fair Housing, Consolidated Plan, Annual Action Plan, City staff will consider any comments or views of citizens received in writing or orally at public hearings/meetings. A summary of these comments or views, and a summary of any comments or views and the reasons therefore, shall be made part of the final Assessment of Fair Housing, Consolidated Plan, Annual Action Plan.

III. DISPLACEMENT OF PERSONS

The City of Laredo does not anticipate any displacement to occur as a result of any HUD funded activities. All programs will be carried out is such a manner as to safeguard that no displacement occurs. However, in the event that a project involving displacement is mandated in order to address a concern for the general public's health and welfare, the City will take the following steps:

A. A public hearing will be held to allow interested citizens an opportunity to comment on the proposed project and voice any concerns regarding possible relocation. Notice of the public hearing/meeting will be made as per the procedure noted in a separate section of the Citizen Participation Plan.

B. In the event that a project involving displacement is pursued, the Community Development or other City staff will contact each person/household/business in the project area and/or hold block meetings, depending on the project size; inform persons of the project and their rights under the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and respond to any questions or concerns.

C. Relocation assistance will be provided in adherence with the City's Project Relocation Plan and the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended.

IV. SUBSTANTIAL AMENDMENTS

In the event that substantial amendments to the Assessment of Fair Housing, Consolidated Plan and/or Annual Action Plan are found necessary a notice will be published by the same procedures indicated above for a thirty (30) day comment period and a public hearing. In case of a local and/or national emergency, the comment period is reduced to not less than 5 days or as directed by HUD in each situation. Any written or oral comments received will be considered and a summary will be attached to the substantial amendment of the Assessment of Fair Housing, Consolidated Plan/ and or Annual Action Plan.

A substantial amendment shall be defined as any one or more of the following:

1. A change in the fair housing goals in the Assessment of Fair Housing Plan,

2. Any addition or deletion of the established priorities or activities described in the Consolidated Plan/ and or Annual Action Plan,

3. Any change in the purpose, location or beneficiaries of an identified CDBG, HOME, HOME-ARP and ESG funds project or activity providing for the addition/deletion of a project including the purpose, scope, location or beneficiary of an activity,

4. A change in the scope of an activity, such that an increase or transfer in the funding of a previously disclosed CDBG, HOME, or HOME-ARP activity, if the additional allocation, increase or transfer equals or exceeds $750,000; for ESG activities when increase or transfer equals or exceeds $50,000. In case of a local and/or national emergency, the ESG allocation, increase or transfer must equal or exceed $500,000 to trigger a substantial amendment.

5. A change in allocation priorities or a change in the method of distribution of funds.

A. City staff will insure that citizens and interested groups have an opportunity to comment on any substantial amendments to the Assessment of Fair Housing, Consolidated Plan, Annual Action Plan.

1. Notice of the proposed substantial amendment and request for comment will be made through the Laredo Morning Times or other newspaper of greatest circulation.

2. Citizens will be provided a 30 day comment period to express views regarding the substantial amendment before the amendment is implemented. In case of a local and/or national emergency, the comment period is reduced to not less than 5 days or as directed by HUD in each situation. Copies of the substantial amendment will be made available at the Dept. of Community Development, the office of the City Secretary, and at the public library.

3. In preparing the substantial amendment, City staff will consider any comments or views of citizens received in writing or orally. Comments can be addressed to :

   Director:
   Department of Community Development
   1301 Farragut, Transit Center Building, 3rd Floor, East Wing
   Laredo, TX 78042

   Or be mailed to:
   P.O. Box 1276
   Laredo, TX 78042

4. A summary of these comments or views, and a summary of any comments or views not accepted and the reasons therefore, shall be made part of the substantial amendment to the Assessment of Fair Housing, Consolidated Plan, Annual Action Plan.

V. PERFORMANCE REPORTS

The City will also will prepare a performance report for submission to HUD on an annual basis which is due within ninety (90) days of the close of the program year. This report, called the Consolidated Annual Performance and Evaluation Report (CAPER), shall be made available at the Community Development Department, on the City's web page at *www.ci.laredo.tx.us,* and made available at public buildings for review by the public for no less than fifteen (15) days before the City submits the report to HUD.

A. Notice of each annual performance report and request for comment shall be made through the Laredo Morning Times or other newspaper of greatest circulation.

B. Citizens will be provided a 15 day comment period to express views regarding the performance report before the report is submitted to the U.S. Department of Housing and Urban Development. Copies of the performance report will be made available at the Department of Community Development, at the office of the City Secretary, and at the Laredo Public Library.

B. In preparing the performance report, City staff shall consider any comments or views of citizens received in writing or orally. Comments can be addressed to:

   Director
   Department of Community Development
   1301 Farragut, Transit Center Building, 3rd Floor, East Wing
   Laredo, TX 78042

Or be mailed to:
P.O. Box 1276
Laredo, TX 78042

VI. PUBLIC HEARINGS/MEETINGS

Public hearings will be held at least twice per year at key stages of the process to obtain the public's views and to provide the public, to the greatest extent possible, with responses to their questions and comments. The City holds public hearings to obtain input regarding community needs during the development of the Assessment of Fair Housing and Consolidated Plan; to review proposed uses of the funds in each Annual Action Plan; and to review program performance in the Consolidated Annual Performance and Evaluation Report.

The City will hold at least two public hearings prior to the submission of the Assessment of Fair Housing, Consolidated Plan and/or Annual Action Plan to HUD.

The initial public hearing will be held before the Assessment of Fair Housing, Consolidated Plan and/or Annual Action Plan is published for comment. This will be both an informational session and an opportunity for citizens to comment on the housing and community development needs in the City.

In case of a local and/or national emergency, only one public hearing for amendments will be conducted to expedite the process.

Citizens will be provided with reasonable and timely access to local meetings, information, and records relating to the Assessment of Fair Housing and Consolidated Plan, and Annual Action Plan, with the City's proposed and actual use of Community Development Block Grant, HOME Investment Partnerships Program, HOME-ARP and Emergency Shelter/Solutions Grant funds, through the following actions:

A. Schedule of Public Hearings/Meetings

1. The City will hold at least 2 public hearings each fiscal year to obtain citizens' views and to respond to proposals and questions to be conducted at a minimum of two different stages of the program year. In case of a local and/or national emergency, only one public hearing will be conducted to expedite the process. The hearings shall address:
    a. Housing and community development needs. In order for the City to obtain views of citizens on housing and community development needs, including priority non-housing community development needs, the at least one of these hearings must be held before the proposed Assessment of Fair Housing, Consolidated Plan, Annual Action Plan is published for comment.
    b. Development of proposed projects, and
    c. Review of program performance.

2. If a hearing is scheduled as part of a City Council meeting, a notice of the public hearing will be included in the City Council agenda which will also be posted by the City Secretary 72 hours prior to the meeting date.

3. When feasible, public hearings will be held at times and location convenient to potential and actual beneficiaries, and with accommodation for persons with disabilities.

   a. The City will insure that meeting locations are centrally located, accessible by both private and public transportation, and present no barriers to persons with disabilities.
   b. Upon timely notice (at least 72 hours), City staff will make special arrangements for persons who are hearing impaired or have a special need.
   c. The City shall ensure that non-English speaking residents be presented with an opportunity to participate and comment in public hearings by conducting, upon request, the hearing in Spanish.

4. Additional public hearings can and will be held upon the request of City Council and/or concerned citizen requests to City Council.

5. When feasible, the City shall ensure that public meetings be held in neighborhoods that are in CDBG target areas in order to obtain citizen's views and to respond to proposals and questions.

6. Advertisement of public meetings shall be made both in English and Spanish in order to afford non-English speakers an opportunity to be aware of public meetings. When feasible, advertisements will be in the local newspaper of greatest circulation at least 2 weeks prior to the date of the meeting in order to provide timely notice to neighborhood residents. In case of a local and/or national emergency, a notification of no less than three days will be provided to neighborhood residents in order to expedite the process.

7. As appropriate, press releases will be issued through TV, to announce special scheduled meetings.

8. As appropriate, flyers noting a neighborhood meeting's purpose and scheduled time shall be distributed at locations frequented by affected residents (i.e. neighborhood schools, recreation centers, housing authority, etc…)

9. The Public Access Channel shall be utilized to broadcast information about the Assessment of Fair Housing, Consolidated Plan and Annual Action Plan meetings, etc… in both English and Spanish.

B. When feasible, the intended use of the Community Development Block Grant Program, the HOME Investment Partnership Program, and the Emergency

Shelter/Solutions Grant and other applicable HUD program funds will be publicized by and through:

1. Public Hearing. Prior to the request by staff that City Council approve the proposed Consolidated Plan, a hearing will be held, and the specific projects proposed to be carried out will be identified.

2. Neighborhood meetings. Residents will be encouraged to attend and learn of the proposed and ongoing activities of the City, including the projects/programs funded and proposed to be funded through CDBG, HOME, HOME-ARP and ESG programs, at neighborhood meetings held prior to the start of the fiscal year.

3. City Council Budget Hearings. Proposed CDBG, ESG, HOME-ARP and HOME budgets are discussed at City Council Budget Hearings, which are held approximately 60 days prior to the start of the new fiscal year. They are open to the public.

C. In case of a local and/or national emergency, or in the case where health authorities recommend social distancing and/or limit public gatherings for public health reasons, the City will undertake other feasible steps to conduct a public hearing and/or meeting. These steps could include but are not subject to or limited to:

    1. Online live (real-time) public hearings and/or meetings such as City Council meetings and/or department organized meetings, through social media or other online platforms.

    2. Hosting only one public hearing at a City Council meeting and conducting a motion to approve the emergency item after the public hearing is closed if no substantial comments are received during the public hearing on that same day.

If online hearings and/or meetings are conducted, real-time responses and accommodations for persons with disabilities and/or with limited English proficiency will be made available to the greatest extent possible.

VII. PUBLIC COMMENT/AVAILIBILITY TO THE PUBLIC

The draft Assessment of Fair Housing, Consolidated Plan and/or Annual Action Plan will be made available for public comment for a minimum of thirty (30) days. In case of a local and/or national emergency, the comment period is reduced to not less than 5 days or as directed by HUD in each situation. A notice of the public comment period, the locations where the plan is available for review, and a summary of the plan will be published in a newspaper of general circulation and will also be posted at the City Office Building and in other places frequented by the public, especially low- and moderate-income persons and persons benefiting from or affected by proposed CDBG activities. The notice of the public comment period, as well as the draft, will be posted on the City's website at *www.ci.laredo.tx.us*. Additionally, direct outreach to local and

regional organizations that serve those in protected classes, assisted housing providers, public housing agencies, social service agencies, and advocacy groups, as well as their beneficiaries, will be utilized to broaden the efforts to notify all.
A reasonable number of free copies of the plan will be available upon request by calling or visiting the City's Community Development Department during regular business hours. During the comment period, at least one public hearing will be held. In case of a local and/or national emergency, the public hearing does not need to be held during the comment period; it can be held after the comment period is over.

A summary of the written and/or oral comments and the response to those comments will be included in the Assessment of Fair Housing, Consolidated Plan and/or Annual Action Plan.

A. Plan Approval:
The draft Assessment of Fair Housing, Consolidated Plan and/or Annual Action Plan will be presented to the City Council for approval before it is submitted to HUD. The presentations will be made during regularly scheduled Board meetings which are open public meetings and broadcast live.

B. Substantial Amendments Approval: In case of a local and/or national emergency, a public hearing followed by an approval motion for submission to HUD will occur on the same day during the City Council meeting

City Council meetings will be aired through the Public Access Channel for the purpose of allowing all residents of the community to be informed of City Council Action.

1. The Assessment of Fair Housing, Consolidated Plan, and Annual Action Plan, as adopted, substantial amendments, and the annual performance report, shall be available to the public, including the availability of materials in a form accessible to persons with disabilities, upon request, at the offices of the Department of Community Development.

2. It is the City's policy that all information required to be made public by the Texas Open Records Act, be made available for public review in accordance with Chapter 552 of the Texas Government Code. The City of Laredo will provide citizens, public agencies, and other interested parties with reasonable and timely access to information and records relating to the City's Assessment of Fair Housing, Consolidated Plan, Annual Action Plan, and the City's use of assistance under the programs covered by 24 CFR 91 during the preceding 5 years.

IX. TECHNICAL ASSISTANCE

Technical Assistance shall be provided to groups representing persons of low and moderate income that request assistance in developing proposals, be it for CDBG, HOME , ESG or other projects covered under the Assessment of Fair Housing, Consolidated Plan and Annual Action Plan.

A City staff shall meet with group representatives informally as well as formally, to discuss program needs and provide guidance as applicable.

B. City staff shall coordinate with other City Departments to ascertain information needed and/or requested by group representatives.

X. COMPLAINTS

A. The City of Laredo maintains an Open Door Policy and encourages citizens to express their needs and issues of concern. All grievances shall be addressed in a courteous and timely manner.

B. Oral complaints will be addressed by the staff person receiving the complaint. If the complaint is not addressed to the satisfaction of the complainant, then the concern will be referred to the staff person's supervisor. If the complainant is still not satisfied, then the concern will be addressed by the Community Development Director. The nature of the complaint will be documented for further reference in the 311 Customer Service system or other complaint documentation system, as appropriate.

C. Written complaints will be addressed through a formal written response for the Assessment of Fair Housing, Consolidated Plan, and Annual Action Plan, any amendments and the Consolidated Annual Performance and Evaluation Report. Staff will respond to such complaints in writing within 15 working days after having received the complaint.

XI. NEEDS OF NON-ENGLISH SPEAKING RESIDENTS

City staff will accommodate the needs of non-English speaking residents to insure their participation. If non-English speaking or hearing impaired residents request assistance to participate in a public hearing, the City will make arrangements to have an interpreter present given reasonable advanced notice. Instructions for making such request will be outlined in the public notice.

A. Newspaper notices regarding all HUD funded activities administered by the City, substantial amendments, and performance reports will be published both in English and in Spanish.

B. Depending on the needs of the residents in attendance, staff will insure that public hearings are conducted in English and/or Spanish, as appropriate.

C. Public comments will be received both in English and in Spanish during City Council meetings where the Assessment of Fair Housing, Consolidated Plan, Annual Action Plan, substantial amendments, and the performance report are discussed.

XI. OTHER

A. The City of Laredo reserves the right to amend its Citizen Participation Plan as it relates to its HUD grants, as necessary, in order to meet the needs of citizens of the community and changes in program requirements.

B. Following City Council's approval of the amended Citizen Participation Plan, the City of Laredo is responsible for adhering, to the greatest extent feasible, to the citizen participation policies and procedures, as noted, in regard to the development and submission of the Assessment of Fair Housing, Consolidated Plan, Annual Action Plan, Substantial Amendments, and Performance Report.

C. In case of a local and/or national emergency, the City of Laredo will abide by the regulations provided by HUD and may utilize the waivers provided by HUD for each grant.

D. The Citizen Participation Plan, as amended, does not restrict the responsibility or authority of the jurisdiction for the development and execution of the Assessment of Fair Housing, Consolidated Plan, Annual Action Plan.

APPENDIX H

CITY COUNCIL MEETING – APPROVAL OF ACTION PLAN

(PENDING UNTIL JULY 21, 2025)

APPENDIX I

LETTER OF SUPPORT FROM TEXAS BALANCE OF STATE

CONTINUUM OF CARE

(PENDING AFTER 30 DAY COMMENT PERIOD)

APPENDIX J

ANNOUNCEMENT - SUBMISSION

OF PUBLIC COMMENTS

WE WANT TO HEAR FROM YOU!

TELL US WHAT YOUR COMMUNITY NEEDS ARE

The City of Laredo, Department of Community Development, will be conducting surveys and receiving public comments in order to give citizens an opportunity to express their housing and community development needs. We highly encourage you to fill out a Community Needs Survey or provide comments through any of the following methods:

★ Fill out a quick survey online through Survey Monkey at:

ENGLISH

ESPAÑOL

★ Call us at the City of Laredo Community Development Department at (956)795-2675

★ Write an e-mail to **cdcomments@ci.laredo.tx.us**

Estimated Grants

CDBG	HOME	ESG
$3,032,219	$957,640.68	$283,741

COMMUNITY DEVELOPMENT PROGRAMS CURRENTLY OFFERED

Housing Rehabilitation

Down Payment Assistance

Homeless Assistance

Rental Assistance

Affordable Housing

Code Enforcement



EQUAL HOUSING OPPORTUNITY

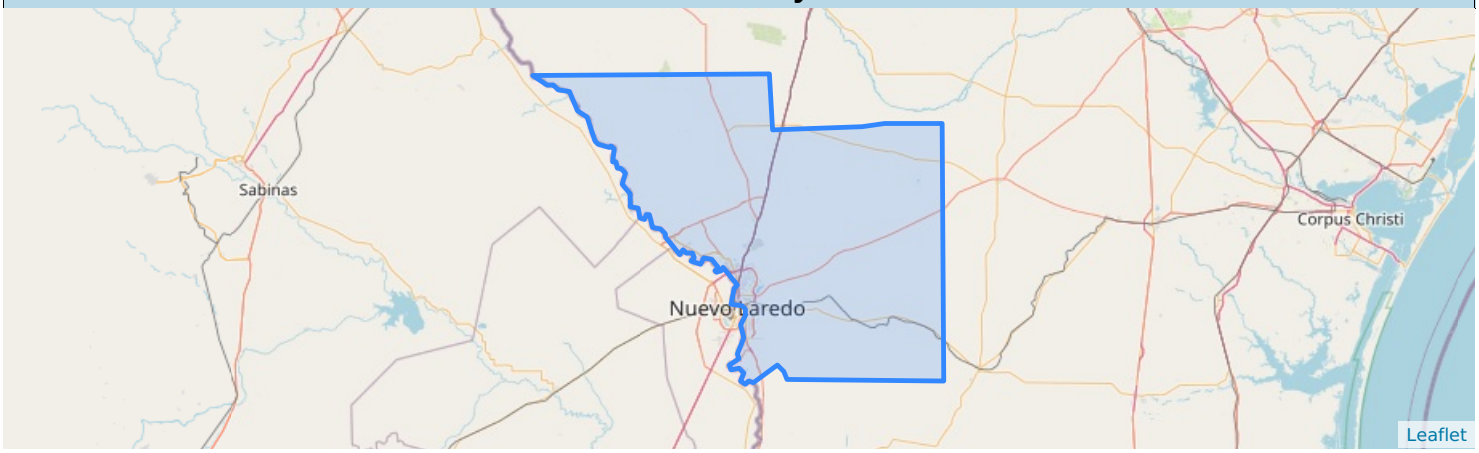
APPENDIX K

HIC AND PIT COUNT DATA

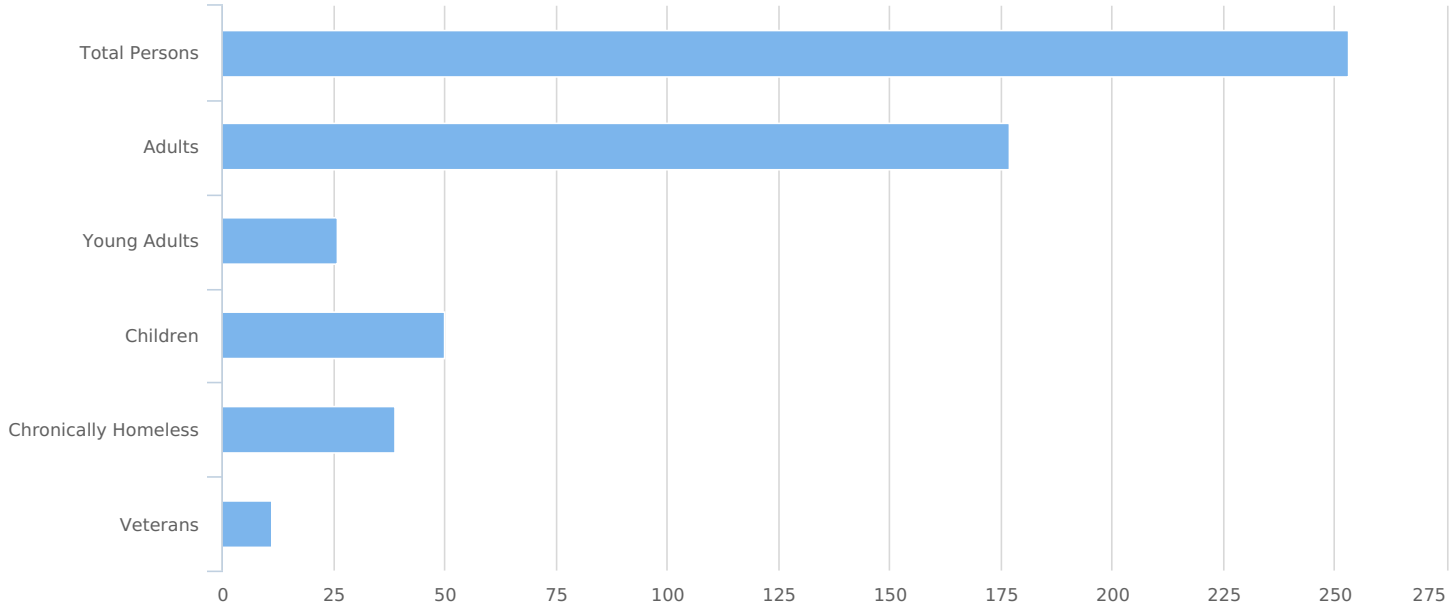
HUD Point in Time Report - Combined

Count:	**Texas Balance of State 2025 PIT Count**	Geography:	**Webb County**
Created by:	**Paredes,Ava**	Created on:	**02/27/2025 8:22 PM**

Summary

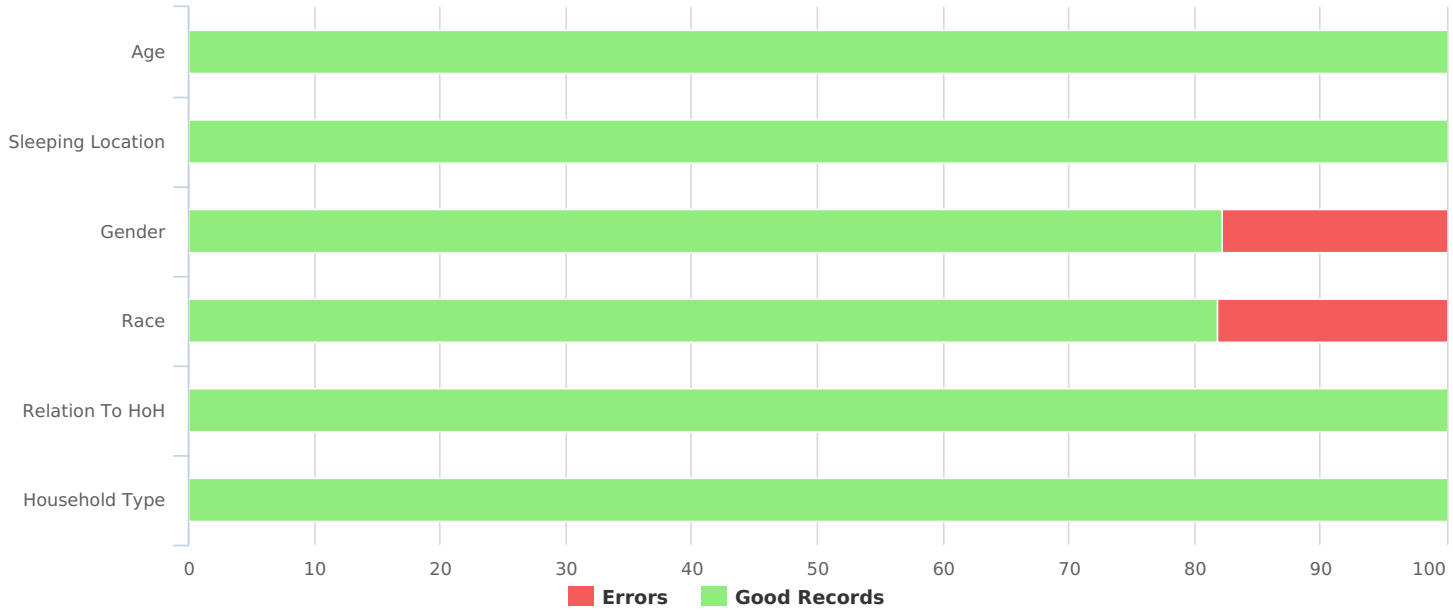


Total number of persons	253
Number of children (under age 18)	50
Number of youth (age 18 to 24)	26
Number of adults (age 25 to 34)	45
Number of adults (age 35 to 44)	31
Number of adults (age 45 to 54)	34
Number of adults (age 55 to 64)	46
Number of adults (age 65 or older)	21
Observed age 25 or older	0
Unknown Age	0
Chronically Homeless	39
Veterans	11



Data Quality Checks

Persons Missing Age Information	0
Persons Missing Sleeping Location	0
Persons Missing Gender	45
Persons Missing Race	46
Persons Missing Relation to HoH	0
Persons with Unknown Household Type	0



All Households

Households with at Least One Adult and One Child

Household and Person Breakdown

Total number of households	19
Total number of persons	81
Number of children (under age 18)	50
Number of youth (age 18 to 24)	10
Number of adults (age 25 to 34)	12
Number of adults (age 35 to 44)	5
Number of adults (age 45 to 54)	2
Number of adults (age 55 to 64)	0
Number of adults (age 65 or older)	2
Observed age 25 or older	0

Gender

Woman (Girl if child)	32
Man (Boy if child)	32
Culturally Specific Identity	0
Transgender	0
Non-Binary	0
Questioning	0
Different Identity	0
More Than One Gender	0

Of those that selected More Than One Gender, how many people reported gender identities that:

Includes Woman (Girl if child)	0
Includes Man (Boy if child)	0
Includes Culturally Specific Identity	0
Includes Transgender	0
Includes Non-Binary	0
Includes Questioning	0
Includes Different Identity	0

Race

American Indian, Alaska Native, or Indigenous	0
American Indian, Alaska Native, or Indigenous & Hispanic/Latina/e/o	0
Asian or Asian American	1
Asian or Asian American & Hispanic/Latina/e/o	0
Black, African American, or African	0
Black, African American, or African & Hispanic/Latina/e/o	0

Hispanic/Latina/e/o	61
Middle Eastern or North African	0
Middle Eastern or North African & Hispanic/Latina/e/o	0
Native Hawaiian or Pacific Islander	0
Native Hawaiian or Pacific Islander & Hispanic/Latina/e/o	0
White	0
White & Hispanic/Latina/e/o	2
Multi-Racial & Hispanic/Latina/e/o	0
Multiple Races (not Hispanic/Latina/e/o)	0

Chronically Homeless

Total number of households	0
Total number of persons	0

Households without Children

Household and Person Breakdown

Total number of households	172
Total number of persons	172
Number of youth (age 18 to 24)	16
Number of adults (age 25 to 34)	33
Number of adults (age 35 to 44)	26
Number of adults (age 45 to 54)	32
Number of adults (age 55 to 64)	46
Number of adults (age 65 or older)	19
Observed age 25 or older	0

Gender

Woman (Girl if child)	33
Man (Boy if child)	110
Culturally Specific Identity	0
Transgender	1
Non-Binary	0
Questioning	0
Different Identity	0
More Than One Gender	0

Of those that selected More Than One Gender, how many people reported gender identities that:

Includes Woman (Girl if child)	0
Includes Man (Boy if child)	0
Includes Culturally Specific Identity	0
Includes Transgender	0
Includes Non-Binary	0
Includes Questioning	0
Includes Different Identity	0

Race

American Indian, Alaska Native, or Indigenous	3
American Indian, Alaska Native, or Indigenous & Hispanic/Latina/e/o	0
Asian or Asian American	2
Asian or Asian American & Hispanic/Latina/e/o	0
Black, African American, or African	7
Black, African American, or African & Hispanic/Latina/e/o	0
Hispanic/Latina/e/o	98
Middle Eastern or North African	0
Middle Eastern or North African & Hispanic/Latina/e/o	0

Native Hawaiian or Pacific Islander	0
Native Hawaiian or Pacific Islander & Hispanic/Latina/e/o	0
White	20
White & Hispanic/Latina/e/o	12
Multi-Racial & Hispanic/Latina/e/o	0
Multiple Races (not Hispanic/Latina/e/o)	0

Chronically Homeless

Total number of persons	39

Households with Only Children

Household and Person Breakdown

Total number of households	0
Total number of children (persons under age 18)	0

Gender

Woman (Girl if child)	0
Man (Boy if child)	0
Culturally Specific Identity	0
Transgender	0
Non-Binary	0
Questioning	0
Different Identity	0
More Than One Gender	0

Of those that selected More Than One Gender, how many people reported gender identities that:

Includes Woman (Girl if child)	0
Includes Man (Boy if child)	0
Includes Culturally Specific Identity	0
Includes Transgender	0
Includes Non-Binary	0
Includes Questioning	0
Includes Different Identity	0

Race

American Indian, Alaska Native, or Indigenous	0
American Indian, Alaska Native, or Indigenous & Hispanic/Latina/e/o	0
Asian or Asian American	0
Asian or Asian American & Hispanic/Latina/e/o	0
Black, African American, or African	0
Black, African American, or African & Hispanic/Latina/e/o	0
Hispanic/Latina/e/o	0
Middle Eastern or North African	0
Middle Eastern or North African & Hispanic/Latina/e/o	0
Native Hawaiian or Pacific Islander	0
Native Hawaiian or Pacific Islander & Hispanic/Latina/e/o	0
White	0
White & Hispanic/Latina/e/o	0
Multi-Racial & Hispanic/Latina/e/o	0
Multiple Races (not Hispanic/Latina/e/o)	0

Chronically Homeless

286

Total number of persons	0

Veteran Households

Veteran Households with at Least One Adult and One Child

Household and Person Breakdown

Total number of households	0
Total number of persons	0
Total number of Veterans	0

Gender (Veterans Only)

Woman (Girl if child)	0
Man (Boy if child)	0
Culturally Specific Identity	0
Transgender	0
Non-Binary	0
Questioning	0
Different Identity	0
More Than One Gender	0
Of those that selected More Than One Gender, how many people reported gender identities that:	
Includes Woman (Girl if child)	0
Includes Man (Boy if child)	0
Includes Culturally Specific Identity	0
Includes Transgender	0
Includes Non-Binary	0
Includes Questioning	0
Includes Different Identity	0

Race (Veterans Only)

American Indian, Alaska Native, or Indigenous	0
American Indian, Alaska Native, or Indigenous & Hispanic/Latina/e/o	0
Asian or Asian American	0
Asian or Asian American & Hispanic/Latina/e/o	0
Black, African American, or African	0
Black, African American, or African & Hispanic/Latina/e/o	0
Hispanic/Latina/e/o	0
Middle Eastern or North African	0
Middle Eastern or North African & Hispanic/Latina/e/o	0
Native Hawaiian or Pacific Islander	0
Native Hawaiian or Pacific Islander & Hispanic/Latina/e/o	0
White	0
White & Hispanic/Latina/e/o	0

Multi-Racial & Hispanic/Latina/e/o	0
Multiple Races (not Hispanic/Latina/e/o)	0

Chronically Homeless

Total number of households	0
Total number of persons	0

Veteran Households without Children

Household and Person Breakdown

Total number of households	11
Total number of persons	11
Total Number of Veterans	11

Gender (Veterans Only)

Woman (Girl if child)	0
Man (Boy if child)	11
Culturally Specific Identity	0
Transgender	0
Non-Binary	0
Questioning	0
Different Identity	0
More Than One Gender	0

Of those that selected More Than One Gender, how many people reported gender identities that:

Includes Woman (Girl if child)	0
Includes Man (Boy if child)	0
Includes Culturally Specific Identity	0
Includes Transgender	0
Includes Non-Binary	0
Includes Questioning	0
Includes Different Identity	0

Race (Veterans Only)

American Indian, Alaska Native, or Indigenous	1
American Indian, Alaska Native, or Indigenous & Hispanic/Latina/e/o	0
Asian or Asian American	0
Asian or Asian American & Hispanic/Latina/e/o	0
Black, African American, or African	3
Black, African American, or African & Hispanic/Latina/e/o	0
Hispanic/Latina/e/o	2
Middle Eastern or North African	0
Middle Eastern or North African & Hispanic/Latina/e/o	0
Native Hawaiian or Pacific Islander	0
Native Hawaiian or Pacific Islander & Hispanic/Latina/e/o	0
White	4
White & Hispanic/Latina/e/o	1
Multi-Racial & Hispanic/Latina/e/o	0
Multiple Races (not Hispanic/Latina/e/o)	0

Chronically Homeless

Total number of households	5
Total number of persons	5

Youth Households

Unaccompanied Youth Households

Household and Person Breakdown

Total number of unaccompanied youth households	16
Total number of unaccompanied youth	16
Number of unaccompanied youth (under age 18)	0
Number of unaccompanied youth (age 18 to 24)	16

Gender

Woman (Girl if child)	4
Man (Boy if child)	11
Culturally Specific Identity	0
Transgender	1
Non-Binary	0
Questioning	0
Different Identity	0
More Than One Gender	0

Of those that selected More Than One Gender, how many people reported gender identities that:

Includes Woman (Girl if child)	0
Includes Man (Boy if child)	0
Includes Culturally Specific Identity	0
Includes Transgender	0
Includes Non-Binary	0
Includes Questioning	0
Includes Different Identity	0

Race

American Indian, Alaska Native, or Indigenous	1
American Indian, Alaska Native, or Indigenous & Hispanic/Latina/e/o	0
Asian or Asian American	0
Asian or Asian American & Hispanic/Latina/e/o	0
Black, African American, or African	0
Black, African American, or African & Hispanic/Latina/e/o	0
Hispanic/Latina/e/o	14
Middle Eastern or North African	0
Middle Eastern or North African & Hispanic/Latina/e/o	0
Native Hawaiian or Pacific Islander	0
Native Hawaiian or Pacific Islander & Hispanic/Latina/e/o	0
White	0

White & Hispanic/Latina/e/o	1
Multi-Racial & Hispanic/Latina/e/o	0
Multiple Races (not Hispanic/Latina/e/o)	0

Chronically Homeless

Total number of persons	3

Parenting Youth

Household and Person Breakdown

Total number of parenting youth households	2
Total number of persons in parenting youth households	6
Total Parenting Youth (youth parents only)	3
Total Children in Parenting Youth Households	3
Number of parenting youth under age 18	0
Children in households with parenting youth under age 18	0
Number of parenting youth age 18 to 24	3
Children in households with parenting youth age 18 to 24	3

Gender (Youth Parents Only)

Woman (Girl if child)	1
Man (Boy if child)	1
Culturally Specific Identity	0
Transgender	0
Non-Binary	0
Questioning	0
Different Identity	0
More Than One Gender	0

Of those that selected More Than One Gender, how many people reported gender identities that:

Includes Woman (Girl if child)	0
Includes Man (Boy if child)	0
Includes Culturally Specific Identity	0
Includes Transgender	0
Includes Non-Binary	0
Includes Questioning	0
Includes Different Identity	0

Race (Youth Parents Only)

American Indian, Alaska Native, or Indigenous	0
American Indian, Alaska Native, or Indigenous & Hispanic/Latina/e/o	0
Asian or Asian American	0
Asian or Asian American & Hispanic/Latina/e/o	0
Black, African American, or African	0
Black, African American, or African & Hispanic/Latina/e/o	0
Hispanic/Latina/e/o	2
Middle Eastern or North African	0
Middle Eastern or North African & Hispanic/Latina/e/o	0

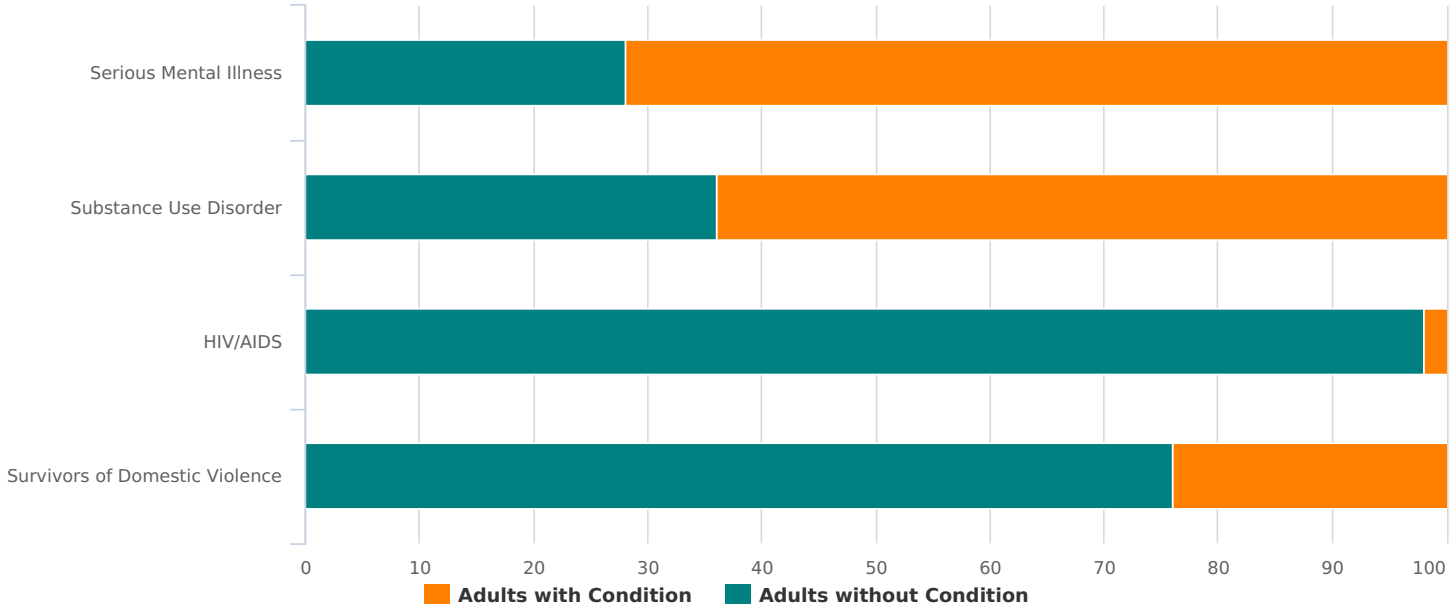
Native Hawaiian or Pacific Islander	0
Native Hawaiian or Pacific Islander & Hispanic/Latina/e/o	0
White	0
White & Hispanic/Latina/e/o	0
Multi-Racial & Hispanic/Latina/e/o	0
Multiple Races (not Hispanic/Latina/e/o)	0

Chronically Homeless

Total number of households	0
Total number of persons	0

Additional Homeless Populations (Adults Only)

Adults with a Serious Mental Illness	36
Adults with a Substance Use Disorder	32
Adults with HIV/AIDS	1
Adult Survivors of Domestic Violence (optional)	12



HOME PROGRAM

RESALE AND RECAPTURE PROVISIONS

NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OF THE FOLLOWING INFORMATION FROM THIS INSTRUMENT BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.

SECOND LIEN
DEED OF TRUST
DOWN PAYMENT ASSISTANCE PROGRAM

DATE: _____

GRANTOR: _____

GRANTOR'S MAILING ADDRESS:

_____
Laredo, Texas 7804_

TRUSTEE: _____, City Manager

TRUSTEE'S MAILING ADDRESS:

P.O. Box 579
Laredo, Webb County, Texas 78042-0579

BENEFICIARY: City of Laredo

BENEFICIARY'S MAILING ADDRESS (including county):

1110 Houston St.
P.O. Box 579
Laredo, Webb County, Texas 78042-0579

NOTE:

DATE: _____

AMOUNT: _____ ($ _____)

GRANTOR: _____

PAYEE: City of Laredo

FINAL MATURITY DATE: (5 OR 10 YRS FROM DATE OF CLOSING)

PROPERTY (including any improvements):

TERM OF PAYMENTS

The terms of payment shall be in accordance with that Real Estate Lien Note entered in between The City of Laredo, _____, dated _____. Owner understands and agrees that if Owner sells the Property, as provided in this paragraph, within the period of affordability, ____ years following the beginning date used in the Loan Documents.

(A) Accordingly, in the event of a voluntary or involuntary transfer of the property during the applicable period of affordability, the City will recapture all or a portion of the direct subsidy provided to the homebuyer.

The loan will be forgiven pro rata over the period of affordability under the following terms, as long as the home remains the principal residence of the homebuyer:

a. Upon completion of the 1st year of the Loan Documents - 20% of the original principal amount will be forgiven;
b. Upon completion of the 2nd year of the Loan Documents - 40% of the original principal amount will be forgiven;
c. Upon completion of the 3rd year of the Loan Documents - 60% of the original principal amount will be forgiven;
d. Upon completion of the 4th year of the Loan Documents - 80% of the original principal amount will be forgiven; and
e. Upon completion of the 5th year of the Loan Documents - 100% of the original principal amount will be forgiven.

a. Upon completion of the 1st year of the Loan Documents - 10% of the original principal amount will be forgiven;
b. Upon completion of the 2nd year of the Loan Documents - 20% of the original principal amount will be forgiven;
c. Upon completion of the 3rd year of the Loan Documents - 30% of the original principal amount will be forgiven;
d. Upon completion of the 4th year of the Loan Documents - 40% of the original principal amount will be forgiven;
e. Upon completion of the 5th year of the Loan Documents - 50% of the original principal amount will be forgiven;
f. Upon completion of the 6th year of the Loan Documents - 60% of the original principal amount will be forgiven;
g. Upon completion of the 7th year of the Loan Documents - 70% of the original principal amount will be forgiven;
h. Upon completion of the 8th year of the Loan Documents - 80% of the original principal amount will be forgiven;
i. Upon completion of the 9th year of the Loan Documents - 90% of the original principal amount will be forgiven;
j. Upon completion of the 10th year of the Loan Documents - 100% of the original principal amount will be forgiven.

If the net proceeds from a voluntary or involuntary sale are insufficient to repay the prorated amount of the HOME subsidy, the City shall recapture the entire amount of net proceeds from the sale. If there are no net proceeds from the sale, no repayment is required. Net proceeds are defined as the sales price minus superior loan repayment and any closing costs incurred by the homebuyer.

Penalties for Non-Compliance

In the event that the city determines that the assisted homebuyer(s) is non-compliant with the residency requirements and the other requirements stated in the Down Payment Assistance Program (DPA) Contract then the entire face value of the DPA loan is immediately due and payable to the city. Homebuyer will be given 30 days to return to compliance. If homebuyer(s) does not return to compliance the entire face value of the DPA will be due and payable and will incur a four percent (4%) interest per annum.

DESCRIPTION OF PROPERTY:

PRIOR LIEN(S):

The indebtedness evidenced by the **Note** and this deed of trust is subordinate to the indebtedness evidenced

by a deed of trust dated _____, and payable to _____ in the original principal sum of _____ ($_____), which is recorded in Volume_____, PP_____Official Property Records, Webb County, Texas, which First Lien Debt is also secured by a deed of trust lien on the Property.

Grantor and Beneficiary acknowledge and agree that this Second Lien Deed of Trust is subject and subordinate in all respects to the liens, covenants and conditions of the First Lien Debt and to all advances heretofore made or which may hereafter be made pursuant to the First Lien Debt including all sums advanced for the purpose of (a) protecting or further securing the lien of the First Lien Debt, curing defaults by Grantor under the First Lien Debt or for any other purpose expressly permitted by the First Lien Debt or (b) constructing, renovating, repairing, furnishing, fixturing or equipping the Property. The terms and provisions of the First Lien Debt are paramount and controlling, and they supersede any other terms and provisions in conflict therewith. In the event of a foreclosure of the First Lien Debt, any provisions herein or any provisions in any other collateral agreement restricting the use of the Property to low or moderate income households or otherwise restricting the Grantor's ability to sell the Property shall have no effect on subsequent owners or purchasers of the Property. Any person, including successors and assigns (other than the Grantor or a related entity of the Grantor), receiving title to the Property through a foreclosure of the First Lien Debt shall receive title to the Property free and clear from any such restrictions.

In the event Beneficiary commences foreclosure proceedings on the Property under this Second Lien Deed of Trust, Beneficiary, in addition to providing Grantor notices at the time(s) and in the manner provided in Section 51.002, Texas Property Code, will also provide a copy of such notice(s) to the holder of the First Lien Debt at the same time such notice(s) are provided to Grantor as provided in Section 51.002, Texas Property Code; however, the holder of the First Lien Debt shall have no claim or cause of action against Beneficiary in the event Beneficiary fails to give any such notice to the holder of the First Lien Debt so long as such failure is not due to willful disregard on the part of Beneficiary, or if such notice(s) are given by Beneficiary to the holder of the First Lien Debt in the manner provided by Section 51.002, Texas Property Code, but such notice(s) are not received by the holder of the First Lien Debt. For purposes of giving any notices to the holder of the First Lien Debt as provided in this paragraph, such holder's address is as follows:

_____

_____

If no address has been inserted in the space immediately above, Beneficiary has no obligation to provide such notices to the holder of the First Lien Debt until such time as beneficiary receives written notice of such holder's address, by certified mail, return receipt requested, addressed to Beneficiary, in care of Trustee, at Beneficiary's Mailing Address shown herein.

OTHER EXCEPTIONS TO CONVEYANCE AND WARRANTY:

For value received and to secure payment of the **Note**, **Grantor** conveys the **Property** to **Trustee** in trust. **Grantor** warrants and agrees to defend title to the **Property**. If **Grantor** performs all the covenants and pays the **Note** according to its terms, this deed of trust shall have no further effect, and **Beneficiary** shall release it at **Grantor's** expense.

GRANTOR'S OBLIGATIONS

Grantor agrees to:

1. Keep the **Property** in good repair and condition;
2. Pay all taxes and assessments on the **Property** when due;
3. Preserve the lien's priority as it is established in this deed of trust;
4. Maintain the **Property** in such a manner as to cause it to comply with Grantor's agreements in a Down Payment Assistance Program Contract **("DPA Contract")** between **Grantor**

and **Beneficiary**;

5. Maintain, in a form acceptable to **Beneficiary**, an insurance policy that:

   a. Covers all improvements for their full insurable value as determined when the policy is issued and renewed, unless **Beneficiary** approves a smaller amount in writing;

   b. contains an 80% coinsurance clause;

   c. provides fire and extended coverage, including windstorm coverage;

   d. protects **Beneficiary** with a standard mortgage clause;

   e. provides flood insurance at any time the **Property** is in a flood hazard area; and

   f. contains such other coverage as **Beneficiary** may reasonably require;

6. Comply at all times with the requirements of the 80% coinsurance clause;

7. Deliver the insurance policy to **Beneficiary** and deliver renewals to **Beneficiary** at least ten days before expiration;

8. Keep any buildings occupies as required by the insurance policy;

9. Comply with its obligations under the **DPA Contract**; and

10. If this is not a first lien, pay all prior lien **notes** that **Grantor** is personally liable to pay and abide by all prior lien instruments, including the **First Lien Debt.**

BENEFICIARY'S RIGHTS

1. **Beneficiary** may appoint in writing a substitute or successor trustee, succeeding to all rights and responsibilities of **Trustee**.

2. If the proceeds of the **Note** are used to pay any debt secured by prior liens, **Beneficiary** is subrogated to all of the rights and liens of the holders of any debt so paid.

3. **Beneficiary** may apply any proceeds received under the insurance policy either to reduce the **Note** or to repair or replace damaged or destroyed improvements covered by the policy.

4. Notwithstanding the above, the Beneficiary's right to collect and apply the insurance proceeds hereunder shall be subject and subordinate to the rights of the senior lien holder to collect and apply such proceeds in accordance with the First Deed of Trust.

5. If **Grantor** fails to perform any of Grantor's obligations, **Beneficiary** may perform those obligations and be reimbursed by Grantor on demand at the place where the **Note** is payable for any sums so paid, including attorney's fees, plus interest on those sums from the dates of payment at the rate stated in the Note for matured, unpaid amounts. The sum to be reimbursed shall be secured by this deed of trust.

6. If **Grantor** defaults on the **Note** or fails to perform any of **Grantor's** obligations or if default occurs on a prior lien Note or other instrument, including the **First Lien Debt**, and the default continues after **Beneficiary** gives **Grantor** notice of the default and the time within which it must be cured, as may be required by law or by written agreement, then **Beneficiary** may:

   a. declare the unpaid principal balance and earned interest on the **Note** immediately due as provided in the **DPA Contact**;

   b. request **Trustee** to foreclose this lien, in which case **Beneficiary** or **Beneficiary's** agent shall give notice of the foreclosure sale as provided by the Texas Property Code as then amended; or

   c. purchase the **Property** at any foreclosure sale by offering the highest bid and then have the bid credited on the **Note**.

7. Beneficiary will give the senior lien written notice of default and prior written notice of acceleration under the subordinate Deed of Trust.

TRUSTEE'S DUTIES

If requested by **Beneficiary** to foreclose this lien, **Trustee** shall;

1. either personally or by agent give notice to the foreclosure sale as required by the Texas Property Code as then amended;
2. sell and convey all or part of the **Property** to the highest bidder for cash with a general warranty binding **Grantor**, subject to prior liens and to other exceptions to conveyance and warranty; and
3. from the proceeds of the sale, pay, in this order:
    a. expenses of foreclosure, including a commission to **Trustee** of 5% of the bid;
    b. to **Beneficiary**, the full amount of principal, interest, attorney's fees, and other charges due and unpaid;
    c. any amounts required by law to be paid before payment to **Grantor**; and
    d. to **Grantor**, any balance.

GENERAL PROVISIONS

1. If any of the **Property** is sold under this deed of trust, **Grantor** shall immediately surrender possession to the purchaser. If **Grantor** fails to do so, **Grantor** shall become a tenant at sufferance of the purchaser, subject to an action for forcible detainer.
2. Recitals in any **Trustee's** deed conveying the **Property** will be presumed to be true.
3. Proceeding under this deed of trust, filing suit for foreclosure, or pursuing any other remedy will not constitute an election of remedies.
4. This lien shall remain superior to liens after created even if the time of payment of all or part of the **Note** is extended or part of the **Property** is released.
5. If any portion of the **Note** cannot be lawfully secured by this deed of trust, payments shall be applied first to discharge that portion.
6. **Grantor** assigns to **Beneficiary** all sums payable to or received by **Grantor** from condemnation of all or part of the **Property**, from private sale in lieu of condemnation, and from damages caused by public works or construction on or near the **Property**.. After deducting any expenses incurred, including attorney's fees, **Beneficiary** may release any remaining sums to Grantor or apply such sums to reduce the **Note**. **Beneficiary** shall not be liable for failure to collect or to exercise diligence in collecting any such sums.
7. **Grantor** assigns to **Beneficiary** absolutely, not only as collateral, all present and future rent and other income and receipts from the **Property**. Leases are not assigned. **Grantor** warrants the validity and enforceability of the assignment. **Grantor** may as **Beneficiary's** licensee collect rent and other income and receipts as long as Grantor is not in default under the **Note** or this deed of trust. **Grantor** will apply all rent and other income and receipts to payment of the **Note** and performance of this deed of trust, but if the rent and other income and receipts exceed the amount due under the **Note** and deed of trust, **Grantor** may retain the excess. If **Grantor** defaults in payment of the Note or performance of this deed of trust, **Beneficiary** may terminate **Grantor's** license to collect and then as Grantor's agent may rent the **Property** if it is vacant and collect all rent and other income and receipts. **Beneficiary** neither has nor assumes any obligations as lessor

or landlord with respect to any occupant of the **Property**. **Beneficiary** may exercise **Beneficiary's** rights and remedies under this paragraph without taking possession of the **Property**. **Beneficiary** shall apply all rent and other income and receipts collected under this paragraph first to expenses incurred in exercising **Beneficiary's** rights and remedies and then to **Grantor's** obligations under the **Note** and this deed of trust in the order determined by **Beneficiary**. **Beneficiary** is not required to act under this paragraph, and acting under this paragraph does not waive any of **Beneficiary's** other rights or remedies. If **Grantor** becomes a voluntary or involuntary bankrupt, **Beneficiary's** filing a proof of claim in bankruptcy will be tantamount to the appointment of a receiver under Texas law.

8. Interest on the debt secured by this deed of trust shall not exceed the maximum amount of no usurious interest that may be contracted for, taken, reserved, charged, or received under law; any interest in excess of that maximum amount shall be credited on the principal of the debt or, if that has been paid, refunded. On any acceleration or required or permitted prepayment, any such excess shall be canceled automatically as of the acceleration or prepayment or, if already paid, credited on the principal of the debt, or if the principal of the debt has been paid, refunded. This provision overrides other provisions in this and all other instruments concerning the debt.

9. When the context requires, singular nouns and pronouns include the plural.

10. The term **Note** includes all sums secured by this deed of trust.

11. This deed of trust shall bind, inure to the benefit of, and be exercised by successors in interest of all parties.

12. If **Grantor** and **Maker** are not the same person, the term **Grantor** shall include **Maker**.

13. **Grantor** represents that this deed of trust and the **Note** are given to evidence funds advanced by Beneficiary to **Grantor** as a portion of the down payment and closing costs related to **Grantor's** purchase of the **Property**.

14. For five (5) or ten (10) years following the date of this deed of trust, **Grantor** agrees that any sale of the **Property** or failure to use the property as their principal residence (as defined in 24
C.F.R. Part 92, as amended), the HOME Down Payment Assistance Program Recapture Policy will apply. The restrictions in this section are subordinate to the deed of trust lien which secures the repayment of the First Lien Debt.

This Deed of Trust, and the Real Estate Lien note which is secures is given for and represents the sum of _____ and __/100 Cents ($_____). HOME funds and paid by the City of Laredo at the special instance and request of the grantors herein and used to pay for a part of the purchase money down payment to the property by the grantor herein. Said amount represents a purchase money down payment assistance program loan to Grantors herein under the HOME Investment Partnership Program of the Department of Community Development of the City.

THIS DEED OF TRUST AND THE NOTE TO WHICH IT RELATES IS SUBJECT TO THE AFFORDABILITY PROVISIONS OF 24 CODE OF FEDERAL REGULATIONS, SECTION 92.254, & THE HOME INVESTMENT PARTNERSHIP PROGRAM OF THE CITY OF LAREDO ADOPTED UNDER SAID 24 CFR Part 92.

SINCE THESE REGULATIONS PLACE SOME LIMITATIONS ON THE GRANTOR'S FREEDOM OF SALE FOR A PERIOD OF (5 or 10) YEARS IN RELATION TO THE PROPERTY, GRANTOR HAS BEEN INFORMED THAT THEY SHOULD OBTAIN LEGAL ADVICE BEFORE SIGNING THIS DOCUMENT.

_____ _____

STATE OF TEXAS §
§
COUNTY OF WEBB §

This instrument was acknowledged before me on this_____day of_____, ____, _____.

_____
NOTARY PUBLIC, STATE OF TEXAS

AFTER RECORDING RETURN TO:

Tina Martinez
Community Development Director, City of Laredo
P.O. Box 1276
Laredo, Texas 78042-1276

REAL ESTATE LIEN NOTE
DOWN PAYMENT ASSISTANCE PROGRAM

DATE: _____

MAKER: _____

MAKER'S MAILING ADDRESS: _____
Laredo, Texas 7804_

PAYEE: City of Laredo, a Texas municipal corporation

PAYEE'S MAILING ADDRESS:
City of Laredo
Community Development Dept.
P.O. Box 1276
Laredo, Texas 78042

COUNTY OF EXECUTION: Webb, Texas

PLACE FOR PAYMENT: 1301 Farragut Street
Laredo, Webb County, Texas

PRINCIPAL AMOUNT: _____ ($_____)

USE OF PROCEEDS:

Closing costs and/or a portion of the down payment to purchase the **Property** according to a Down Payment Assistance Program Contract ("**DPA Contract**") dated _____ executed by **Payee** and **Maker**.

ANNUAL INTEREST RATE ON UNPAID PRINCIPAL FROM DATE:

None, unless: (i) **Maker** sells the **Property**; or (ii) **Maker** fails to continuously use the residence located on the **Property** as **Maker's** principal residence; or (iii) **Maker** fails to honor any of its other obligations to **Payee** under the **Homeowner Contract** or this note; in which event interest on and after that date shall be four percent (4%) per annum as provided in the **DPA Contract**

ANNUAL INTEREST RATE ON MATURED, UNPAID AMOUNTS:

Four Percent (4%) per annum

SECURITY FOR PAYMENT:

A second deed of trust lien granted by **Maker** in favor of **Payee** in a Second Lien Deed of Trust ("**Deed of Trust**") of even date herewith on the **Property.**

PROPERTY (INCLUDING IMPROVEMENTS):

OTHER LIENS:

The indebtedness evidenced by this note is subordinate to the indebtedness evidenced by a note dated _____ _____, executed by _____ and payable to_____, in the original principal sum of _____, which is recorded in Volume _____, PP. _____Official Property Records, Webb County, Texas, which First Lien Debt is also secured by a deed of trust lien on the Property.

TERMS OF PAYMENT:

The terms of payment shall be in accordance with the City of Laredo HOME Program Down Payment Assistance Program Contract between maker and Payee, attached hereto as exhibit "A" and incorporated herein by reference as if Fully set fourth at length. Owner understands and agrees that if Owner sells the Property, as provided in this paragraph, within the period of affordability, five (5) or ten (10) years following the beginning date used in the Loan Documents:

(A) Accordingly, in the event of a voluntary or involuntary transfer of the property during the applicable period of affordability, the City will recapture all or a portion of the direct subsidy provided to the homebuyer.

The loan will be forgiven pro rata over the period of affordability under the following terms, as long as the home remains the principal residence of the homebuyer:

a. Upon completion of the 1st year of the Loan Documents - 20% of the original principal amount will be forgiven;
b. Upon completion of the 2nd year of the Loan Documents - 40% of the original principal amount will be forgiven;
c. Upon completion of the 3rd year of the Loan Documents - 60% of the original principal amount will be forgiven;
d. Upon completion of the 4th year of the Loan Documents - 80% of the original principal amount will be forgiven; and
e. Upon completion of the 5th year of the Loan Documents - 100% of the original principal amount will be forgiven

f. Upon completion of the 1st year of the Loan Documents - 10% of the original principal amount will be forgiven;
g. Upon completion of the 2nd year of the Loan Documents - 20% of the original principal amount will be forgiven;
h. Upon completion of the 3rd year of the Loan Documents - 30% of the original principal amount will be forgiven;
i. Upon completion of the 4th year of the Loan Documents - 40% of the original principal amount will be forgiven;
j. Upon completion of the 5th year of the Loan Documents - 50% of the original principal amount will be forgiven;
k. Upon completion of the 6th year of the Loan Documents - 60% of the original principal amount will be forgiven;
l. Upon completion of the 7th year of the Loan Documents - 70% of the original principal amount will be forgiven;
m. Upon completion of the 8th year of the Loan Documents - 80% of the original principal amount will be forgiven;
n. Upon completion of the 9th year of the Loan Documents - 90% of the original principal amount will be forgiven;
o. Upon completion of the 10th year of the Loan Documents -100% of the original principal amount will be forgiven.

If the net proceeds from a voluntary or involuntary sale are insufficient to repay the prorated amount of the HOME subsidy, the City shall recapture the entire amount of net proceeds from the sale. If there are no net proceeds from the sale, no repayment is required. Net proceeds are defined as the sales price minus superior loan repayment and any closing costs incurred by the homebuyer.

Penalties for Non-Compliance

In the event that the city determines that the assisted homebuyer(s) is non-compliant with the residency requirements and the other requirements stated in the Down Payment Assistance Program (DPA) Contract then the entire face value of the DPA loan is immediately due and payable to the city. Homebuyer will be given 30 days to return to compliance. If homebuyer(s) does not return to compliance the entire face value of the DPA will be due and payable and will incur a four percent (4%) interest per annum.

Events of Default:

Maker shall be in default ("**Event of Default**") under the terms of this Real Estate Lien Note if any one or more of the following occurs:

1. **Maker** fails to keep any promise contained in: (i) the DPA Contract; or (ii) the First Lien Debt;
2. **Maker** fails to payments on this note or the First Lien Debt in the amount due;
3. **Maker** fails to keep any promise contained in this note and/or fails to keep any promise contained in any agreement which secures the repayment of this note, including the Deed of Trust and/or the First Lien Debt deed of trust; or

4. **Maker** makes any written statement or provides any financial information that is untrue or inaccurate at the time it was made or provided.

Acceleration of Payment:

The repayment of the **Principal Amount** may, at **Payee's** option, be accelerated if any of the following occur:

1. **Maker** fails to continuously use the residence located on the **Property** as **Maker's** principal residence; or
2. Except to the extent permitted in this note or the **DPA Contract**, the voluntary transfer of beneficial ownership of all or part of the **Property**, whether by deed, contract for deed, or otherwise; or
3. Except as provided in the **Deed of Trust** or the **DPA Contract**, the existence of any voluntary or involuntary lien, encumbrance or charge against the **Property**, or any part thereof, which is superior to the **Payee's** liens, except for the lien for non-delinquent ad valorem taxes and the **First Lien Debt**; or
4. An **Event of Default** exists.

Additional Terms:

Maker also agrees to the following additional terms and conditions:

1. This note incorporates and is subject to the **DPA Contract** and the **Deed of Trust**.
2. **Maker** promises to pay to the order of **Payee** at the place for payment and according to the terms of payment the principal amount plus interest at the rates stated above. All unpaid amounts shall be due immediately.
3. If **Maker** defaults in the payment of this note or in the performance of any obligation in any instrument securing or collateral to it, and the default continues after **Payee** gives **Maker** notice of the default and the time within which it must be cured, as may be required by law or by written agreement, then **Payee** may declare the unpaid recaptured amount and earned interest on this note immediately due as provided in the **DPA Contract**. **Maker** and each surety, endorser, and guarantor waive all demands for payment, presentations for payment, notices of default, notices of intention to accelerate maturity, notices of acceleration of maturity, protests, and notices of protest, to the extent permitted by law.
4. **Maker** may at any time make full or partial prepayments on the principal without paying any penalty.
5. If this note or any instrument securing or collateral to it is given to an attorney for collection or enforcement, or if suit is brought for collection or enforcement, or if it is collected or enforced through probate, bankruptcy, or other judicial proceeding, then **Maker** shall pay **Payee** all costs of collection and enforcement, including court costs and reasonable attorney's fees paid to an attorney who is not an employee of **Payee**, in addition to other amounts due. Reasonable attorney's fees shall be 10% of all amounts due unless either party pleads otherwise.
6. Interest on the debt evidenced by this note shall not exceed the maximum amount of non-usurious interest that may be contracted for, taken, reserved, charged, or received under law; any interest in excess of that maximum amount shall be credited on the principal of the debt or, if that has been paid, refunded. On any acceleration or required or permitted prepayment, any such excess shall be canceled automatically as of the acceleration or prepayment or, if already paid, credited on the principal of the debt or, if the principal of the debt has been paid, refunded. This provision overrides other provisions in this and all other instruments concerning the debt.
7. Each **Maker** is responsible for all obligations represented by this note.
8. When the context requires, singular nouns and pronouns include the plural.

NOTICE TO MAKER:

THIS PROMISSORY NOTE IS SUBJECT TO THE AFFORDABILITY PROVISIONS OF 24 CODE OF FEDERAL REGULATIONS, SECTION 92.254, & THE HOME INVESTMENT PARTNERSHIP PROGRAM OF THE CITY OF LAREDO ADOPTED UNDER SAID 24 CFR Part 92.

SINCE THESE REGULATIONS PLACE SOME LIMITATIONS ON THE MAKER'S FREEDOM OF SALE FOR A PERIOD OF FIVE (5) OR TEN (10) YEARS IN RELATION TO THE PROPERTY TO BE SECURED BY THE LOAN, MAKER HAS BEEN INFORMED THAT THEY SHOULD OBTAIN LEGAL ADVICE BEFORE SIGNING THIS DOCUMENT.

_____ _____

EXHIBIT "A"
TO A
REAL ESTATE LIEN NOTE

City of Laredo
HOME Program
Down Payment Assistance (DPA) Program Contract

CITY OF LAREDO
HOME PROGRAM
DOWN PAYMENT ASSISTANCE (DPA) PROGRAM CONTRACT

This Down Payment Assistance Program Contract ("DPA Contract") is entered into this **_____,** day of **_____**, between the City of Laredo, State of Texas ("City") and _____("Owners").

Owners have requested financial assistance from the City to assist Owners with the down payment and/or closing costs to purchase a home in accordance with the requirements of the City's Down Payment Assistance Program ("DPA Program"); and

Owners, based on the information furnished to City, qualifies for financial assistance under the Down Payment Assistance Program.

NOW THEREFORE, the City and Owners agree as follows:

1. Owners represent and warrants that all information furnished to the City in or as a part of Owners' application for financial assistance in the DPA Program is true and correct.

2. Owners agree that the financial assistance provided to Owners by City will be used to pay Owners' closing costs and/or a portion of Owners' down payment in order for Owners to acquire Owners' principal residence located at **_____** more fully described on Exhibit "A" attached hereto ("Property").

3. Owners represent to City that the contract attached hereto as Exhibit "B" is a true and correct copy of the contract under which Owner will acquire the Property. The debt and lien described in Exhibit "B" will be the only debt and lien against the Property other than the lien granted pursuant to this DPA Program Contract.

4. Owners agree to comply with all applicable requirements of the U. S. Housing and Urban Development affordable housing home ownership statutes and regulations, including 24 CFR § 92.254(a) Qualification as Affordable Housing: Homeownership, as amended.

5. Owners agree to provide, within five (5) business days of the final loan closing, the City of Laredo's Community Development with copies of the Lender's Note, Settlement Statement, Truth-in-Lending Disclosure, Property Deed and Property Insurance in order to receive the HOME funds.

6. Owners agree to execute all documents requested by City in order for City to obtain a valid second deed of trust lien on the Property.

7. **OWNERS UNDERSTAND AND AGREE THAT CITY IS NOT RESPONSIBLE TO OWNERS FOR: (i) ANY ASPECT OF THE CONSTRUCTION OF THE RESIDENCE ON THE PROPERTY BEING PURCHASED BY OWNERS, INCLUDING ANY CLAIM FOR DEFECTIVE WORK, INCOMPLETE WORK OR WARRANTY WORK; AND/OR (ii) ANY DEFECTS IN OWNERS TITLE TO THE PROPERTY.**

8. City agrees to expend **_____** Down Payment Assistance Funds ("DPA Funds") for the benefit of Owners in connection with Owners' purchase of the Property. The Homeowners Funds will be applied first to Owners' closing costs and any excess funds will be applied to Owners' down payment and to the principal if funds are available.

9. **OWNERS AGREE THAT OWNERS WILL, FOR A MINIMUM OF FIVE (5) or TEN (10) CONSECUTIVE YEARS FOLLOWING OWNERS' PURCHASE OF THE PROPERTY, CONTINUOUSLY USE THE RESIDENCE LOCATED ON THE PROPERTY AS OWNERS' PRINCIPAL RESIDENCE. OWNERS AGREE THAT OWNERS WILL, ON AN ANNUAL BASIS, EXECUTE SUCH CERTIFICATIONS AS CITY MAY REQUIRE TO CONFIRM OWNERS' COMPLIANCE WITH THE REQUIREMENT OF THIS PARAGRAPH 9.**

10. Provided Owners have continuously used the residence located on the Property as Owners' principal residence for five (5) or ten (10) consecutive years (depending on assisted amount) after the beginning date used in the Loan Documents, City will forgive Owners' outstanding DPA Funds on the Repayment Date in an amount equal to the DPA Funds.

    FAILURE TO REPAY THE DPA FUNDS IN ACCORDANCE WITH THIS DPA CONTRACT AND/OR THE LOAN DOCUMENTS AND/OR TO COMPLY WITH THE OTHER PROVISIONS OF THE LOAN DOCUMENTS, MAY RESULT IN THE FORECLOSURE OF THE CITY'S LIENS AGAINST THE PROPERTY AND THE LOSS OF YOUR RESIDENCE AND THE PROPERTY.

11. Owners understand and agree that if Owners sell the Property, within the period of affordability (ten (10) years the beginning date used in the Loan Documents), through a voluntary or involuntary transfer, the City will recapture all or a portion of the direct subsidy provided to the homebuyer as provided in this paragraph subject to the amount of net proceeds available.

    The loan will be forgiven pro rata over the period of affordability under the following terms, as long as the home remains the principal residence of the homebuyer:

    a. Upon completion of the 1st year of the Loan Documents - 20% of the original principal amount will be forgiven;
    b. Upon completion of the 2nd year of the Loan Documents - 40% of the original principal amount will be forgiven;
    c. Upon completion of the 3rd year of the Loan Documents - 60% of the original principal amount will be forgiven;
    d. Upon completion of the 4th year of the Loan Documents - 80% of the original principal amount will be forgiven; and
    e. Upon completion of the 5th year of the Loan Documents - 100% of the original principal amount will be forgiven.

    a. Upon completion of the 1st year of the Loan Documents - 10% of the original principal amount will be forgiven;
    b. Upon completion of the 2nd year of the Loan Documents - 20% of the original principal amount will be forgiven;
    c. Upon completion of the 3rd year of the Loan Documents - 30% of the original principal amount will be forgiven;
    d. Upon completion of the 4th year of the Loan Documents - 40% of the original principal amount will be forgiven;
    e. Upon completion of the 5th year of the Loan Documents - 50% of the original principal amount will be forgiven;
    f. Upon completion of the 6th year of the Loan Documents - 60% of the original principal amount will be forgiven;
    g. Upon completion of the 7th year of the Loan Documents - 70% of the original principal amount will be forgiven;
    h. Upon completion of the 8th year of the Loan Documents - 80% of the original principal amount will be forgiven;
    i. Upon completion of the 9th year of the Loan Documents - 90% of the original principal amount will be forgiven;
    j. Upon completion of the 10th year of the Loan Documents - 100% of the original principal amount will be forgiven.

    If the net proceeds from a voluntary or involuntary sale are insufficient to repay the prorated amount of the HOME subsidy, the City shall recapture the entire amount of net proceeds from the sale. If there are no net proceeds from the sale, no repayment is required. Net proceeds are defined as the sales price minus superior loan repayment and any closing costs incurred by the homebuyer.

12. Owners understand and agree that to: (i) Owners agree to continuously use the residence located on the property as Owners' principal residence for five (5) or ten (10) consecutive (depending on assisted amount) years following the beginning date used in the Loan Documents; and (ii) Owners agrees to honor

any of its other obligations to City under the DPA Contract or the Loan Documents; collectively. In the event that the city determines that the assisted homebuyer(s) is non-compliant with the residency requirements and the other requirements stated in the Down Payment Assistance Program (DPA) Contract then the entire face value of the Down Payment Assistance loan is immediately due and payable to the city. Homebuyers will be given 30 days to return to compliance. If homebuyer(s) does not return to compliance the entire face value of the Down Payment Assistance will be due and payable and will incur a four percent (4%) interest per annum.

13. **THIS DPA CONTRACT CREATES A BINDING AGREEMENT BETWEEN YOU AND THE CITY; OWNERS REPRESENTS AND WARRANTS TO THE CITY THAT OWNERS HAS REVIEWED THE DPA CONTRACT, UNDERSTANDS IT, AND IS EXECUTING IT FREELY AND VOLUNTARILY.**

Executed and effective as of the date and year first written above.

CITY OF LAREDO
HOME DOWN PAYMENT ASSISTANCE PROGRAM

_____

DIRECTOR

OWNERS:

_____ _____

(Jurat/Individual Acknowledgment)

STATE OF TEXAS §
COUNTY OF WBB §

SWORN, SUBSCRIBED AND ACKNOWLEDGED before me by ON THIS ____ day of _____, _____.

_____
NOTARY PUBLIC, STATE OF TEXAS

Exhibit "A"
To a
Down Payment Assistance Program Contract

LEGAL DESCRIPTION OF THE PROPERTY:

Exhibit "B"
To a
Down Payment Assistance Program Contract

Copy of Earnest Money Contract

CITY OF LAREDO
HOME PROGRAM
DOWN PAYMENT ASSISTANCE (DPA) PROGRAM CONTRACT

This Down Payment Assistance Program Contract ("DPA Contract") is entered into this **_____,** day of **_____**, between the City of Laredo, State of Texas ("City") and _____("Owners").

Owners have requested financial assistance from the City to assist Owners with the down payment and/or closing costs to purchase a home in accordance with the requirements of the City's Down Payment Assistance Program ("DPA Program"); and

Owners, based on the information furnished to City, qualifies for financial assistance under the Down Payment Assistance Program.

NOW THEREFORE, the City and Owners agree as follows:

1. Owners represent and warrants that all information furnished to the City in or as a part of Owners' application for financial assistance in the DPA Program is true and correct.

2. Owners agree that the financial assistance provided to Owners by City will be used to pay Owners' closing costs and/or a portion of Owners' down payment in order for Owners to acquire Owners' principal residence located at **_____** more fully described on Exhibit "A" attached hereto ("Property").

3. Owners represent to City that the contract attached hereto as Exhibit "B" is a true and correct copy of the contract under which Owner will acquire the Property. The debt and lien described in Exhibit "B" will be the only debt and lien against the Property other than the lien granted pursuant to this DPA Program Contract.

4. Owners agree to comply with all applicable requirements of the U. S. Housing and Urban Development affordable housing home ownership statutes and regulations, including 24 CFR § 92.254(a) Qualification as Affordable Housing: Homeownership, as amended.

5. Owners agree to provide, within five (5) business days of the final loan closing, the City of Laredo's Community Development with copies of the Lender's Note, Settlement Statement, Truth-in-Lending Disclosure, Property Deed and Property Insurance in order to receive the HOME funds.

6. Owners agree to execute all documents requested by City in order for City to obtain a valid second deed of trust lien on the Property.

7. **OWNERS UNDERSTAND AND AGREE THAT CITY IS NOT RESPONSIBLE TO OWNERS FOR: (i) ANY ASPECT OF THE CONSTRUCTION OF THE RESIDENCE ON THE PROPERTY BEING PURCHASED BY OWNERS, INCLUDING ANY CLAIM FOR DEFECTIVE WORK, INCOMPLETE WORK OR WARRANTY WORK; AND/OR (ii) ANY DEFECTS IN OWNERS TITLE TO THE PROPERTY.**

8. City agrees to expend **_____** Down Payment Assistance Funds ("DPA Funds") for the benefit of Owners in connection with Owners' purchase of the Property. The Homeowners Funds will be applied first to Owners' closing costs and any excess funds will be applied to Owners' down payment and to the principal if funds are available.

9. **OWNERS AGREE THAT OWNERS WILL, FOR A MINIMUM OF FIVE (5) or TEN (10) CONSECUTIVE YEARS FOLLOWING OWNERS' PURCHASE OF THE PROPERTY, CONTINUOUSLY USE THE RESIDENCE LOCATED ON THE PROPERTY AS OWNERS' PRINCIPAL RESIDENCE. OWNERS AGREE THAT OWNERS WILL, ON AN ANNUAL BASIS, EXECUTE SUCH CERTIFICATIONS AS CITY MAY REQUIRE TO CONFIRM OWNERS' COMPLIANCE WITH THE REQUIREMENT OF THIS PARAGRAPH 9.**

10. Provided Owners have continuously used the residence located on the Property as Owners' principal residence for five (5) or ten (10) consecutive years (depending on assisted amount) after the beginning date used in the Loan Documents, City will forgive Owners' outstanding DPA Funds on the Repayment Date in an amount equal to the DPA Funds.

    FAILURE TO REPAY THE DPA FUNDS IN ACCORDANCE WITH THIS DPA CONTRACT AND/OR THE LOAN DOCUMENTS AND/OR TO COMPLY WITH THE OTHER PROVISIONS OF THE LOAN DOCUMENTS, MAY RESULT IN THE FORECLOSURE OF THE CITY'S LIENS AGAINST THE PROPERTY AND THE LOSS OF YOUR RESIDENCE AND THE PROPERTY.

11. Owners understand and agree that if Owners sell the Property, within the period of affordability (ten (10) years the beginning date used in the Loan Documents), through a voluntary or involuntary transfer, the City will recapture all or a portion of the direct subsidy provided to the homebuyer as provided in this paragraph subject to the amount of net proceeds available.

    The loan will be forgiven pro rata over the period of affordability under the following terms, as long as the home remains the principal residence of the homebuyer:

    a. Upon completion of the 1st year of the Loan Documents - 20% of the original principal amount will be forgiven;
    b. Upon completion of the 2nd year of the Loan Documents - 40% of the original principal amount will be forgiven;
    c. Upon completion of the 3rd year of the Loan Documents - 60% of the original principal amount will be forgiven;
    d. Upon completion of the 4th year of the Loan Documents - 80% of the original principal amount will be forgiven; and
    e. Upon completion of the 5th year of the Loan Documents - 100% of the original principal amount will be forgiven.

    a. Upon completion of the 1st year of the Loan Documents - 10% of the original principal amount will be forgiven;
    b. Upon completion of the 2nd year of the Loan Documents - 20% of the original principal amount will be forgiven;
    c. Upon completion of the 3rd year of the Loan Documents - 30% of the original principal amount will be forgiven;
    d. Upon completion of the 4th year of the Loan Documents - 40% of the original principal amount will be forgiven;
    e. Upon completion of the 5th year of the Loan Documents - 50% of the original principal amount will be forgiven;
    f. Upon completion of the 6th year of the Loan Documents - 60% of the original principal amount will be forgiven;
    g. Upon completion of the 7th year of the Loan Documents - 70% of the original principal amount will be forgiven;
    h. Upon completion of the 8th year of the Loan Documents - 80% of the original principal amount will be forgiven;
    i. Upon completion of the 9th year of the Loan Documents - 90% of the original principal amount will be forgiven;
    j. Upon completion of the 10th year of the Loan Documents - 100% of the original principal amount will be forgiven.

    If the net proceeds from a voluntary or involuntary sale are insufficient to repay the prorated amount of the HOME subsidy, the City shall recapture the entire amount of net proceeds from the sale. If there are no net proceeds from the sale, no repayment is required. Net proceeds are defined as the sales price minus superior loan repayment and any closing costs incurred by the homebuyer.

12. Owners understand and agree that to: (i) Owners agree to continuously use the residence located on the property as Owners' principal residence for five (5) or ten (10) consecutive (depending on assisted amount) years following the beginning date used in the Loan Documents; and (ii) Owners agrees to honor

any of its other obligations to City under the DPA Contract or the Loan Documents; collectively. In the event that the city determines that the assisted homebuyer(s) is non-compliant with the residency requirements and the other requirements stated in the Down Payment Assistance Program (DPA) Contract then the entire face value of the Down Payment Assistance loan is immediately due and payable to the city. Homebuyers will be given 30 days to return to compliance. If homebuyer(s) does not return to compliance the entire face value of the Down Payment Assistance will be due and payable and will incur a four percent (4%) interest per annum.

13. **THIS DPA CONTRACT CREATES A BINDING AGREEMENT BETWEEN YOU AND THE CITY; OWNERS REPRESENTS AND WARRANTS TO THE CITY THAT OWNERS HAS REVIEWED THE DPA CONTRACT, UNDERSTANDS IT, AND IS EXECUTING IT FREELY AND VOLUNTARILY.**

Executed and effective as of the date and year first written above.

CITY OF LAREDO
HOME DOWN PAYMENT ASSISTANCE PROGRAM

_____

DIRECTOR

OWNERS:

_____ _____

(Jurat/Individual Acknowledgment)

STATE OF TEXAS §
COUNTY OF WBB §

SWORN, SUBSCRIBED AND ACKNOWLEDGED before me by ON THIS ____ day of _____, _____.

_____
NOTARY PUBLIC, STATE OF TEXAS

Exhibit "A"
To a
Down Payment Assistance Program Contract

LEGAL DESCRIPTION OF THE PROPERTY:

Exhibit "B"
To a
Down Payment Assistance Program Contract

Copy of Earnest Money Contract

REAL ESTATE LIEN NOTE
DOWN PAYMENT ASSISTANCE PROGRAM

DATE: _____

MAKER: _____

MAKER'S MAILING ADDRESS: _____
Laredo, Texas 7804_

PAYEE: City of Laredo, a Texas municipal corporation

PAYEE'S MAILING ADDRESS:
City of Laredo
Community Development Dept.
P.O. Box 1276
Laredo, Texas 78042

COUNTY OF EXECUTION: Webb, Texas

PLACE FOR PAYMENT: 1301 Farragut Street
Laredo, Webb County, Texas

PRINCIPAL AMOUNT: _____ ($_____)

USE OF PROCEEDS:

Closing costs and/or a portion of the down payment to purchase the **Property** according to a Down Payment Assistance Program Contract ("**DPA Contract**") dated _____ executed by **Payee** and **Maker**.

ANNUAL INTEREST RATE ON UNPAID PRINCIPAL FROM DATE:

None, unless: (i) **Maker** sells the **Property**; or (ii) **Maker** fails to continuously use the residence located on the **Property** as **Maker's** principal residence; or (iii) **Maker** fails to honor any of its other obligations to **Payee** under the **Homeowner Contract** or this note; in which event interest on and after that date shall be four percent (4%) per annum as provided in the **DPA Contract**

ANNUAL INTEREST RATE ON MATURED, UNPAID AMOUNTS:

Four Percent (4%) per annum

SECURITY FOR PAYMENT:

A second deed of trust lien granted by **Maker** in favor of **Payee** in a Second Lien Deed of Trust ("**Deed of Trust**") of even date herewith on the **Property.**

PROPERTY (INCLUDING IMPROVEMENTS):

OTHER LIENS:

The indebtedness evidenced by this note is subordinate to the indebtedness evidenced by a note dated _____ _____, executed by _____ and payable to_____, in the original principal sum of _____, which is recorded in Volume _____, PP. _____Official Property Records, Webb County, Texas, which First Lien Debt is also secured by a deed of trust lien on the Property.

TERMS OF PAYMENT:

The terms of payment shall be in accordance with the City of Laredo HOME Program Down Payment Assistance Program Contract between maker and Payee, attached hereto as exhibit "A" and incorporated herein by reference as if Fully set fourth at length. Owner understands and agrees that if Owner sells the Property, as provided in this paragraph, within the period of affordability, five (5) or ten (10) years following the beginning date used in the Loan Documents:

(A) Accordingly, in the event of a voluntary or involuntary transfer of the property during the applicable period of affordability, the City will recapture all or a portion of the direct subsidy provided to the homebuyer.

The loan will be forgiven pro rata over the period of affordability under the following terms, as long as the home remains the principal residence of the homebuyer:

a. Upon completion of the 1st year of the Loan Documents - 20% of the original principal amount will be forgiven;
b. Upon completion of the 2nd year of the Loan Documents - 40% of the original principal amount will be forgiven;
c. Upon completion of the 3rd year of the Loan Documents - 60% of the original principal amount will be forgiven;
d. Upon completion of the 4th year of the Loan Documents - 80% of the original principal amount will be forgiven; and
e. Upon completion of the 5th year of the Loan Documents - 100% of the original principal amount will be forgiven

f. Upon completion of the 1st year of the Loan Documents - 10% of the original principal amount will be forgiven;
g. Upon completion of the 2nd year of the Loan Documents - 20% of the original principal amount will be forgiven;
h. Upon completion of the 3rd year of the Loan Documents - 30% of the original principal amount will be forgiven;
i. Upon completion of the 4th year of the Loan Documents - 40% of the original principal amount will be forgiven;
j. Upon completion of the 5th year of the Loan Documents - 50% of the original principal amount will be forgiven;
k. Upon completion of the 6th year of the Loan Documents - 60% of the original principal amount will be forgiven;
l. Upon completion of the 7th year of the Loan Documents - 70% of the original principal amount will be forgiven;
m. Upon completion of the 8th year of the Loan Documents - 80% of the original principal amount will be forgiven;
n. Upon completion of the 9th year of the Loan Documents - 90% of the original principal amount will be forgiven;
o. Upon completion of the 10th year of the Loan Documents -100% of the original principal amount will be forgiven.

If the net proceeds from a voluntary or involuntary sale are insufficient to repay the prorated amount of the HOME subsidy, the City shall recapture the entire amount of net proceeds from the sale. If there are no net proceeds from the sale, no repayment is required. Net proceeds are defined as the sales price minus superior loan repayment and any closing costs incurred by the homebuyer.

Penalties for Non-Compliance

In the event that the city determines that the assisted homebuyer(s) is non-compliant with the residency requirements and the other requirements stated in the Down Payment Assistance Program (DPA) Contract then the entire face value of the DPA loan is immediately due and payable to the city. Homebuyer will be given 30 days to return to compliance. If homebuyer(s) does not return to compliance the entire face value of the DPA will be due and payable and will incur a four percent (4%) interest per annum.

Events of Default:

Maker shall be in default ("**Event of Default**") under the terms of this Real Estate Lien Note if any one or more of the following occurs:

1. **Maker** fails to keep any promise contained in: (i) the DPA Contract; or (ii) the First Lien Debt;
2. **Maker** fails to payments on this note or the First Lien Debt in the amount due;
3. **Maker** fails to keep any promise contained in this note and/or fails to keep any promise contained in any agreement which secures the repayment of this note, including the Deed of Trust and/or the First Lien Debt deed of trust; or

4. **Maker** makes any written statement or provides any financial information that is untrue or inaccurate at the time it was made or provided.

Acceleration of Payment:

The repayment of the **Principal Amount** may, at **Payee's** option, be accelerated if any of the following occur:

1. **Maker** fails to continuously use the residence located on the **Property** as **Maker's** principal residence; or
2. Except to the extent permitted in this note or the **DPA Contract**, the voluntary transfer of beneficial ownership of all or part of the **Property**, whether by deed, contract for deed, or otherwise; or
3. Except as provided in the **Deed of Trust** or the **DPA Contract**, the existence of any voluntary or involuntary lien, encumbrance or charge against the **Property**, or any part thereof, which is superior to the **Payee's** liens, except for the lien for non-delinquent ad valorem taxes and the **First Lien Debt**; or
4. An **Event of Default** exists.

Additional Terms:

Maker also agrees to the following additional terms and conditions:

1. This note incorporates and is subject to the **DPA Contract** and the **Deed of Trust**.
2. **Maker** promises to pay to the order of **Payee** at the place for payment and according to the terms of payment the principal amount plus interest at the rates stated above. All unpaid amounts shall be due immediately.
3. If **Maker** defaults in the payment of this note or in the performance of any obligation in any instrument securing or collateral to it, and the default continues after **Payee** gives **Maker** notice of the default and the time within which it must be cured, as may be required by law or by written agreement, then **Payee** may declare the unpaid recaptured amount and earned interest on this note immediately due as provided in the **DPA Contract**. **Maker** and each surety, endorser, and guarantor waive all demands for payment, presentations for payment, notices of default, notices of intention to accelerate maturity, notices of acceleration of maturity, protests, and notices of protest, to the extent permitted by law.
4. **Maker** may at any time make full or partial prepayments on the principal without paying any penalty.
5. If this note or any instrument securing or collateral to it is given to an attorney for collection or enforcement, or if suit is brought for collection or enforcement, or if it is collected or enforced through probate, bankruptcy, or other judicial proceeding, then **Maker** shall pay **Payee** all costs of collection and enforcement, including court costs and reasonable attorney's fees paid to an attorney who is not an employee of **Payee**, in addition to other amounts due. Reasonable attorney's fees shall be 10% of all amounts due unless either party pleads otherwise.
6. Interest on the debt evidenced by this note shall not exceed the maximum amount of non-usurious interest that may be contracted for, taken, reserved, charged, or received under law; any interest in excess of that maximum amount shall be credited on the principal of the debt or, if that has been paid, refunded. On any acceleration or required or permitted prepayment, any such excess shall be canceled automatically as of the acceleration or prepayment or, if already paid, credited on the principal of the debt or, if the principal of the debt has been paid, refunded. This provision overrides other provisions in this and all other instruments concerning the debt.
7. Each **Maker** is responsible for all obligations represented by this note.
8. When the context requires, singular nouns and pronouns include the plural.

NOTICE TO MAKER:

THIS PROMISSORY NOTE IS SUBJECT TO THE AFFORDABILITY PROVISIONS OF 24 CODE OF FEDERAL REGULATIONS, SECTION 92.254, & THE HOME INVESTMENT PARTNERSHIP PROGRAM OF THE CITY OF LAREDO ADOPTED UNDER SAID 24 CFR Part 92.

SINCE THESE REGULATIONS PLACE SOME LIMITATIONS ON THE MAKER'S FREEDOM OF SALE FOR A PERIOD OF FIVE (5) OR TEN (10) YEARS IN RELATION TO THE PROPERTY TO BE SECURED BY THE LOAN, MAKER HAS BEEN INFORMED THAT THEY SHOULD OBTAIN LEGAL ADVICE BEFORE SIGNING THIS DOCUMENT.

_____ _____

EXHIBIT "A"
TO A
REAL ESTATE LIEN NOTE

City of Laredo
HOME Program
Down Payment Assistance (DPA) Program Contract

City of Laredo

City Council

Meeting Date: 6/2/2025 **Public Hearing & Introductory Ordinance 2.**

SUBJECT
AMENDING CHAPTER 18, ARTICLE V, OF THE CITY OF LAREDO CODE OF ORDINANCES TO CHANGE THE TITLE OF ARTICLE V TO "CERTIFICATE OF OCCUPANCY," TO ESTABLISH POLICIES AND PROCEDURES FOR THE ISSUANCE, MAINTENANCE, AND HISTORICAL RECORD KEEPING OF CERTIFICATES OF OCCUPANCY WITHIN THE CITY OF LAREDO; AND ESTABLISH A FRAMEWORK FOR ADDRESSING MISSING CERTIFICATES OF OCCUPANCY FOR LONG-STANDING BUSINESS AND PROPERTIES TO ENSURE REGULATORY COMPLIANCE AND PUBLIC SAFETY WHILE MINIMIZING UNDUE BURDENS ON PROPERTY OWNERS; AND ADDING SECTION 18-27 ENTITLED "RECORD KEEPING AND REINSTATEMENT PROCESS;" PROVIDING THAT THE ORDINANCE SHALL BE CUMULATIVE, PROVIDING FOR SEVERABILITY CLAUSE, AND PROVIDING FOR PUBLICATION AND EFFECTIVE DATE.

PREVIOUS COUNCIL ACTION
On June 24, 2024, City Council approved Ordinance 2024-O-127 amending the Code of Ordinances Chapter 18, Article v, in order to clarify the need to enforce existing business regulations entitled "Regulation for New Business Registration" and adding section 18.21 "Registration Requirements for New and Existing Businesses;" adding section 18.21(a) entitled "Registration Requirements for New Businesses;" adding section 18.21(b) entitled "Registration Requirements for Existing Businesses;" and amending section 18-23 entitled "Application Fee" by increasing the application fee from $50.00 to $200.00 for new businesses and adding a technology fee of $150.00 for new businesses; and by clarifying all businesses new and existing require a valid certificate of occupancy to operate, providing for publication, providing for a severability clause, and declaring and effective date.

BACKGROUND
The City of Laredo intends to protect its residents' public health, safety, and welfare as it relates to new businesses and regulating new and existing businesses. There is a need to clarify all businesses (new and existing) to require a valid Certificate of Occupancy within the city that will help guide the orderly growth of new businesses and enhance the efficient delivery of city services, including police and fire. The Certificate of Occupancy must be posted to ensure the proper enforcement of businesses operating within the city.

COMMITTEE RECOMMENDATION
NA

STAFF RECOMMENDATION
Staff recommends that the City Council approve this ordinance.

Fiscal Impact

Fiscal Year:	2025
Budgeted Y/N?:	NA

Source of Funds: NA
Account #: NA
Change Order: Exceeds 25% Y/N: NA

FINANCIAL IMPACT:
NA

ORDINANCE NO. 2025-O-851

AMENDING CHAPTER 18, ARTICLE V, OF THE CITY OF LAREDO CODE OF ORDINANCES TO CHANGE THE TITLE OF ARTICLE V TO "CERTIFICATE OF OCCUPANCY," TO ESTABLISH POLICIES AND PROCEDURES FOR THE ISSUANCE, MAINTENANCE, AND HISTORICAL RECORD KEEPING OF CERTIFICATES OF OCCUPANCY WITHIN THE CITY OF LAREDO; AND ESTABLISH A FRAMEWORK FOR ADDRESSING MISSING CERTIFICATES OF OCCUPANCY FOR LONG-STANDING BUSINESS AND PROPERTIES TO ENSURE REGULATORY COMPLIANCE AND PUBLIC SAFETY WHILE MINIMIZING UNDUE BURDENS ON PROPERTY OWNERS; AND ADDING SECTION 18-27 ENTITLED "RECORD KEEPING AMD REINSTATEMENT PROCESS;" PROVIDING THAT THE ORDINANCE SHALL BE CUMULATIVE, PROVIDING FOR SEVERABILITY CLAUSE, AND PROVIDING FOR PUBLICATION AND EFFECTIVE DATE.

WHEREAS, the City of Laredo Code of Ordinances regulates and requires all businesses to have a certificate of occupancy to conduct business within the City of Laredo; and,

WHEREAS, the City will establish policies and procedures for the issuance, maintenance, and historical recordkeeping of certificates of occupancy within the City of Laredo; and,

WHEREAS, the City will establish a framework for addressing missing certificates of occupancy for long-standing businesses and properties to ensure regulatory compliance and public safety while minimizing undue burdens on property owners; and,

WHEREAS, the City of Laredo, in order to assist property owners and/or business owners, deems it necessary to establish an archival system for the purpose of safeguarding and indexing current and legacy Certificates of Occupancy.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LAREDO THAT:

Section 1. The City of Laredo Code of Ordinances, Chapter 18, Article V is hereby amended as follows:

ARTICLE V. — ~~REGULATION FOR NEW BUSINESS REGISTRATION~~ *CERTIFICATE OF OCCUPANCY*

Sec. 18-27 Record keeping and reinstatement process

(1) Record Keeping of Certificates of Occupancy:

a. The City shall create and maintain a digital "Building Master Record" in order to maintain, index, and safeguard all Certificates of Occupancy (COs) issued, ensuring

accessibility and historical preservation in compliance with Title 13 Texas Administrative Code § 7.125.

(2) Certificates of Occupancy Reinstatement Process:

a. Property owners and/or business owners who have misplaced their Certificate of Occupancy, or for which no records exist with the City of Laredo, the following shall apply:

i) Property owners must submit a notarized affidavit in a form provided by the City of Laredo attesting that the structure and/or business has been continuously occupied and or in operation since August 2, 1983.

ii) Should the structure and/or business be located within a tract of land annexed by the City of Laredo after August 2, 1983, property owner must submit a notarized affidavit in a form provided by the City of Laredo attesting that the structure and/or business has been continuously occupied and or in operation prior to the date of annexation.

iii) Property owner must provide proof of historical occupancy through the following support documentation including but not limited to:

(1) Utility bills from the City of Laredo Water Utilities Department evidencing long-term service at the site;

(2) Property tax records/appraisal cards from the Webb County Appraisal District evidencing consistent use;

(3) Lease agreements, mortgage records, or state-issued business licenses;

(4) Other governmental documentation demonstrating historical use.

iv) Issuance of an Amnesty Certificate of Occupancy:

(1) If all requirements are met, the City may issue an Amnesty Certificate of Occupancy documenting the legal use of the structure.

(2) The CO shall be entered in the City's "Building Master Record."

(3) Compliance with Historical and Current Building Codes:

a. Buildings legally constructed under previous codes shall remain compliant with the standards in place at the time of construction unless modifications trigger compliance with current codes.

b. If the use of a building changes, the property must comply with the current building codes applicable to the new use.

c. Major renovations, structural changes, or expansions will require compliance with the current existing building code in the affected areas.

d. In the event that the building fails to meet compliance standards, an initial inspection will be carried out by the Building Division and the Fire Department. A written report detailing the necessary actions to achieve compliance with building codes will be issued. All required building permits must be secured prior to commencing the work, which is to be completed within 90 days unless an extension is granted. Final inspections will be performed to verify compliance.

(4) Enforcement and Compliance:

a. Any property found to be operating without a valid CO and without sufficient proof of historical occupancy shall be required to apply for a new CO in accordance with current codes and City regulations.

b. Failure to comply with this article may result in enforcement actions in accordance with City regulations.

(5) Implementation and Review:

a. The Building Development Services Division shall oversee the implementation of this article.

b. The policy shall be reviewed periodically to ensure alignment with state regulations and best practices.

Section 2. This ordinance shall be cumulative of all provisions of ordinances of the City of Laredo, Texas, except where the provisions of this ordinance are in direct conflict with the provisions of such ordinances, in which event the conflicting provisions of such ordinances are hereby repealed.

Section 3. It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs and sections of this ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this ordinance, since the same would have been enacted by the City Council without the incorporation in this ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.

Section 4. The City Secretary of the City of Laredo is hereby directed to publish the proposed Ordinance as required by Section 2.09 of the Charter of the City of Laredo.

Section 5. This Ordinance shall become effective immediately upon passage.

PASSED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR ON THIS THE _____ DAY OF _____, 2025.

_____
DR. VICTOR D. TREVINO
MAYOR

ATTEST:

_____
MARIO MALDONADO, JR.
CITY SECRETARY

APPROVED AS TO FORM:

_____
DOANH “ZONE” T. NGUYEN
CITY ATTORNEY

City of Laredo

City Council

Meeting Date: 6/2/2025 **Public Hearing & Introductory Ordinance 3.**

SUBJECT
Public hearing and Introductory Ordinance accepting and amending the FY 2024-2025 9-1-1 Regional Administration Budget by appropriating additional revenues and expenditures provided by the Commission on State Emergency Communications in the amount of $430,000.00 to fund the NG911 Program for the South Texas Region, including Jim Hogg, Starr, Webb, and Zapata counties, to make a total on the biennium of $7,625,515.00 for the period beginning September 1, 2023 through August 31, 2025.

PREVIOUS COUNCIL ACTION
N/A

BACKGROUND
The City of Laredo approved Resolution 2003-R-066, requesting that the Commission on State Emergency Communications designates the City of Laredo as the administrator of the Region's 9-1-1 Emergency Communication System. At the February 4, 2004 meeting, the Commission on State Emergency Communications designated the City of Laredo as the Administrator for the Region's 9-1-1 System, which became effective March 1, 2004. As administrators for the South Texas Development Council (STDC), the City of Laredo oversees the four county region of Jim Hogg, Starr, Webb and Zapata. The agreements with these entities are contracted with the City of Laredo beginning September 1, 2023 and ending on August 31, 2025.
The Commission on State Emergency Communications (CSEC) has awarded $1,556,243.00 to the City of Laredo 9-1-1 Regional Administration for FY 2024 and awarded $6,069,272.00 for FY 2025 for 9-1-1 Program and Equipment expenses.
This grant allocation allows the 9-1-1 Regional Administration to administer the 9-1-1 Program for the South Texas Region, including maintaining state compliance measures for the eight (8) Public Safety Answering Points (Laredo Police Department, Webb County Sheriff's Office, Jim Hogg County Sheriff's Office, Starr County Sheriff's Office, Rio Grande Police Department, Roma Police Department, Zapata County Sheriff's Office, and the Backup Training Center), maintaining the 9-1-1 Database, Equipment Replacement, and coordinating 9-1-1 Public Education efforts.

COMMITTEE RECOMMENDATION
N/A

STAFF RECOMMENDATION
Staff recommends approval.

Fiscal Impact

Fiscal Year: 2025
Budgeted Y/N?: N
Source of Funds: State
Account #: 258
Change Order: Exceeds 25% Y/N: N/A

FINANCIAL IMPACT:

RCOM25

Fund	Annual Budget	Amendment	Amended Budget
Revenues: 9-1-1 Regional Fund	$5,639,272.00	$430,000.00	$6,069,272.00
Expenditures: 9-1-1 Regional Fund	$5,639,272.00	$430,000.00	$6,069,272.00

ORDINANCE NO.

ACCEPTING AND AMEDMING THE FY 2024-2025 9-1-1 REGIONAL ADMINISTRATION BUDGET BY APPROPRIATING ADDITIONAL REVENUES AND EXPEDITURES PROVIDED BY THE COMMISSION ON STATE EMERGENCY COMMUNICATIONS IN THE AMOUNT OF $430,000.00 TO FUND THE NG911 PROGRAM FOR THE SOUTH TEXAS REGION, INCLUDING JIM HOGG, STARR, WEBB, AND ZAPATA COUNTIES, TO MAKE A TOTAL ON THE BIENNIUM OF 7,625,515.00 FOR THE PERIOD BEGINNING SEPTEMBER 1, 2023 THROUGH AUGUST 31, 2025.

WHEREAS, on September 19, 2022 City Council adopted the 9-1-1 Regional Administration fiscal year 2022-2023 annual budget (RCOM24); and

WHEREAS, on September 18, 2023, City Council adopted the 9-1-1 Regional Administration fiscal year 2023-2024 annual budget (RCOM25); and

WHEREAS, the City of Laredo on September 18, 2023 accepted a grant from the Commission on State Emergency Communications (CSEC) to fund the 9-1-1 Program and Equipment budgets for the South Texas Region for Fiscal Years 2024-2025; and

WHEREAS, the City of Laredo will accept additional funds to grant from the Commission on State Emergency Communications (CSEC) to fund the NG911 Program budget for the South Texas Region for Fiscal Year 2025; and

WHEREAS, on July 26, 2023, the Commission on State Emergency Communications approved the FY 2024 and FY 2025 Strategic Plan for South Texas 9-1-1 Region, as administered by the City of Laredo; and

WHEREAS, the Strategic Plan authorizes expenses for all administrative, program, and capital budgets for the South Texas Region, including Jim Hogg, Starr, Webb and Zapata Counties; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAREDO THAT:

Section 1:
The City of Laredo 9-1-1 Regional Administration will accept a grant from the Commission on State Emergency Communications to fund 9-1-1 program and equipment budgets in order to administer the 9-1-1 Service Program in the South Texas Region.

PASSED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR ON THIS THE _____ DAY OF _____, 2025.

_____
DR. VICTOR TREVIÑO
MAYOR

ATTEST:

Mario I. Maldonado
CITY SECRETARY

APPROVED AS TO FORM:
CITY ATTORNEY

Doanh "Zone" T. Nguyen
CITY ATTORNEY

ATTACHMENT "A" - Method of Finance
2024 - 2025 RECIPIENT 9-1-1 COSTS SUMMARY
Summary Costs Approved for Allocation for South Texas Development Council - City of Laredo

2024						
Method of Finance	**Administration**	**Program**	**NG911 Program**	**Equipment**	**NG911 Equipment**	**2024 Total**
9-1-1 Service Fees	$ -	$ 1,067,714	$ -	$ -	$ -	**$ 1,067,714**
CSEC 9-1-1 Equalization Surcharge	$ -	$ -	$ -	$ -	$ -	**$ -**
General Revenue	$ -	$ -	$ -	$ -	$ -	**$ -**
Next Generation 9-1-1 Service Fund	$ -	$ -	$ 488,529	$ -	$ -	**$ 488,529**
2024 Total	**$ -**	**$ 1,067,714**	**$ 488,529**	**$ -**	**$ -**	**$ 1,556,243**

Commission Meeting Approved Budget	**Administration**	**Program**	**NG911 Program**	**Equipment**	**NG911 Equipment**	**2024 Total**
2023 - Jul: Original Budget	$ -	$ 2,232,110	$ 390,364	$ 141,000	$ -	$ 2,763,474
2023 - Sep	$ -	$ -	$ -	$ -	$ 274,854	$ 274,854
2024 - May	$ -	$ -	$ 98,165	$ 1,500,000	$ -	$ 1,598,165
2024 - Dec UB	$ -	$ (1,164,396)	$ -	$ (1,641,000)	$ (274,854)	$ (3,080,250)
2024 Total	**$ -**	**$ 1,067,714**	**$ 488,529**	**$ -**	**$ -**	**$ 1,556,243**

With my signature on page two, I agree to and acknowledge the Approved Budget limits described as the "Current Approved Budget."

ATTACHMENT "A" - Method of Finance
2024 - 2025 RECIPIENT 9-1-1 COSTS SUMMARY
Summary Costs Approved for Allocation for South Texas Development Council - City of Laredo

2025						
Method of Finance	**Administration**	**Program**	**NG911 Program**	**Equipment**	**NG911 Equipment**	**2025 Total**
9-1-1 Service Fees	$ -	$ 3,533,366	$ -	$ 141,000	$ -	**$ 3,674,366**
CSEC 9-1-1 Equalization Surcharge	$ -	$ 190,052	$ -	$ -	$ -	**$ 190,052**
General Revenue	$ -	$ -	$ -	$ 1,500,000	$ -	**$ 1,500,000**
Next Generation 9-1-1 Service Fund	$ -	$ -	$ 430,000	$ -	$ 274,854	**$ 704,854**
2025 Total	**$ -**	**$ 3,723,418**	**$ 430,000**	**$ 1,641,000**	**$ 274,854**	**$ 6,069,272**

Commission Meeting Approved Budget	**Administration**	**Program**	**NG911 Program**	**Equipment**	**NG911 Equipment**	**2025 Total**
2023 - Jul: Original Budget	$ -	$ 2,559,022	$ -	$ -	$ -	$ 2,559,022
2024 - Dec UB	$ -	$ 1,164,396	$ -	$ 1,641,000	$ 274,854	$ 3,080,250
2025 - Mar	$ -	$ -	$ 430,000	$ -	$ -	$ 430,000
2025 Total	**$ -**	**$ 3,723,418**	**$ 430,000**	**$ 1,641,000**	**$ 274,854**	**$ 6,069,272**

With my signature below, I agree to and acknowledge the Approved Budget limits described as the "Current Approved Budget."

Andrew Friedrichs

Andrew Friedrichs, Executive Director - CSEC

4/3/2025

Date

Joseph Neeb, City Manager - South Texas Development Council - City of Laredo

Date

City of Laredo

City Council

Meeting Date: 6/2/2025 **Public Hearing & Introductory Ordinance 4.**

SUBJECT
Public Hearing and Introductory Ordinance authorizing the City Manager to grant a non-exclusive franchise to Dumpster Rescue LLC to use the present and future streets, avenues, alleys, roads, highways, sideways, easements and other public rights-of-way of the City of Laredo, Texas for purpose of constructing, maintaining and operating a commercial container refuse gathering and disposing service, setting forth terms and conditions to govern the franchise; Providing a severability clause, a savings clause and an effective date. Franchise fees will be deposited into the General Fund.

PREVIOUS COUNCIL ACTION
None

BACKGROUND
The applicant has requested a nonexclusive franchise agreement from the City of Laredo for the purpose of operating a commercial container refuse gathering and disposal service. The applicant is starting a new business that requires a franchise agreement with the City of Laredo.

COMMITTEE RECOMMENDATION
N/A

STAFF RECOMMENDATION
Passage of the Ordinance

Fiscal Impact

Fiscal Year: 2025
Budgeted Y/N?:
Source of Funds:
Account #:
Change Order: Exceeds 25% Y/N:

FINANCIAL IMPACT:
Franchise will pay 4% of gross revenues on a quarterly basis to the general fund account 101-0000-381-1220.

INTRODUCTORY ORDINANCE

AUTHORIZING THE CITY MANAGER TO GRANT A NON-EXCLUSIVE FRANCHISE TO DUMPSTER RESCUE LLC TO USE THE PRESENT AND FUTURE STREETS, AVENUES, ALLEYS, ROADS, HIGHWAYS, SIDEWALKS, EASEMENTS AND OTHER PUBLIC RIGHTS-OF-WAY OF THE CITY OF LAREDO, TEXAS FOR PURPOSES OF CONSTRUCTING, MAINTAINING AND OPERATING A COMMERCIAL CONTAINER REFUSE GATHERING AND DISPOSING SERVICE, SETTING FORTH TERMS AND CONDITIONS TO GOVERN THE FRANCHISE; PROVIDING A SEVERABILITY CLAUSE, A SAVINGS CLAUSE AND AN EFFECTIVE DATE.

WHEREAS, pursuant to Section 8.01 of the Laredo City Charter the right of control, ownership and use of streets and alleys is declared to be inalienable except as provided by ordinance passed by the Council; and,

WHEREAS, the City of Laredo is authorized by Section 8.02 of the Laredo City Charter to levy and collect franchise fees in accordance with the laws of the state of Texas; and,

WHEREAS, in addition to the authority granted by the City Charter, the attached franchise agreement is a valid exercise of the City's broad police powers and based upon the City's statutory regulatory authority, including but not limited to, Texas Local Government Code Chapters 51 and 52, and the Texas Health and Safety Code Chapter 363; and,

WHEREAS, the City of Laredo requires in City Code Section 14.9 J that all collectors of municipal solid waste are required to enter into a franchise agreement with the City; and,

WHEREAS, Dumpster Rescue LLC is engaged in the business of collection and transportation of solid waste within the City and has requested a franchise to use the City's rights-of-way; and

WHEREAS, Dumpster Rescue LLC has agreed to the terms of the Solid Waste Franchise Agreement in return for the City's grant of a non-exclusive franchise to operate and maintain a solid waste collection service using the City's rights-of-way; and,

WHEREAS, the City Council of the City of Laredo is of the opinion that the granting of the franchise on the terms and conditions set forth in this Ordinance and its Exhibit "A" are in furtherance of the public interest, for the good government, peace, order, trade and commerce of the City and necessary and proper for carrying out the power.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LAREDO TEXAS THAT:

Section I. The facts, findings and recitations set out in the preamble of this Ordinance are hereby adopted and made a part of this Ordinance the same as if they were recited in full.

Section II. The terms and conditions of the Non-Exclusive Franchise Agreement under which Dumpster Rescue LLC shall be granted the non-exclusive rights to provide solid waste collection and

disposal services are found to be acceptable and in the best interests of the City and its citizens, and are hereby in all things approved.

Section III. The City Manager, or his designee, is hereby authorized to execute the Non-Exclusive Franchise Agreement and all other documents in connection therewith on behalf of the City, substantially according to the terms and conditions set forth in the Agreement.

Section IV. Any provision of any Ordinance of the City of Laredo, Texas, codified or uncodified, in conflict with the provisions of this Ordinance is hereby repealed, and all other provisions of the Ordinances of the City of Laredo codified or uncodified, not in conflict with the provisions of this Ordinance, shall remain in full force and effect.

Section V. Pursuant to Section 8.03 of the Laredo City Charter, this Ordinance shall be read at three (3) separate regular meetings of the City Council; shall not be finally passed until thirty (30) days after its first reading; and shall not take effect until sixty (60) days after its final adoption.

Section VI. The City Secretary, or his designee, is directed to publish the full text of this Ordinance at the expense of prospective franchise holder, Dumpster Rescue LLC., in a newspaper of general circulation within five (5) days following each of the readings thereof.

PASSED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR ON THIS THE _____ DAY OF_____2025.

_____
DR. VICTOR D. TREVIÑO,
MAYOR

ATTEST:

_____
MARIO I. MALDONADO, JR.
CITY SECRETARY

APPROVED AS TO FORM:

_____
DOANH T. NGUYEN
CITY ATTORNEY

NON-EXCLUSIVE FRANCHISE AGREEMENT

STATE OF TEXAS §

COUNTY OF WEBB §

This Non-Exclusive Franchise Agreement ("Agreement") is entered into on this__day of _____between the City of Laredo, a home rule municipal corporation, (hereinafter "GRANTOR") and Dumpster Rescue LLC a Texas limited liability company with its principal place of business in Laredo, Texas (hereinafter "GRANTEE"), both acting by and through their duly authorized agents and representatives.

RECITALS

WHEREAS, the City desires to provide commercial establishments within its corporate city limits with Solid Waste and Recyclable Materials collection, transport and disposal services by engaging an independent contractor to perform such services; and

WHEREAS, the City desires to engage Contractor to provide the services set out herein and Contractor desires to render the services provided for herein in accordance with the terms and conditions more specifically described hereunder.

NOW, THEREFORE, in consideration of the terms, conditions and covenants herein contained and other good and valuable consideration, the Parties mutually agree as follows:

I. FRANCHISE GRANT

GRANTOR does hereby grant to GRANTEE, its successors and assigns, the non-exclusive right, privilege and franchise to construct, maintain and operate a commercial container refuse gathering and disposing service within the City of Laredo, and for that purpose to have, acquire, construct, maintain and operate in and upon the present and, future streets, alleys, highways, parkways and

other public places of the City of Laredo a service of commercial container refuse gathering vehicles and the necessary or desirable appurtenances to be located on private property only in order to supply refuse gathering and disposal services to the City of Laredo, and the inhabitants hereof for the considerations and subject to the conditions, terms, duties, obligations, and limitations expressed in this Ordinance.

II. TERM

The franchise herein granted shall take effect upon the expiration of sixty (60) days following the date of final adoption. Prior to becoming effective, the franchise must be accepted by the GRANTEE in writing who must have filed it with the City Secretary of the City of Laredo within five (5) days after final adoption of this ordinance. If the GRANTEE shall faithfully comply with all the terms and faithfully perform all of the duties and obligations, and faithfully observe and recognize all the limitations and regulations contained in this ordinance and in the valid ordinances of this City relating to the conduct of GRANTEE's business adopted hereunder or under the police powers of the City, then the rights, franchise and privileges herein granted shall be for a term of Ten (10) years ending at midnight on the_____day of_____, 2035.

III. FRANCHISE FEE

A. In consideration of the grant of the franchise herein, GRANTEE agrees to pay the GRANTOR on the twentieth (20th) day of each quarter, said quarters to begin on the first day of the months of January, April, July and October, a sum equal to four percent (4%) of gross receipts received by the GRANTEE for its services within the limits of the City of Laredo.

B. In consideration of the grant of the franchise for the term herein specified, it is mutually agreed by both GRANTEE and GRANTOR that said percentage of gross receipts is subject to review

by GRANTOR every two years and GRANTOR reserves the right to increase said percentage of gross receipts according to factors and circumstances present at the time of review, including but not limited to: the percent change in the Consumer Price Index (CPI) from the preceding calendar five year's average, specifically defined as the Consumer Price Index (U.S. Average, All Urban Consumers, AU Items) 1982-84 = I 00 base as compiled by the Bureau of Labor Statistics, the increase in GRANTEE customer base, the state of the economy, the amount of GRANTEE'S vehicles traversing GRANTOR'S roadways, and the fee paid to other comparable communities.

C. Said payment is for the use of the GRANTOR's streets, alleys and rights-of-way.

D. It is agreed that the payment of such percentage of gross receipts each year shall be charged by GRANTEE as items of operating expense for rate making purposes, and shall never be considered as a cost of the franchise herein granted in any determination of rates in the future.

E. Provided further, that payments herein provided do not relieve GRANTEE from the payment of ad valorem taxes, special assessments, charges, or other fees applicable to the public generally and nothing in this section shall be construed to be a breach or in any way affect the power of the GRANTOR to impose all ad valorem taxes on any and all property of the GRANTEE which may be lawfully subject to taxation.

F. It is understood and agreed that any lawful amount which may 5be or become due by the GRANTEE to the GRANTOR, under the terms of this franchise, as well as any and all lawful ad valorem taxes which may be imposed and become due and payable to the GRANTOR upon property of the GRANTEE situated in the City of Laredo shall be paid when due and failure to pay said sum or sums of money due the GRANTOR shall be grounds for revocation of this franchise at the sole option of the City Council of the City of Laredo.

IV. SERVICE RATES

A. GRANTOR retains full and complete powers within the limits of the Constitution and laws of this State, to approve by ordinance from time to time throughout the life of this franchise a reasonable price for services to be rendered by GRANTEE hereunder.

B. The initial service fee to be charged by GRANTEE is herein fixed by this Ordinance. Monthly service charge per month, per customer, per container, per weekly pick-up plus the installation fee.

C. A complete schedule of monthly service charges for customer service to be rendered by GRANTEE is attached to this ordinance as **Exhibit "A"** and made a part hereof.

Roll Off Services:

Container Size	Daily Fee	5-Day Rental Fee	Rental Extension Daily Fee	Rate Per Ton
20 Yds	$225.00	$300.00	$15.00	$46.50

Plus all applicable taxes

D. It is agreed and understood by the parties that GRANTEE may increase the price for services rendered by GRANTEE hereunder without City Council approval only if the amount increased corresponds to an increase in landfill fees by the GRANTOR to the extent that such increase in the price of services rendered by GRANTEE is proportioned to offset as exactly as possible the cost of the landfill fee increase to the GRANTEE considering the difference in GRANTEE'S average gross receipts and the cost of landfill fees paid to the GRANTOR for average tonnage of refuse disposed for the previous twelve (I 2) months prior to the enactment of the increase by GRANTOR.

V. SERVICE AREA

The terms of this franchise are applicable to the operations of the GRANTEE within the City Limits of the City of Laredo in serving those customers or areas which the GRANTOR now services or hereafter serves within the City Limits in the future.

VI. REQUESTS FOR SERVICE

The GRANTEE shall, where necessary to supply any person(s), firm, corporation, association or entity who will contract with GRANTEE to use its commercial container refuse gathering and disposal services within the limits of the City of Laredo, and who have made written demand therefore and is not delinquent in the payment of collection charges due GRANTEE, construct the necessary service facilities on the property of each such person within one hundred eighty (180) days after such written demand therefore, unless prevented by causes beyond the control of the GRANTEE.

VII. RECORDS

A. The GRANTEE shall be required during the term of this franchise, or any extension thereto, to keep, and maintain in the City of Laredo complete books and records of the business carried on by

it in the City and showing its entire receipts, expenses and disbursements in connection with such business, route list by driver, which books and records shall be kept by competent accountants in the manner prescribed or approved by the City Council.

B. GRANTEE is required to keep and maintain in the City of Laredo during the life of this franchise, or any extension thereto, a complete inventory of its vehicles such as refuse front loaders, roll off trucks, containers and all other refuse equipment situated in the City of Laredo, showing the value thereof and its investments therein.

C. Said books, records, daily route list by driver and inventory shall be made available for inspection and verification by the City Council or any authorized official of the City of Laredo at their request.

D. City Council or any authorized official of the City of Laredo shall have the right at any reasonable time to audit the books, records or inventory of GRANTEE.

E. GRANTEE shall file full and complete reports with GRANTOR along with the franchise fee on the twentieth (20th) day following the end of each quarter, beginning the first day of the months of January, April, July and October, on the following:

1). A list of all existing commercial accounts served, including customer name, address, frequency, pick-up, size of container (in cubic yards) or type of service and charge for same.

2). A list of all new commercial accounts served, including customer name, address, frequency pick-up, size of container (in cubic yards) or type of service and charge for same, a pickup routing list by customers. Old and new routing lists must be kept on file.

3). Names and addresses of commercial customers dropped from service for any reason and the reason, if available, that such customer was dropped from service.

4). A balance sheet showing the total gross receipts within the City of Laredo starting at a beginning and ending date for the previous quarter.

5). A statement by an authorized official of GRANTEE, under oath, attesting to and duly verifying the accuracy of all items covered in this section.

F. GRANTEE shall file a full and complete report with GRANTOR before the first day January every year on the following a list of all vehicles used in providing service and all vehicles which have been added to or removed from providing such service. Such list shall include state license number, year, make, model, and manufacturer's rated capacity for each vehicle.

G. GRANTOR may require the keeping of additional records or accounts reasonably necessary to determine the GRANTEE's compliance with the terms of this Agreement.

H. GRANTOR shall have the right to inspect GRANTEE's records, accounts and financial and operating information, including, but not limited to, customer lists, contracts and any other information clearly designated by the GRANTEE to be confidential or proprietary for the purpose of review to determine the GRANTEE's compliance with this franchise agreement. GRANTOR will not reproduce any confidential information not specifically required for documentation of audit issues. In the event that the GRANTOR requests a copy of confidential information, the GRANTEE may redact the customer name, service and billing addresses (other than zip code) and telephone number from any copy of confidential information provided to the GRANTOR, provided, however, that the GRANTEE shall retain the un-redacted original of the confidential information until notified by the GRANTOR of the close of the audit and shall provide the City with an un-redacted copy of confidential information upon request of the GRANTOR in the event of an audit dispute. If the GRANTEE fails or is unable to provide an un-redacted copy of confidential information to the

GRANTOR during an audit dispute, any issue with regard to the unavailable information shall be resolved in favor of the City. GRANTOR shall not disclose any confidential information reproduced for documentation of audit issues unless the City has received a request to review or copy confidential information under the Texas Public Information Act or related law (the "Act"). Upon receipt of such request, the City shall notify the GRANTEE that a request to review or copy confidential information has been submitted to the City.

VIII. PLACEMENT OF CONTAINERS

The location and placing of containers and other instrumentalities by the GRANTEE shall at all times be on private property only, and no containers or other instrumentalities shall be placed on public streets, sidewalks, or within the street right of way area.

IX. COMPLIANCE WITH LAWS, ORDINANCES AND REGULATIONS

A. GRANTEE shall conform and comply with all city, county, state and federal laws, ordinances, provisions of the Charter of the City of Laredo, rules and regulations now in force and that may hereafter be adopted pertaining to the subject matter of this Ordinance. Nothing in this ordinance shall be construed in any manner to abridge the right of GRANTOR to pass or enforce necessary police, health, or safety regulations for the protection of its inhabitants.

B. All equipment and vehicles and all construction, disposal and other work done by the GRANTEE in the operating of its business shall comply with all laws, rules and regulations of the State of Texas and of the United States of America imposed upon the refuse gathering or disposal of refuse by the GRANTEE and/or the GRANTOR.

X. INDEMNIFICATION

THE GRANTEE HEREBY RELEASES AND DISCHARGES THE CITY FROM AND FURTHER COVENANTS AND WARRANTS THAT IT WILL PROTECT, DEFEND, INDEMNIFY AND HOLD HARMLESS THE CITY, ITS AGENTS, OFFICERS, DIRECTORS, OFFICIALS, LEGAL REPRESENTATIVES, EMPLOYEES, AND ASSIGNS (COLLECTIVELY REFERRED TO IN THIS SECTION AS "THE CITY") FROM ANY AND ALL FINES, DEMANDS, DAMAGES, INJURIES OR CLAIMS AND CAUSES OF ACTION ARISING BY REASON OF OR IN CONNECTION WITH:

(A) THE ACTUAL OR ALLEGED ERRORS, INTENTIONAL ACTS, OMISSIONS OR NEGLIGENT ACTS OF THE GRANTEE (INCLUDING ITS OFFICERS, AGENTS, BONDING COMPANIES, EMPLOYEES AND ANY OTHER PARTY EMPLOYED OR CONTRACTED BY GRANTEE TO PERFORM UNDER THIS FRANCHISE) RELATING TO THIS FRANCHISE; OR

(B) ANY ACTION OR FAILURE TO ACT BY THE GRANTEE (INCLUDING ITS OFFICERS, AGENTS, BONDING COMPANIES, EMPLOYEES AND ANY OTHER PARTY EMPLOYED OR CONTRACTED BY THE GRANTEE TO PERFORM UNDER THIS FRANCHISE IN CONNECTION WITH THE SYSTEM OR THIS FRANCHISE; OR

(C) ANY ACTUAL OR ALLEGED NEGLIGENT ACTS OR OMISSIONS OF THE CITY (INCLUDING WITHOUT LIMITATION, THE CITY'S CONCURRENT OR SOLE NEGLIGENCE) IN ANY WAY RELATING TO THE ISSUANCE OR ADMINISTRATION OF THIS FRANCHISE, INCLUDING WITHOUT LIMITATION, THE CITY'S RECEIPT

OF INSURANCE POLICIES, ANY CITY APPROVALS OF ASSIGNMENTS AND ANY OTHER SIMILAR ACT OF THE CITY IN CONNECTION WITH FULFILLING ITS DUTIES OR ENABLING THE GRANTEE TO BENEFIT FROM THE RIGHTS ALLOWED UNDER THIS FRANCHISE. THIS INDEMNITY CLAUSE SHALL APPLY TO THE GRANTEE WHETHER THE GRANTEE IS IMMUNE FROM LIABILITY OR NOT AS TO ANY MATTERS ARISING UNDER THIS INDEMNITY PROVISION FOR WHICH THE GRANTEE HAS AGREED TO INDEMNIFY THE CITY. GRANTEE'S LIABILITY UNDER THIS INDEMNITY CLAUSE IS SEPARATE FROM ITS DUTIES UNDER THE INSURANCE PROVISIONS OF THIS AGREEMENT.

XI. INSURANCE

GRANTEE shall procure, maintain and file with the City Secretary insurance as follows:

A. Workers Compensation. GRANTEE shall furnish a certificate of insurance indicating workers compensation coverage as required by the State of Texas.

B. Automobile Liability Insurance. GRANTEE shall carry in its own name, a policy in comprehensive form to insure the automobile liability of its operation with limits to not less than One Million Dollars ($1,000,000.00) per occurrence for bodily injury and, in addition, not less than One Hundred Thousand ($100,000.00) property damage. This policy shall name GRANTOR as an additional insured and provide for thirty (30) day notice to GRANTOR prior to cancellation. A certification of insurance showing such coverage shall be filed before the effective date of this franchise, and it shall be maintained in force during the term of this franchise and any extension.

C. General Liability. GRANTEE shall carry, in its own name, a comprehensive liability insurance policy including contractual coverage for operations other than automobile with limits of

not less than One Million Dollars ($1,000,000.00) per occurrence for bodily injury, and One Hundred Thousand Dollars ($100,000.00) per occurrence for property damage. The policy shall name the GRANTOR as a named insured and provide for thirty (30) day notice to GRANTOR prior to cancellation. A certificate of insurance certifying such coverage shall be filed before the effective date of this franchise and maintained in force during the term the franchise and any extension thereto.

XII. SERVICE STANDARD AND EQUIPMENT

GRANTEE shall maintain and operate its collection system and equipment in good order to render efficient service subject to the terms of this franchise. GRANTEE shall obtain and maintain in good working order sufficient equipment to provide regular service throughout the City of Laredo. The trucks used in the collection of garbage or refuse shall be all metal, water tight, and shall be equipped with closed bodies equipped with hydraulically operated devices for compacting collected garbage and meet all federal and state laws and regulations and are subject to approval by GRANTOR. GRANTEE shall not litter premises in the process of making collections nor allow any refuse to blow at all from any vehicle used for collection. Collection vehicles and all containers shall be painted and numbered and shall have the GRANTEE'S name and telephone number painted in letters of a contrasting color. All vehicles and containers shall be kept in a clean and sanitary condition.

XIII. LANDFILL FACILITIES

A. GRANTEE agrees to use only the city municipal solid waste facilities for disposal or processing of municipal solid waste and industrial solid waste including but not limited to the city sanitary landfills, and other city municipal solid waste facilities such as transfer stations, to discharge municipal solid waste and industrial solid waste as defined in 30 TAC §330.2, that GRANTEE shall collect from its customers. GRANTEE shall pay all landfill fees on time associated with said use. It

is specifically understood, however, that the City is under no obligation to furnish sanitary landfills or other municipal solid waste disposing facilities to the GRANTEE. GRANTEE is granted a privilege to use the city municipal solid waste disposing and processing facilities. The permit granted to the GRANTEE is limited to the facilities normally operated by the GRANTOR for all municipal solid waste disposals or processing. If the GRANTOR'S facilities for any reason is not available for use, either temporarily or permanently, as determined by the City Council of the City of Laredo, or by any prohibited solid waste which cannot be accepted by the facilities, as determined by 30 TAC §330 or amended or replacement by a new section of TCEQ, the GRANTOR shall be under no obligation to furnish to the GRANTEE sanitary landfills, or any other municipal solid waste disposing and processing facilities.

B. GRANTEE, in its operation, shall comply with all requirements of the City of Laredo and the department of the city operating the city landfill or refuse disposal site including but not limited the hours designated for receiving refuse at the disposal site.

C. GRANTEE is considered a generator and transporter of waste and may be subject to environmental liability.

XIV. ASSIGNMENT

This franchise shall not be assigned without the prior consent of the City Council as expressed in an Ordinance passed by the Council. If consent is given, the terms of this franchise shall be binding upon and insure to the benefit of the parties hereto and their respective administrators, successors, and assigns.

XV. NOTICES

All notices, payments, reports, statements or demands, which are given or made to either GRANTEE

or GRANTOR, as provided for in this ordinance, or incident to its terms, or in the exercise of the police power of the City, may be affected by personal delivery in writing or by certified mail, postage prepaid. Mailed notices shall be addressed to the Parties at the addresses below, but each Party may change its address by written notice in accordance with this section.

GRANTOR: **City of Laredo**
c/o City Manager
P. O. Box 579
Laredo, Texas 78042

GRANTEE: **Dumpster Rescue LLC**
c/o Uriel Mata
304 Collado Dr.
Laredo, TX. 78045

XVI. OFFICE

GRANTEE shall establish and maintain an office with telephone service and shall keep said office open for business from 9:00 a.m. to 5:00 p.m. each and every day except for Saturday, Sunday and holidays which are recognized by the City for its general employees. Any telephone call received by GRANTEE shall be given prompt and courteous attention.

XVI. INTERRUPTION OF SERVICE

In the event that service shall be interrupted for any reason for more than forty-eight (48) hours, GRANTOR shall have the right to make temporary independent arrangements for the purposes of continuing this necessary service to its residents in order to provide or protect the public health and safety. If the interruption in service mentioned herein continues for a period of seventy-two (72) hours, GRANTOR shall have the right to terminate the rights and privileges granted in this franchise.

XVII. DEFAULT AND TERMINATION

A. The occurrence of any of the following shall be an event of default under this Agreement:

1). The GRANTEE has failed or refused to perform or observe the terms, provisions, conditions or covenants in this Agreement, or has wrongfully failed or refused to comply with the instructions of GRANTOR.

2). The GRANTEE has failed to comply with all local, state and federal laws governing the service provided under this Agreement, or GRANTEE's loss of or failure obtain any license, permit, and certification lawfully required by any statute, ordinance, rule or regulation of any regulatory body having jurisdiction over the GRANTEE's operations under this Agreement or pay any fee associated therewith; or

4). Filing by the GRANTEE of a voluntary petition in bankruptcy (court) or a petition or answer seeking an arrangement for its reorganization or the readjustment of its indebtedness under the Federal bankruptcy laws or under any other law or statute of the United States or any state thereof, or consent to the appointment of a receiver, trustee or liquidator of all or substantially all of its property. In the event that any bankruptcy, insolvency, reorganization, receivership, or similar proceeding is instituted by or against GRANTEE, or in the event GRANTEE makes an assignment for the benefit of creditors, the GRANTEE shall not assert or list this Agreement as an asset of such action.

B. If the GRANTEE defaults under section A above for a period of 30 days after the GRANTEE has been notified in writing by the City to cure the specific alleged violation or failure to comply, then the City may follow the procedures set forth herein to declare that all the GRANTEE's rights and privileges granted by this Agreement are terminated subject to City Council ratifying ordinance; provided that if the GRANTEE is alleged to be in violation of any material provision of this Agreement other than the payment of any fee due hereunder and if the GRANTEE commences efforts to cure the alleged violation(s) within 30 days after receipt of written notice and shall

thereafter prosecute the curative efforts with reasonable diligence until the curative efforts are completed, then the alleged violation(s) shall not be deemed a default and the City will take no further action at that time.

C. The City may terminate this Agreement for an uncured default after notice and opportunity to cure as provided in sections A and B above. Termination is final upon the effective date of City Council adoption of a City ordinance ratifying the termination. The City's written notice of default and opportunity to cure under section B above shall recite that City Council may vote on an ordinance to terminate this Franchise upon the expiration of 30 days from the date of the notice and shall include the causes and reasons for termination. The GRANTEE shall be provided the opportunity to appear before the City Council prior to the City Council's consideration of an ordinance to terminate this Franchise. Notice of the time, date, and place when the GRANTEE may appear before the City Council shall comply with the Texas Open Meetings Law, Chapter 551 of the Texas Government Code. Upon any termination of this Franchise, all amounts owed by the GRANTEE to City shall immediately become due and payable and GRANTEE's obligation to pay such sums shall survive the termination of this Agreement.

D. In the event of an uncured noticed default hereunder, the City, at its sole option and discretion and without waiving such uncured default, may determine to: (a) maintain this Agreement in full force and effect and file suit against GRANTEE; (b) or pursue such other remedies as may be available to the City at law or in equity.

XVIII. LIQUIDATED DAMAGES

A. THE GRANTEE EXPRESSLY AGREES THAT THE ACTUAL DAMAGES THAT MIGHT BE SUSTAINED BY THE CITY BY REASON OF THE GRANTEE'S VIOLATION OF THIS AGREEMENT ARE UNCERTAIN AND WOULD BE DIFFICULT TO ASCERTAIN, AND THAT PAYMENT SPECIFIED HEREIN REPRESENTS REASONABLE LIQUIDATED DAMAGES TO THE CITY FOR THE VIOLATION. IN ADDITION TO ANY OTHER REMEDIES OTHERWISE AVAILABLE TO THE CITY FOR VIOLATIONS OF THIS AGREEMENT THE CITY MAY CHARGE TO AND COLLECT FROM GRANTEE THE FOLLOWING LIQUIDATED DAMAGES:

1). FOR FAILURE TO PROVIDE DATA, DOCUMENTS, REPORTS OR INFORMATION OR TO COOPERATE WITH THE CITY DURING AN AUDIT PURSUANT TO SECTION VII. ABOVE, THE CITY'S DAMAGES SHALL BE $100.00 PER DAY.

2). FOR FAILURE OF THE GRANTEE TO COMPLY WITH THE PAYMENT PROVISIONS OF THIS AGREEMENT, THE CITY'S DAMAGES SHALL BE $200.00 PER DAY.

3). FOR FAILURE TO COMPLY WITH ANY OF THE PROVISIONS OF THIS AGREEMENT FOR WHICH A PENALTY IS NOT OTHERWISE SPECIFICALLY PROVIDED, THE CITY'S DAMAGES SHALL BE $100.00 PER DAY.

B. GRANTOR MAY IMPOSE LIQUIDATED DAMAGES HEREUNDER UPON THIRTY (30) DAYS WRITTEN NOTICE TO THE GRANTEE, IF AT THE EXPIRATION OF THE THIRTIETH DAY THE GRANTEE HAS FAILED TO EITHER REMEDY THE VIOLATION OR MAKE ARRANGEMENTS TO DO SO.

C. ANY PAYMENTS DUE TO THE CITY UNDER THIS SECTION SHALL NOT BE CONSIDERED FRANCHISE FEES NOR SHALL THE PAYMENTS BE OFFSET AGAINST THE PAYMENTS REQUIRED PURSUANT TO SECTION IV HEREIN.

XIX. VENUE

This agreement shall be governed by the laws of the State of Texas as to both interpretation and performance. Any and all legal action necessary to enforce this agreement will be held in Webb County, Texas.

XX. SEVERABILITY

If any provision, section, subsection, sentence, clause or phrase of this ordinance, or the application of same to any person or set of circumstance, except for section 5 herein, is for any reason held to be unconstitutional, void, invalid or for any reason unenforceable, the validity of the remaining portion of this ordinance or its application to other person or sets of circumstances shall not be affected thereby, it being the intent of the City Council of the City of Laredo in adopting this ordinance that no portion hereof or provision or regulation contained herein shall become inoperative or fail by reason of any unconstitutionality, void or invalidity, and all provisions are declared severable for that purpose.

XXI. CAPTIONS

Captions contained in this Franchise are for reference purposes only, and therefore will be given no effect in construing this Franchise and are not restrictive of the subject matter of any section of this Franchise. Any reference to gender shall include the masculine, feminine and neutral.

XXII. NON-WAIVER

Failure of either party hereto to insist on the strict performance of any of the terms and conditions

or to exercise any rights or remedies accruing hereunder upon a default or failure of performance shall not be considered a waiver of the right to insist on, and to enforce by any appropriate remedy, strict compliance with any other obligation hereunder or to exercise any right or remedy accruing as a result of any future default or failure of performance. Waiver of the City's rights hereunder may only be affected by a written instrument signed by the Director or Grantee, and approved by City Council.

XXIII. SAVINGS CLAUSE

All rights and remedies of the City of Laredo are expressly saved as to any and all of the provisions of any ordinances which have accrued at the time of the effective date of this ordinance; and, as to such accrued violations and all pending litigation, both civil and criminal, whether pending in court or not, under such ordinances, same shall not be affected by this ordinance but may be prosecuted until final disposition by the courts.

XXIV. WRITTEN AMENDMENT

This Agreement may be amended only by an ordinance duly adopted by the City Council.

XXV. EFFECTIVE DATE

This Franchise, having been published as required by the Charter of the City of Laredo, shall become effective on the 61st day following its final adoption by the City Council.

ACCEPTED AND AGREED TO ON BEHALF OF Dumpster Rescue LLC

By: _____

Uriel Mata
Printed Name of Officer or Authorized Person:
Title:_____
(Capacity of Signer)

Dated this___day of_____, 2025.

STATE OF TEXAS §
§
COUNTY OF WEBB §

I, Mario I. Maldonado, Jr. City Secretary of the City of Laredo, Texas, hereby certify that the above and foregoing acceptance was received and filed in the office of the City Secretary of the City of Laredo on the_____day of 2025.

EXECUTED under my hand and official seal of the City of Laredo in the said City this _____day of_____, 2025.

_____
Mario I. Maldonado, Jr.
City Secretary

(SEAL)

_____

Joseph W. Neeb
City Manager

APPROVED AS TO FORM:

_____
Doanh T. Nguyen,
City Attorney

Exhibit A

Roll Off Services:

Container Size	Daily Fee	5-Day Rental Fee	Rental Extension Daily Fee	Rate Per Ton
20 Yds	$225.00	$300.00	$15.00	$46.50

Plus all applicable taxes

City of Laredo

City Council

Meeting Date: 6/2/2025 **Public Hearing & Introductory Ordinance 5.**

SUBJECT

An Ordinance of the City Council of the City of Laredo, Texas, authorizing the City Manager to amend the City of Laredo FY2025 Capital Grant Fund to appropriate revenues and expenses in the amount of $1,368,770.00 for the Texas Department of Transportation TASA (Transportation Alternative Set Aside) grant for City improvements to and construction of sidewalks, curb and gutter, cross-surface materials, pavement markings, lighting, landscaping and select utility relocation along Salinas Avenue between Iturbide Street and Water Street. The local match will be funded by the Tax Increment Reinvestment Zone #1 (TIRZ No 1). Grant will be allocated in the Capital Grant Fund. Providing that this ordinance shall be cumulative; providing a severability clause; providing for publication; and declaring an effective date.

VIVA LAREDO PLAN ALIGNMENT

Alignment Rating: Strong

Supporting goal(s)/policy(ies):

- **Goal 6.1** - “Improve access to safe and inclusive mobility options for all people.”

(Viva Laredo Comprehensive Plan, p. 6.6)

Relevance: This infrastructure investment enhances safe pedestrian access downtown and supports inclusive mobility through upgraded sidewalks and lighting.

- **Policy 6.1.1** - “Prioritize the needs of pedestrians and cyclists, especially in Downtown, near schools, and in low-mobility neighborhoods.”

(Viva Laredo Comprehensive Plan, p. 6.7)

Relevance: The improvements take place in the Downtown area and directly support pedestrian mobility, aligning with this policy's priority focus areas.

- **Policy 6.1.4** - “Upgrade sidewalks, pedestrian ramps, lighting, signage, and other amenities in identified pedestrian districts.”

(Viva Laredo Comprehensive Plan, p. 6.8)

Relevance: The project includes sidewalk upgrades, lighting, and markings, fulfilling this policy's directive to invest in pedestrian infrastructure.

- **Policy 8.4.1** - "Encourage public and private investment in Downtown improvements, including streetscape enhancements and infrastructure upgrades."

(Viva Laredo Comprehensive Plan, p. 8.17)

Relevance: This ordinance directly enables coordinated investment in Downtown Laredo infrastructure, a central focus of this economic development goal.

Summary of alignment:

This ordinance demonstrates **strong alignment** with multiple goals and policies in the Viva Laredo Comprehensive Plan. It directly supports the development of **safe, accessible, and inclusive pedestrian infrastructure**-a priority in the Downtown area per **Goal 6.1** and **Policy 6.1.1**. The investment in sidewalks, lighting, landscaping, and utility relocation fulfills directives under **Policy 6.1.4** to modernize pedestrian facilities. Additionally, it advances **Policy 8.4.1**, which calls for public infrastructure investments to catalyze Downtown revitalization. By aligning with federal funding through TxDOT and leveraging local TIRZ funds, the project exemplifies a multi-tiered approach to strategic capital improvement. It intersects broader planning themes of **mobility, sustainability, safety, and economic development**, making this a model project for implementation under the Comprehensive Plan.

PREVIOUS COUNCIL ACTION

On April 22, 2025, City Council approved motion of the City Council of the City of Laredo, Texas, authorizing the City Manager to execute Agreement with the Tax Increment Reinvestment Zone No. 1 Board of Directors, (hereinafter "TIRZ No. I") relating to the design, development and implementation of the Transportation Alternative Set-Aside (TASA) Downtown Safe Sidewalk Improvement Project for Salinas Avenue.

On March 17, 2025, City Council approved a Resolution of the City Council of the City of Laredo, Texas, authorizing the City Manager or their designee to execute Advanced Funding Agreement (AFA) No. CSJ-0922-33-226 with the Texas Department of Transportation in the amount of $1,250,000.00 including federal participation in the amount of $1,000,000.00 and an estimated local participation in the amount of $47,500.00 including 100% of overruns for the city improvements to and construction of sidewalks, curb and gutter, cross-surface materials, pavement markings, lighting, landscaping and select utility relocation along Salinas Avenue between Iturbide Street and Water Street. In addition, an estimated direct state cost of $50,000.00 for general administration is included in the AFA No. CSJ-0922-33-226. The required local match is funded from the City of Laredo Tax

Increment Reinvestment Zone No. 1.

BACKGROUND

The Tax Increment Reinvestment Zone (TIRZ) No. 1 had submitted the application for Transportation Alternatives Set-Aside (TASA) funding consideration for the Downtown Safe Sidewalk Improvements project through the Metropolitan Planning Organization (MPO) FY 2022 TASA Call for Projects. The project was selected for funding by the MPO Policy Committee on February 15, 2023. The City of Laredo serves as the local government sponsor for the project. Matching funds will be allocated from the TIRZ No. 1 budget.

COMMITTEE RECOMMENDATION

Approved by TIRZ No. 1 on Tuesday, January 14, 2025.

STAFF RECOMMENDATION

Staff recommends the approval of this resolution.

Fiscal Impact

Fiscal Year:	2025
Budgeted Y/N?:	Y
Source of Funds:	2024 A.C.O.
Account #:	Click or tap here to enter text.
Change Order: Exceeds 25% Y/N:	N/A

FINANCIAL IMPACT:
Revenues:
State Capital Grant $1,271,270
Downtown Tirz #1 $97,500

Expenses:
Improvements OT Buildings $1,368,770

Docusign Envelope ID: 5EB2159E-4E01-4D6C-A648-E7B6378350D9

TxDOT:					Federal Highway Administration:	
CCSJ #	0922-33-226	AFA ID	Z00009107		CFDA No.	20.205
AFA CSJs	0922-33-226				CFDA Title	Highway Planning and Construction
District #	22	Code Chart 64#	24000			
Project Name	Downtown Safe Sidewalk Improvements				*AFA Not Used For Research & Development*	

STATE OF TEXAS §

COUNTY OF TRAVIS §

ADVANCE FUNDING AGREEMENT FOR A TRANSPORTATION ALTERNATIVES SET-ASIDE (TASA) PROGRAM PROJECT

MPO-Selected On and Off-System

This Advance Funding Agreement for a Transportation Alternatives Set-Aside (TASA) Program Project ("Agreement") is made between the State of Texas (State), acting through the Texas Department of Transportation, and the City of Laredo (Local Government), acting through its duly authorized officials.

WITNESSETH

WHEREAS, federal law establishes federally funded programs for transportation improvements to implement its public purposes, and

WHEREAS, the Texas Transportation Code, Section 201.103 establishes that the State shall design, construct and operate a system of highways in cooperation with local governments, and Section 222.052 authorizes the Texas Transportation Commission to accept contributions from political subdivisions for development and construction of public roads and the state highway system within the political subdivision, and

WHEREAS, Federal law, 23 USC §134 and 49 USC §5303, requires that State and Metropolitan Planning Organizations (MPOs) develop transportation plans and programs for urbanized areas of Texas, and

WHEREAS, Federal and state laws require local governments to meet certain contract standards relating to the management and administration of State and federal funds, and

WHEREAS, the Texas Transportation Commission has codified 43 TAC, Rules 15.50-15.56 that describe federal, state, and local responsibilities for cost participation in highway improvement and other transportation projects, and

WHEREAS, the rules and procedures for the Transportation Alternatives Set-Aside Program (TASA) are established in 23 USC §133(h), and 43 Texas Administrative Code, Part 1, Chapter 11, Subchapter G, §§11.400 – 11.418, and

WHEREAS, the Local Government prepared and submitted to the State or Metropolitan Planning Organization (MPO) a project nomination package for TASA funding consideration, which is briefly described as Downtown Safe Sidewalk Improvements (Project), and

WHEREAS, the Texas Transportation Commission (Commission) passed Minute Order Number 116752 (MO) dated August 16, 2024 awarding funding for TASA projects in the TASA Program Call of the Laredo Urban Transportation Study, including Project, and

TxDOT:					Federal Highway Administration:	
CCSJ #	0922-33-226	AFA ID	Z00009107		CFDA No.	20.205
AFA CSJs	0922-33-226				CFDA Title	Highway Planning and Construction
District #	22	Code Chart 64#	24000			
Project Name	Downtown Safe Sidewalk Improvements				*AFA Not Used For Research & Development*	

WHEREAS, the governing body of the Local Government has approved entering into this Agreement by resolution or ordinance dated **03/17/2025**, which is attached to and made a part of this Agreement as Attachment C, Resolution or Ordinance. A map showing the Project location appears in Attachment A, Project Location Map, which is attached to and made a part of this Agreement, and

NOW, THEREFORE, the State and the Local Government agree as follows:

AGREEMENT

1. Period of Agreement and Performance

A. Period of Agreement. This Agreement becomes effective when signed by the last party whose signing makes the Agreement fully executed. This Agreement shall remain in effect until terminated as provided below.

B. Period of Performance.

1. The Performance Period for each phase of work begins on the date specified in the Federal Project Authorization and Agreement (FPAA) for that phase of work. Local Government may not begin work until issued the State Letter of Authority (SLOA) for that phase of work.
2. The Performance Period for each phase of work ends on the date specified in the FPAA for that phase of work.

2. Scope of Work and Use of Project

A. The scope of work for Project consists of improvements to and reconstruction of sidewalks, curb and gutter, cross-surface materials, pavement markings, lighting, landscaping, and select utility relocation with a purpose to improve pedestrian and non-motorized user safety and accessibility in downtown Laredo. This TASA project includes portions of Salinas Ave. between Iturbide St. and Water St. as shown on Attachment A.

B. Any project changes proposed must be submitted in writing by Local Government to State. Substantive changes may also require an amendment to this Agreement and the approval of the FHWA, State, MPO, or the Commission. Any changes undertaken without written approval and amendment of this Agreement may jeopardize not only the federal funding for the changes, but the federal funding of the entire Project.

3. Project Sources and Uses of Funds

The total estimated development cost of the Project is shown in Attachment B, Project Budget Estimate and Source of Funds (Attachment B).

A. If Local Government will perform any work under this Agreement for which reimbursement will be provided by or through the State, the Local Government must complete training. If federal funds are being used, the training must be completed before federal spending authority is obligated. Training is complete when at least one

individual who is working actively and directly on the Project successfully completes and receives a certificate for the course entitled “Local Government Project Procedures and Qualification for the Texas Department of Transportation” and retains qualification in accordance with applicable TxDOT procedures. Upon request, Local Government shall

TxDOT:					Federal Highway Administration:	
CCSJ #	0922-33-226	AFA ID	Z00009107		CFDA No.	20.205
AFA CSJs	0922-33-226				CFDA Title	Highway Planning and Construction
District #	22	Code Chart 64#	24000			
Project Name	Downtown Safe Sidewalk Improvements				*AFA Not Used For Research & Development*	

provide the certificate of qualification to State. The individual who receives the training certificate may be an employee of Local Government or an employee of a firm that has been contracted by Local Government to perform oversight of the Project. State in its discretion may deny reimbursement if Local Government has not continuously designated in writing a qualified individual to work actively on or to directly oversee the Project.

B. The total estimated project cost as shown in Attachment B incudes the Local Government's estimated itemized cost of real property, utilities, environmental assessments, construction, and other construction related costs. To be eligible for reimbursement or as in-kind contribution, costs must have been included in the nomination form approved by the Texas Transportation Commission or MPO in consultation with State. Local Government must submit to State evidence of payment for eligible in-kind costs at least once per calendar quarter using the State's In-Kind Match Reporting form.

C. State and the Federal Government will not reimburse Local Government for any work performed outside the Performance Period. After federal funds have been obligated, State will send to Local Government a copy of the formal documentation showing the obligation of funds including federal award information. Local Government is responsible for 100 percent of the cost of any work performed under its direction or control before the federal spending authority is formally obligated.

D. The Project budget and source of funds estimate based on the budget provided in the application is included in Attachment B. Attachment B shows the percentage and estimated dollar amounts to be contributed to Project by state and local sources, as well as the maximum amount in federal TASA funds assigned by the Commission or MPO in consultation with State. This Agreement may be amended from time to time as required to meet the funding commitments based on revisions to the TASA, FPAA, or other federal documents.

E. State will be responsible for securing the federal share of funding required for the development and construction of Project, in an amount not to exceed 80 percent of the actual cost of the work up to the amount of funds approved for Project by the Texas Transportation Commission or MPO in consultation with State. Federal funds will be reimbursed on a cost basis. Project costs incurred prior to issuance of the SLOA are not eligible for reimbursement.

F. The Local Government will be responsible for all non-federal or non-State participation costs associated with the Project, unless otherwise provided for in this Agreement or approved otherwise in an amendment to this Agreement. For items of work subject to specified percentage funding, the Local Government shall only in those instances be responsible for all Project costs that are greater than the maximum State and federal participation specified in Attachment B and for overruns in excess of the amount specified in Attachment B to be paid by the Local Government. If the Project was State-selected, the State may apply a portion of any excess program funds to cover all or a portion of any overrun based on criteria provided by 43 Tex. Admin. Code §11.411(d).

G. The budget in Attachment B will clearly state all items subject to fixed price funding, specified percentage funding, and the periodic payment schedule, when periodic payments have been approved by the State.

TxDOT:					Federal Highway Administration:	
CCSJ #	0922-33-226	AFA ID	Z00009107		CFDA No.	20.205
AFA CSJs	0922-33-226				CFDA Title	Highway Planning and Construction
District #	22	Code Chart 64#	24000			
Project Name	Downtown Safe Sidewalk Improvements				*AFA Not Used For Research & Development*	

H. When fixed price funding is used, the Local Government is responsible for the fixed price amount specified in Attachment B. Fixed prices are not subject to adjustment unless (1) differing site conditions are encountered; (2) further definition of the Local Government's requested scope of work identifies greatly differing costs from those estimated; (3) work requested by the Local Government is determined to be ineligible for federal participation; or (4) the adjustment is mutually agreed to by the State and the Local Government.

I. Following execution of this Agreement, but prior to the performance of any plan review work by State, Local Government will pay to State the amount specified in Attachment B for plan review. At least 60 days prior to the date set for receipt of the construction bids, Local Government shall remit its remaining local match as specified in Attachment B for State's estimated construction oversight and construction cost.

J. In the event State determines that additional funding is required by Local Government at any time during Project, State will notify Local Government in writing. Local Government is responsible for the percentage of the authorized Project cost shown in Attachment B and 100 percent of any overruns above the federally authorized amount. Local Government will make payment to State within 30 days from receipt of State's written notification.

K. Whenever funds are paid by Local Government to State under this Agreement, Local Government will remit a warrant made payable to the "Texas Department of Transportation". The warrant will be deposited by State and managed by State. Funds may only be applied by State to Project.

L. Upon completion of Project, State will perform a final accounting of Project costs. Any funds due to Local Government, State, or the Federal Government will be promptly paid by the owing party.

M. In the event Project is not completed, State may seek reimbursement from Local Government of the expended federal funds. Local Government will remit the required funds to State within 60 days from receipt of State's notification.

N. If any existing or future local ordinances, commissioners court orders, rules, policies, or other directives, including but not limited to outdoor advertising billboards and storm water drainage facility requirements, are more restrictive than state or federal regulations, or if any other locally proposed changes, including but not limited to plats or re-plats, result in increased costs, then any increased costs associated with the ordinances or changes will be paid by Local Government. The cost of providing right of way acquired by State shall mean the total expenses in acquiring the property interests through negotiations, including, but not limited to, expenses related to relocation, removal, and adjustment of eligible utilities.

O. The state auditor may conduct an audit or investigation of any entity receiving funds from the State directly under the Agreement or indirectly through a contract or subcontract under the Agreement. Acceptance of funds directly under the Agreement or indirectly through a contract or subcontract under this Agreement acts as acceptance of the authority of the state auditor, under the direction of the legislative audit committee, to conduct an audit or investigation in connection with those funds. An entity that is the subject of an audit or investigation must provide the state auditor with access to any information the state auditor considers relevant to the investigation or audit.

P. State will not pay interest on any funds provided by Local Government.

TxDOT:					Federal Highway Administration:	
CCSJ #	0922-33-226	AFA ID	Z00009107		CFDA No.	20.205
AFA CSJs	0922-33-226				CFDA Title	Highway Planning and Construction
District #	22	Code Chart 64#	24000			
Project Name	Downtown Safe Sidewalk Improvements				*AFA Not Used For Research & Development*	

Q. State will not execute the contract for the construction of Project until the required funding has been made available by Local Government in accordance with this Agreement.

R. Local Government is authorized to submit requests for reimbursement by submitting the original of an itemized invoice in a form and containing all items required by State no more frequently than monthly, and no later than 90 days after costs are incurred. If Local Government submits invoices more than 90 days after the costs are incurred, and if federal funding is reduced as a result, State shall have no responsibility to reimburse Local Government for those costs.

S. If Local Government is an Economically Disadvantaged County (EDC) or the State or MPO selected project meets the State's or MPO's criteria to receive Transportation Development Credits in lieu of providing a cash local match, and the State has approved adjustments to the standard financing arrangement, this agreement reflects those adjustments.

4. Termination of the Agreement

A. This Agreement may be terminated by any of the following conditions:
   1. By mutual written consent and agreement of all parties;
   2. By any party with 90 days written notice; or
   3. By either party, upon the failure of the other party to fulfill the obligations as set forth in this Agreement. Any cost incurred due to such breach of contract shall be paid by the breaching party.

B. If the potential termination of this Agreement is due to the failure of Local Government to fulfill its contractual obligations, State will notify Local Government that possible breach of contract has occurred. Local Government should make every effort to remedy the breach within a period mutually agreed upon by both parties.

C. The Agreement may be terminated by the State because the parties are not able to execute a mutually agreeable amendment when the costs for Local Government requested items increase significantly due to differing site conditions, determination that Local government requested work is ineligible for federal or state cost participation, or a more thorough definition of the Local Government's proposed work scope identifies greatly differing costs from those estimated. The State will reimburse Local Government remaining funds to the Local Government within ninety (90) days of termination;

D. If Local Government withdraws from Project after this Agreement is executed, Local Government shall be responsible for all direct and indirect Project costs as identified by the State's cost accounting system and with 2 CFR Part 200 recapture requirements.

E. A project may be eliminated from the program as outlined below. If Project is eliminated for any of these reasons, this Agreement will be appropriately terminated. A project may be eliminated from the program, and this Agreement terminated, if:
   1. Local Government fails to satisfy any requirements of the program rules cited in 43 Texas Administrative Code, Part 1, Chapter 11, Subchapter G, §§11.400 – 11.418.
   2. The implementation of Project would involve significant deviation from the activities proposed in the nomination form and approved by the Texas Transportation Commission or MPO in consultation with State.
   3. Local Government withdraws from participation in Project.

TxDOT:					Federal Highway Administration:	
CCSJ #	0922-33-226	AFA ID	Z00009107		CFDA No.	20.205
AFA CSJs	0922-33-226				CFDA Title	Highway Planning and Construction
District #	22	Code Chart 64#	24000			
Project Name	Downtown Safe Sidewalk Improvements				*AFA Not Used For Research & Development*	

4. State determines that federal funding may be lost due to Project not being implemented and completed.
5. Funds are not appropriated, in which case this Agreement shall be terminated immediately with no liability to either party. Payment under this Agreement beyond the current fiscal biennium is subject to availability of appropriated funds.
6. A construction contract has not been awarded or construction has not been initiated within three years after the date that the Commission or MPO selected the project or by a letting date determined by the state and agreed to by the Local Government.
7. Local Government fails to attend progress meetings at least twice yearly, as scheduled by State.

F. State, at its sole discretion, may terminate this Agreement if State does not receive project invoice from Local Government within 270 days of FPAA.

5. Amendments

This Agreement may be amended due to changes in the work, the amount of funding required to complete Project, or the responsibilities of the parties. Such amendment must be made through a mutually agreed upon, written amendment that is executed by the parties.

6. Remedies

This Agreement shall not be considered as specifying the exclusive remedy for any agreement default, but all remedies existing at law and in equity may be availed of by either party to this Agreement and shall be cumulative.

7. Utilities

Local Government shall be responsible for the adjustment, removal, or relocation of utilities or utility facilities in accordance with applicable State laws, regulations, rules, policies, and procedures, including any cost to State of a delay resulting from Local Government's failure to ensure that utilities or utility facilities are adjusted, removed, or relocated before the scheduled beginning of construction. At the State's discretion, State may reimburse Local Government for minor, incidental utility adjustments that are identified during the preliminary engineering phase if they are eligible for federal reimbursement. Local Government must obtain advance approval for any variance from established procedures. Before a construction contract is let, Local Government shall provide, at State's request, a certification stating that Local Government has completed the adjustment of all utilities that must be adjusted before construction begins. Additional utility work may be required due to unknown conditions discovered during construction. These costs may be eligible for TASA participation if the following conditions are met: (1) the activity is required to complete Project; (2) the cost is incidental to Project; and (3) TASA funding is available. Any change orders must be approved by State prior to incurring any cost for which reimbursement is sought.

8. Environmental Assessment and Mitigation

Development of Project must comply with the National Environmental Policy Act and the National Historic Preservation Act of 1966, which require environmental clearance of federal-aid projects.

TxDOT:					Federal Highway Administration:	
CCSJ #	0922-33-226	AFA ID	Z00009107		CFDA No.	20.205
AFA CSJs	0922-33-226				CFDA Title	Highway Planning and Construction
District #	22	Code Chart 64#	24000			
Project Name	Downtown Safe Sidewalk Improvements				*AFA Not Used For Research & Development*	

A. The **State** is responsible for the identification and assessment of any environmental problems associated with the development of Project.
B. Local Government is responsible for the cost of any environmental problem's mitigation and remediation. These costs will not be reimbursed or credited towards Local Government's financial share of Project unless specified in the nomination form and approved by State or MPO in consultation with State.
C. Local Government is responsible for providing any public meetings or public hearings required for development of the environmental assessment, including any public hearing requirements that may be necessary when adding a bike lane.
D. Before the advertisement for bids, Local Government shall provide to State written documentation from the appropriate regulatory agency or agencies that all environmental clearances have been obtained.

9. Compliance with Accessibility Standards

All parties to this Agreement shall ensure that the plans for and the construction of all projects subject to this Agreement are in compliance with standards issued or approved by the Texas Department of Licensing and Regulation (TDLR) as meeting or consistent with minimum accessibility requirements of the Americans with Disabilities Act (P.L. 101-336) (ADA).

10. Architectural and Engineering Services

A. Architectural and engineering services for preliminary engineering will be provided by the **Local Government**. In procuring professional services, the parties to this Agreement must comply with federal requirements cited in 23 CFR Part 172 if Project is federally funded and Local Government will be seeking reimbursement for these services or if these services will be used as in-kind contributions; and with Texas Government Code Subchapter 2254.A., in all cases. Professional services contracts for federally funded projects must conform to federal requirements. Variety
B. The architectural contract documents shall be developed in accordance with the standards of the American Institute of Architects, the U.S. Secretary of the Interior's Standards for Historic Preservation Projects, Standards and Guidelines for Archeology and Historic Preservation, the National Register Bulletin Number 36: Guidelines for Evaluating and Registering Historical Archeological Sites and in consultation with the State Historic Preservation Officer, as applicable. The engineering plans shall be developed in accordance with State's applicable Standard Specifications for Construction and Maintenance of Highways, Streets and Bridges and the two American Association of State Highway and Transportation Officials' ("AASHTO") publications, "A Policy on Geometric Design of Highways and Streets" and "Guide for the Development of Bicycle Facilities," as applicable. All design criteria for bicycle and pedestrian bridges must comply with TxDOT's Bridge Design Manual and AASHTO's Load and Resistance Factor Design (LRFD) Guide Specifications for the Design of Pedestrian Bridges (latest edition) as applicable. All contract procurement procedures and documents must adhere to the applicable requirements established in the Standard Specifications for Construction and Maintenance of Highways, Streets and Bridges. The use of other systems of specifications shall be approved by State in writing in advance.
C. When architectural and engineering services are provided by or through Local Government, Local Government shall submit any plans it has completed to State for review and approval on an agreed upon schedule. Local Government may also submit

TxDOT:					Federal Highway Administration:	
CCSJ #	0922-33-226	AFA ID	Z00009107		CFDA No.	20.205
AFA CSJs	0922-33-226				CFDA Title	Highway Planning and Construction
District #	22	Code Chart 64#	24000			
Project Name	Downtown Safe Sidewalk Improvements				*AFA Not Used For Research & Development*	

the plans to State for review any time prior to completion. Local Government shall make the necessary revisions determined by State. Local Government will not let the construction contract until all required plans have received State approval.

D. When architectural and engineering services are provided by or through State, then the State is responsible for the delivery and performance of any required architectural or preliminary engineering work. Local Government may review and comment on the work, including any proposed changes to the scope of work, as required to accomplish Project purposes. State will cooperate with Local Government in accomplishing these Project purposes to the degree permitted by state and federal law.

11. Construction Responsibilities

A. The **Local Government** shall advertise for construction bids, issue bid proposals, receive and tabulate the bids, and award and administer the contract for construction of Project. Administration of the contract includes the responsibility for construction engineering and for issuance of any change orders, supplemental agreements, amendments, or additional work orders that may become necessary subsequent to the award of the construction contract. To ensure federal funding eligibility, projects must be authorized by State prior to advertising for construction.

B. All contract letting and award procedures must be approved by State prior to letting and award of the construction contract, whether the construction contract is awarded by State or by Local Government.

C. All contract change order review and approval procedures must be approved by State prior to start of construction.

D. If the Local Government is the responsible party, the State must review and approve change orders.

E. Upon completion of Project, the party constructing Project will issue and sign a "Notification of Completion" acknowledging Project's construction completion.

F. For federally funded contracts, the parties to this Agreement will comply with federal construction requirements provided in 23 CFR Parts 633 and 635, and shall include the latest version of Form "FHWA-1273" in the contract bidding documents. If force account work will be performed, a finding of cost effectiveness shall be made in compliance with 23 CFR Subpart 635.B.

G. Any field changes, supplemental agreements, or revisions to the design plans that may occur after the construction contract is awarded will be mutually agreed to by State and Local Government prior to authorizing the contractor to perform the work. Prior to completion of Project, the party responsible for construction will notify the other party to this Agreement of the anticipated completion date. All parties will be afforded the opportunity to assist in the final review of the construction services performed by the contractor.

12. Project Maintenance

A. Upon completion of Project, Local Government will be responsible for maintaining the completed facility for public use. The property shall be maintained and operated for the purpose for which it was approved and funded for a period commensurate with the federal investment or State rules, whichever is greater. Should Local Government at any time after Project completion decide it can no longer maintain and operate Project for its intended purpose, Local Government shall consult with State and the FHWA as to the disposal or alternate uses, consistent with Project's original intent. State may

TxDOT:					Federal Highway Administration:	
CCSJ #	0922-33-226	AFA ID	Z00009107		CFDA No.	20.205
AFA CSJs	0922-33-226				CFDA Title	Highway Planning and Construction
District #	22	Code Chart 64#	24000			
Project Name	Downtown Safe Sidewalk Improvements				*AFA Not Used For Research & Development*	

require Local Government to return the federal funds in accordance with 2 CFR Part 200 federal recapture requirements. Should Local Government consider conveying the property, State and FHWA must be notified prior to the sale, transfer, or disposal of any property that received federal funds. Written concurrence of approval for the transaction, detailing any required recapture, must be obtained from FHWA prior to the transaction. Advance notice from Local Government of their intended action must be submitted to State for an FHWA review a minimum of 90 days prior to any action being taken by Local Government. Local Government shall be held responsible for reimbursement of all federal funds used or a portion of those funds based on a pro-rata amount, considering the original percentage of federal funds provided and the time elapsed from Project completion date. This same percentage of reimbursement also applies to any amount of profit that may be derived from the conveyance of the property, as applicable.

B. Any manufacturer warranties extended to Local Government as a result of Project shall remain in the name of Local Government. State shall not be responsible for honoring any warranties under this Agreement.

C. Should Local Government derive any income from the development and operation of Project, a portion of the proceeds sufficient for the maintenance and upkeep of the property shall be set aside for future maintenance. A project income report shall be submitted to State on a quarterly basis. Monies set aside according to this provision shall be expended using accounting procedures and with the property management standards established in 2 CFR Part 200.

D. Should any historic properties be included in or affected by this federally funded Project, the historic integrity of the property and any contributing features must continue to be preserved regardless of any approved changes that may occur throughout the life of Project.

13. Right of Way and Real Property Acquisition

A. Right of way and real property acquisition shall be the responsibility of Local Government. Title to right of way and other related real property must be acceptable to State before funds may be expended for the improvement of the right of way or real property.

B. If Local Government is the owner of any part of Project site under this Agreement, Local Government shall permit State or its authorized representative access to occupy the site to perform all activities required to execute the work.

C. Local Government will comply with and assume the costs for compliance with all the requirements of Title II and Title III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, 42 USC §4601 et seq., including those provisions relating to incidental expenses incurred by the property owners in conveying the real property to Local Government, and benefits applicable to the relocation of any displaced person as defined in 49 CFR §24.2(g). Documentation to support such compliance must be maintained and made available to State and its representatives for review and inspection.

D. Local Government shall assume all costs and perform all work necessary to obtain needed evidence of title or right of use to the real property required for development of Project. Evidence of title or right of use shall be acquired in the name of (1) State, if the real property is to be made part of the State Highway System, or (2) Local Government,

TxDOT:					Federal Highway Administration:	
CCSJ #	0922-33-226	AFA ID	Z00009107		CFDA No.	20.205
AFA CSJs	0922-33-226				CFDA Title	Highway Planning and Construction
District #	22	Code Chart 64#	24000			
Project Name	Downtown Safe Sidewalk Improvements				*AFA Not Used For Research & Development*	

if the real property is not to be made part of the State Highway System. The evidence of title or rights shall be acceptable to State, and be free and clear of all encroachments. Local Government shall secure and provide easements and any needed rights of entry over any other land needed to develop Project according to the approved Project plans. Local Government shall be responsible for securing any additional real property required for completion of Project.

E. Local Government shall prepare real property maps, property descriptions, and other data as needed to properly describe the real property and submit them to State for approval prior to Local Government acquiring the real property. Tracings of the maps shall be retained by Local Government for a permanent record.

F. Local Government shall determine property values for each real property parcel to be purchased with federal funds using methods acceptable to State and shall submit to State a tabulation of the values so determined, signed by the appropriate Local Government representative. The tabulations must list the parcel numbers, ownership, acreage, and recommended compensation. The tabulation must be accompanied by an explanation to support the estimated values, together with a copy of the documentation and reports used in calculating each parcel's value. Expenses incurred by Local Government in performing this work may be eligible for reimbursement after Local Government has received written authorization by State to proceed with determination of real property values. State will review the data submitted and will base its reimbursement for parcel acquisitions on these in determining the fair market values. Local Government will not be reimbursed for right-of-way costs on state-selected projects.

G. For State-selected TASA projects, Local Government shall not use eminent domain or condemnation to acquire real property for this TASA Project.

H. Reimbursement for real property costs will be made to Local Government for real property purchased in an amount not to exceed 80 percent of the cost of the real property purchased in accordance with the terms and provisions of this Agreement. Reimbursement will be in an amount not to exceed 80 percent of State's predetermined fair market value of each parcel, or the net cost thereof, whichever is less. In addition, reimbursement will be made to Local Government for necessary payments to appraisers for expenses incurred in order to assure good title. Local Government will not be reimbursed for right-of-way costs on state-selected projects.

I. Local Government and current property owner are responsible for any costs associated with the relocation of displaced persons and personal property as well as incidental expenses incurred in acquiring property to implement Project. State will not pay any of these costs.

J. If Project requires the use of real property to which Local Government will not hold title, a separate agreement between the owners of the real property and Local Government must be executed prior to execution of this Agreement. The separate agreement between Local Government and the current property owner must establish that Project will be dedicated for public use for a period of time not less than ten years after project completion and commensurate with the federal investment. For State-selected projects, this is outlined in 43 Tex. Admin. Code §11.417. The separate agreement must define the responsibilities of the parties as to the use of the real property and operation and maintenance of Project after completion. The separate agreement must be approved by State prior to its execution and a copy of the executed separate agreement shall be provided to State.

TxDOT:					Federal Highway Administration:	
CCSJ #	0922-33-226	AFA ID	Z00009107		CFDA No.	20.205
AFA CSJs	0922-33-226				CFDA Title	Highway Planning and Construction
District #	22	Code Chart 64#	24000			
Project Name	Downtown Safe Sidewalk Improvements				*AFA Not Used For Research & Development*	

K. Local Government shall execute individually or produce a legal document as necessary to provide for Project's continued use from the date of completion, and agrees to cause the same to be recorded in the land records of the appropriate jurisdiction.

L. Local governments receiving federal funds must comply with 23 CFR Part 710 and 49 CFR Part 24, and with the procedures provided in Chapter 6 of the State's Local Government Project Policy Manual. Local Government agrees to monitor Project to ensure: (1) continued use of the property for approved activities, and (2) the repayment of the Federal funds, as appropriate. Local Government agrees to the review of their Project accounts and site visits by State during the development of Project at any time. Upon Project completion, State will continue to perform periodic visits to confirm Project's continued use and upkeep.

M. Before the advertisement for bids, Local Government shall provide a certification to State that all real property has been acquired.

14. Insurance

A. Should this Agreement authorize Local Government or its contractor to perform any work on State right of way, before beginning work, the entity performing the work shall provide State with a fully executed copy of State's Form 1560 Certificate of Insurance verifying the existence of coverage in the amounts and types specified on the Certificate of Insurance for all persons and entities working on State right of way. This coverage shall be maintained until all work on State right of way is complete. If coverage is not maintained, all work on State right of way shall cease immediately, and State may recover damages and all costs of completing the work.

B. For projects including buildings, Local Government agrees to insure the building according to Department specifications and further agrees to name the Federal Government as a "Loss Payee" should the building be destroyed.

15. Notices, Invoices, Payments, and Project Inquiries

All notices to either party shall be delivered personally or sent by certified or U.S. mail, postage prepaid, addressed to that party at the following address:

Local Government:	**State:**
City of Laredo ATTN: City Manager 1110 Houston Street Laredo, TX 78040	Texas Department of Transportation ATTN: Director of Contract Services 125 E. 11th Street Austin, TX 78701

All notices shall be deemed given on the date delivered in person or deposited in the mail, unless otherwise provided by this agreement. Either party may change the above address by sending written notice of the change to the other party. Either party may request in writing that notices shall be delivered personally or by certified U.S. mail, and that request shall be carried out by the other party.

Invoicing, payment, and project inquiries must be sent to the following address, which the State may change by sending written notice of the change to the Local Government:

TxDOT:					Federal Highway Administration:	
CCSJ #	0922-33-226	AFA ID	Z00009107		CFDA No.	20.205
AFA CSJs	0922-33-226				CFDA Title	Highway Planning and Construction
District #	22	Code Chart 64#	24000			
Project Name	Downtown Safe Sidewalk Improvements				*AFA Not Used For Research & Development*	

Texas Department of Transportation
ATTN: Contract Specialist – TP&D
1617 Bob Bullock Loop
Laredo, TX 78043

All invoicing, payment, and project inquiries must include the following information:

County: Webb
Local Government: City of Laredo
CSJ No.: 0922-33-226
Project Name: Downtown Safe Sidewalk Improvements
Highway or Roadway: Salinas Ave.

16. Legal Construction
In case one or more of the provisions contained in this Agreement shall for any reason be held invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provisions and this Agreement shall be construed as if it did not contain the invalid, illegal, or unenforceable provision.

17. Responsibilities of the Parties
Neither party is an agent, servant, or employee of the other party and each party is responsible for its individual acts and deeds as well as the acts and deeds of its contractors, employees, representatives, and agents.

18. Ownership of Documents
Upon completion or termination of this Agreement, all documents prepared by State shall remain the property of State. All data prepared under this Agreement shall be made available to State without restriction or limitation on their further use. All documents produced or approved or otherwise created by Local Government shall be transmitted to State in the form of photocopy reproduction on a monthly basis as required by State. The originals shall remain the property of Local Government.

19. Document and Information Exchange
Local Government agrees to electronically deliver to State all general notes, specifications, contract provision requirements, and related documentation in a Microsoft Word or similar format. If requested by State, Local Government will use State's document template. Local Government shall also provide a detailed construction time estimate, including types of activities and month in which the activity will be completed, in the format required by State. This requirement applies whether Local Government creates the documents with its own forces or by hiring a consultant or professional provider. At the request of State, Local Government shall submit any information required by State in the format directed by State.

20. Compliance with Laws
The parties shall comply with all federal, state, and local laws, statutes, ordinances, rules and regulations, and the orders and decrees of any courts or administrative bodies or tribunals in any manner affecting the performance of this agreement. When required, Local Government shall furnish State with satisfactory proof of this compliance.

TxDOT:					Federal Highway Administration:	
CCSJ #	0922-33-226	AFA ID	Z00009107		CFDA No.	20.205
AFA CSJs	0922-33-226				CFDA Title	Highway Planning and Construction
District #	22	Code Chart 64#	24000			
Project Name	Downtown Safe Sidewalk Improvements				*AFA Not Used For Research & Development*	

21. Sole Agreement

This Agreement constitutes the sole and only agreement between the parties and supersedes any prior understandings or written or oral agreements respecting the Agreement's subject matter.

22. Cost Principles

In order to be reimbursed with federal funds, the parties shall comply with the Cost Principles established in 2 CFR Part 200 that specify that all reimbursed costs are allowable, reasonable, and allocable to Project.

23. Procurement and Property Management Standards

The parties to this Agreement shall adhere to the procurement and property management standards established in 2 CFR 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, and to the Texas Uniform Grant Management Standards. The State must pre-approve the Local Government's procurement procedures for purchases to be eligible for state or federal funds.

24. Inspection of Books and Records

The parties to this Agreement shall maintain all books, documents, papers, accounting records, and other documentation relating to costs incurred under this Agreement and shall make such materials available to the State, the Local Government, and, if federally funded, the FHWA and the U.S. Office of the Inspector General or their duly authorized representatives for review and inspection at its office during the Agreement period and for seven (7) years from the date of final reimbursement by FHWA under this Agreement or until any impending litigation or claims are resolved. Additionally, the State, the Local Government, and the FHWA and their duly authorized representatives shall have access to all the governmental records that are directly applicable to this Agreement for the purpose of making audits, examinations, excerpts, and transcriptions.

25. Civil Rights Compliance

The parties to this Agreement are responsible for the following:

A. Compliance with Regulations: Both parties will comply with the Acts and the Regulations relative to Nondiscrimination in Federally-assisted programs of the U.S. Department of Transportation (USDOT), the Federal Highway Administration (FHWA), as they may be amended from time to time, which are herein incorporated by reference and made part of this Agreement.

B. Nondiscrimination: The Local Government, with regard to the work performed by it during the Agreement, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurement of materials and leases of equipment. The Local Government will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations, including

employment practices when the Agreement covers any activity, project, or program set forth in Appendix B of 49 CFR Part 21.

C. Solicitations for Subcontracts, Including Procurement of Materials and Equipment: In all solicitations either by competitive bidding or negotiation made by the Local Government for work to be performed under a subcontract, including procurement of materials or leases of equipment, each potential subcontractor or supplier will be notified by the

TxDOT:					Federal Highway Administration:	
CCSJ #	0922-33-226	AFA ID	Z00009107		CFDA No.	20.205
AFA CSJs	0922-33-226				CFDA Title	Highway Planning and Construction
District #	22	Code Chart 64#	24000			
Project Name	Downtown Safe Sidewalk Improvements				*AFA Not Used For Research & Development*	

Local Government of the Local Government's obligations under this Agreement and the Acts and Regulations relative to Nondiscrimination on the grounds of race, color, or national origin.

D. Information and Reports: The Local Government will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto, and will permit access to its books, records, accounts, other sources of information, and facilities as may be determined by the State or the FHWA to be pertinent to ascertain compliance with such Acts, Regulations or directives. Where any information required of the Local Government is in the exclusive possession of another who fails or refuses to furnish this information, the Local Government will so certify to the State or the FHWA, as appropriate, and will set forth what efforts it has made to obtain the information.

E. Sanctions for Noncompliance: In the event of the Local Government's noncompliance with the Nondiscrimination provisions of this Agreement, the State will impose such contract sanctions as it or the FHWA may determine to be appropriate, including, but not limited to:
   1. withholding of payments to the Local Government under the Agreement until the Local Government complies and/or
   2. cancelling, terminating, or suspending of the Agreement, in whole or in part.

F. Incorporation of Provisions: The Local Government will include the provisions of paragraphs (A) through (F) in every subcontract, including procurement of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The Local Government will take such action with respect to any subcontract or procurement as the State or the FHWA may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the Local Government becomes involved in, or is threatened with, litigation with a subcontractor or supplier because of such direction, the Local Government may request the State to enter into such litigation to protect the interests of the State. In addition, the Local Government may request the United States to enter into such litigation to protect the interests of the United States.

26. Pertinent Non-Discrimination Authorities

During the performance of this Agreement, each party, for itself, its assignees, and successors in interest agree to comply with the following nondiscrimination statutes and authorities; including but not limited to:

A. Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21.

B. The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of federal or federal-aid programs and projects).

C. Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), as amended, (prohibits discrimination on the basis of sex).

D. Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.) as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27.

E. The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age).

TxDOT:					Federal Highway Administration:	
CCSJ #	0922-33-226	AFA ID	Z00009107		CFDA No.	20.205
AFA CSJs	0922-33-226				CFDA Title	Highway Planning and Construction
District #	22	Code Chart 64#	24000			
Project Name		Downtown Safe Sidewalk Improvements			*AFA Not Used For Research & Development*	

F. Airport and Airway Improvement Act of 1982, (49 U.S.C. Chapter 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex).

G. The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the federal-aid recipients, subrecipients and contractors, whether such programs or activities are federally funded or not).

H. Titles II and III of the Americans with Disabilities Act, which prohibits discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131-12189) as implemented by Department of Transportation regulations at 49 C.F.R. Parts 37 and 38.

I. The Federal Aviation Administration's Nondiscrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex).

J. Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures nondiscrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations.

K. Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, the parties must take reasonable steps to ensure that LEP persons have meaningful access to the programs (70 Fed. Reg. at 74087 to 74100).

L. Title IX of the Education Amendments of 1972, as amended, which prohibits the parties from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq.).

27. Disadvantaged Business Enterprise Program Requirements

A. The parties shall comply with the Disadvantaged Business Enterprise ("**DBE**") Program requirements established in 49 CFR Part 26.

B. Local Government shall adopt, in its totality, State's federally approved DBE program.

C. Local Government shall set an appropriate DBE goal consistent with State's DBE guidelines and in consideration of Local market, project size, and nature of the goods or services to be acquired. Local Government shall have final decision-making authority regarding the DBE goal and shall be responsible for documenting its actions.

D. Local Government shall follow all other parts of State's DBE program referenced in TxDOT Form 2395, Memorandum of Understanding Regarding the Adoption of the Texas Department of Transportation's Federally-Approved Disadvantaged Business

Enterprise by Entity, and attachments found at web address: http://ftp.dot.state.tx.us/pub/txdot-info/bop/dbe/mou/mou_attachments.pdf.

E. Local Government shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of any DOT-assisted contract or in the administration of its DBE program or the requirements of 49 CFR Part 26. Local Government shall take all necessary and reasonable steps under 49 CFR Part 26 to ensure non-

TxDOT:					Federal Highway Administration:	
CCSJ #	0922-33-226	AFA ID	Z00009107		CFDA No.	20.205
AFA CSJs	0922-33-226				CFDA Title	Highway Planning and Construction
District #	22	Code Chart 64#	24000			
Project Name	Downtown Safe Sidewalk Improvements				*AFA Not Used For Research & Development*	

discrimination in award and administration of DOT-assisted contracts. State's DBE program, as required by 49 CFR Part 26 and as approved by DOT, is incorporated by reference in this Agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of this Agreement. Upon notification to Local Government of its failure to carry out its approved program, State may impose sanctions as provided for under 49 CFR Part 26 and may, in appropriate cases, refer the matter for enforcement under 18 USC 1001 and the Program Fraud Civil Remedies Act of 1986 (31 USC § 3801 et seq.).

F. Each contract Local Government signs with a contractor (and each subcontract the prime contractor signs with a subcontractor) must include the following assurance: "The contractor, sub-recipient, or sub-contractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DOT-assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this agreement, which may result in the termination of this agreement or such other remedy as the recipient deems appropriate."

28. Debarment Certifications

The parties are prohibited from making any award at any tier to any party that is debarred or suspended or otherwise excluded from or ineligible for participation in Federal Assistance Programs under Executive Order 12549, "Debarment and Suspension." By executing this Agreement, Local Government certifies that it and its principals are not currently debarred, suspended, or otherwise excluded from or ineligible for participation in Federal Assistance Programs under Executive Order 12549, and further certifies that it will not do business with any party, to include principals, that is currently debarred, suspended, or otherwise excluded from or ineligible for participation in Federal Assistance Programs under Executive Order 12549. The parties to this Agreement shall require any party to a contract, subcontract, or purchase order awarded under this Agreement to certify its eligibility to receive federal funds and, when requested by State, to furnish a copy of the certification.

If state funds are used, the parties are prohibited from making any award to any party that is debarred under the Texas Administrative Code, Title 34, Part 1, Chapter 20, Subchapter G, Rule §20.585 and the Texas Administrative Code, Title 43, Part 1, Chapter 9, Subchapter G.

29. Lobbying Certification

In executing this Agreement, each signatory certifies to the best of that signatory's knowledge and belief, that:

A. No federal appropriated funds have been paid or will be paid by or on behalf of the parties to any person for influencing or attempting to influence an officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress, or an

employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

B. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a

TxDOT:					Federal Highway Administration:	
CCSJ #	0922-33-226	AFA ID	Z00009107		CFDA No.	20.205
AFA CSJs	0922-33-226				CFDA Title	Highway Planning and Construction
District #	22	Code Chart 64#	24000			
Project Name		Downtown Safe Sidewalk Improvements			*AFA Not Used For Research & Development*	

Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with federal contracts, grants, loans, or cooperative agreements, the signatory for Local Government shall complete and submit the federal Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

C. The parties shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and all sub-recipients shall certify and disclose accordingly. Submission of this certification is a prerequisite imposed by 31 USC §1352 for making or entering into this transaction. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

30. Federal Funding Accountability and Transparency Act Requirements

A. Any recipient of funds under this agreement agrees to comply with the Federal Funding Accountability and Transparency Act (FFATA) and implementing regulations at 2 CFR Part 170, including Appendix A. This agreement is subject to the following award terms: http://www.gpo.gov/fdsys/pkg/FR-2010-09-14/pdf/2010-22705.pdf and http://www.gpo.gov/fdsys/pkg/FR-2010-09-14/pdf/2010-22706.pdf.

B. Local Government agrees that it shall:

1. Obtain and provide to State a System for Award Management (SAM) number (Federal Acquisition Regulation (FAR) Subpart 4.11) if this award provides more than $25,000 in Federal funding. The SAM number may be obtained by visiting the SAM website whose address is: https://sam.gov/SAM/pages/public/index.jsf
2. Obtain and provide to State a Data Universal Numbering System (DUNS) number, a unique nine-character number that allows the federal government to track the distribution of federal money. The DUNS number may be requested free of charge for all businesses and entities required to do so by visiting the Dun & Bradstreet on-line registration website http://fedgov.dnb.com/webform; and
3. Report the total compensation and names of its top five executives to State if:
   a. More than 80 percent of annual gross revenues are from the Federal government, and those revenues are greater than $25,000,000; and
   b. The compensation information is not already available through reporting to the U.S. Securities and Exchange Commission.

31. Single Audit Report

A. The parties shall comply with the requirements of the Single Audit Act of 1984, P.L. 98-502, ensuring that the single audit report includes the coverage stipulated in 2 CFR Part 200.

B. If threshold expenditures of $750,000 or more are met during the fiscal year, the Local Government must submit a Single Audit Report and Management Letter (if applicable) to TxDOT's Compliance Division, 125 East 11th Street, Austin, TX 78701 or contact TxDOT's Compliance Division at singleaudits@txdot.gov .

C. If expenditures are less than the threshold during Local Government's fiscal year, Local Government must submit a statement to TxDOT's Compliance Division as follows: *We*

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TxDOT:					Federal Highway Administration:	
CCSJ #	0922-33-226	AFA ID	Z00009107		CFDA No.	20.205
AFA CSJs	0922-33-226				CFDA Title	Highway Planning and Construction
District #	22	Code Chart 64#	24000			
Project Name	Downtown Safe Sidewalk Improvements				*AFA Not Used For Research & Development*	

did not meet the $_____ expenditure threshold and therefore, are not required to have a single audit performed for FY _____.

D. For each year Project remains open for federal funding expenditures, Local Government will be responsible for filing a report or statement as described above. The required annual filing shall extend throughout the life of the agreement, unless otherwise amended or Project has been formally closed out and no charges have been incurred within the current fiscal year.

32. Signatory Warranty

Each signatory warrants that the signatory has necessary authority to execute this agreement on behalf of the entity represented.

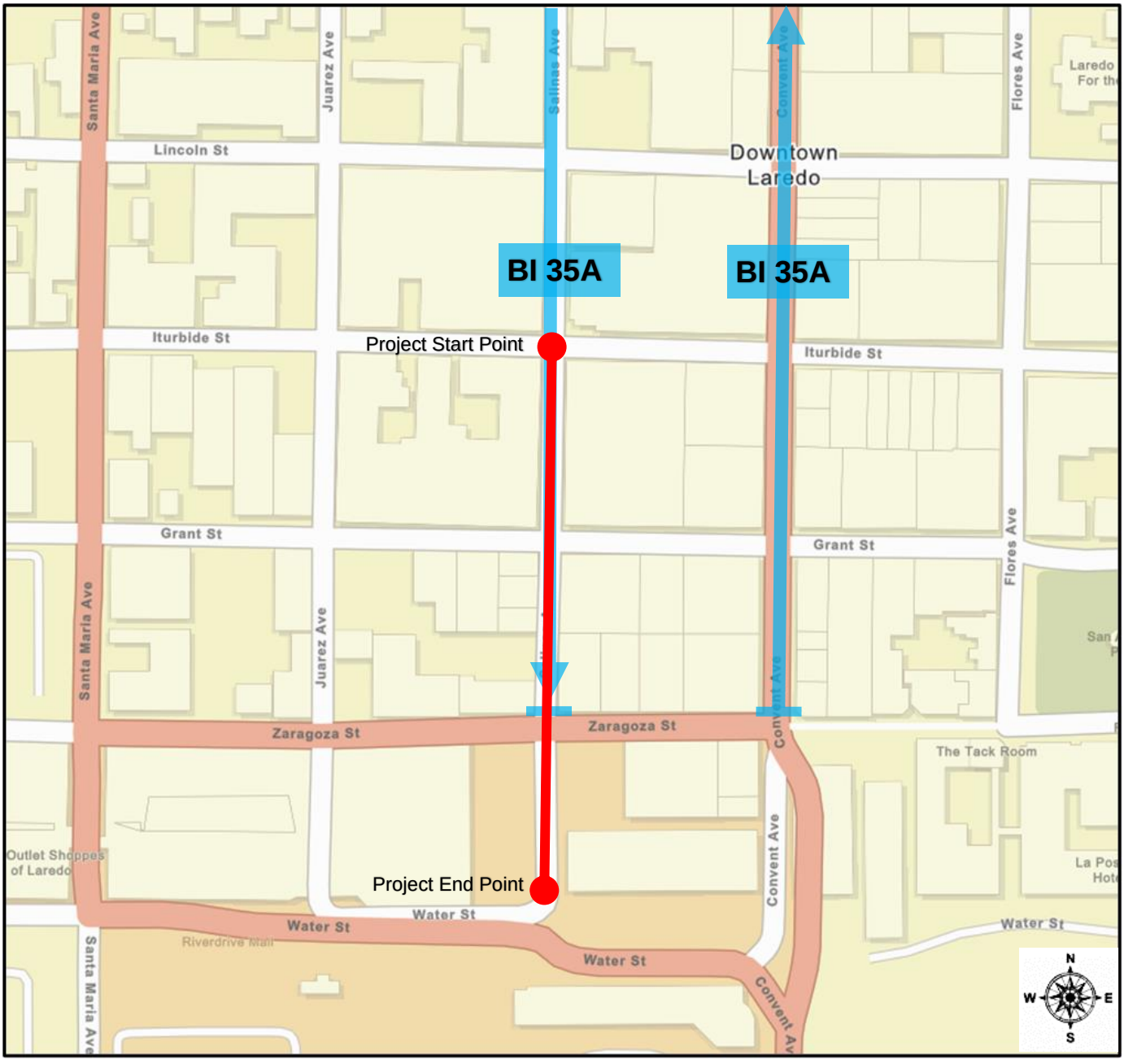
Each party is signing this agreement on the date stated under that party's signature.

THE STATE OF TEXAS	THE LOCAL GOVERNMENT
DocuSigned by: Kenneth Stewart F1CDA80FDB8C4B6...	Signed by: 8CB2255399FE4BB...
Signature	Signature
Kenneth Stewart	Joseph Neeb
Typed or Printed Name	Typed or Printed Name
Director, Contract Services	City Manager
Typed or Printed Title	Typed or Printed Title
4/7/2025	4/7/2025
Date	Date

Docusign Envelope ID: 5EB2159E-4E01-4D6C-A648-E7B6378350D9

TxDOT:					Federal Highway Administration:	
CCSJ #	0922-33-226	AFA ID	Z00009107		CFDA No.	20.205
AFA CSJs	0922-33-226				CFDA Title	Highway Planning and Construction
District #	22	Code Chart 64#	24000			
Project Name	Downtown Safe Sidewalk Improvements				*AFA Not Used For Research & Development*	

ATTACHMENT A
PROJECT LOCATION MAP



Docusign Envelope ID: 5EB2159E-4E01-4D6C-A648-E7B6378350D9

TxDOT:					Federal Highway Administration:	
CCSJ #	0922-33-226	AFA ID	Z00009107		CFDA No.	20.205
AFA CSJs	0922-33-226				CFDA Title	Highway Planning and Construction
District #	22	Code Chart 64#	24000			
Project Name	Downtown Safe Sidewalk Improvements				*AFA Not Used For Research & Development*	

ATTACHMENT B
PROJECT ESTIMATE AND SOURCE OF FUNDS
LG Performs PE Work or Hires Consultant / LG Lets Project for Construction

Description of Project Costs to be Incurred	Total Project Cost Estimate	Federal Participation (Includes percentage for TDC apportionment on projects where applicable)		State Participation (Includes authorized EDC amounts)		Local Government Participation (Includes authorized EDC reduction)	
		%	Cost	%	Cost	%	Cost
Work Performed by Local Government ("LG")							
Planning/Maps/Education/Non-CST	$0	0%	$0	0%	$0	0%	$0
Preliminary Engineering	$225,000	80%	$180,000	16.2%	$36,450	3.8%	$8,550
Environmental Cost	$0	0%	$0	0%	$0	0%	$0
Right of Way	$0	0%	$0	0%	$0	0%	$0
Utilities	$0	0%	$0	0%	$0	0%	$0
Construction Cost ($1,000,000.00)							
Construction Engineering Cost ($)							
Eligible In-Kind Contribution Value ($)							
Total Construction Value (sum of construction cost and in-kind value)	$1,000,000	80%	$800,000	16.2%	$162,000	3.8%	$38,000
Work by LG Subtotal	**$1,225,000**		**$980,000**		**$198,450**		**$46,550**
Work Performed by the State (Local Participation paid up front by LG to TxDOT)							
Preliminary Engineering[1]	$0	0%	$0	0%	$0	0%	$0
Environmental Cost[1]	$25,000	80%	$20,000	16.2%	$4,050	3.8%	$950
Right of Way[3]	$0	0%	$0	0%	$0	0%	$0
Utilities[2]	$0	0%	$0	0%	$0	0%	$0
Construction Cost[2] ($)							
Eligible In-Kind Contribution Value ($)	$0	0%	$0	0%	$0	0%	$0

TxDOT:					Federal Highway Administration:	
CCSJ #	0922-33-226	AFA ID	Z00009107		CFDA No.	20.205
AFA CSJs	0922-33-226				CFDA Title	Highway Planning and Construction
District #	22	Code Chart 64#	24000			
Project Name	Downtown Safe Sidewalk Improvements				*AFA Not Used For Research & Development*	

Total Construction Value (sum of construction cost and in-kind value)							
Work by State Subtotal	**$25,000**		**$20,000**		**$4,050**		**$950**

Direct and Indirect State Costs Incurred for Review, Inspection, Administration & Oversight

Description of Project Costs to be Incurred	**Total Project Cost Estimate**	**Federal Participation** Includes percentage for TDC apportionment on projects where applicable		**State Participation** Includes authorized EDC amount		**Local Government (LG) Participation** Includes authorized EDC reduction	
		%	**Cost**	**%**	**Cost**	**%**	**Cost**
Preliminary Engineering[1]	$10,000	0%	$0	0%	$0	100%	$10,000
Environmental Cost[1]	$8,000	0%	$0	0%	$0	100%	$8,000
Right of Way[1]	$1,000	0%	$0	0%	$0	100%	$1,000
Utilities[1]	$1,000	0%	$0	0%	$0	100%	$1,000
Construction[2]	$30,000	0%	$0	0%	$0	100%	$30,000
Direct State Costs Subtotal	$50,000	0%	$0	0%	$0	100%	$50,000
Indirect State Cost	$68,770		$0	100%	$68,770		$0
TOTAL PARTICIPATION	$1,368,770		$1,000,000		$271,270		$97,500
In-kind Contribution Credit Applied						0%	$0
TOTAL REMAINING PARTICIPATION AFTER IN-KIND CONTRIBUTION							**$97,500**

- The estimated total participation by Local Government is $97,500.
- The **Local Government** is responsible for 100% of overruns.
- Total estimated payment by Local Government to State is $50,000.
- [1]Local Government's first payment of $20,000 is due to State within 30 days from execution of this contract.
- [2] Local Government's second payment of $30,000 is due to State within 60 days prior to the Construction contract being advertised for bids.
- [3]If ROW is to be acquired by State, Local Government's share of property cost will be due prior to acquisition.

TxDOT:					Federal Highway Administration:	
CCSJ #	0922-33-226	AFA ID	Z00009107		CFDA No.	20.205
AFA CSJs	0922-33-226				CFDA Title	Highway Planning and Construction
District #	22	Code Chart 64#	24000			
Project Name		Downtown Safe Sidewalk Improvements			*AFA Not Used For Research & Development*	

- The local match must be 20% or greater and may include State contributions, eligible in-kind contributions, EDC adjustments, or TDCs if authorized as part of project selection.
- Transportation Development Credits (TDC) are being utilized in place of the Local Government's participation in the amount of 0.
- This is an estimate; the final amount of Local Government participation will be based on actual costs.
- Maximum federal TASA funds available for Project are $1,000,000.

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TxDOT:					Federal Highway Administration:	
CCSJ #	0922-33-226	AFA ID	Z00009107		CFDA No.	20.205
AFA CSJs	0922-33-226				CFDA Title	Highway Planning and Construction
District #	22	Code Chart 64#	24000			
Project Name	Downtown Safe Sidewalk Improvements				*AFA Not Used For Research & Development*	

ATTACHMENT C
RESOLUTION OF LOCAL GOVERNMENT

RESOLUTION NO. 2025-R-60

AUTHORIZING THE CITY MANAGER THE CITY MANAGER OR THEIR DESIGNEE TO EXECUTE ADVANCED FUNDING AGREEMENT (AFA) NO. CSJ-0922-33-226 WITH THE TEXAS DEPARTMENT OF TRANSPORTATION IN THE ESTIMATED AMOUNT OF $1,250,000.00 INCLUDING FEDERAL PARTICIPATION IN THE AMOUNT OF $1,000,000.00 AND AN ESTIMATED LOCAL PARTICIPATON IN THE AMOUNT OF $47,500.00 INCLUDING 100% OF OVERRUNS FOR THE CITY IMPROVEMENTS TO AND CONSTRUCTION OF SIDEWALKS, CURB AND GUTTER, CROSS-SURFACE MATERIALS, PAVEMENT MARKINGS, LIGHTING, LANDSCAPING AND SELECT UTILITY RELOCATION ALONG SALINAS AVENUE BETWEEN ITURBIDE STREET AND WATER STREET. IN ADDITION, AN ESTIMATED DIRECT STATE COST OF $50,000.00 FOR GENERAL ADMINISTRATION IS INCLUDED IN THE AFA NO. CSJ-0922-33-226. THE REQUIRED LOCAL MATCH IS FUNDED FROM THE CITY OF LAREDO TAX INCREMENT REINVESTMENT ZONE NO. 1.

WHEREAS, federal law establishes federal funded programs for transportation improvements to implement its public purposes; and

WHEREAS, the final amount of Local Government participation is based on actual costs, therefore the City of Laredo and Tax Increment Reinvestment Zone No. 1 will be responsible for 100% of overruns of project; and

WHEREAS, the required local match of $97,500.00 is funded from Tax Increment Reinvestment Zone No. 1; and

WHEREAS, the Texas Transportation Code, Sections 201.103 establishes that the State shall design, construct and operate a system of highways in cooperation with local governments; and

WHEREAS, Federal law, 23 USC §134 and 49 USC §5303, requires the State and Metropolitan Planning Organizations, (MPOs) develop transportation plans and programs for urbanized areas of Texas, and

WHEREAS, Federal and state laws require local governments to meet certain contract standards relating to the management and administration of State and federal funds, and

WHEREAS, the Texas Transportation Commission has codified 49 TAC, Rules 15.50-15.56 that describe federal, state, and local responsibilities for cost participation in highway improvement and other transportation projects, and

WHEREAS, the rules and procedures for the Transportation Alternatives Set-Aside Programs (TASA) are established in 23 USC §133(h), and 43 Texas Administrative Code, Part 1, Chapter 11, Subchapter G, §§11.400 – 11.418, and

Docusign Envelope ID: 5EB2159E-4E01-4D6C-A648-E7B6378350D9

TxDOT:					Federal Highway Administration:	
CCSJ #	0922-33-226	AFA ID	Z00009107		CFDA No.	20.205
AFA CSJs	0922-33-226				CFDA Title	Highway Planning and Construction
District #	22	Code Chart 64#	24000			
Project Name	Downtown Safe Sidewalk Improvements				*AFA Not Used For Research & Development*	

WHEREAS, Texas Transportation Commission passed Minute Order Number 116752 (MO) dated August 16, 2024 awarding for TASA projects in the TASA Program call of the Laredo Urban Transportation Study, including Project, and

WHEREAS, the governing body of the Local Government has approved entering into this by resolution or ordinance dated _____, 2025, which is attached to and made a part of this Agreement as Attachment A, Resolution or Ordinance. A map showing the Project location appears in Attachment B, Project location Map, which is attached to and made a part of this Agreement; and

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAREDO THAT:

Section 1: Authorizing the City Manager to execute Advanced Funding Agreement (AFA) No. CSJ-0922-33-226 with the Texas Department of Transportation in the estimated amount of $1,250,00.00 including federal participation for $1,000,000.00 and an estimated local participation in the amount of $47,500.00 including 100% of overruns for the city improvements to and construction of sidewalks, curb and gutter, cross-surface materials, pavement markings, lighting, landscaping, and select utility relocation along Salinas Avenue between Iturbide Street and Water Street. In addition, an estimated Indirect State Cost of $50,000.00 for General Administration is included in the AFA 0922-33-226. Funding is available in Tax Increment Reinvestment Zone No. 1 escrow fund.

PASSED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR ON THIS THE 14th **DAY OF** March**, 2025.**

DR. VICTOR D. TREVIÑO
MAYOR

ATTEST:
BY _____
MARIO MALDONADO
CITY SECRETARY

CITY OF LAREDO, TEXAS

APPROVED AS TO FORM:

BY _____
NGUYEN, DOANH T. "ZONE"
CITY ATTORNEY
for

ORDINANCE NO. 2025-O-XXX

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAREDO, TEXAS, AUTHORIZING THE CITY MANAGER TO AMEND THE CITY OF LAREDO FY2025 CAPITAL GRANT FUND TO APPROPRIATE REVENUES AND EXPENSES IN THE AMOUNT OF $1,368,770.00 FOR THE TEXAS DEPARTMENT OF TRANSPORTATION TASA (TRANSPORTATION ALTERNATIVE SET ASIDE) GRANT FOR CITY IMPROVEMENTS TO AND CONSTRUCTION OF SIDEWALKS, CURB AND GUTTER, CROSS-SURFACE MATERIALS, PAVEMENT MARKINGS, LIGHTING, LANDSCAPING AND SELECT UTILITY RELOCATION ALONG SALINAS AVENUE BETWEEN ITURBIDE STREET AND WATER STREET. THE LOCAL MATCH WILL BE FUNDED BY THE TAX INCREMENT REINVESTMENT ZONE #1 (TIRZ NO 1). GRANT WILL BE ALLOCATED IN THE CAPITAL GRANT FUND. PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR PUBLICATION; AND DECLARING AN EFFECTIVE DATE.

WHEREAS, the City of Laredo has been awarded a grant from the Texas Department of Transportation (TxDOT) under the Transportation Alternatives Set-Aside (TASA) Program in the amount of $1,368,770.00 for pedestrian and streetscape improvements; and

WHEREAS, the proposed project includes construction and improvements to sidewalks, curb and gutter, cross-surface materials, pavement markings, lighting, landscaping, and select utility relocations along Salinas Avenue from Iturbide Street to Water Street; and

WHEREAS, the local match requirement of the grant will be funded by the City of Laredo Tax Increment Reinvestment Zone No. 1 (TIRZ No. 1); and

WHEREAS, it is necessary to amend the City of Laredo FY2025 Capital Grant Fund to recognize the grant revenue and appropriate the related expenditures;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LAREDO, TEXAS:

Section 1. The City Manager is hereby authorized to amend the City of Laredo FY2025 Capital Grant Fund by appropriating revenues and expenses in the amount of **$1,368,770.00** for the purpose of funding the TxDOT TASA grant project as described herein.

Section 2. The local match required for this project shall be provided by the Tax Increment Reinvestment Zone No. 1 (TIRZ No. 1) and reflected accordingly in the City's financial records.

Section 3. The funds received shall be allocated within the Capital Grant Fund and expended solely for the purposes described herein.

Section 4. This ordinance shall be cumulative of all provisions of existing ordinances of the City of Laredo, Texas, except where the provisions of this ordinance are in direct conflict, in which case the terms of this ordinance shall control.

Section 5. If any provision, section, subsection, sentence, clause, or phrase of this ordinance is for any reason held to be unconstitutional, void, or invalid, the validity of the remaining portions of this ordinance shall not be affected thereby.

Section 6. The City Secretary is hereby authorized and directed to cause publication of the caption of this ordinance in the official newspaper as required by law.

Section 7. This ordinance shall become effective immediately upon its passage and publication, as provided by law.

PASSED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR ON THIS THE _____ DAY OF _____, 2025.

_____
DR. VICTOR D. TREVIÑO
MAYOR

ATTEST:

BY _____
MARIO MALDONADO
CITY SECRETARY

APPROVED AS TO FORM:

BY_____
NGUYEN, DOANH T. "ZONE"
CITY ATTORNEY

City of Laredo

City Council

Meeting Date: 6/2/2025 **Introductory Ordinance 6.**

SUBJECT
Authorizing the City Manager to grant a License, as attached hereto, by and between The City of Laredo, Texas, herein designated as “Licensor” and AT&T Corp., a New York Corporation, hereinafter designated as “Licensee,” dated July 31, 2025, for the use of one (1) innerduct in the Juarez Lincoln Bridge and 555.5 linear feet of right-of-way.
1. Term of the License Extension shall be for five (5) years commencing on August 1, 2025 and terminating on July 31, 2030.
2. Annual duct fee shall be $40,912.50 and will increase by five percent (5%) every year the License is in place. In addition to the duct fee, Licensee shall pay an $14.42 linear foot right-of-way fee, and will increase by five percent (5%) every year.

PREVIOUS COUNCIL ACTION
Initial five year License approved 09/15/1997; subsequent approvals 2002, 2007, 2012. 2017 and 2020.

BACKGROUND
The City of Laredo and AT&T Corp., entered into a five (5) year Bridge License Agreement beginning September 15, 1997 for the use of one (1) innerduct in the Juarez Lincoln Bridge. The initial annual duct fee was $5,000.00 plus a $4.00 per linear foot right-of-way fee, with a five percent (5%) annual increase on the duct fee only. The city approved subsequent five (5) year extensions to years 2002; 2007; 2012, 2017 and 2020. The city and AT&T have agreed to a new five (5) year License, beginning on August 1, 2025 and ending July 21, 2030. The city will receive a duct fee of $40,912.50 and will increase by 5% each year the License is in place. In addition, AT&T will pay an $14.42 linear foot right-of-way fee and will increase by 5% each year. AT&T currently occupies 555.5 linear feet. AT&T has agreed to pay the greater of the amount established by this License or that amount that AT&T, or a corporate affiliate, pays to any other entity to cross an international bridge located in the State of Texas.

COMMITTEE RECOMMENDATION
N/A

STAFF RECOMMENDATION
Staff recommends approval.

Fiscal Impact

Fiscal Year:
Budgeted Y/N?:

Source of Funds:
Account #:
Change Order: Exceeds 25% Y/N:

FINANCIAL IMPACT:

Click or tap here to enter text.The city will receive a duct fee of $40,912.50 per duct, and $8010.33 right-of-way fee, with a 5% increase on each anniversary of the commencement date. License and right-of-way fee will be credited to General Fund - Telecommunications License line item #101-0000-311-1060.

COUNCIL COMMUNICATION

06/02/2025	**SUBJECT: Introductory Ordinance** Authorizing the City Manager to grant a License, as attached hereto, by and between The City of Laredo, Texas, herein designated as "Licensor" and AT&T Corp., a New York Corporation, hereinafter designated as "Licensee," dated July 31, 2025, for the use of one (1) innerduct in the Juarez Lincoln Bridge and 555.5 linear feet of right-of-way. 1. Term of the License Extension shall be for five (5) years commencing on August 1, 2025 and terminating on July 31, 2030. 2. Annual duct fee shall be $40,912.50 and will increase by five percent (5%) every year the License is in place. In addition to the duct fee, Licensee shall pay an $14.42 linear foot right-of-way fee, and will increase by five percent (5%) every year.

INITIATED BY:	**STAFF SOURCE:**
Steve E. Landin Assistant City Manager	Jose C. Rivera, Information Services & Telecommunications

PREVIOUS COUNCIL ACTION: Initial five year License approved 09/15/1997; subsequent approvals 2002, 2007, 2012. 2017 and 2020.

BACKGROUND:

The City of Laredo and AT&T Corp., entered into a five (5) year Bridge License Agreement beginning September 15, 1997 for the use of one (1) innerduct in the Juarez Lincoln Bridge. The initial annual duct fee was $5,000.00 plus a $4.00 per linear foot right-of-way fee, with a five percent (5%) annual increase on the duct fee only. The city approved subsequent five (5) year extensions to years 2002; 2007; 2012, 2017 and 2020. The city and AT&T have agreed to a new five (5) year License, beginning on August 1, 2025 and ending July 21, 2030. The city will receive a duct fee of $40,912.50 and will increase by 5% each year the License is in place. In addition, AT&T will pay an $14.42 linear foot right-of-way fee and will increase by 5% each year. AT&T currently occupies 555.5 linear feet. AT&T has agreed to pay the greater of the amount established by this License or that amount that AT&T, or a corporate affiliate, pays to any other entity to cross an international bridge located in the State of Texas.

FINANCIAL IMPACT: The city will receive a duct fee of $40,912.50 per duct, and $8010.33 right-of-way fee, with a 5% increase on each anniversary of the commencement date. License and right-of-way fee will be credited to General Fund - Telecommunications License line item #101-0000-311-1060.

COMMITTEE RECOMMENDATION:	**STAFF RECOMMENDATION:**
n/a	Staff recommends approval.

ORDINANCE NO. 202-O-

AUTHORIZING THE CITY MANAGER TO GRANT A LICENSE, AS ATTACHED HERETO, BY AND BETWEEN THE CITY OF LAREDO, TEXAS, HEREIN DESIGNATED AS "LICENSOR" AND AT&T CORP., A NEW YORK CORPORATION, HEREINAFTER DESIGNATED AS "LICENSEE," DATED JULY 31, 2025, FOR THE USE OF ONE (1) INNERDUCT IN THE JUAREZ LINCOLN BRIDGE AND 555.5 LINEAR FEET OF RIGHT-OF-WAY.

1. **TERM OF THE LICENSE SHALL BE FOR FIVE (5) YEARS COMMENCING AT 12:00 AM, AUGUST 1, 2025 AND TERMINATING AT 12:00 PM, JULY 31, 2030.**
2. **ANNUAL DUCT FEE SHALL BE $40,912.50 AND WILL INCREASE BY FIVE PERCENT (5%) EVERY YEAR THE LICENSE IS IN PLACE. IN ADDITION TO THE DUCT FEE, LICENSEE SHALL PAY AN $14.42 LINEAR FOOT RIGHT-OF-WAY FEE, AND WILL INCREASE BY FIVE PERCENT (5%) EVERY YEAR.**

WHEREAS, staff recommends that the City council approve the License, by and between The City of Laredo, Texas, herein designated as "Licensor" and AT&T Corp., a New York Corporation, hereinafter designated as "Licensee," dated August 1, 2025, for the use of one (1) innerduct in the Juarez Lincoln Bridge and 555.5 linear feet of right-of-way.

WHEREAS, AT&T has agreed to pay the greater of the amount established by this license extension or that amount that AT&T , or a corporate affiliate, pays to any other entity to cross an international bridge located in the State of Texas; and

WHEREAS, staff finds that said license extension is in the best interest of the City of Laredo; and

WHEREAS, the City Council of the City of Laredo is of the same opinion.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LAREDO THAT:

SECTION 1. The City Manager be and is authorized to grant a License, as attached hereto, by and between The City of Laredo, Texas, herein designated as "Licensor" and AT&T Corp., a New York Corporation, hereinafter designated as

"Licensee," dated August 1, 2025, for the use of one (1) innerduct in the Juarez Lincoln Bridge and 555.5 linear feet of right-of-way.

1. Term of the License Extension shall be for five (5) years commencing on August 1, 2025 and terminating on July 31, 2030.

2. Annual duct fee shall be $40,912.50 and will increase by five percent (5%) every year the License is in place. In addition to the duct fee, Licensee shall pay an $14.42 linear foot right-of-way fee, and will increase by five percent (5%) every year.

SECTION 2. This ordinance shall become effective upon passage hereof.

PASSED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR ON THIS THE ___DAY OF JUNE 2025.

_____
Dr. Victor D. Trevino
MAYOR

ATTEST:

_____
Mario Maldonado, Jr.
City Secretary

APPROVED AS TO FORM:

Doanh "Zone" T. Nguyen
City Attorney

BY: _____
Rodolfo Morales, III
Assistant City Attorney

LICENSE

THIS LICENSE, made this 31st day of July, 2025, by and between **THE CITY OF LAREDO, TEXAS**, a municipal corporation, hereinafter designated the "Licensor" and AT&T Enterprises, LLC., a New York Corporation AND SUCCESSOR IN INTEREST to **AT&T CORP**, hereinafter designated the "Licensee." Licensor and Licensee may hereafter be referred to collectively as "Parties."

WHEREAS

WHEREAS, In May of 2024, AT&T Corp. through an internal merger, merged into a newly formed entity, AT&T Enterprises, LLC. And by executing this License extension, the City of Laredo accepts the transfer as being in compliance with paragraph 35 of the Existign Agreemetns referenced below; and

WHEREAS, Licensor, to pursuant an Agreement first executed on July 2, 2012 and most recently extended and modified on July 31, 2020 ("Existing Agreements") which granted to Licensee one (1) innerduct (hereinafter referred to as "Existing Duct") in the Juarez Lincoln Bridge "Bridge" and appurtenant buildings, passages and manholes owned by the Licensor between the City of Laredo, Texas, USA and the International Boundary line between Mexico and the United States of America hereinafter referred to as Premises; and

WHEREAS, Licensee agrees that it will pay the annual rent on each duct for as long as Licensee is occupying each duct, at the rates agreed to in this Agreement for 2025 Duct Agreement; and

WHEREAS, Licensor seeks to grant Licensee the rights it seeks, including the right to terminate the Existing Agreements on the certification of the Existing Duct being returned as described above; and

WHEREAS, the Parties further agree that they seek to enter into this new License for the "2025 Duct" on the identical terms of the Existing Agreements until those terms would have expired naturally and then on the extension terms that are outlined herein; and

NOW THEREFORE THE PARTIES AGREE AS FOLLOW:

AGREEMENT

1. The Licensor, in consideration of the fees to be paid and the covenants and agreements to be performed by the Licensee, does hereby grant non-exclusive permission unto the Licensee to use the following described premises and property situated in the Juarez Lincoln Bridge "Bridge" and appurtenant buildings, passages and manholes owned by the Licensor between the City of Laredo, Texas, USA and the International Boundary line between Mexico and the United States of America hereinafter referred to as Premises:

> One (1) innerduct ("2025 Duct") in a shared duct system in the Juarez Lincoln Bridge infrastructure together with sufficient and suitable right of access thereto and sufficient and suitable space in various slicing chambers thereof; for the installation, maintenance, repair and operation of cables, not to exceed 6 inches in diameter therein; the location of said duct and other detail being set forth on the Diagram attached hereto as Schedule "A" forming a part hereof.

3. All Parties acknowledge that it shall be the Licensee's sole responsibility, and at Licensee's sole cost to independently secure any right of access required by the Licensee in, through or on the Mexico side of the Bridge and areas within the United States not specifically conferred in this License.

4. All Parties further acknowledge that this License is not a franchise pursuant to Texas Transportation. Code Ann. § 311.071 (West 1996), nor is it a permit to string or bury telecommunications lines in the public rights-of-way. Any such franchise or permit must be obtained separately from Licensor.

5. All Parties further agree the Licensee shall pay for both ducts while Licensee is occupying both ducts. Upon completion of transitioning to the 2020 Duct, License shall be allowed to terminate without penalty and shall not be required to pay the annual rent listed below in Section 6, on the returned Existing Duct.

TERM, RENT AND RENEWAL

5. Term: The term of the permission herein granted shall be for a period of five (5) years commencing at twelve (12:00) am on the 1st day of August 2025 and ending eleven fifty nine (11:59) p.m. on the 31st day of July, 2030.

6. Annual Fees: Licensee hereby covenants and agrees to pay both an annual fee per duct plus the annual right-of-way fee (collectively referred to as "Annual Fees") in advance, upon execution of this instrument, and on the same date each succeeding year thereafter as set forth respectively in the table below.

Year Term Commence on August 1.	Annual Fee Per Duct	Right-of-Way Fee	Total Fee
2025	$40,912.50	555.5'@$14.42=$8,010.33	$48,922.83
2026	$42.958.12	555.5'@$15.14 =$8,410.27	$51,368.39
2027	$45, 106.03	555.5'@$15.90 =$8,832.45	$53,938.48
2028	$47,361.33	555.5'@$16.70 =$9,276.85	$56,638.18
2029	$49,729.40	555.5'@$17.53 =$9,741.30	$59,470.70

a) Licensee shall also include a certification with the payment that this amount is no lower than the fee it, or any of its subsidiaries, pays for the use of a single duct to cross any international bridge in the state of Texas.

b) The Parties further agree that the Licensee currently occupies five hundred and fifty five and one-half (555.5) linear feet, per Duct. Finally, the Parties agree that unless prohibited by law, the Annual Fee Per Duct and the linear rights-of-way foot fee shall increase by five percent (5%) every year this License is in effect.

c) Nothing in this License shall be read to prevent the Parties from expanding the number of ducts or linear feet of rights-of-way occupied by Licensee on comparable terms as agreed here.

7. The Licensee agrees and covenants that the annual fees payable by it shall be absolutely net to the Licensor and without limiting the generality of the foregoing, acknowledges its liability to pay any federal tax, state tax, or local tax which might be applicable and due including ad valorem taxes, municipal realty taxes or other rates and charges, if any, levied or imposed on or with respect to Licensee's use of said duct.

8. The Licensee covenants and agrees that, without prejudice to any other remedy on behalf of the Licensor, interest on fees and other payments payable by or recoverable from the Licensee at the rate of fifteen percent (15%) per annum if such fees or other payments are not paid or made when due.

EARLY TERMINATION

9. It is further understood and agreed by and between the Parties hereto that the licenses and permissions herein granted may be terminated by either party upon six (6) months written notice to the other and the Licensee shall remove, at Licensee's expense, its cables and equipment prior to such termination date; provided that if the Licensee fails to remove the same aforesaid, the Licensor may remove such cables and equipment and the direct expense of such removal shall be paid by and recoverable from the Licensee forthwith on demand. In the event of any such early termination, the annual fee for the use of the duct and rights-of-way shall be prorated accordingly, but only after any fees owed to Licensor for removal of Licensee's equipment have been deducted.

10. This License may be terminated in whole or in part by Licensee immediately upon given written notice to Licensor of:

a) A required governmental certificate, permit, license or other approval being canceled; or

b) Any other action that affects the continuance of the License, so long as such cancellation or action is not the result of any act or omission by Licensee;

c) Licensor breaches a representation or warranty contained in this License.

11. It is further understood and agreed by and between the Parties hereto that if the Licensor or Licensee at any time exercises their power to:

a) Terminate this agreement;

b) Demand the removal of the Licensee's cables and equipment; or

c) Revoke the permission granted herein,

neither the Licensor nor Licensee shall be liable to pay compensation for any loss, costs or damages, including consequential damages, other than the removal costs provided for above, which may be incurred by the Licensee or Licensor or any person make such claims under the License by reason of such termination, demand, or revocation.

12. If this License is terminated at a time other than on the last day of the term year, annual fees shall be prorated as of the date of termination and all prepaid annual fees shall be refunded to the Licensee if the termination is brought about by the actions of Licensor. If the termination is brought about by the Licensee, then such prepaid refund shall not apply, except in instances where Licensor is in default of this Agreement. Furthermore, rent shall be owed until Licensee has removed from the bridge all of its equipment.

HOLD OVER STATUS

13. It is agreed that in the event of the Licensee herein holding over after the termination of the Term of this Agreement, the License shall be deemed to be on a month-to-month basis in the absence of a written agreement to the contrary. The payments for such holdover status will be at rates that are equal to the last year of the agreement's term, increased by ten percent (10%) for each year of the holdover. Either party, upon three months prior written notice, may terminate the Agreement operating in a hold over status.

USE OF PREMISES

14. Licensee shall use the Premises for any lawful purpose. Still, the Parties recognize that Licensee intends to employ the premises for the deployment of telecommunications cabling and must obtain Licensor permission before any other activity takes place. Such permission shall not be unreasonable withheld or delayed by Licensor.

15. Licensee shall, at its own expense, comply with all present and future federal, state, and local laws, ordinances, rules and regulations (including laws and ordinances relating to health, safety, radio frequency emissions, and radiation) in connection with the use, operation, maintenance, construction and/or installation of the Premises.

LICENSOR'S OBLIGATIONS TO REPAIR BRIDGE

16. It is understood and agreed that if the premises hereby licensed shall be damaged or destroyed in whole or in part during the term thereof, the Licensor will repair and restore the

same to a good and useable condition with reasonable dispatch and that the fees herein provided for shall be abated entirely until the said premises have been so repaired and restored.

17. It is further understood and agreed that the Licensor will maintain and repair the premises hereby licensed at its own expense. This duty shall be and remain during the Term of this License to keep the premises in a safe, suitable and proper condition for receiving and carrying the Licensee's said cables and so as to permit the proper operation of such cables therein. Provided, however, that in the event of total or substantially total damage to or destruction of the Bridge in whole or in part, such that repairs may not reasonably be effected within thirty (30) days thereof, either party may forthwith terminate this agreement upon written notice thereof, and paragraph 11 (Early Termination) hereof shall apply. In case Licensor does not repair the premises in such 30 days term, Licensee will be entitled to stop paying the annual fees until the reparation is made by Licensor or at its option terminate this agreement with no responsibility.

LIMITATION OF LICENSOR'S LIABILITY

18. The Licensor shall not be responsible or liable to the Licensee for any loss or damage to persons or property that may be occasioned by or through the acts or omissions of persons occupying adjoining ducts. Nor shall the Licensor be responsible or liable to the Licensee or its agents or employees for any loss or damage unless such loss or damage shall be caused by willful and intentional act or negligence of the Licensor or its agents or employees. The Licensor shall not be responsible or liable for any loss or damage to persons or property occasioned by the negligence of the Licensee or its agents or employees, the Licensee hereby agrees to accept full responsibility therefore and to reasonable indemnify Licensor as provided below against any claims that might arise from such actions.

19. Damage to or destruction of Licensee's property shall not be made the responsibility of Licensor, its agents, contractors, officers or employees, unless such damages are caused by Licensor, its agents, contractors, officers or employees' negligence or intentional acts.

20. In the event that a third party damages, by any means, the property of the Licensee, the Parties agree that the Licensor shall provide to the Licensee, upon written request, any relevant documentation or data in its possession, which is publicly available and necessary for the Licensee to legally proceed against such third party.

OPERATIONAL RIGHTS

21. Subject to the approval of the Licensor, which approval shall not be unreasonably held or delayed, Licensee and its employees, servants, agents and contractors shall have the right to escorted ingress and egress without charge to the said bridge and appurtenant buildings twenty-four (24) hours per day, seven (7) days per week. In cases of emergency, Licensee shall use commercially reasonable efforts to notify Licensor of the need to access bridge and appurtenant buildings prior to entering same for the purpose of repairs.

RELEASE/INSURANCE/INDEMNIFICATION

22. It is further understood and agreed by and between the Parties that by the execution of this agreement, the Licensee does hereby expressly and completely hold harmless, indemnify and release the Licensor from any and all liabilities, suits, claims and demand (whether for property damage or for personal injury or death and whether founded in tort, contract or quasi-contract) which at any time might be exerted by the Licensee arising out of the existence, use, repair, maintenance or removal of its cables, provided that any such liability, suit, claim or demand does not arise wholly from the Licensor's willful and intentional act or negligence.

23. The Licensee further covenants and agrees to indemnify and save harmless Licensor from and against all loss, costs or damages which the Licensor may suffer all claims or actions which may be made or brought against the Licensor by reason of said cables, their construction, existence, repair or maintenance or resulting therefrom in any way whatsoever, provided that any such loss, costs, damages, claims or actions do not to arise from the willful and intentional act or negligence of Licensor.

24. Licensee, prior to commencing any installation, repair, or maintenance work on the Premises, shall provide a certificate of insurance evidencing that Licensee carries all insurances required herein in amounts no less than those outlined below:

a) Commercial General Liability insurance per ISO form CG 00 01 or equivalent with limits of $1,000,000 per-occurrence and $2,000,000 general aggregate for bodily injury and property damage, which coverage shall include products/completed operations ($1,000,000 products/ completed operations aggregate), and XCU (Explosion, Collapse, Underground) hazards. Coverage for products/completed operations must be maintained for a period of two (2) years after the construction work has been completed.

b) Workers Compensation insurance at statutory limits, including Employers Liability coverage with limits of $1,000,000 each-occurrence each accident/$1,000,000 by disease each-employee/$1,000,000 by disease policy limit.

c) Commercial Automobile Liability insurance at combined single limits of $1,000,000 per accident for bodily injury and property damage, including owned, non-owned, and hired car coverage.

d) Builders Risk coverage as follows:

1) All Risk Builders Risk insurance, including collapse coverage, is required on a completed value form if the contract is for the construction of a structure or building.

2) The Builders Risk policy must provide transit and off-premises coverage if the contract with the builder makes the City of Laredo responsible for materials.

25. With reference to the foregoing insurance requirement, Lessee shall include in applicable insurance policies that:

a) The City of Laredo is an additional insured by endorsement as respects this Agreement with respect to General Liability and Automobile Liability.

b) All required liability policies shall contain no cross-liability exclusions nor insured versus insured restrictions.

c) A waiver of subrogation against The City of Laredo shall be contained in required liability policies.

d) All insurance policies, which include The City of Laredo as an additional insured, and must be endorsed to read as primary coverage regardless of the application of other insurance.

e) Required limits may be satisfied by any combination of primary and umbrella liability insurances.

f) Licensee may maintain reasonable and customary deductibles.

g) Insurance must be purchased from insurers that are rated at least A-VII by AM Best.

26. All insurance must be written on forms filed with and approved by the Texas Department of Insurance. Certificates of Insurance shall be prepared and executed by the insurance company or Licensee's broker authorized to bind coverage on the Licensee's behalf and shall include the required endorsements along with the certificates of insurance.

27. Licensee shall provide at least 30 days advanced written notice to The City of Laredo of any cancellation or non-renewal of any required covered that is not replaced.

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COMPLIANCE WITH LAW

28. Licensee acknowledges that it shall be the Licensee's sole responsibility and at Licensee's sole cost to apply for and obtain any permit, authorization, or other permission from any international, federal, provincial or local government, board, tribunal, commission, agency or other authority exercising jurisdiction over the Licensee or relating to Licensee's operations and occupation in, on, to or through said Bridge.

HAZARDOUS SUBSTANCE INDEMNIFICATION

29. Licensee warrants that its use of the Premises herein will not generate any Hazardous Substance, as defined below, and that it will not store or dispose on the Premises, nor transport to or over the Premises, any Hazardous Substance in violation of law.

a) "Hazardous Substance" shall be interpreted broadly to mean any substance or material defined or designated as hazardous or toxic waste, hazardous or toxic material, hazardous or toxic or radioactive substance, or other similar term by any federal, state or local environmental law, regulation or rule presently in effect or promulgated in the future, as such laws, regulations or rules may be amended from time to time.

INSPECTION

30. As the bridge in question is part of an International Border facility with all the risks that are associated therewith, notwithstanding any provision of this License to the contrary, Licensor retains the right to enter upon the licensed property upon twenty-four (24) hours' notice to Licensee, and assuming no obligation to Licensee, to remove any unauthorized improvements or alterations thereof, whenever such removal is deemed necessary by Licensor for (a) exercising Licensor's rights or duties with respect to the licensed property; (b) protecting persons or property; or (c) the public health or safety with respect to the licensed property.

DEFAULT AND CURE

31. The following shall be events of default:

a) Licensee fails to make any payment or provision of Annual Fees or any other sums to Licensor when due, and does not cure such default within thirty (30) days after written notice from Licensor;

b) Licensee fails to meet or perform any other covenant or condition of this License and does not cure such other default within forty-five (45) days after written notice from Licensor specifying the default complained of;

c) Licensee abandons or vacates the Premises without paying annual fees;

d) Licensee is adjudicated a bankrupt or makes any assignment for the benefit of creditors.

32. If a non-monetary default may not reasonably be cured within a forty-five (45) day period, this License may not be terminated if the defaulting party commences action to cure

the default within such forty-five (45) day period and proceeds with due diligence to fully cure the default.

33. In the event of a default, Licensor shall have the right, at its option, in addition to and not exclusive of any other remedy Licensor may have by operation of law, without any further demand or notice, to re-enter the Premises and eject all persons therefrom, and either:

a) Declare this License at an end, in which event Licensee shall immediately pay Licensor a sum of money equal to the total of:

1) The amount of the unpaid annual fees accrued through the date of termination;

2) The amount by which the unpaid annual fees reserved for the balance of the term exceeds the amount of such rental loss that the Licensee proves could be reasonably avoided (net of the reasonable costs of such reletting); and

3) Any other reasonable amount necessary to compensate Licensor for all detriment proximately caused by Licensee's failure to perform its obligations under the License; provided, however, nothing contained herein shall in any way limit Licensor's duty to mitigate its damages, or

b) Without terminating this License, re-license the Premises, or any part thereof, for the account of Licensee upon such terms and conditions as Licensor may deem advisable, and any monies received from such re-licensing shall be applied first to the expenses of such re-licensing and collection, including reasonable attorneys' fees, any commissions paid, and thereafter toward payment of all sums due or to become due Licensor hereunder. If a sufficient sum shall not be thus realized to pay such sums and other charges, Licensee shall pay Licensor any deficiency monthly, notwithstanding that Licensor may have received rental in excess of the annual fees stipulated in this License in previous or subsequent months, and Licensor may bring an action therefor as such monthly deficiency shall arise.

34. No re-entry and taking of possession of the Premises by Licensor shall be construed as an election on Licensor's part to terminate this License, unless written notice of such intention is given to Licensee by Licensor. Notwithstanding any re-licensing without termination, Licensor may at any time thereafter elect to terminate this License for such pervious breach.

SUCCESSOR, ASSIGNS and MISCELLANEOUS

35. It is further understood and agreed by and between the Parties hereto that this agreement shall be binding upon and endures to the benefit of the Parties hereto and their respective successors and permitted assigns (it being acknowledged that the Licensor may not arbitrarily withhold its consent to any sublicensing or assignment of the permission granted herein), that this License consists of and incorporates the main body and the attached Schedule "A", and that words importing the masculine gender and the plural, as the case may be, and vice versa, respectively.

NOTICES

36. All notices, requests, demands, and other communications hereunder shall be in writing and shall be deemed given if personally delivered or mailed, certified mail, return receipt requested, or by overnight courier to the following addresses:

If to Landlord:	City of Laredo 1102 Bob Bullock Loop Laredo, Texas 78045 Attn: City Attorney and Telecommunications Director
With a copy to:	Gerard Lavery Lederer. Best Best & Krieger 1800 K Street NW, Suite 725 Washington, DC 20006 Gerard.Lederer@BBKlaw.com
If to Licensee:	AT&T Corp Right-of-Way Department 161 Inverness Drive Englewood, CO 80112
With a copy to:	AT&T Services, Inc. Law Department 208 S. Akard Street Dallas, TX 75202 Attention Assistant Vice President – Senior Legal Counsel - Network

AUDIT AUTHORITY

37. Licensee shall be responsible for providing to Licensor all records necessary to confirm the accurate payment of rent due under the License.

38. INTENTIONALLY OMITTED.

39. INTENTIONALLY OMITTED.

40. Licensor's audit expenses shall be borne by the Licensor unless the audit discloses an underpayment of more than five percent (5%). In the event the underpayment is greater than five percent (5%), the costs of the audit shall be borne by Licensee. Any additional amounts and audit expenses due to Licensor as a result of the audit shall be paid within thirty (30) days following written notice to the Licensee of the underpayment, which notice shall include a copy of the audit report.

PRIORITY USE

41. This License is made expressly subject and subordinate to the present and future right of the Licensor, its successors, assign, lessees, grantees, and licensees, to construct, install, establish, maintain, use, operate and renew any public utilities or facilities, franchised public utilities, roads or streets, on, beneath or above the surface of the licensed property described in Schedule A; provided, however, that Licensor shall endeavor to ensure that such improvements do not interfere with or destroy Licensee's use of the licensed property. Other than in the case of an emergency, Licensor shall give the Licensee 45 days prior notice of improvements that impact the operations of Licensee.

42. Nothing in this License shall be construed to limit, in any way, the power of the Licensor to widen, alter, or improve the licensed property subject to this License, pursuant to official action by the governing body of the City of Laredo, or its successors.

a) Licensor agrees to coordinate with Licensee to the extent practicable, but with each party bearing its own costs so that Licensee's operations and improvements on the licensed property will not be materially affected thereby.

SIGNATURE PAGE TO FOLLOW

IN WITNESS WHEREOF, the Parties hereto have executed this License Agreement in accordance with law.

LICENSOR:
THE CITY OF LAREDO, TEXAS, USA

_____

BY: Robert Eads
CITY MANAGER

LICENSEE:
AT&T Enterprises, LLC.

BY: _____
Todd R. Gregory

ATTEST:

_____

BY: MARIO MALDONADO, JR
CITY SECRETARY

APPROVED AS TO FORM:

DOANH "ZONE" T. NGUYEN
CITY ATTORNEY

_____

BY: DOANH "ZONE" T. NGUYEN

STATE OF TEXAS
COUNTY OF WEBB

Before me, the undersigned, a Notary Public in and said County and State, on this ____ day of _____, 20___, personally appeared _____ to me known to be the identical person who subscribed the name of the City of Laredo to the foregoing License as its identical person and he acknowledged to me that he executed the same as his free and voluntary act and deed, and as the free and voluntary act and deed of such corporation, for the uses and purposes herein set forth.

Given under my hand and seal of office of the day and year last above written.

_____
Notary Public

(seal)

STATE OF Arkansas
COUNTY OF Garland

Before me, the undersigned, a Notary Public in and for said County and State, on this 5th day of May, 2025, personally appeared Todd Gregory, to me known to the identical person who subscribed the name of AT&T Enterprises, LLC to the Foregoing License as its identical person and he acknowledged to me that he executed the same as his free and voluntary act and deed, and as the free and voluntary act and deed of such corporation, for the uses and purposes therein set forth.

Given under my hand and seal of office the day and year last above written.

(seal)

BEATA LEAR
Comm. No. 12374773
NOTARY PUBLIC
My Comm. Exp. 01-14-2030
GARLAND CO., ARKANSAS

Beata Lear
Notary Public

51083.00010\43482480.1

City of Laredo

City Council

Meeting Date: 6/2/2025 **Introductory Ordinance 7.**

SUBJECT
Authorizing the City Manager to execute a Second Amendment to Lease Agreement ("Lease") by and between the City of Laredo, a municipal corporation ("Landlord"), and T-Mobile West LLC, a Delaware limited liability company ("Tenant"), as successor in interest to Cook Inlet/Voicestream PCS, LLC., ("T-Mobile"), dated May 1, 2000 and attached hereto; to extend the term of the lease one (1) additional five (5) year term commencing May 3, 2025; with an additional three (3) five (5) year terms. Rent shall increase from $28,197.00 to $35,000.00 per year with a four (4) percent escalation; all other terms and conditions remain in full force and effect.

PREVIOUS COUNCIL ACTION
First amendment approved on March 18, 2019 for additional ground space for the placement of a generator.

BACKGROUND
Landlord and Tenant entered into a Ground Lease dated May 1, 2000, whereby Landlord leased to Tenant space on the top surface of the Del Mar Elevated Storage Water Tank for the placement of antenna facilities and a portion of the property for the location of an equipment building or equipment cabinet and related facilities associated with the antenna facilities. Tenant desires to amend lease to extend the term for an additional four (4) five year terms effective May 3, 2025.

Landlord and Tenant agree and acknowledge that Tenant's rent shall increase to $35,000.00 per year commencing on May 3, 2025 and shall thereafter increase by 4% each year.

All other terms and conditions of the Lease remain in full force and effect.

COMMITTEE RECOMMENDATION
N/A

STAFF RECOMMENDATION
Staff recommends approval.

Fiscal Impact

Fiscal Year:	2025
Budgeted Y/N?:	N/A
Source of Funds:	N/A
Account #:	101-0000-311-1060
Change Order: Exceeds 25% Y/N:	N/A

FINANCIAL IMPACT:
Rent increase from $28,197.00 to $35,000.00 and credit to General Fund line item 101-0000-311-1060.

COUNCIL COMMUNICATION

DATE: 06/02/2025	**SUBJECT: INTRODUCTORY ORDINANCE** Authorizing the City Manager to execute a Second Amendment to Lease Agreement ("Lease") by and between the City of Laredo, a municipal corporation ("Landlord"), and T-Mobile West LLC, a Delaware limited liability company ("Tenant"), as successor in interest to Cook Inlet/Voicestream PCS, LLC., ("T-Mobile"), dated May 1, 2000 and attached hereto; to extend the term of the lease one (1) additional five (5) year term commencing May 3, 2025; with an additional three (3) five (5) year terms. Rent shall increase from $28,197.00 to $35,000.00 per year with a four (4) percent escalation; all other terms and conditions remain in full force and effect.

INITIATED BY: Steve E. Landin, Assistant City Manager	**STAFF SOURCE:** Jose C. Rivera Information Services & Telecommunications Director

PREVIOUS COUNCIL ACTION: First amendment approved on March 18, 2019 for additional ground space for the placement of a generator.

BACKGROUND: Landlord and Tenant entered into a Ground Lease dated May 1, 2000, whereby Landlord leased to Tenant space on the top surface of the Del Mar Elevated Storage Water Tank for the placement of antenna facilities and a portion of the property for the location of an equipment building or equipment cabinet and related facilities associated with the antenna facilities. Tenant desires to amend lease to extend the term for an additional four (4) five year terms effective May 3, 2025.

Landlord and Tenant agree and acknowledge that Tenant's rent shall increase to $35,000.00 per year commencing on May 3, 2025 and shall thereafter increase by 4% each year.

All other terms and conditions of the Lease remain in full force and effect.

FINANCIAL IMPACT: Rent increase from $28,197.00 to $35,000.00 and credit to General Fund line item 101-0000-311-1060.

COMMITTEE RECOMMENDATION: N/A	**STAFF RECOMMENDATION:** Staff recommends approval.

ORDINANCE 2025-O-

Authorizing the City Manager to execute a First Amendment to Lease Agreement ("Lease") by and between the City of Laredo, a municipal corporation ("Landlord"), and T-Mobile West LLC, a Delaware limited liability company ("T-Mobile"), as successor in interest to Cook Inlet/Voicestream PCS, LLC., ("Tenant"), dated May 1, 2000 and attached hereto; to extend the term of the lease one (1) additional five (5) year term commencing May 3, 2025; with an additional three (3) five (5) year terms. Rent shall increase from $28,197.00 to $35,000.00 per year with a four (4) percent escalation; all other terms and conditions remain in full force and effect.

WHEREAS, Landlord and Tenant entered into a Ground Lease dated May 1, 2000, whereby Landlord leased to Tenant space on the top surface of the Del Mar Elevated Storage Water Tank for the placement of antenna facilities and a portion of the property for the location of an equipment building or equipment cabinet and related facilities associated with the antenna facilities.

WHEREAS, Tenant desires to amend the Lease to extend the term for an additional four (4) five (5) year terms effective May 3, 2025.

WHEREAS, Landlord and Tenant agree and acknowledge that Lessee's rent shall increase from $28,197.00 per year to $35,000.00 per year commencing on May 3, 2025 and shall thereafter increase by 4% each year. All other terms and conditions of the Lease remain in full force and effect.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LAREDO THAT:

Section 1. Authorizing the City Manager to execute a First Amendment to Lease ("Lease") by and between the City of Laredo, a municipal corporation ("Lessor"), and T-Mobile West LLC, a Delaware limited liability company, as successor in interest to Cook Inlet/Voicestream PCS, LLC. ("T-Mobile") ("Tenant"), dated May 1, 2000 and attached hereto; to extend the term of the lease one (1) additional five (5) year term commencing May 3, 2025; with an additional three (3) five (5) year terms. Rent shall increase from $28,197.00 to $35,000.00 per year with a four (4) percent escalation; all other terms and conditions remain in full force and effect.

Section 2. This Ordinance shall become effective upon passage hereof.

PASSED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR ON THIS THE _____ DAY OF JUNE, 2025.

_____
By: Dr. Victor D. Trevino
MAYOR

ATTEST:

_____
By: Mario Maldonado, Jr.
CITY SECRETARY

APPROVED AS TO FORM:

Doanh “Zone” T. Nguyen
CITY ATTORNEY

_____
By: Rodolfo Morales, III
ASSISTANT CITY ATTORNEY

SECOND AMENDMENT TO LEASE AGREEMENT

This Second Amendment to Lease Agreement ("**Second Amendment**') is made effective as of the latter signature date hereof ("**Effective Date**") by and between the City of Laredo ("**Landlord**"), a Texas municipality, and T-Mobile West LLC, a Delaware limited liability company, ("**Tenant**"). Landlord and Tenant are sometimes referred to herein individually as a "Party" and collectively as the "Parties."

RECITALS

WHEREAS, Landlord, or its predecessor in interest, and Tenant, or its predecessor in interest, entered into that certain Lease Agreement dated May 1, 2000, as amended by that First Amendment to Lease Agreement dated August 27, 2020, (collectively the "**Lease**"), whereby Tenant leases a portion of the real property owned by Landlord (the "**Owned Premises**") such portion being defined and/or described in the Lease (collectively the "**Premises**").

WHEREAS, Landlord and Tenant desire to amend the terms of the Lease to extend the term thereof and as otherwise provided herein.

NOW, THEREFORE, in consideration of the foregoing recitals and mutual covenants set forth herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

1. **Signing Bonus**. Within thirty (30) days after the mutual execution of this Second Amendment, Tenant shall pay to Landlord a one-time nonrefundable payment of Ten Thousand and 00/100 Dollars (10,000.00) ("**Signing Bonus**") as reimbursement for the administrative costs and legal fees incurred by Landlord in conjunction with the negotiation and preparation of this Second Amendment. This Signing Bonus is non-reimbursable.

2. **Lease Term Extended**. Commencing on May 3, 2025, the Term of the Lease shall automatically extend for one (1) additional five (5) year term ("**Initial Term**") and shall expire at 11:59 P.M. on the day before the fifth (5th) anniversary. Unless either party gives written notice of its intention not to extend the Lease at least sixty (60) days prior to the end of the Initial Term or Renewal Term (as defined herein), as applicable and then in effect, and provided Tenant is not in default under the Lease, after notice and the expiration of applicable cure periods, the Lease shall automatically be extended upon the expiration of the Initial Term, or then-current Renewal Term, as applicable, for three (3) additional terms of five (5) years each (each a "**Renewal Term**"), subject to all terms and conditions of this Lease. The Initial Term and Renewal Terms shall be collectively known as the "Term."

3. **Base Rent Increase and Escalation**. Commencing on May 3, 2025, the Base Rent (as defined in Section 3(A) of the Lease) payable from Tenant to Landlord is increased to **Thirty-Five Thousand and No/100 Dollars** (**$35,000.00**) per year. Commencing on May 3, 2026, and on each successive annual anniversary thereof, the

Base Rent, as amended herein, shall increase by an amount equal to **four percent** (**4%**) of the then current Base Rent. The increased Base Rent shall be subject to all other remaining applicable terms under the Lease, including, but not limited to, late payment penalties.

4. **Structural Integrity**. Following the expiration of the Initial Term, Landlord shall have the right to terminate this Lease upon one (1) year's prior written notice to Tenant in the event Landlord, in Landlord's sole discretion, determines that any or all of the Antennae Facilities or any other Tenant equipment or activities is compromising the structural integrity of the Water Tower. Tenant shall be required to remove all of its equipment in accordance with the removal and restoration requirements in Section 16 of the Lease.

5. **Assignment and Subleasing**. Section 27 of the Lease is hereby deleted in its entirety and replaced as follows:

   A. This Lease, or the Lease interest of Tenant in the Owned Premises, shall not be assigned by Tenant except with the prior written consent of Landlord which consent may be withheld in the Landlord's sole discretion.

   B. Tenant may, without Landlord's consent but upon at least sixty (60) days prior written notice to Landlord, from time to time assign this Lease in its entirety (i) to any entity which has, directly or indirectly, a fifty-one percent (51%) or greater interest in Tenant (a "**Parent**"), or to any entity in which Tenant or a Parent has a fifty-one percent (51%) or greater interest. Any such assignment shall not be effective unless and until the assignee executes and delivers to Landlord a written assumption of all Tenant's obligations under this Lease.

   C. Tenant shall not sublease the Premises without the advance written consent of Landlord, which consent may be withheld in the Landlord's reasonable discretion. Prior to doing so, Tenant shall submit to Landlord detailed plans and specifications for the proposed sublease for the Landlord's review. In the event that such subtenant requires additional ground space outside of the Premises, it shall enter into a separate Lease with Landlord to do so or this Lease may be amended to provide for such additional space. Landlord may grant or deny such expansion requests in its sole discretion, including conditioning execution of such new or amended agreements on the payment of additional rent.

   D. Any attempted or unauthorized assignment or sublease shall be void and shall be cause for immediate termination of this Lease by Landlord. The acceptance of Base Rent by Landlord from any person other than Tenant or an authorized assignee shall not be deemed to be a waiver by Landlord of any provision hereof. Consent to one assignment shall not be deemed consent to any subsequent assignment.

6. **Insurance**. Section 21 of the Lease is hereby deleted in its entirety and replaced as follows:

A. Tenant shall, at Tenant's sole cost and expense, procure and continue in force during the term of this Lease, including any renewal term:

i. Workers' Compensation insurance at statutory limits, including Employers Liability coverage with limits of $1,000,000.00 each accident/$1,000,000.00 by disease each-employee/$1,000,000.00 by disease policy limit;

ii. Commercial General Liability insurance with limits of $1,000,000.00 per-occurrence for bodily injury and property damage and $2,000,000.00 general aggregate including contractual liability, products/completed operations ($1,000,000.00 aggregate). Coverage must be written on an occurrence form;

iii. Commercial Automobile Liability insurance with a combined single limit of $1,000,000.00 each accident for bodily injury and property damage, covering all owned, non-owned, and hired vehicles;

iv. "All-risk" property insurance insuring the Tenant's Communications Facility and Tenant's personal property for full replacement costs; and

v. Tenant shall require its Contractors to maintain Builders Risk coverage (if applicable) as follows:

1. All Risk Builders Risk insurance, including collapse coverage, is required on a completed value form if the contract is for the construction of a structure or building.

2. The Builders Risk policy must provide transit and off-premises coverage if the contract with the builder makes Landlord responsible for materials.

B. With reference to the foregoing insurance requirement, Tenant shall endorse applicable insurance policies as follows:

i. Landlord shall be included as an additional insured as their interest may appear under this Lease with respect to Commercial General Liability, Commercial Automobile Liability.

ii. All liability policies shall contain no cross-liability exclusions or insured versus insured restrictions.

iii. A waiver of subrogation in favor of Landlord shall be contained in the Commercial General liability and Commercial Automobile liability policies.

iv. For claims arising from Tenant operations, negligent acts or willful misconduct all insurance policies, which include Landlord as an additional insured, must be endorsed to be primary coverage regardless of the application of other insurance.

v. Unless approved in writing by Landlord, Tenant shall place the required insurance with a current A.M. Best rating of at least A-: VII or better.

vi. Certificates of Insurance shall be prepared and executed by the authorized representative of the insurance companies.

C. Upon receipt of notice from its insurer(s), Tenant shall use commercially reasonable efforts to provide Landlord with thirty (30) days' prior written notice of cancellation of any required coverage.

D. Tenant shall require any contractors and subcontractors to obtain and maintain substantially the same insurance coverage that is required of Tenant. It is the responsibility of the Tenant to assure compliance with this provision. Landlord accepts no responsibility arising from the conduct, or lack of conduct, of any contractors or subcontractors.

E. Tenant and the Landlord hereby release each other and their respective agents, employees, officers, directors, and partners from, and shall not hold each other liable for, any liability for bodily injury, consequential damages, loss of income or damage to or loss of property or persons, or loss of use of any property, in or about the Premises for claims arising out of or resulting from such party's use and occupancy of the Premises or Owned Premises unless such damage, loss or injury directly results from the gross negligence or willful misconduct of Tenant or Landlord, as applicable .

F. Tenant agrees to indemnify, defend and hold Releasees (i.e. Landlord's property manager, if any, and its agents, employees, officers, directors and partners) harmless from and against injury, loss, damage or liability (or any claims in respect of the foregoing), costs or expenses (including reasonable attorneys' fees and court costs) which may be imposed upon or incurred by or asserted against Releasees occurring during the Term, or during any period of time prior to the Commencement Date hereof or after the expiration date hereof when Tenant may have been given access to or possession of all or any part of the Premises arising from:

i. any work or act done in, on or about the Premises or any part thereof at the direction of Tenant, its agents, contractors, subcontractors, servants, employees, Tenants or invitees, including but not limited to the installation, use, maintenance, repair or removal of the Facilities, except if such work or act is done or performed by Landlord or its agents or employee;

ii. any gross negligence or other wrongful act or omission on the part of Tenant or any of its agents, contractors, subcontractors, servants, employees, subtenants, tenants or invitees;

iii. any accident, injury or damage to any person or property occurring in, on or about the Premises or any part thereof, unless caused by the gross negligence or willful misconduct of Landlord, its employees or agents, however, notwithstanding anything to the contrary in this Lease, Tenant shall not have any liability or responsibility unless caused by the acts or omissions of Tenant or any of its agents, contractors, subcontractors, servants, employees, subtenants, tenants or invitees; and

iv. any failure on the part of Tenant to perform or comply with any of the covenants, agreements, terms, provisions, conditions or limitations contained in this Lease on its part to be performed or complied with.

G. Each Party hereby waives any and every claim which arises or which may arise in its favor and against the other Party hereto during the Term for any and all loss of, or damage to, any of its property located within or upon or constituting a part of the Premises, to the extent that such loss or damage is recovered under an insurance policy or policies. Each Party shall have their respective insurance company issue any such insurance policy with a provision waiving such insurance company's right of subrogation with respect to first party claims. It being the intent of the Parties that each shall look solely to its own insurance to protect itself from loss to its own property.

H. Landlord agrees to indemnify, defend and hold Tenant and its agents, employees, officers, directors and partners harmless from and against injury, loss, damage or liability (or any claims in respect of the foregoing), costs or expenses (including reasonable attorneys' fees and court costs) which may be imposed upon or incurred by or asserted against Tenant occurring during the Term, or during any period of time prior to the Commencement Date arising from:

i. any work or act done in, on or about the Owned Premises or any part thereof at the direction of Landlord, its agents, contractors, subcontractors, servants, employees, tenants or invitees;

ii. any gross negligence or other wrongful act or omission on the part of Landlord or any of its agents, contractors, subcontractors, servants, employees, subtenants, tenants or invitees;

iii. any accident, injury or damage to any person or property occurring in, on or about the Owned Premises or any part thereof, unless caused by the gross negligence or willful misconduct of Tenant, its employees or agents, however, notwithstanding anything to the contrary in this Lease, Landlord shall not have any liability or responsibility unless caused by the acts or omissions of Landlord or any of its agents, contractors, subcontractors, servants, employees, subtenants, tenants or invitees; and

iv. any failure on the part of Tenant to perform or comply with any of the covenants, agreements, terms, provisions, conditions or limitations contained in this Lease on its part to be performed or complied with.

7. **Holdover**. Section 23 of the Lease is hereby deleted in its entirety and replaced as follows:

"If the Antennae Facilities and Equipment Building or any part thereof is still on the Owned Premises, or Tenant is still conducting any activities or operations on the Owned Premises, or is otherwise using the Owned Premises without a written agreement with Landlord after expiration of the Lease, such possession or use shall be deemed a month-to-month tenancy holdover use under the same terms and conditions of this Lease, except that the Base Rent shall be one hundred fifty percent (150%) of the Base Rent in effect at the expiration of the Lease and shall be payable in advance in monthly installments. Nothing contained herein shall grant Tenant the right to holdover after the expiration of the Lease and notwithstanding the payment of license fees during the holdover period, Landlord shall have the right to require Tenant to vacate the Owned Premises at any time upon thirty (30) days written notice."

8. **Performance Bond.** Within thirty (30) days after the Effective Date of this Second Amendment, Tenant shall obtain a faithful performance bond, in the amount adequate to cover one hundred percent (100%) of the costs to remove the Antennae Facilities and Equipment Building and all other personal property and to restore the Owned Premises as required by this Lease from a bond company duly licensed to do business in California in favor of Landlord (the "Bond"). The Bond shall secure (1) Tenant's removal of its equipment from the Premises following the expiration or earlier termination of the Lease, and (2) the recovery of any unpaid sums duly owed to the Landlord under this Lease. The Bond shall be maintained in force by Tenant

throughout the Term. Tenant agrees to deliver to Landlord a copy of the Bond prior to commencement of construction activities on the Premises (or if the Lease is a renewal for a previously constructed facility, within thirty (30) days after full execution of the Lease). If Tenant fails to timely provide the Bond to Landlord, Landlord may elect to terminate this Lease upon written notice to Tenant. Prior to the commencement of any Renewal Term, Landlord and Tenant shall review the amount of the Bond to assess whether the amount of the Bond is reasonably sufficient to cover then current removal and restoration costs. If it is reasonably determined to be insufficient, Tenant shall obtain and maintain in force a Bond for such additional amount the parties mutually determine to be sufficient.

9. Relocation. Tenant acknowledges that the primary purpose of the Owned Premises is to serve as a valuable asset to Landlord's residents and the Landlord itself, and Tenant's use of the Premises shall be subject to Landlord's paramount rights ("Paramount Rights") to use the real property for any and all current and future uses necessary for Landlord's municipal needs. Tenant understands and agrees that from time to time during the Initial Renewal Term, or any Renewal Term, Landlord may require Tenant to remove and/or relocate all or portions of the Tower and Tenant's Equipment ("Communications Facility") from the Premises temporarily or permanently at Tenant's expense in order for Landlord to exercise its Paramount Rights at the Owned Premises.

A. Temporary Relocations. Landlord shall endeavor to give Tenant at least ninety (90) days prior written notice of the necessity to relocate the Communications Facility for a temporary period, and will use good faith efforts to provide temporary space at the Owned Premises, or another mutually acceptable Landlord location for such temporary relocation; provided Tenant is not in default under the Lease. Tenant shall be solely responsible at its cost for obtaining any necessary permits and otherwise complying with all laws, permits, and other rules and regulations of any public entity applicable in connection with the temporary relocation of its Communications Facility. Tenant acknowledges that in case of emergency (as determined by Landlord in its sole discretion), the notice period for temporary relocation may be shortened. Notwithstanding any relocation or any shortened notice period, the Lease shall continue without abatement of the Rent unless Landlord is unable to provide space for temporary relocation and as a result Tenant is required to cease to operate its Communications Facility for a period of more than fourteen (14) days in which event Tenant shall be entitled to an abatement of the Rent equivalent to the number of full days in excess of fourteen (14) days during which Tenant was unable to operate its Communications Facility multiplied by 1/365 of the Rent applicable during such period. Landlord will calculate and refund such abatement amount without interest after the end of the temporary relocation period.

i. At the end of the temporary relocation period, Tenant shall at its cost return the relocated Communications Facility to the Premises, unless the Parties mutually agree that the Communications Facility may remain at the temporary location in which case the Parties shall memorialize such agreement by an

amendment to the Lease. Tenant shall have a right to terminate the Lease upon thirty (30) days prior written notice to Landlord if any temporary relocation exceeds ninety (90) days, or if Landlord requires Tenant to relocate the Communications Facility more than one (1) time during any Renewal Term.

B. Permanent Relocations. Landlord shall give Tenant at least twelve (12) months prior written notice ("Relocation Notice") of the necessity to relocate the Communications Facility or a portion thereof to a new location upon the Owned Premises, and will use good faith efforts to provide another mutually acceptable Landlord location on the Owned Premises for such relocation; provided Tenant is not in default under the Lease beyond all applicable notice and cure periods. Tenant shall be solely responsible at its cost for relocating the Communications Facility and obtaining any necessary permits and otherwise complying with all laws, permits, and other rules and regulations of any public entity applicable in connection with the relocation of its Communications Facility. Tenant shall have a right to terminate the Lease upon ninety (90) days prior written notice to Landlord if Tenant's relocation of the Communications Facility to the mutually agreeable alternative location on the Property is technically infeasible and Tenant will have twenty-four (24) months following the date Tenant received Landlord's Relocation Notice to relocate the Communications Facility to a location outside of the Owned Premises. If the Lease is terminated for such reason, Landlord shall refund pre-paid and unused months of the Rent on a proportionate basis, but Tenant shall not be entitled to reimbursement or payment by Landlord of any further expenses or costs it may incur by reason of its election to terminate the Lease hereunder.

10. **Other Terms and Conditions Remain.** In the event of any inconsistencies between the Lease and this Second Amendment, the terms of this Second Amendment shall control. Except as expressly set forth in this Second Amendment, the Lease otherwise is unmodified and remains in full force and effect. Each reference in the Lease to itself shall be deemed also to refer to this Second Amendment.

11. **Signatures Required**. This Second Amendment may be executed in two or more counterparts, each of which will be deemed an original and all of which together constitute one agreement. Counterparts and/or signatures delivered by facsimile, pdf or Landlord-approved electronic means have the same force and effect as the use of a manual signature.

[signatures appear on following page]

IN WITNESS WHEREOF, the Parties hereto have executed this Second Amendment as of the later day and year first written below.

"**LANDLORD**"

The City of Laredo

By: _____

Print Name: _____

Its: _____

Date: _____

"**TENANT**"

T-Mobile West LLC, a Delaware limited liability company



By: _____

Print Name: _____

Its: _____

Date: _____

City of Laredo

City Council

Meeting Date: 6/2/2025 **Introductory Ordinance 8.**

SUBJECT
An Introductory Ordinance amending ordinance 2024-0-196 to recognize continuous service for former United Water employees in accordance with the Texas Municipal Retirement System (TMRS) Bridge In Service Agreement; To re-open the Voluntary Retiree Incentive Program (VRIP) for 30 days for these employees; To extend the VRIP benefit to those who retired during the original VRIP window; And providing for an effective date.

VIVA LAREDO PLAN ALIGNMENT
Alignment Rating: Moderate

Supporting goal(s)/policy(ies):

Policy 7.2.1

“Support healthy living through programs and policies that promote well-being and dignity for all residents, including the aging population.”

(Page 7.23, *Viva Laredo City of Laredo Comprehensive Plan*)

Goal 7.2

“Provide access to services and programs that improve quality of life and support vulnerable populations.”

(Page 7.22, *Viva Laredo City of Laredo Comprehensive Plan*)

Policy 12.2.1

“Establish systems that ensure consistency, transparency, and fairness in implementation.”

(Page 12.5, *Viva Laredo City of Laredo Comprehensive Plan*)

Summary of alignment: This ordinance indirectly aligns with the Viva Laredo Comprehensive Plan by supporting policies that promote equity, health, and well-being for aging employees. By recognizing continuous service for United Water employees and reopening the VRIP window, the City demonstrates a commitment to treating former employees with fairness and dignity-principles consistent with **Goal 7.2** and **Policy 7.2.1**. Furthermore, extending VRIP eligibility and benefits to those previously excluded upholds **Policy 12.2.1**, reinforcing transparency and fairness in policy implementation. While the ordinance does not directly address infrastructure, land use, or economic development, it supports key **public health and equity** themes identified in the plan.

PREVIOUS COUNCIL ACTION

Ordinance 2024-O-196 “establishing a Voluntary Employee Retiree Incentive Program for employees who retire between October 1, 2024 through January 31, 2025 with the exception of employees subject to any Collective Bargaining Agreement providing for a repealing clause, severability clause, and an effective date of October 1, 2024.” was approved by council on September 16, 2024.

BACKGROUND
On September 30, 2002, the City of Laredo transferred certain water utility employees to United Water through privatization. These employees were later reinstated as City employees on May 6, 2005. In coordination with the Texas Municipal Retirement System (TMRS), the City of Laredo granted a Restricted Prior Service credit upon their return, allowing the United Water employment period to count as continuous service for retirement eligibility purposes.

Under Ordinance 2024-0-196, employees must complete 20 years of continuous full-time service with the City to qualify for the Voluntary Retiree Incentive Program (VRIP). The City Council has determined that, for consistency with the TMRS Restricted Prior Service credit, the time spent working at United Water should also be recognized as continuous City service when determining eligibility for the VRIP and associated retiree health insurance benefits.

Additionally, the City Council has decided to reopen the VRIP enrollment period for 30 days and to extend eligibility to individuals who previously retired during the original VRIP window, ensuring fairness and equitable access to the program’s benefits.

COMMITTEE RECOMMENDATION
N/A

STAFF RECOMMENDATION
Staff recommends City Council approve this item as presented.

Fiscal Impact

Fiscal Year:	2025
Budgeted Y/N?:	N/A
Source of Funds:	N/A
Account #:	N/A
Change Order: Exceeds 25% Y/N:	N/A

FINANCIAL IMPACT:
No Financial Impact

INTRODUCTORY ORDINANCE NO. 2025-O-

AN INTRODUCTORY ORDINANCE AMENDING ORDINANCE 2024-0-196 TO RECOGNIZE CONTINUOUS SERVICE FOR FORMER UNITED WATER EMPLOYEES IN ACCORDANCE WITH THE TEXAS MUNICIPAL RETIREMENT SYSTEM (TMRS) BRIDGE IN SERVICE AGREEMENT; TO RE-OPEN THE VOLUNTARY RETIREE INCENTIVE PROGRAM (VRIP) FOR 30 DAYS FOR THESE EMPLOYEES; TO EXTEND THE VRIP BENEFIT TO THOSE WHO RETIRED DURING THE ORIGINAL VRIP WINDOW; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Laredo previously privatized certain water utility employees to United Water on September 30, 2002 and later returned these employees to City employment on May 6, 2005; and

WHEREAS, the City of Laredo has established, in coordination with the Texas Municipal Retirement System (TMRS), a Restricted Prior Service credit was applied upon return to recognize the United Water employment period as continuous service for retirement eligibility purposes; and

WHEREAS, Ordinance 2024-0-196 currently requires 20 years of continuous full-time employment with the City of Laredo to participate in the Voluntary Retiree Incentive Program (VRIP); and

WHEREAS, the City Council finds it equitable and consistent with the TMRS Restricted Prior Service credit to recognize the United Water employment period as continuous City service for the sole purpose of determining eligibility for the VRIP and related City retiree health insurance benefits; and

WHEREAS, the City Council further finds it appropriate to re-open the VRIP for a 30-day period **and** extend eligibility to those who already retired within the original VRIP window**,** to ensure fairness and full access to the intended benefit.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LAREDO, TEXAS, THAT:

Section 1. Ordinance 2024-0-196 is hereby amended to add the following subsection:

> **Special Provision for Former United Water Employees:**
> For employees of the City of Laredo who were privatized to United Water in 2002 and subsequently returned to City employment in 2005, the period of employment with United Water shall be deemed continuous City service for the sole purpose of determining eligibility under the Voluntary Retiree Incentive Program (VRIP), consistent with the Texas Municipal Retirement System's (TMRS) Restricted Prior Service credit in service recognition.

Section 2. Re-opening of VRIP for 30 Days:
The City Council hereby re-opens the VRIP program for a period of 30 calendar days from the effective date of this amendment, solely for the former United Water employees described in Section 1, to allow them to retire and be eligible for VRIP benefits.

Section 3. Extension of VRIP Benefits to Prior Retirees:
The VRIP benefits provided under Ordinance 2024-0-196 shall also be retroactively extended to any of these

former United Water employees who retired between October 1, 2024 and amendment of this ordinance, but were previously ineligible for VRIP benefits solely due to the United Water employment period.

Section 4. This recognition of continuous service shall not affect TMRS creditable service calculations, which have already been addressed through TMRS's Restricted Prior Service credit in service program, and is limited to VRIP eligibility and related City-provided retiree health benefits.

Section 5. This Ordinance shall take effect immediately upon its adoption.

Section 6. Publication. This ordinance shall be published in accordance with the provisions of the City Charter and state law.

PASSED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR ON THIS THE _____ DAY OF _____, 2025.

_____
DR. VICTOR TREVIÑO
MAYOR

ATTEST:

_____
MARIO I. MALDONADO, JR.
CITY SECRETARY

APPROVED AS TO FORM:

_____
DOANH "ZONE" T. NGUYEN
CITY ATTORNEY

City of Laredo

City Council

Meeting Date: 6/2/2025 **Final Readings 9.**

SUBJECT
Amending the Fiscal Year 2025 Hotel/Motel Fund by drawing down from fund balance and appropriating expenditures in the amount of $60,000.00 to the Laredo Center for the Arts under the Third-Party Funding contract.

PREVIOUS COUNCIL ACTION
Contract was approved by Council on October 28, 2024. Appropriations approved on September 16, 2024, Council meeting through the adoption of the FY 2024-2025 Budget.

BACKGROUND
The City of Laredo has a lease agreement with Laredo Center for the Arts for the property of 500 San Agustin Avenue. The organization reached out to the department requesting that the City incur the cost of the air conditioning unit. As per the lease agreement, the City has agreed to pay the cost of the Air Conditioning Unit.

COMMITTEE RECOMMENDATION
N/A

STAFF RECOMMENDATION
For City Council to approve this motion.

Fiscal Impact

Fiscal Year:	2025
Budgeted Y/N?:	Y
Source of Funds:	Hotel/Motel
Account #:	244-4930-553-5421
Change Order: Exceeds 25% Y/N:	N

FINANCIAL IMPACT:
Funding is available in the Hotel/Motel Fund-Aid Other Agencies Division.

ORDINANCE NO. 2025-O-99

AMENDING THE FISCAL YEAR 2025 HOTEL/MOTEL FUND BY DRAWING DOWN FROM FUND BALANCE AND APPROPRIATING $60,000.00 TO THE LAREDO CENTER FOR THE ARTS UNDER THE THIRD-PARTY FUNDING CONTRACT.

WHEREAS, Amending the Fiscal Year 2025 Hotel/Motel fund by drawing down from fund balance and appropriating $60,000.00 to the Laredo Center for the Arts under the Third-Party Funding Contract. The City of Laredo has a lease agreement with Laredo Center for the Arts for the property at 500 San Agustin Avenue.

WHEREAS, the organization reached out to the department requesting that the City incur the cost of the air conditioning unit. As per the lease agreement, the City agreed to pay the cost of the air conditioning unit.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LAREDO, TEXAS THAT:

Section 1. Authorizing the City Manager to amend the Fiscal Year 2025 Hotel/Motel fund by drawing down from fund balance and appropriating $60,000.00 to the Laredo Center for the Arts Third Party Funding Contract.

PASSED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR ON THIS _____ DAY OF _____ 2025.

_____
Dr. Victor D. Treviño
MAYOR

ATTESTED:

_____
Mario I. Maldonado Jr.
CITY SECRETARY

APPROVED AS TO FORM:

_____
Doanh "Zone" T. Nguyen
CITY ATTORNEY

DRAFT

CONTRACT AMENDMENT #1
TO CONTRACT BETWEEN
CITY OF LAREDO
AND
LAREDO CENTER FOR THE ARTS

This is the first amendment to the contract dated the 10th of JANUARY, 2025, between the City of Laredo, 25 referred to as "City" and Laredo Center for the Arts., a non-profit organization (hereinafter called "Laredo Center for the Arts") to utilize funds to alleviate costs of supplies, **A/C repairs** and support administration salaries that run the operations, and for the provision of Third Party Funding, utilizing Hotel Motel Funds. Laredo Center for the Arts was awarded $117,000.00 ~~$57,000.00~~ for services provided by organization during the term of this contract.

The parties agree to amend the contract in the following respect:

Section 1: Scope of Service
The Organization shall provide those services under the promotion of the arts category as authorized by state law. Organization shall utilize funds to alleviate costs of supplies, **repairs of A/C**, and support administration salaries that run the operations as described and set out in the scope of services (Marketing Plan) which is attached hereto as Exhibit 1 and made a part of this contract as if incorporated herein. It is also understood that the funded project shall promote tourism and the city's hotel and motel industry.

Section 4: CONSIDERATION
Subject to compliance with the terms of this contract, the City agrees to pay not more than **$117,000.00** for services **or repairs** provided by the Organization during the term of this contract. **The City will pay for A/C repairs cost not to exceed $60,000.00 and agrees to the following**: For services rendered, the City shall pay the Organization the amount of **$14,250.00** per quarter, or that amount actually billed the City by the Organization for the quarter in question not to exceed **$57,000.00**. If the Organization should bill less than **$14,250.00** for any one quarter, the difference in amounts may accumulate. The Organization may bill the City for services rendered for that quarter, and additional accumulated amounts in order for the full contract amount to be realized so long as such billings are for services rendered. The organization shall receive payments after event(s) materializes in person as virtual events are not valid.

Replace Exhibit 6 as follows:

Line-Items	Amount	Amended
Payroll	$ 45,000	$45,000
Supplies	$25,000	$25,000
Utilities	$20,000	$ 20,000
Advertising, Publicity, Printing, Postage	$15,000	$15,000
A/C Repairs	$0	$60,000
TOTAL	**$57,000**	**$117,000**

DRAFT

In all other respects the contract dated the 10th day of January, 2025 is unchanged.

WITNESS OUR HANDS EFFECTIVE THIS _____ day of _____, 2025.

Section 25

CITY OF LAREDO:

_____
Joseph W. Neeb
City Manager

ATTEST:

_____
Mario I. Maldonado Jr.
City Secretary

APPROVED AS TO FORM:

_____
Doanh “Zone” T. Nguyen
City Attorney

SMILES FROM HEAVEN

_____
President

DRAFT

City of Laredo

City Council

Meeting Date: 6/2/2025 **Final Readings 10.**

SUBJECT
Public Hearing and Introductory Ordinance authorizing the City Manager to amend the budget and appropriate $11,750.00 to the FY24-25 Laredo International Airport Budget for funding the FY2024 Operations Stonegarden Grant (OPSG). Funds are being awarded by the Office of the Governor's Homeland Security Grants Division (HSGD). This funding will be used for overtime and fringe benefit expenses used for Stonegarden Operations by Airport Law Enforcement. No local match is required.

PREVIOUS COUNCIL ACTION
Ordinance No. 2016-O-134, approved on March 21, 2016
Resolution No. 2017-R-48, approved on April 20, 2017
Resolution No. 2019-R-53, dated May 6, 2019
Resolution No. 2021-R-057, dated February 22, 2021
Ordinance No. 2022-O-129, dated August 1, 2022
Ordinance No. 2023-O-165, dated September 05, 2023
Resolution No. 2024-O-133, dated April 02, 2024
Ordinance No. 2024-O-054, dated April 15, 2024
Resolution No. 2024-R-191, dated June 10, 2024
Resolution No. 2024-R-223, dated August 05, 2024

BACKGROUND
The U.S. Border Patrol, Laredo Sector, Webb County Sheriff's Office (WCSO), Laredo Police Department (LPD) and the Airport Police, will combine efforts to bolster Homeland Security related efforts in the Laredo Sector Area of Responsibility (AOR).

Operations Order No: FY 25-LRTLRT-10-008 V0
Fiscal Year: 2024
Amount Approved: $11,750.00
Operated Order Dates: 09-01-2024 to 08-31-2027

Historically, WCSO and LPD have diligently coordinated their efforts with the Officer of Border Patrol Laredo Sector to safeguard the country's borders. In the first operation Stonegarden, WCSO participated in joint ventures to increase visibility in pursuit of an elevated level of homeland security. This year LPD, Airport Police, and again WCSO, will provide 2nd-tier, force-multiplier assets to work in partnership with the Laredo Sector Border Stations. Operation Laredo Region Stonegarden encompasses the core elements of the National Border Patrol Strategy. The Laredo International Airport is the first airport in the nation to apply for and receive Stonegarden Grant monies.

COMMITTEE RECOMMENDATION
N/A

STAFF RECOMMENDATION
Staff recommends the approval of this resolution.

Fiscal Impact

Fiscal Year:	2025
Budgeted Y/N?:	N
Source of Funds:	Laredo International Airport Fund
Account #:	242 Accounts
Change Order: Exceeds 25% Y/N:	N

FINANCIAL IMPACT:
Revenue:
242-0000-323-6013 $11,750.00
Expense:
242-3646-584-9900 project# AISG09 $11,750.00

City of Laredo

City Council

Meeting Date: 6/2/2025 **Final Readings 11.**

SUBJECT
An Ordinance of the City of Laredo, Texas, amending the City of Laredo's FY 2025 annual budget by appropriating revenues and expenses in the amount of $663,743.00 in the Waterworks System Fund 2019 Water Revenue Bond. The interest earnings being appropriated are to pay for expenses for projects.

VIVA LAREDO PLAN ALIGNMENT
Alignment Rating: Moderate
Supporting goal(s)/policy(ies): Policy 6.5.2 Develop policies that promote and incentivize the development of surface water treatment, conveyance and reclamation.
Summary of alignment: This agenda item is to appropriate interest earnings in order to pay for expenses related to improving water infrastructure.

PREVIOUS COUNCIL ACTION
Public Hearing and Introductory Ordinance was approved by City Council on May 19, 2025.

BACKGROUND
Interest earnings are being appropriated in order to pay for expenses incurred within this bond.

COMMITTEE RECOMMENDATION
N/A

STAFF RECOMMENDATION
Introduce this ordinance.

Fiscal Impact

Fiscal Year:	FY 2025
Budgeted Y/N?:	N
Source of Funds:	2019 Waterworks Water Revenue Bond
Account #:	557-9875-535-9301
Change Order: Exceeds 25% Y/N:	N/A

FINANCIAL IMPACT:

Account Number	Amended Budget	Proposed Budget Amendment	Amended Budget
Waterworks 2019 Revenue Bond			
Revenues:			
Interest Earnings			
557-9875-363-2001	$449,684	$564,244	$1,013,928
Reimburse & Miscellaneous			
557-9875-373-2050	$-	$99,499	$99,499
Expenses:			
Improvements Other Than Buildings			
557-9875-535-9301	$32,366,104	$663,743	$33,029,847

ORDINANCE 2025-O-92

AN ORDINANCE OF THE CITY OF LAREDO AMENDING THE CITY OF LAREDO'S FY 2025 ANNUAL BUDGET BY APPROPRIATING REVENUES AND EXPENSES IN THE AMOUNT OF $663,743.00 IN THE WATERWORKS SYSTEM FUND 2019 WATER REVENUE BOND. THE INTEREST EARNINGS BEING APPROPRIATED ARE TO PAY FOR EXPENSES FOR PROJECTS.

WHEREAS, the City Council adopted the budget for fiscal year 2025; and

WHEREAS, it is being requested to amend the FY 2025 budget by appropriating additional revenues and expenses in the amount of $663,743.00; and

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LAREDO:

1. Public Hearing and Introductory Ordinance of the City of Laredo, Texas amending the City of Laredo's FY 2025 annual budget by appropriating revenues and expenses in the amount of $663,743.00 in the 2019 Waterworks System Revenue Bond. The interest earnings being appropriated are to pay for expenses for projects. Funding is available in the 2019 Waterworks Revenue Bonds.

2. This Ordinance shall become effective upon passage thereof.

PASSED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR on this the _____ day of _____, 2025.

ATTEST:

_____
Dr. Victor D. Trevino
MAYOR

_____
Mario I. Maldonado, Jr.
City Secretary

APPROVED AS TO FORM:

By:_____
Doanh T. Nguyen
City Attorney

City of Laredo

City Council

Meeting Date: 6/2/2025 **Final Readings 12.**

SUBJECT
An Ordinance of the City of Laredo, Texas, amending chapter 19, article VIII, section 19-364, of the code of ordinances by adding subsection (30), restricted parking areas to include no parking, standing, and stopping, anytime and tow away zone, temporary loading/unloading, and no overnight parking between 10 p.m. And 6 a.m. On both the north and south side of 12000 block of Riverbank Drive between IH-69W frontage road and FM 1472

PREVIOUS COUNCIL ACTION
Ordinance introduced at 5/19/25 meeting.

BACKGROUND
N/A

COMMITTEE RECOMMENDATION
N/A

STAFF RECOMMENDATION
Staff recommends approval of this ordinance.

Fiscal Impact

Fiscal Year:	Click or tap here to enter text.
Budgeted Y/N?:	Click or tap here to enter text.
Source of Funds:	Click or tap here to enter text.
Account #:	Click or tap here to enter text.
Change Order: Exceeds 25% Y/N:	Click or tap here to enter text.

FINANCIAL IMPACT:
N/A

ORDINANCE NO. 2025-O-95

AN ORDINANCE OF THE CITY OF LAREDO, TEXAS, AMENDING CHAPTER 19, ARTICLE VIII, SECTION 19-364, OF THE CODE OF ORDINANCES BY ADDING SUBSECTION (30), RESTRICTED PARKING AREAS TO INLCUDE NO PARKING, STANDING, AND STOPPING, ANYTIME AND TOW AWAY ZONE, TEMPORARY LOADING/UNLOADING, AND NO OVERNIGHT PARKING BETWEEN 10 P.M. AND 6 A.M. ON BOTH THE NORTH AND SOUTH SIDE OF 12000 BLOCK OF RIVERBANK DRIVE BETWEEN IH-69W FRONTAGE ROAD AND FM 1472; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR PUBLICATION; AND DECLARING AN EFFECTIVE DATE.

WHEREAS, the City of Laredo is a Home Rule City acting under its Charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Local Government Code**;** and

WHEREAS, the City Council desires to establish no parking, standing, and stopping, anytime and tow away zone, temporary loading/unloading, and no overnight parking between 10 P.M. and 6A.M. on both the north and south side of 12000 block of riverbank drive between ih-69w frontage road and FM 1472.**;** and;

WHEREAS, he City of Laredo is of the opinion that amendment of this ordinance will benefit the community as well as the general health and safety of the public at large.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LAREDO, TEXAS THAT:

Section 1. The City of Laredo Code of Ordinances, Chapter 19, Article VIII, section 19-364 is hereby amended as follows:

Sec. 19-364. Restricted Parking Areas

(30) No parking, standing, and stopping, anytime and tow away zone, temporary loading/unloading, and no overnight parking between 10 P.M. and 6A.M. on both the north and south side of 12000 block of riverbank drive between ih-69w frontage road and FM 1472.

Section 2. This ordinance shall be cumulative of all provisions of ordinances of the City of Laredo, Texas, except where the provisions of this ordinance are in direct conflict with the provisions of such ordinances, in which event the conflicting provisions of such ordinances are hereby repealed.

Section 3. It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs and sections of this ordinance are severable, and if any phrase, clause,

sentence, paragraph or section of this ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this ordinance, since the same would have been enacted by the City Council without the incorporation in this ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.

Section 4. The City Secretary of the City of Laredo is hereby directed to publish the proposed Ordinance as required by Section 2.09 of the Charter of the City of Laredo.

Section 5. This Ordinance shall become effective after publication.

PASSED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR ON THIS _____DAY OF_____2025.

_____
DR. VICTOR D. TREVINO
MAYOR

ATTESTED:

_____
MARIO MALDONADO, JR.
CITY SECRETARY

APPROVED AS TO FORM:

CITY ATTORNEY

_____
DOANH "ZONE" T. NGUYEN
CITY ATTORNEY

City of Laredo

City Council

Meeting Date: 6/2/2025 **Final Readings 13.**

SUBJECT
Concerning a voluntary annexation application by Jose Luis Saldana, on behalf of Mines Property, LLC, altering and extending the boundary limits of the City of Laredo, annexing additional territory of 6.00 acres, more or less, located northeast of FM 1472 and Pinto Valle Drive, and north of Lampazos Loop. Providing for the effective date of the ordinance, authorizing the City Manager to execute a contract adopting a service plan for the annexed territory, and establishing the initial zoning of M-1 (Light Manufacturing District).

The Planning and Zoning Commission recommended approval of the annexation and initial zoning.

Staff supports the application and initial zoning.

AN-001-2025
District VII - Cm. Vanessa Perez

PREVIOUS COUNCIL ACTION
This item was introduced by the Honorable Vanessa Perez at the regular council meeting of May 19, 2025.

Pursuant to Ordinance 2020-O-130, there are two (2) annexation cycles per year.

BACKGROUND
Texas Local Government Code Section 43.0673 requires a public hearing before City Council. The public hearing was held on April 22, 2025. The petition for annexation was presented before the Planning and Zoning Commission on March 20, 2025 for a recommendation. The petition for annexation will subsequently go before City Council for final reading of the ordinance on June 2, 2025.

Tract 1 is as follows:

Voluntary Annexation:
Tract 1 - 6.00 acres, more or less, located northeast of FM 1472 and Pinto Valle Drive, and north of Lampazos Loop.

Petitioner: Jose Luis Saldana, on behalf of Mines Property, LLC

COMMITTEE RECOMMENDATION
The Planning and Zoning Commission reviewed the proposed annexation and zoning designation on March 20, 2025, and in a 5 to 0 vote, recommended approval of the annexation and initial zoning.

Proposed Use: M-1 (Light Manufacturing District)

Site:
This site is platted as Lot 2, 3, and 4, Block 3, Pinto Valle Industrial Park, Phase 1 and is currently an existing trailer yard.

Surrounding Land Uses:
To the north is an existing trailer yard. To the east, south, and west is currently vacant.

Comprehensive Plan:
The Future Land Use Map identifies this tract as Light Industrial.
https://www.openlaredo.com/planning/2017_Comprehensive_Plan-Viva_Laredo.pdf#page=39

Transportation Plan:
The Future Transportation Plan identifies FM 1472 as an expressway and Pinto Valle Drive as an Industrial Collector. Lampazos Loop is not identified.
https://www.cityoflaredo.com/departments/planning-and-zoning/plans

Letters Sent To Surrounding Property Owners: 7
In Favor: 0
Opposed: 0

STAFF RECOMMENDATION
Staff supports the annexation.

Staff supports the initial zoning. The initial zoning is compatible with existing adjacent industrial uses and is in conformance with Comprehensive Plan's designation as Light Industrial (M-1, B-4, B-3). The annexation consists of three (3) platted tracts within the Pinto Valle Industrial Park.

IMPACT ANALYSIS:
M-1 (Light Manufacturing District):
The purpose of the M-1 Light Manufacturing District is to encourage the development of manufacturing and wholesale business establishments, which are clean, quiet, and free of hazardous or objectionable elements, such as noise, odor, dust, smoke, or glare. Research activities are encouraged. This district is further designed to act as a transitional use between industrial uses and other less intense and residential uses.

Is this change contrary to the established land pattern?
No. This surrounding land pattern is industrial.

Would this change create an isolated zoning district unrelated to surrounding districts?
No. This tract is surrounded by M-1 (Light Manufacturing District) zoning.

Will this change adversely influence living condition in the neighborhood?
No. There are no residential neighborhoods in the area.

Are there substantial reasons why the property cannot be used in accordance with existing zoning?

N/A

Fiscal Impact

Fiscal Year:	Click or tap here to enter text.
Budgeted Y/N?:	Click or tap here to enter text.
Source of Funds:	Click or tap here to enter text.
Account #:	Click or tap here to enter text.
Change Order: Exceeds 25% Y/N:	Click or tap here to enter text.

FINANCIAL IMPACT:
Click or tap here to enter text.

AN-001-2025

1. Level of Alignment:

☑ **Strong** – Directly supports or fulfills a clearly stated and verbatim goal or policy from the *Viva Laredo Comprehensive Plan*.

---

2. Supporting Goal(s)/Policy(ies):

Goal 9.3 – Strategic Industrial Development
"Encourage the clustering of compatible industrial and warehousing businesses in strategic areas of the city to enhance efficiencies in operations and infrastructure investment."
(*Viva Laredo City of Laredo Comprehensive Plan*, p. 9.35)

Policy 9.3.1
"Industrial areas should be located in proximity to rail, freight corridors, and arterial roadways, and buffered from incompatible land uses."
(*Viva Laredo City of Laredo Comprehensive Plan*, p. 9.35)

Future Land Use Map Designation – Light Industrial
The Saldana Tract is located within an area designated as *Light Industrial* on the *Future Land Use Map*.
(*Viva Laredo City of Laredo Comprehensive Plan*, p. 39)

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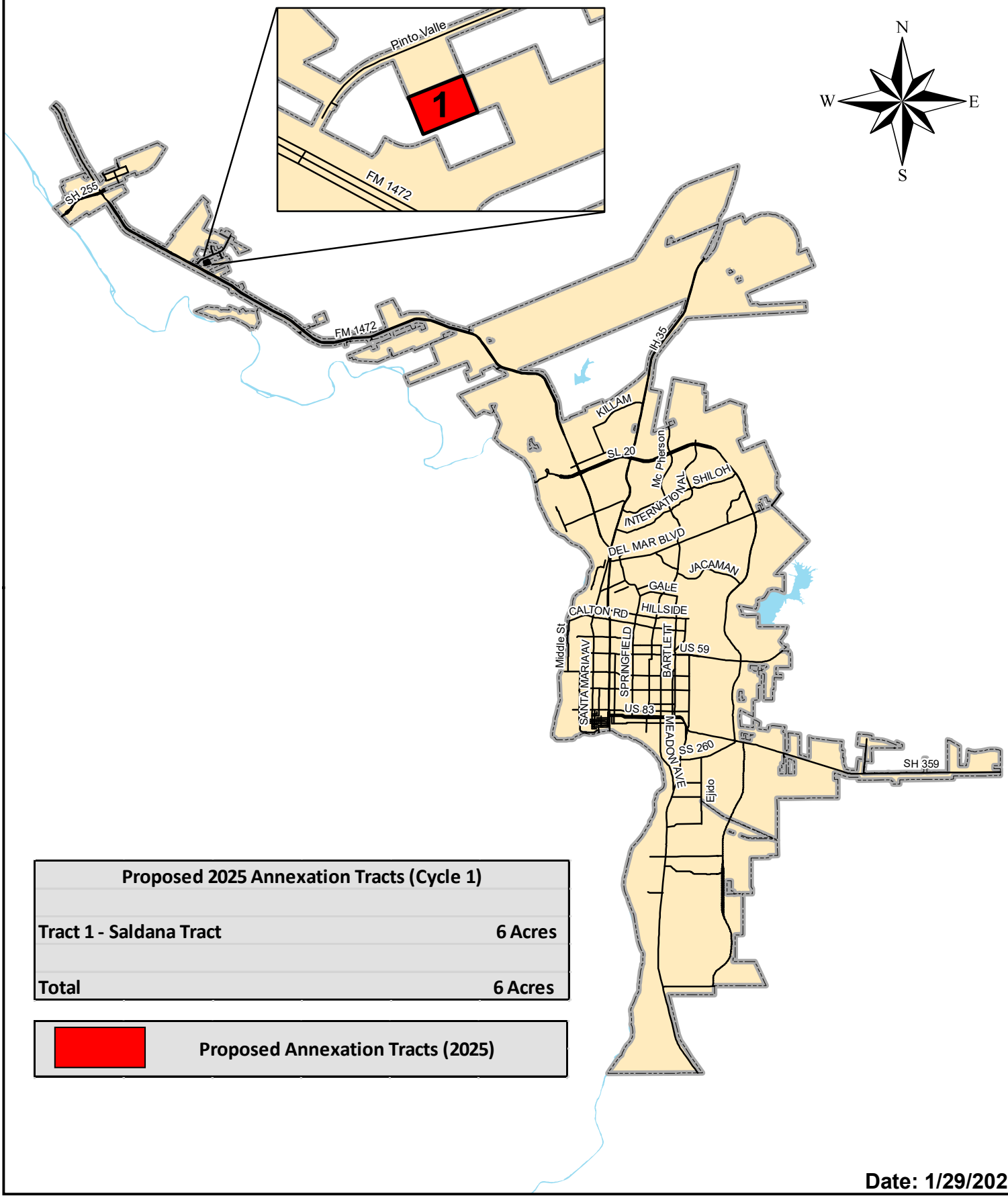
3. Summary of Alignment:

The proposed annexation and M-1 (Light Manufacturing District) zoning for the 6-acre Saldana Tract is in **strong alignment** with the *Viva Laredo Comprehensive Plan*. The site lies within a designated *Light Industrial* area on the Future Land Use Map and is adjacent to FM 1472, a key freight corridor, fulfilling **Policy 9.3.1**'s locational criteria for industrial development.

Moreover, the annexation supports the city's goal of promoting **strategic industrial growth**, especially in northwest Laredo, where industrial uses are already established and continue to expand. The proposed zoning complements adjacent and surrounding M-1 and AG parcels and introduces no land use conflicts. The 100-foot buffer requirement, described in the annexation agreement, aligns with the Plan's emphasis on mitigating impacts to incompatible land uses.

Thus, this action fulfills both the **textual policies and mapped vision** of the Comprehensive Plan for industrial corridors, infrastructure efficiency, and sustainable economic development.

2025 Anexation Tracts (Cycle 1) OVERVIEW



Proposed 2025 Annexation Tracts (Cycle 1)	
Tract 1 - Saldana Tract	6 Acres
Total	6 Acres

Proposed Annexation Tracts (2025)

Date: 1/29/2025

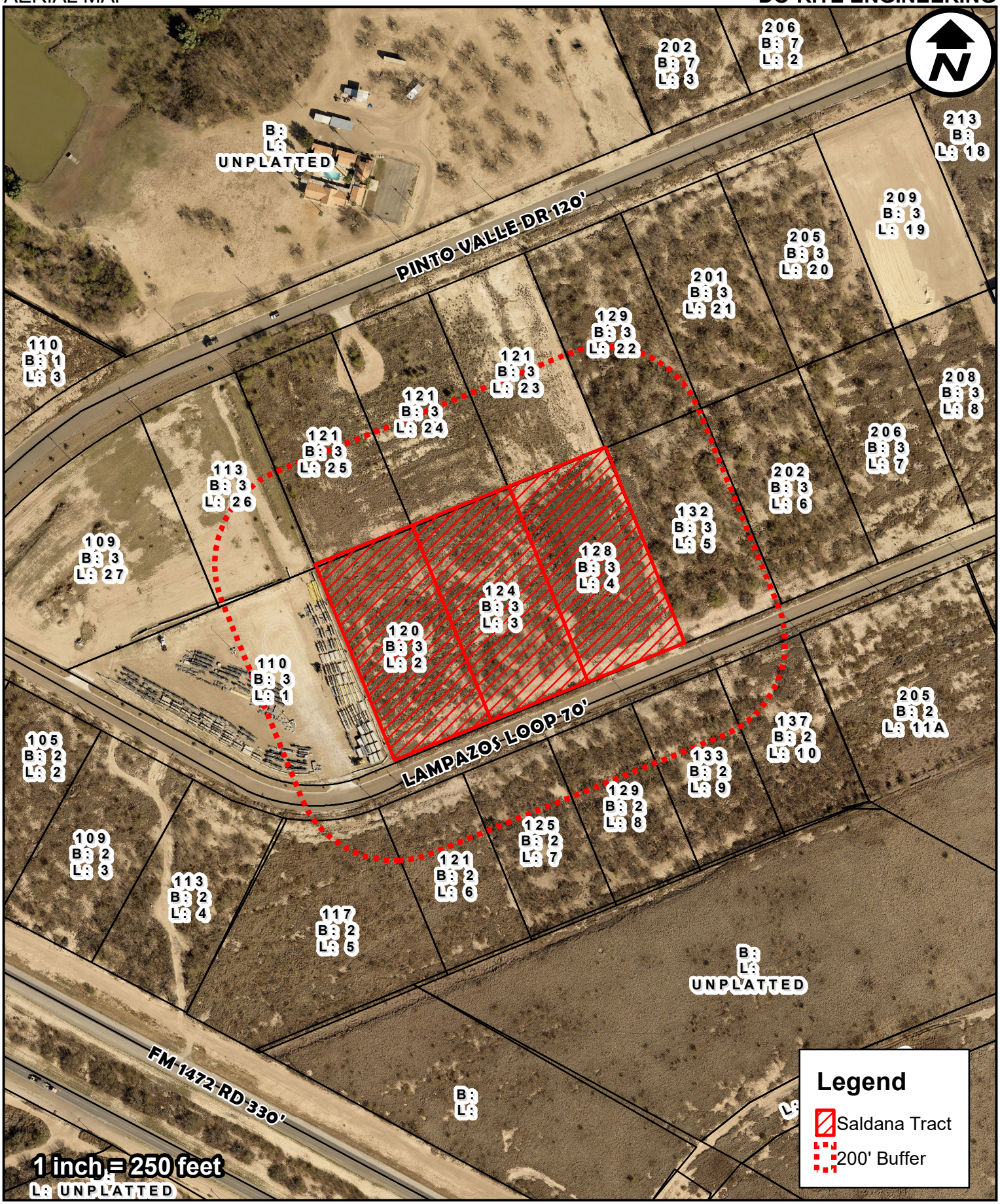
City of Laredo Planning Department
1413 Houston Street
Laredo, Texas 78040

DISCLAIMER
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TRACT 1 | **SALDANA TRACT** | **6 ACRES**

AERIAL MAP

DO-RITE ENGINEERING

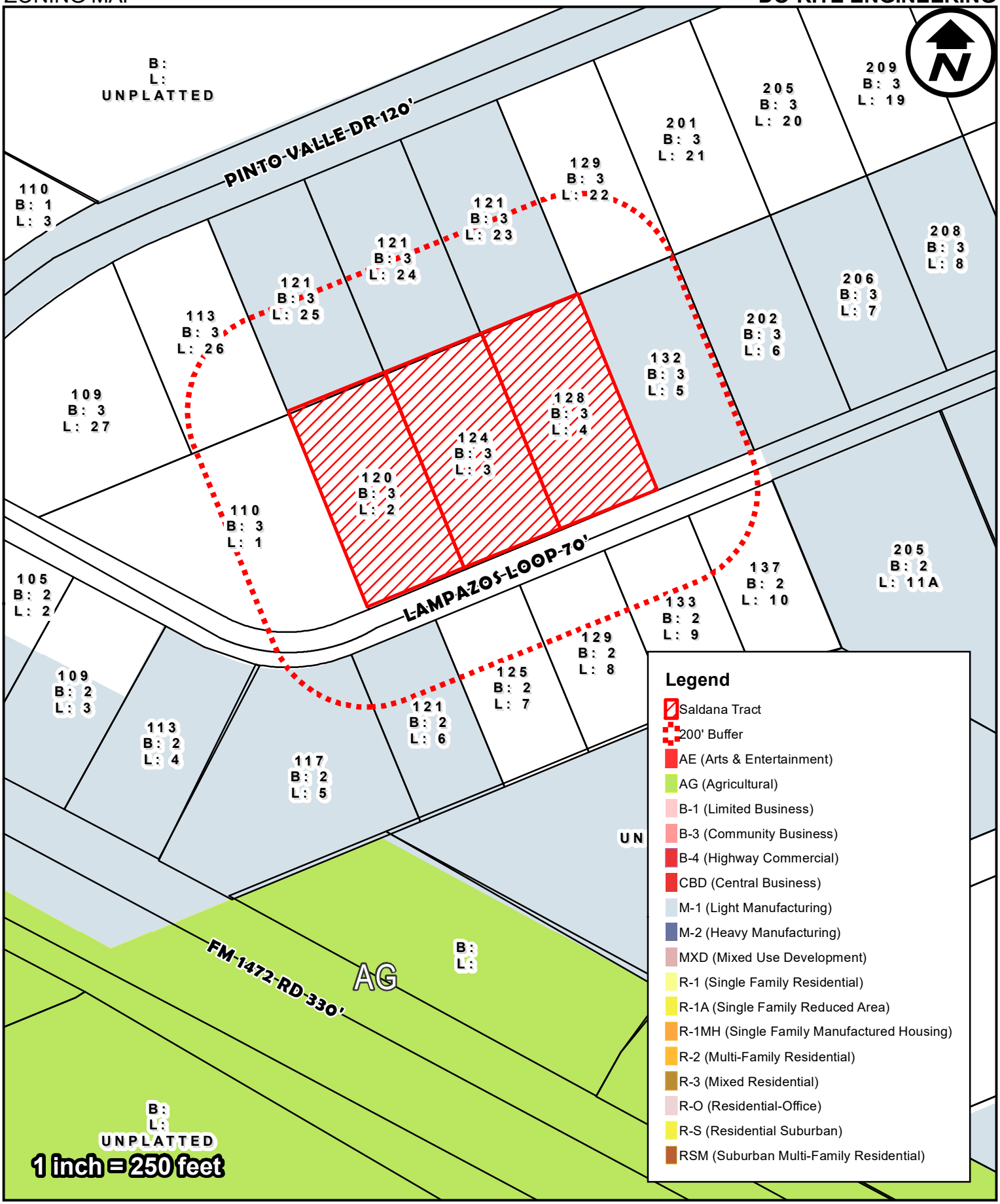


City of Laredo Planning Department
1413 Houston Street
Laredo, Texas 78040

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TRACT 1 **SALDANA TRACT** **6 ACRES**

ZONING MAP **DO-RITE ENGINEERING**



City of Laredo Planning Department
1413 Houston Street
Laredo, Texas 78040

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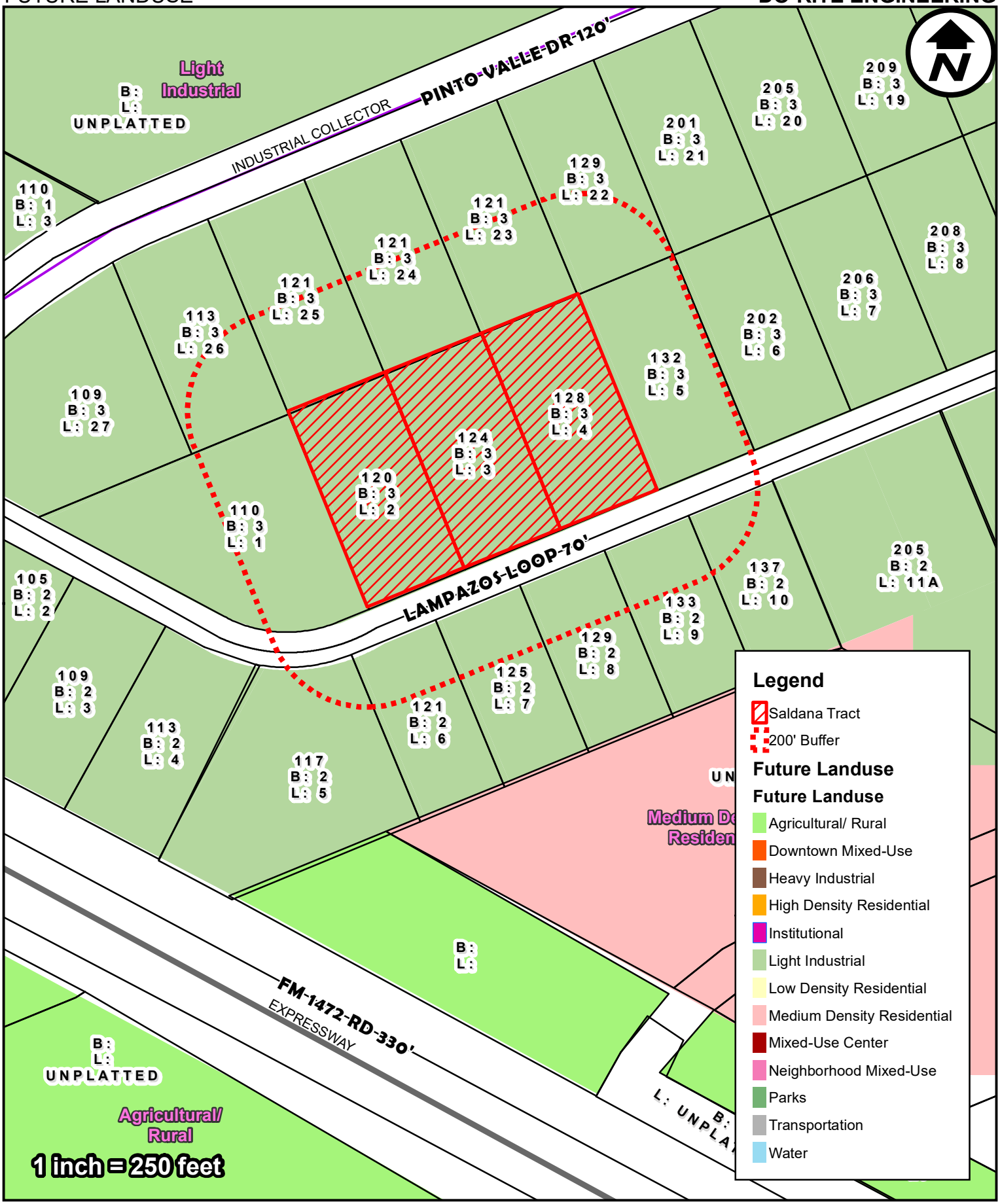
TRACT 1

SALDANA TRACT

6 ACRES

FUTURE LANDUSE

DO-RITE ENGINEERING

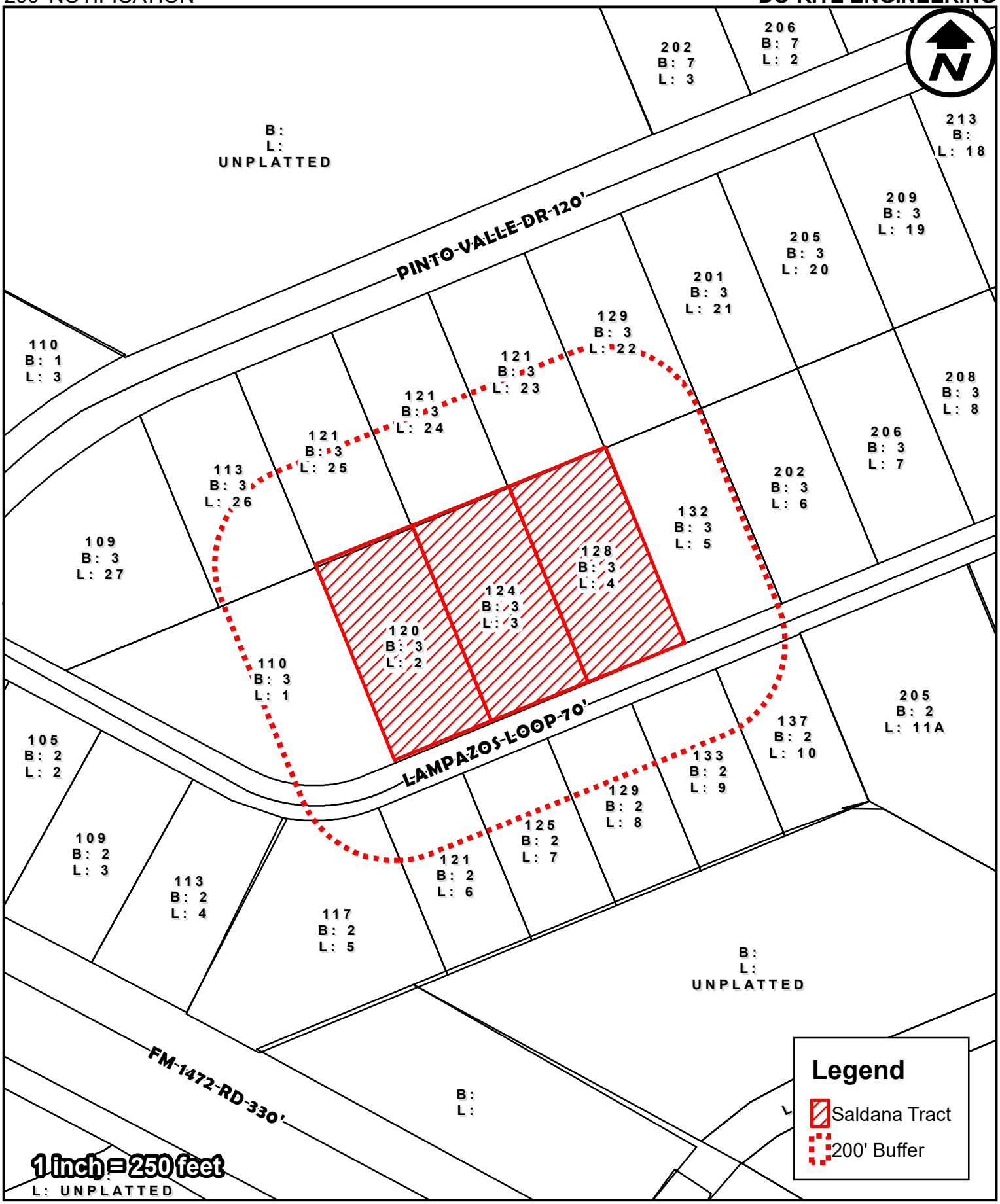


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Laredo, Texas 78040

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TRACT 1 | **SALDANA TRACT** | **6 ACRES**

200' NOTIFICATION | **DO-RITE ENGINEERING**

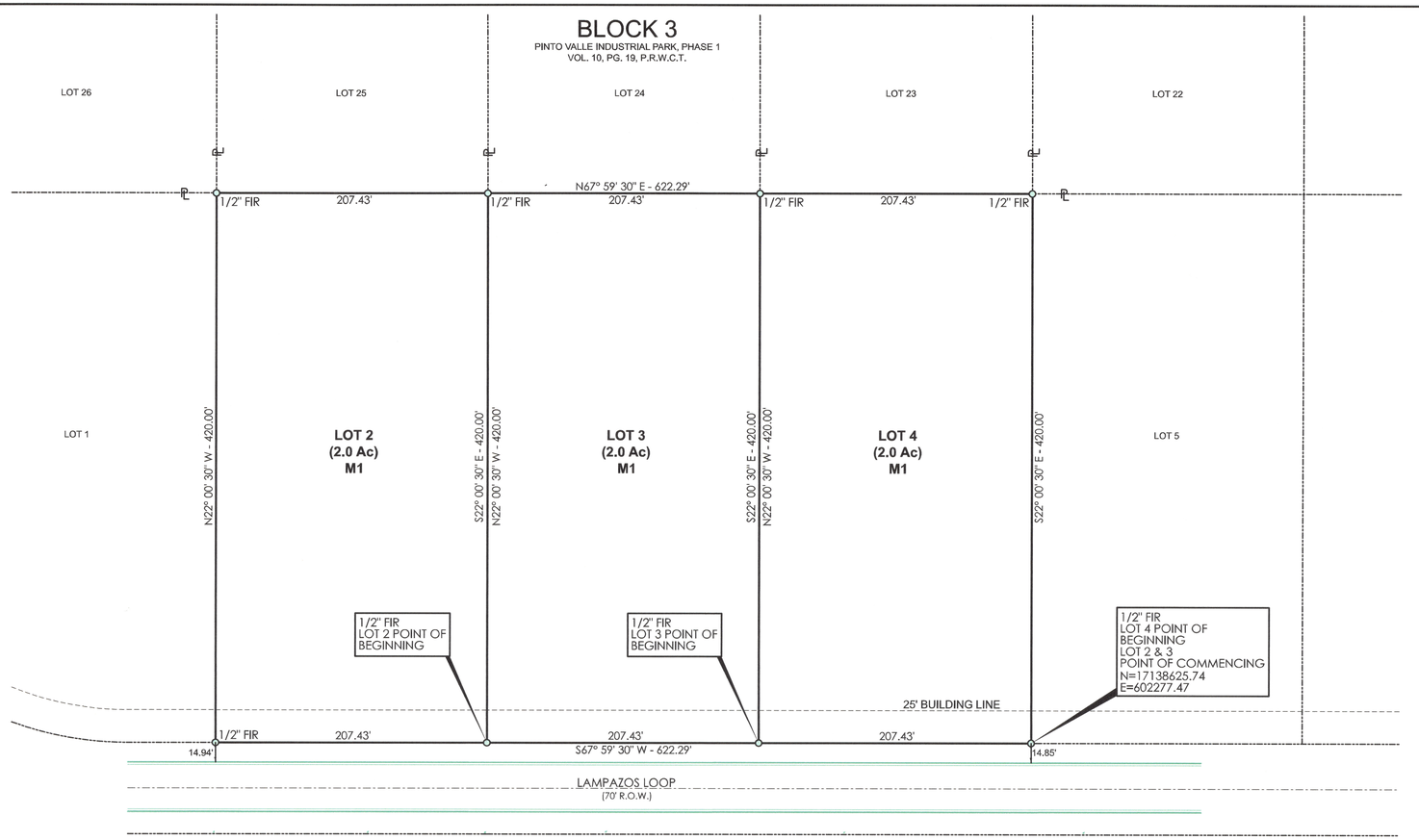


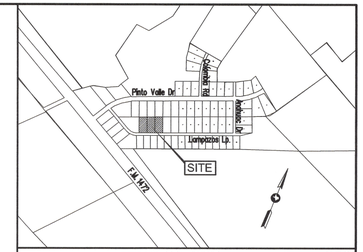
City of Laredo Planning Department
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BLOCK 3

PINTO VALLE INDUSTRIAL PARK, PHASE 1
VOL. 10, PG. 19, P.R.W.C.T.





VECINITY MAP N.T.S.



SCALE: 1"=50'

FIELD NOTES
FOR LOT 2, BLOCK 3, A 2.00 ACRE TRACT OF LAND
PINTO VALLE INDUSTRIAL PARK, PHASE 1
WEBB COUNTY, TEXAS

BEING ALL OF THAT CERTAIN LOT 2, BLOCK 3, PINTO VALLE INDUSTRIAL PARK, PHASE 1, RECORDED IN VOLUME 10, PAGES 19-22, PLAT RECORDS, WEBB COUNTY, TEXAS, AND BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS, AS FOLLOWS, TO WIT:

COMMENCING AT A ½"**IRON** ROD FOUND AT THE SOUTHWEST CORNER OF LOT 5, BLOCK 3, PINTO VALLE INDUSTRIAL PARK, PHASE 1, AND SOUTHEAST CORNER OF LOT 4, BLOCK 3, PINTO VALLE INDUSTRIAL PARK, PHASE 1, AT THE NORTHERLY RIGHT OF WAY LINE OF LAMPAZOS LOOP, THENCE, WITH THE NORTHERLY RIGHT OF WAY LINE OF SAID LAMPAZOS LOOP, AND WITH THE SOUTHERLY LINE OF SAID LOT 4, SOUTH 67 DEGREES 59 MINUTES 30 SECONDS WEST, 207.43 FEET TO A ½"**IRON ROD** FOUND, BEING THE SOUTHWEST CORNER OF SAID LOT 4, AND BEING THE SOUTHEAST CORNER OF LOT 3, BLOCK 3, PINTO VALLE INDUSTRIAL PARK, PHASE 1, AND CONTINUING ALONG THE NORTHERLY RIGHT OF WAY LINE OF LAMPAZOS LOOP AND SOUTHERLY LINE OF LOT 3, SOUTH 67 DEGREES 59 MINUTES 30 SECONDS WEST, 207.43 FEET TO A ½"**IRON ROD** FOUND, BEING THE SOUTHWEST CORNER OF SAID LOT 3, FOR THE SOUTHEAST CORNER HEREOF, AND TRUE POINT OF BEGINNING HEREOF;

THENCE WITH THE NORTHERLY RIGHT OF WAY LINE OF SAID LAMPAZOS LOOP, AND WITH THE SOUTHERLY LINE OF SAID LOT 2, SOUTH 67 DEGREES 59 MINUTES 30 SECONDS WEST, 207.43 FEET TO A ½"**IRON ROD** FOUND, BEING THE SOUTHEAST CORNER OF LOT 1, BLOCK 3, PINTO VALLE INDUSTRIAL PARK, PHASE 1, FOR THE SOUTHWEST CORNER HEREOF;

THENCE, WITH THE EASTERLY LINE OF SAID LOT 1, NORTH 22 DEGREES 00 MINUTES 30 SECONDS WEST, 420.00 FEET TO A ½"**IRON ROD** FOUND FOR THE NORTHEAST CORNER OF SAID LOT 1, AND FOR THE SOUTHEAST CORNER OF LOT 26, BLOCK 3, PINTO VALLE INDUSTRIAL PARK, PHASE 1, AND FOR THE SOUTHWEST CORNER OF LOT 25, BLOCK 3, PINTO VALLE INDUSTRIAL PARK, PHASE 1, FOR THE NORTHWEST CORNER HEREOF:

THENCE, WITH THE SOUTHERLY LINE OF SAID LOT 25, NORTH 67 DEGREES 59 MINUTES 30 SECONDS EAST, 207.43 FEET TO A ½" **IRON ROD** FOUND FOR THE SOUTHEAST CORNER OF SAID LOT 25, AND FOR THE SOUTHWEST CORNER OF LOT 24, BLOCK 3, PINTO VALLE INDUSTRIAL PARK, PHASE 1, AND FOR THE NORTHWEST CORNER OF SAID LOT 3, FOR THE NORTHEAST CORNER HEREOF:

THENCE, WITH THE WESTERLY LINE OF SAID LOT 3, SOUTH 22 DEGREES 00 MINUTES 30 SECONDS EAST, 420.00 FEET TO THE POINT OF BEGINNING AND CONTAINING **2.00 ACRES** OF LAND, MORE OR LESS:

BASIS OF BEARINGS:
STATE PLANE COORDINATES, TEXAS SOUTH ZONE - 4205 (NAD 1983)

STATE OF TEXAS:
COUNTY OF WEBB:

FIELD NOTES
FOR LOT 3, BLOCK 3, A 2.00 ACRE TRACT OF LAND
PINTO VALLE INDUSTRIAL PARK, PHASE 1
WEBB COUNTY, TEXAS

BEING ALL OF THAT CERTAIN LOT 3, BLOCK 3, PINTO VALLE INDUSTRIAL PARK, PHASE 1, RECORDED IN VOLUME 10, PAGES 19-22, PLAT RECORDS, WEBB COUNTY, TEXAS, AND BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS, AS FOLLOWS, TO WIT:

COMMENCING AT A ½"**IRON ROD** FOUND AT THE SOUTHWEST CORNER OF LOT 5, BLOCK 3, PINTO VALLE INDUSTRIAL PARK, PHASE 1, AND SOUTHEAST CORNER OF LOT 4, BLOCK 3, PINTO VALLE INDUSTRIAL PARK, PHASE 1, AT THE NORTHERLY RIGHT OF WAY LINE OF LAMPAZOS LOOP. THENCE, WITH THE NORTHERLY RIGHT OF WAY LINE OF SAID LAMPAZOS LOOP, AND WITH THE SOUTHERLY LINE OF SAID LOT 4, SOUTH 67 DEGREES 59 MINUTES 30 SECONDS WEST, 207.43 FEET TO A ½"**IRON ROD** FOUND, BEING THE SOUTHWEST CORNER OF SAID LOT 4, FOR THE SOUTHEAST CORNER HEREOF, AND TRUE POINT OF BEGINNING HEREOF;

THENCE WITH THE NORTHERLY RIGHT OF WAY LINE OF SAID LAMPAZOS LOOP, AND WITH THE SOUTHERLY LINE OF SAID LOT 3, SOUTH 67 DEGREES 59 MINUTES 30 SECONDS WEST, 207.43 FEET TO A ½"**IRON ROD** FOUND, BEING THE SOUTHEAST CORNER OF LOT 2, BLOCK 3, PINTO VALLE INDUSTRIAL PARK, PHASE 1, FOR THE SOUTHWEST CORNER HEREOF;

THENCE, WITH THE EASTERLY LINE OF SAID LOT 2, NORTH 22 DEGREES 00 MINUTES 30 SECONDS WEST, 420.00 FEET TO A ½"**IRON ROD** FOUND FOR THE NORTHEAST CORNER OF SAID LOT 2, AND FOR THE SOUTHEAST CORNER OF LOT 25, BLOCK 3, PINTO VALLE INDUSTRIAL PARK, PHASE 1, AND FOR THE SOUTHWEST CORNER OF LOT 24, BLOCK 3, PINTO VALLE INDUSTRIAL PARK, PHASE 1, FOR THE NORTHWEST CORNER HEREOF:

THENCE, WITH THE SOUTHERLY LINE OF SAID LOT 24, NORTH 67 DEGREES 59 MINUTES 30 SECONDS EAST, 207.43 FEET TO A ½"**IRON ROD** FOUND FOR THE SOUTHEAST CORNER OF SAID LOT 24, AND FOR THE SOUTHWEST CORNER OF LOT 23, BLOCK 3, PINTO VALLE INDUSTRIAL PARK, PHASE 1, AND FOR THE NORTHWEST CORNER OF SAID LOT 4, FOR THE NORTHEAST CORNER HEREOF:

THENCE, WITH THE WESTERLY LINE OF SAID LOT 4, SOUTH 22 DEGREES 00 MINUTES 30 SECONDS EAST, 420.00 FEET TO THE POINT OF BEGINNING AND CONTAINING 2.00 ACRES OF LAND, MORE OR LESS:

BASIS OF BEARINGS:
STATE PLANE COORDINATES, TEXAS SOUTH ZONE - 4205 (NAD 1983)

STATE OF TEXAS:
COUNTY OF WEBB:

FIELD NOTES
FOR LOT 4, BLOCK 3, A 2.00 ACRE TRACT OF LAND
PINTO VALLE INDUSTRIAL PARK, PHASE 1
WEBB COUNTY, TEXAS

BEING ALL OF THAT CERTAIN LOT 4, BLOCK 3, PINTO VALLE INDUSTRIAL PARK, PHASE 1, RECORDED IN VOLUME 10, PAGES 19-22, PLAT RECORDS, WEBB COUNTY, TEXAS, AND BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS, AS FOLLOWS, TO WIT:

BEGINNING AT A ½"**IRON ROD** FOUND AT THE SOUTHWEST CORNER OF LOT 5, BLOCK 3, PINTO VALLE INDUSTRIAL PARK, PHASE 1, AND SOUTHEAST CORNER OF LOT 4, BLOCK 3, PINTO VALLE INDUSTRIAL PARK, PHASE 1, AT THE NORTHERLY RIGHT OF WAY LINE OF LAMPAZOS LOOP, THENCE, WITH THE NORTHERLY RIGHT OF WAY LINE OF SAID LAMPAZOS LOOP, AND WITH THE SOUTHERLY LINE OF SAID LOT 4, SOUTH 67 DEGREES 59 MINUTES 30 SECONDS WEST, 207.43 FEET TO A ½"**IRON ROD** FOUND, BEING THE SOUTHEAST CORNER OF LOT 3, BLOCK 3, PINTO VALLE INDUSTRIAL PARK, PHASE 1, FOR THE SOUTHWEST CORNER HEREOF;

THENCE, WITH THE EASTERLY LINE OF SAID LOT 3, NORTH 22 DEGREES 00 MINUTES 30 SECONDS WEST, 420.00 FEET TO A ½" **IRON ROD** FOUND FOR THE NORTHEAST CORNER OF SAID LOT 3, AND FOR THE SOUTHEAST CORNER OF LOT 24, BLOCK 3, PINTO VALLE INDUSTRIAL PARK, PHASE 1, AND FOR THE SOUTHWEST CORNER OF LOT 23, BLOCK 3, PINTO VALLE INDUSTRIAL PARK, PHASE 1, FOR THE NORTHWEST CORNER HEREOF:

THENCE, WITH THE SOUTHERLY LINE OF SAID LOT 23, NORTH 69 DEGREES 59 MINUTES 30 SECONDS EAST, 207.43 FEET TO A ½" **IRON ROD** FOUND FOR THE SOUTHEAST CORNER OF SAID LOT 23, AND FOR THE SOUTHWEST CORNER OF LOT 22, BLOCK 3, PINTO VALLE INDUSTRIAL PARK, PHASE 1, AND FOR THE NORTHWEST CORNER OF SAID LOT 5, FOR THE NORTHEAST CORNER HEREOF:

THENCE, WITH THE WESTERLY LINE OF SAID LOT 5, SOUTH 22 DEGREES 00 MINUTES 30 SECONDS EAST, 420.00 FEET TO THE POINT OF BEGINNING AND CONTAINING 2.00 ACRES OF LAND, MORE OR LESS:

BASIS OF BEARINGS:
STATE PLANE COORDINATES, TEXAS SOUTH ZONE - 4205 (NAD 1983)

STATE OF TEXAS:
COUNTY OF WEBB:

BEARING BASIS: STATE PLANE COORDINATES
TEXAS SOUTH ZONE - 4205 (NAD 1983)

I, THE UNDERSIGNED, A REGISTERED PROFESSIONAL LAND SURVEYOR IN THE STATE OF TEXAS, HEREBY STATE THAT THIS SURVEY IS TRUE AND CORRECT AND WAS PREPARED FROM AN ACTUAL SURVEY OF THE PROPERTY MADE UNDER MY SUPERVISION, ON THE GROUND, THAT THE CORNER MONUMENTS SHOWN WERE PROPERLY PLACED OR LOCATED.



J. Ricardo Sanchez, R.P.L.S. No. 4232–TEXAS
SANCHEZ ENGINEERING, INC.

P.O. BOX 2654
LAREDO, TEXAS 78044
(956) 723–5578
Texas Land Surveyor Firm No. 10111000

01–13–2025
CURRENT DATE:

ADDRESS TABLE

LOT 2	120 LAMPAZOS LOOP
LOT 3	124 LAMPAZOS LOOP
LOT 4	128 LAMPAZOS LOOP

DO-RITE
ENGINEERING, LLC
311 ITURBIDE
LAREDO, TX 78040
TEL (956)286-2496
TEXAS FIRM REGISTRATION NO. 20695

LOTS 2, 3, 4, BLOCK 3, PINTO VALLE INDUSTRIAL PARK PHASE 1, PER PLAT RECORDED IN VOL. 10, PAGES 19-22, OF THE WEBB COUNTY, TEXAS PLAT RECORDS

OWNER/DEVELOPER
MINES PROPERTY, LLC

ANNEXATION
2025

DRAWN BY:	R.M.G.
CHECKED BY:	R.R.
APPROVED BY:	R.R.
DATE:	01 / 13 / 25
REVISED DATE:	
SCALE 11x17:	N/A
SCALE 24x36:	1"=50'
JOB #:	
FILE NAME:	
SHEET:	1

SURVEY NO: 21850

SANCHEZ ENGINEERING, INC.
P.O. BOX 2654
LAREDO, TEXAS 78044
(956) 723-5578
Texas Land Surveyor Firm No. 10111000

Field Notes
For Lot 2, Block 3, a 2.00 acre tract of land
Pinto Valle Industrial Park, Phase 1
Webb County, Texas

Being all of that certain Lot 2, Block 3, Pinto Valle Industrial Park, Phase 1, recorded in Volume 10, Pages 19-22, Plat Records, Webb County, Texas, and being more particularly described by metes and bounds, as follows, to wit:

Commencing at a **½" iron rod** found at the southwest corner of Lot 5, Block 3, Pinto Valle Industrial Park, Phase 1, and southeast corner of Lot 4, Block 3, Pinto Valle Industrial Park, Phase 1, at the northerly Right of Way line of Lampazos Loop, thence, with the northerly Right of Way line of said Lampazos Loop, and with the southerly line of said Lot 4, South 67 degrees 59 minutes 30 seconds West, 207.43 feet to a ***½" iron rod*** found, being the southwest corner of said Lot 4, and being the southeast corner of Lot 3, Block 3, Pinto Valle Industrial Park, Phase 1, and continuing along the northerly Right of Way line of Lampazos Loop and southerly line of Lot 3, South 67 degrees 59 minutes 30 seconds West, 207.43 feet to a ***½" iron rod*** found, being the southwest corner of said Lot 3, for the southeast corner hereof, and True Point of Beginning hereof;

Thence with the northerly Right of Way line of said Lampazos Loop, and with the southerly line of said Lot 2, South 67 degrees 59 minutes 30 seconds West, 207.43 feet to a ***½" iron rod*** found, being the southeast corner of Lot 1, Block 3, Pinto Valle Industrial Park, Phase 1, for the southwest corner hereof;

Thence, with the easterly line of said Lot 1, North 22 degrees 00 minutes 30 seconds West, 420.00 feet to a ***½" iron rod*** found for the northeast corner of said Lot 1, and for the southeast corner of Lot 26, Block 3, Pinto Valle Industrial Park, Phase 1, and for the southwest corner of Lot 25, Block 3, Pinto Valle Industrial Park, Phase 1, for the northwest corner hereof:

Thence, with the southerly line of said Lot 25, North 67 degrees 59 minutes 30 seconds East, 207.43 feet to a ***½" iron rod*** found for the southeast corner of said Lot 25, and for the southwest corner of Lot 24, Block 3, Pinto Valle Industrial Park, Phase 1, and for the northwest corner of said Lot 3, for the northeast corner hereof:

Thence, with the westerly line of said Lot 3, South 22 degrees 00 minutes 30 seconds East, 420.00 feet to the Point of Beginning and containing 2.00 acres of land, more or less:

Basis of Bearings:
State Plane Coordinates, Texas South Zone - 4205 (NAD 1983)

State of Texas:
County of Webb:

I, **J. Ricardo Sanchez**, a Registered Professional Land Surveyor in the State of Texas, do hereby state that the above captioned "Field Notes" and attached "Plat of Survey" was prepared from an actual survey performed on the ground under my supervision.



J. RICARDO SANCHEZ, R.P.L.S. No. 4232

1/13/2024
Current Date

Survey plat attached

Sheet 2 of 2

SANCHEZ ENGINEERING, INC.
P.O. BOX 2654
LAREDO, TEXAS 78044
(956) 723-5578
Texas Land Surveyor Firm No. 10111000

Field Notes
For Lot 3, Block 3, a 2.00 acre tract of land
Pinto Valle Industrial Park, Phase 1
Webb County, Texas

Being all of that certain Lot 3, Block 3, Pinto Valle Industrial Park, Phase 1, recorded in Volume 10, Pages 19-22, Plat Records, Webb County, Texas, and being more particularly described by metes and bounds, as follows, to wit:

Commencing at a **½" iron rod** found at the southwest corner of Lot 5, Block 3, Pinto Valle Industrial Park, Phase 1, and southeast corner of Lot 4, Block 3, Pinto Valle Industrial Park, Phase 1, at the northerly Right of Way line of Lampazos Loop, thence, with the northerly Right of Way line of said Lampazos Loop, and with the southerly line of said Lot 4, South 67 degrees 59 minutes 30 seconds West, 207.43 feet to a ***½" iron rod*** found, being the southwest corner of said Lot 4, for the southeast corner hereof, and True Point of Beginning hereof;

Thence with the northerly Right of Way line of said Lampazos Loop, and with the southerly line of said Lot 3, South 67 degrees 59 minutes 30 seconds West, 207.43 feet to a ***½" iron rod*** found, being the southeast corner of Lot 2, Block 3, Pinto Valle Industrial Park, Phase 1, for the southwest corner hereof;

Thence, with the easterly line of said Lot 2, North 22 degrees 00 minutes 30 seconds West, 420.00 feet to a ***½" iron rod*** found for the northeast corner of said Lot 2, and for the southeast corner of Lot 25, Block 3, Pinto Valle Industrial Park, Phase 1, and for the southwest corner of Lot 24, Block 3, Pinto Valle Industrial Park, Phase 1, for the northwest corner hereof:

Thence, with the southerly line of said Lot 24, North 67 degrees 59 minutes 30 seconds East, 207.43 feet to a ***½" iron rod*** found for the southeast corner of said Lot 24, and for the southwest corner of Lot 23, Block 3, Pinto Valle Industrial Park, Phase 1, and for the northwest corner of said Lot 4, for the northeast corner hereof:

Thence, with the westerly line of said Lot 4, South 22 degrees 00 minutes 30 seconds East, 420.00 feet to the Point of Beginning and containing 2.00 acres of land, more or less:

Basis of Bearings:
State Plane Coordinates, Texas South Zone - 4205 (NAD 1983)

State of Texas:
County of Webb:

I, **J. Ricardo Sanchez**, a Registered Professional Land Surveyor in the State of Texas, do hereby state that the above captioned "Field Notes" and attached "Plat of Survey" was prepared from an actual survey performed on the ground under my supervision.



J. RICARDO SANCHEZ, R.P.L.S. No. 4232

1/13/2024
Current Date

Survey plat attached

SANCHEZ ENGINEERING, INC.
P.O. BOX 2654
LAREDO, TEXAS 78044
(956) 723-5578
Texas Land Surveyor Firm No. 10111000

Field Notes
For Lot 4, Block 3, a 2.00 acre tract of land
Pinto Valle Industrial Park, Phase 1
Webb County, Texas

Being all of that certain Lot 4, Block 3, Pinto Valle Industrial Park, Phase 1, recorded in Volume 10, Pages 19-22, Plat Records, Webb County, Texas, and being more particularly described by metes and bounds, as follows, to wit:

Beginning at a **½" iron rod** found at the southwest corner of Lot 5, Block 3, Pinto Valle Industrial Park, Phase 1, and southeast corner of Lot 4, Block 3, Pinto Valle Industrial Park, Phase 1, at the northerly Right of Way line of Lampazos Loop, thence, with the northerly Right of Way line of said Lampazos Loop, and with the southerly line of said Lot 4, South 67 degrees 59 minutes 30 seconds West, 207.43 feet to a ***½" iron rod*** found, being the southeast corner of Lot 3, Block 3, Pinto Valle Industrial Park, Phase 1, for the southwest corner hereof;

Thence, with the easterly line of said Lot 3, North 22 degrees 00 minutes 30 seconds West, 420.00 feet to a ***½" iron rod*** found for the northeast corner of said Lot 3, and for the southeast corner of Lot 24, Block 3, Pinto Valle Industrial Park, Phase 1, and for the southwest corner of Lot 23, Block 3, Pinto Valle Industrial Park, Phase 1, for the northwest corner hereof:

Thence, with the southerly line of said Lot 23, North 69 degrees 59 minutes 30 seconds East, 207.43 feet to a ***½" iron rod*** found for the southeast corner of said Lot 23, and for the southwest corner of Lot 22, Block 3, Pinto Valle Industrial Park, Phase 1, and for the northwest corner of said Lot 5, for the northeast corner hereof:

Thence, with the westerly line of said Lot 5, South 22 degrees 00 minutes 30 seconds East, 420.00 feet to the Point of Beginning and containing 2.00 acres of land, more or less:

Basis of Bearings:
State Plane Coordinates, Texas South Zone - 4205 (NAD 1983)

State of Texas:
County of Webb:

I, **J. Ricardo Sanchez**, a Registered Professional Land Surveyor in the State of Texas, do hereby state that the above captioned "Field Notes" and attached "Plat of Survey" was prepared from an actual survey performed on the ground under my supervision.

J. RICARDO SANCHEZ, R.P.L.S. No. 4232

1/13/2024
Current Date

Survey plat attached

SANCHEZ ENGINEERING, INC.
P.O. BOX 2654
LAREDO, TEXAS 78044
(956) 723-5578
Texas Land Surveyor Firm No. 10111000

Closure Report
For Lot 2, Block 3, a 2.00 acre tract of land
Pinto Valle Industrial Park, Phase 1
Webb County, Texas

Alignment Name: LOT 2
Alignment Description:

Type	Point Name/ Direction	Northing/ Length	Easting	Elevation
START	(START)	17138548.01	602085.16	0.00
	S67°59'30.00"W	207.43		
HPI	(HPI)	17138470.27	601892.84	0.00
	N22°00'30.00"W	420.00		
HPI	(HPI)	17138859.67	601735.45	0.00
	N67°59'30.00"E	207.43		
HPI	(HPI)	17138937.40	601927.77	0.00
	S22°00'30.00"E	420.00		
END	(END)	17138548.01	602085.16	0.00

Northing Error:	0.00 ft
Easting Error:	0.00 ft
Closing Direction:	S07°07'30.06"E
Closing Distance:	0.00 ft
Closed Area:	87120.59 sq ft 2.00 ac
Perimeter:	1254.86 ft
Precision:	407515644348 : 1

State of Texas:
County of Webb:

I, **J. Ricardo Sanchez**, a Registered Professional Land Surveyor in the State of Texas, do hereby state that the above captioned "Closure Report" was prepared from an actual survey performed on the ground under my supervision.

J. RICARDO SANCHEZ, R.P.L.S. No. 4232

STATE OF TEXAS
REGISTERED
J. RICARDO SANCHEZ
4232
PROFESSIONAL
LAND SURVEYOR

1/13/2024
Current Date

SANCHEZ ENGINEERING, INC.
P.O. BOX 2654
LAREDO, TEXAS 78044
(956) 723-5578
Texas Land Surveyor Firm No. 10111000

Closure Report
For Lot 3, Block 3, a 2.00 acre tract of land
Pinto Valle Industrial Park, Phase 1
Webb County, Texas

Alignment Name: LOT 3
Alignment Description:

Type	Point Name/ Direction	Northing/ Length	Easting	Elevation
START	(START)	17138548.01	602085.16	0.00
	S67°59'30.00"W	207.43		
HPI	(HPI)	17138470.27	601892.84	0.00
	N22°00'30.00"W	420.00		
HPI	(HPI)	17138859.67	601735.45	0.00
	N67°59'30.00"E	207.43		
HPI	(HPI)	17138937.40	601927.77	0.00
	S22°00'30.00"E	420.00		
END	(END)	17138548.01	602085.16	0.00

Northing Error:	0.00 ft	
Easting Error:	0.00 ft	
Closing Direction:	S07°07'30.06"E	
Closing Distance:	0.00 ft	
Closed Area:	87120.59 sq ft	2.00 ac
Perimeter:	1254.86 ft	
Precision:	407515644348 : 1	

State of Texas:
County of Webb:

I, **J. Ricardo Sanchez**, a Registered Professional Land Surveyor in the State of Texas, do hereby state that the above captioned "Closure Report" was prepared from an actual survey performed on the ground under my supervision.

J. RICARDO SANCHEZ, R.P.L.S. No. 4232

STATE OF TEXAS
REGISTERED
J. RICARDO SANCHEZ
4232
PROFESSIONAL
LAND SURVEYOR

1/13/2024
Current Date

SANCHEZ ENGINEERING, INC.
P.O. BOX 2654
LAREDO, TEXAS 78044
(956) 723-5578
Texas Land Surveyor Firm No. 10111000

Closure Report
For Lot 4, Block 3, a 2.00 acre tract of land
Pinto Valle Industrial Park, Phase 1
Webb County, Texas

Alignment Name: LOT 4
Alignment Description:

Type	Point Name/ Direction	Northing/ Length	Easting	Elevation
START	(START)	17138625.74	602277.47	0.00
	S67°59'30.00"W	207.43		
HPI	(HPI)	17138548.01	602085.16	0.00
	N22°00'30.00"W	420.00		
HPI	(HPI)	17138937.40	601927.77	0.00
	N67°59'30.00"E	207.43		
HPI	(HPI)	17139015.13	602120.08	0.00
	S22°00'30.00"E	420.00		
END	(END)	17138625.74	602277.47	0.00

Northing Error:	-0.00 ft
Easting Error:	0.00 ft
Closing Direction:	N03°34'34.80"W
Closing Distance:	0.00 ft
Closed Area:	87120.59 sq ft 2.00 ac
Perimeter:	1254.86 ft
Precision:	409887239410 : 1

State of Texas:
County of Webb:

I, **J. Ricardo Sanchez**, a Registered Professional Land Surveyor in the State of Texas, do hereby state that the above captioned "Closure Report" was prepared from an actual survey performed on the ground under my supervision.

J. RICARDO SANCHEZ, R.P.L.S. No. 4232

STATE OF TEXAS REGISTERED J. RICARDO SANCHEZ 4232 PROFESSIONAL LAND SURVEYOR

1/13/2024
Current Date

FEASABILITY STUDY

TRACT 1: The Saldaña Tract **Acres**: 6.00

APPLICANT: Jose Luis Saldaña - Mines Property, LLC
LOCATION: Northeast of FM 1472 and Pinto Valle Drive
PROPOSED DEVELOPMENT: Industrial **Proposed Take Down**: 2026

	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	Build-out
Estimated population per development year	0	0	0	0	0	0	0	0	0	0	0
Total acreage	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00
Single family dwelling units	0	0	0	0	0	0	0	0	0	0.00	0
Institutional	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Industrial/ commercial acreage	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00
Park/Open Space (acres)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Taxable Value (cumulative)	**$760,557.00**	**$760,557.00**	**$760,557.00**	**$760,557.00**	**$760,557.00**	**$760,557.00**	**$760,557.00**	**$760,557.00**	**$760,557.00**	**$760,557.00**	**$760,557.00**
GENERAL FUND (cumulative; rates shown are static, in all likelihood some increase will occur)											
Taxes: Property	$3,860.76	$3,860.76	$3,860.76	$3,860.76	$3,860.76	$3,860.76	$3,860.76	$3,860.76	$3,860.76	$3,860.76	$3,860.76
Garbage Fees	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Stormwater Fees	$0.00	$4,320.00	$4,320.00	$4,320.00	$4,320.00	$4,320.00	$4,320.00	$4,320.00	$4,320.00	$4,320.00	$4,320.00
TOTAL	**$3,860.76**	**$8,180.76**	**$8,180.76**	**$8,180.76**	**$8,180.76**	**$8,180.76**	**$8,180.76**	**$8,180.76**	**$8,180.76**	**$8,180.76**	**$8,180.76**
**Garbage fees are not applicable to industrial sites because City of Laredo is not capable of providing services. They are serviced by private providers.*											
GENERAL FUND EXPENDITURES (data based on per capita cost; cost data not available for commercial properties)											
Police	$2,406.38	$2,406.38	$2,406.38	$2,406.38	$2,406.38	$2,406.38	$2,406.38	$2,406.38	$2,406.38	$2,406.38	$2,406.38
Fire & EMS	$2,012.54	$2,012.54	$2,012.54	$2,012.54	$2,012.54	$2,012.54	$2,012.54	$2,012.54	$2,012.54	$2,012.54	$2,012.54
Sanitation/Street Maintenance	$100.90	$100.90	$100.90	$100.90	$100.90	$100.90	$100.90	$100.90	$100.90	$100.90	$100.90
TOTAL	**$4,519.82**	**$4,519.82**	**$4,519.82**	**$4,519.82**	**$4,519.82**	**$4,519.82**	**$4,519.82**	**$4,519.82**	**$4,519.82**	**$4,519.82**	**$4,519.82**
REVENUES - EXPENDITURES	-659.06	$3,660.94	$3,660.94	$3,660.94	$3,660.94	$3,660.94	$3,660.94	$3,660.94	$3,660.94	$3,660.94	$3,660.94
ENTERPRISE SYSTEM REVENUES (cumulative)											
Water System	$0.00	$2,416.71	$2,465.05	$2,514.35	$2,564.63	$2,615.93	$2,668.24	$2,721.61	$2,776.04	$2,831.56	$2,831.56
Wastewater System	$0.00	$1,826.50	$1,863.03	$1,900.29	$1,938.30	$1,977.07	$2,016.61	$2,056.94	$2,098.08	$2,140.04	$2,140.04
ENTERPRISE SYSTEM EXPENDITURES (cumulative)											
Water System	$0.00	$2,327.65	$2,374.20	$2,421.68	$2,470.12	$2,519.52	$2,569.91	$2,621.31	$2,673.73	$2,727.21	$2,727.21
Wastewater System	$0.00	$1,751.65	$1,786.68	$1,822.41	$1,858.86	$1,896.04	$1,933.96	$1,972.64	$2,012.09	$2,052.33	$2,052.33
SYSTEM PROFIT/ (LOSS)	**$0.00**	**$163.92**	**$167.20**	**$170.55**	**$173.96**	**$177.44**	**$180.98**	**$184.60**	**$188.30**	**$192.06**	**$192.06**

Additional revenues (at proposed rates):	$11,662	for water treatment capacity
	$9,558	for wastewater treatment capacity

RECOMMENDATION: APPROVAL

CITY OF LAREDO
ANNEXATION AGREEMENT AND SERVICE PLAN
TRACT 1
SALDAÑA TRACT

WHEREAS, the City of Laredo is a home rule municipality and a political subdivision of the State of Texas; and

WHEREAS, Chapter 43.003 of the Texas Local Government Code specifically sets out the legal requirements for the annexation of land adjoining the city limits of a home-rule municipality, such as the City of Laredo, Texas; and

WHEREAS, Jose Luis Saldaña, on behalf of Mines Property, LLC, has filed a voluntary petition with the City of Laredo for the annexation of 6.00 acres, more or less, tract of land, said tract of land being more particularly described by metes and bounds on the attached Exhibit "A"; and

WHEREAS, Section 1.04 of the Charter of the City of Laredo requires the execution of an annexation agreement between the City of Laredo and the landowner of the territory being annexed; and

WHEREAS, Section 43.0672 of the Texas Local Government Code, requires the preparation of a service plan describing the provision of municipal services to the territory being annexed, prior to implementation of annexation proceedings and related public hearings.

NOW, THEREFORE, FOR AND IN CONSIDERATION, of the sum of Seven-Hundred Fifty and No/100 Dollars ($750.00) and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the **CITY OF LAREDO**, a home-rule municipality, and Mines Property, LLC, being the parties to this A**NNEXATION AGREEMENT AND SERVICE PLAN**, do hereby mutually acknowledge, consent, and agree to the following terms, conditions and service plan for annexation by the City of Laredo of 6.00 acres tract of land, more or less, belonging to Mines Property, LLC.

SERVICE PLAN

A petition for annexation from Mines Property, LLC, was received for property designated as "Tract 1 (Saldaña Tract)" described by metes and bounds in Exhibit "A" of this Annexation Agreement and Service Plan and made a part hereof for all purposes. This Service Plan was prepared in accordance with the requirements of Section 43.0672 of the Texas Local Government Code and was available for review by the public at hearings duly held on April 22, 2025. Public notice of the hearings was provided on April 6, 2025, not more than twenty or less than ten days before the hearings as provided in Section 43.0673 of the Texas Local Government Code.

Section 1. Services to be provided on the effective date of annexation

1. Police Protection: Police protection shall be provided to the tract immediately upon the effective date of annexation. Police protection shall include traffic control enforcement, crime prevention activities, police patrol, crime investigation, and emergency response.

2. Fire protection and Emergency Medical Services: First response fire and EMS services will be provided to the area from Fire Station No. 13, which is located approximately 1.44 miles from the proposed site. Fire services include protection, prevention, and emergency medical response.

3. Solid Waste Collection: The collection and disposal of solid waste will be extended to the area within thirty days from the effective date of annexation on the same basis as other residential and institutional customers. Institutional, commercial, and industrial generators of solid waste may use city services or contract with private haulers. Disposal of all solid waste will be at the municipal sanitary landfill. Fees charged customers within the tract will be the same as all similarly classified customers.

4a. Operation and Maintenance of Public Water Services

RESIDENTIAL ANNEXATION FEE FOR WATER:

Lots under 10,000 sq.ft.	$1,298.70/lot (135 gpcd X 3.7 person/lot X $2.60/gal)
Lots over 10,000 sq.ft.	$1,943.59/lot

COMMERCIAL/INDUSTRIAL ANNEXATION FEE FOR WATER:

Less than 1.0 acres	$1,295.66/lot
Lots 1 acre and Fraction:	$1,943.60/acre

This fee is in addition to water availability or other fees but shall be superseded by the adoption and implementation of impact fees. Water service will be to the customer at the same rates charged like customers within the City Limits. The City Charter and City Ordinance require that all line extensions be made at the expense of the developer to conform to City Standards. Water for fire protection services will be provided to the tract on the same basis and subject to the same requirements as all new development within City Limits.

4b. Operation and Maintenance of Public Wastewater Services:

RESIDENTIAL ANNEXATION FEE FOR SANITARY SEWER:

Lots under 10,000 sq.ft.	$2,205.20/lot (100 gpcd X 3.7 person/lot X $5.96/gal)
Lots over 10,000 sq.ft.	$2,591.48/lot

COMMERCIAL/INDUSTRIAL ANNEXATION FEE FOR SANITARY SEWER:

Less than 5.0 acres	$1,593.00/acre (15 people/ac. X 18 gallons/person/day X $5.90 gallon=$1,593.00)
More than 5.01 acres	$1,943.60/acre

This fee is in addition to water availability or other fees but shall be superseded by the adoption and implementation of impact fees. Wastewater service will be provided to the customer at the same rates charged like customers within the City Limits. The City Charter and City Ordinance require that all line extensions be made at the expense of the developer to conform to City Standards. Wastewater services will be provided to the tract on the same basis and subject to the same requirements as all new development within City Limits.

5. Maintenance of roads and streets: Public roads and streets will be maintained on the effective date of the annexation in the same manner as all roads and streets within the city limits. All thoroughfare rights-of-way shall be dedicated to comply with the Long-Range Thoroughfare requirements of the City of Laredo's Comprehensive Plan. Road maintenance consists of repair of paving, maintenance of traffic lights, controls and signals, and will be provided immediately upon annexation. Street lighting is required of all new development and will be provided at petitioner's expense.

6. Operation and Maintenance of parks, playgrounds and swimming pools: Any future residential developments proposed to be constructed on the annexed property must satisfy all requirements for parkland and improvement fees, as defined in the most recently adopted Parkland Dedication Ordinance.

7. Operation and Maintenance of other public facilities: No public facilities, public buildings, or other service facilities are presently located within the tract. All facilities required by the development shall be provided at the expense of the petitioner, its successors and assigns, or jointly in cooperation with the city at such time as warranted by the development.

The Service Plan does not contemplate the creation of another political subdivision, nor will it require the funding of capital improvements by the petitioner to which petitioner has not agreed prior to the institution of proceedings, or which will be charged in any manner inconsistent with Chapter 395 of the Texas Local Government Code. The Service Plan does not propose services in the area in a manner that would have the effect of reducing by more than a negligible amount the level of fire and police protection and emergency medical services provided within the corporate boundaries of the municipality before annexation.

If the annexed area had a lower level of services, infrastructure, and infrastructure maintenance than the level of services, infrastructure, and infrastructure maintenance provided within the corporate boundaries of the municipality before annexation, a service

plan must provide the annexed area with a level of services, infrastructure, and infrastructure maintenance that is comparable to the level of services, infrastructure, and infrastructure maintenance available in other parts of the municipality with topography, land use, and population density similar to those reasonably contemplated or projected in the area.

Section 2. Capital Improvements
The tract does not require the construction or acquisition of capital improvements by the City. Petitioner agrees to provide all roadways, drainage, and all public improvements at such time as the property is platted.

Section 3. Land Use
When the annexation results in the abutment of residential uses with M-1 (Light Manufacturing District) as defined in the Laredo Land Development Code, a 100 ft. buffer yard between the different land uses shall be required, and the buffer yard shall be maintained by the property owner. This *Section 3. Land Use* shall survive the expiration of this agreement.

The Service Plan is valid for a period of ten years, and all services within the area shall be provided in accordance with the Plan. Should an ordinance pertaining to reserve areas or impact fees be adopted by the City Council, the ordinance shall supersede any provisions established herein.

THIS ANNEXATION AGREEMENT AND SERVICE PLAN WAS ENTERED INTO AND EXECUTED ON THIS_____DAY OF____, 2025.

CITY OF LAREDO,
a Texas Municipal Corporation

By: _____
Joseph Neeb
City Manager

ATTESTED:

_____
Mario Maldonado, Jr.
City Secretary

Mines Property, LLC

By: _____
Jose Luis Saldaña

APPROVED AS TO FORM:

_____
Doanh "Zone" T. Nguyen
City Attorney

ACKNOWLEDGMENT

State of Texas *
County of Webb *

This instrument was acknowledged before me on this ___ day of _____ , 2025 by Joseph Neeb, for and on behalf of the City of Laredo.

_____
Notary Public, State of Texas

ACKNOWLEDGMENT

State of Texas *
County of Webb *

This instrument was acknowledged before me on this ___ day of _____, 2025 by Jose Luis Saldaña, on behalf of Mines Property, LLC.

_____
Notary Public, State of Texas

ORDINANCE NO. 2025-O-97

ALTERING AND EXTENDING THE BOUNDARY LIMITS OF THE CITY OF LAREDO, ANNEXING ADDITIONAL TERRITORY OF 6.00 ACRES, MORE OR LESS, LOCATED NORTHEAST OF FM 1472 AND PINTO VALLE DRIVE, AND NORTH OF LAMPAZOS LOOP. PROVIDING FOR THE EFFECTIVE DATE OF THE ORDINANCE, AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT ADOPTING A SERVICE PLAN FOR THE ANNEXED TERRITORY, AND ESTABLISHING THE INITIAL ZONING OF M-1 (LIGHT MANUFACTURING DISTRICT).

WHEREAS, the land hereinafter described is contiguous to the corporate limits of the City of Laredo, Texas, and is located within its extraterritorial jurisdiction; and

WHEREAS, the owner of the land has applied for the voluntary annexation of the land, described by the metes and bounds and attached hereto and made a part hereof for all the purposes, as set out in Exhibit “A”; and

WHEREAS, the City of Laredo has an unused allocation from prior calendar years; and

WHEREAS, the City Council believes and so finds that the annexation of such land is in the public interest and will promote the general welfare; and

WHEREAS, a public hearing was held in compliance with Article 43.0673, of the Municipal Annexation Act, giving all persons interested in such annexation an opportunity to be heard; and

WHEREAS, notice of such public hearing was duly given, as provided by law, and such hearing was held on the date and at the time, place and hour so announced; and

WHEREAS, at said Public Hearing, the proposed Service Plan for the annexation land herein described was considered by the City Council and was made available for public inspection.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LAREDO THAT:

Section 1: That the City of Laredo hereby adopts a Service Plan for the extension of municipal services into the land described in Exhibit "A". A copy of said Service Plan is marked Exhibit "B" attached hereto and made a part hereof for all purposes.

Section 2: That the following described land containing 6.00 acres lying adjacent to and adjoining the City of Laredo is hereby added and annexed to the City of Laredo, and said land be and is included within the boundary limits of the City of Laredo, and

the present boundary limits of said City, at the various points contiguous to the area hereinafter described, are altered and amended so as to include said area within the corporate limits of the City of Laredo. That from and after the effective date of this Ordinance, the Boundary Limits of the City of Laredo shall include all such additional, adjacent, and hereby annexed land herein above described in Section 2. That from and after the final passage and adoption of this Ordinance, the Boundary Limits of the City of Laredo, Texas, shall be as herein above set out in Exhibit "A", and the property situated therein shall bear its pro rata part of the taxes levied by the City of Laredo, and the inhabitants thereof shall be entitled to all the rights and privileges of all the citizens and shall be bound by the acts, ordinances, resolutions and regulations of the City of Laredo.

Section 3: That the Zoning Map of the City of Laredo be and is hereby amended to show the initial zoning designation boundaries for the land, as set out in Exhibit "A", attached hereto and made a part hereof for all purposes as M-1 (Light Manufacturing District).

Section 4: Severability

If any provision, section subsection, sentence, clause, or phrase of this ordinance, or the application of the same to any person or set of circumstances is for any reason held to be unconstitutional, void or invalid, the validity of the remaining portions of this ordinance or their application to other persons or sets of circumstances shall not be affected thereby, it being the intent of the City Council in adopting this ordinance that no portion hereof or provision or regulation contained herein shall become inoperative or fail by reason of any unconstitutionality, voidness or invalidity or another portion hereof, and all provisions of this ordinance are declared to be severable for that purpose.

Section 5: Open Meeting

The City Council officially finds, determines, recites and declares that a sufficient written notice of the date, hour, place and subject of this meeting of the City Council was posted at a place convenient to the public at the city hall of the City for the time required by law preceding this meeting as required by the Open Meeting Law, Article 6252-17, Texas Revised Civil Statutes Annotated; and that this meeting has been open to the public as required by law at all times during which this ordinance and the subject matter approves and confirms such written notice and the contents and posting hereof.

Section 6: That this Ordinance shall be published in the manner provided in article II, Section 2.09 (D) of the Charter of the City of Laredo.

Section 7: This Ordinance shall become effective upon passage.

APPROVED BY THE MAYOR ON THIS THE _____ DAY OF _____, 2025.

_____
DR. VICTOR D. TREVIÑO
MAYOR

ATTEST:

_____
MARIO MALDONADO, JR.
CITY SECRETARY

APPROVED AS TO FORM:

_____
DOANH "ZONE" T. NGUYEN
CITY ATTORNEY

City of Laredo

City Council

Meeting Date: 6/2/2025 **Final Readings 14.**

SUBJECT
An ordinance of the City of Laredo, Texas amending the Zoning Ordinance (Map) of the City of Laredo by rezoning Lots 8 and 10, Block 347, Eastern Division, located at 2802 Springfield Avenue, from B-1 (Limited Business District) to R-3 (Mixed Residential District)

ZC-032-2025
District IV

Council District: District 4 **Zone Case:** ZC-032-2025

Letters sent to property owners: 38

In Favor (within 200 radius): 0
Opposed (within 200 radius): 0

In Favor (outside 200 radius): 0
Opposed (outside 200 radius): 0

COMMISSION RECOMMENDATIONS - Approve
The Planning and Zoning Commission in a 6 to 0 vote recommended approval of the zone change.

STAFF RECOMMENDATION - Supports
Staff supports the application.

ZC-032-2025

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1. Level of Alignment

☑ **Strong** – Directly supports or fulfills a clearly stated and verbatim goal or policy from the Viva Laredo Comprehensive Plan.

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2. Supporting Goal(s)/Policy(ies)

Policy 1.2.4
"Encourage a range of housing types within neighborhoods to accommodate a variety of household sizes and income levels."
(Viva Laredo City of Laredo Comprehensive Plan, p. 1.28)
Relevance: This rezoning to R-3 supports mixed residential development, including manufactured homes, thereby increasing housing options in line with Policy 1.2.4.

Goal 5.1
"Provide a variety of housing types that meet the needs of Laredo's residents."
(Viva Laredo City of Laredo Comprehensive Plan, p. 5.31)
Relevance: The proposed zone change from B-1 to R-3 enables the placement of a second dwelling unit (manufactured home), which directly supports the goal of offering varied housing types.

Policy 5.2.3
"Allow for infill housing development in established neighborhoods to expand housing choices and support neighborhood stability."
(Viva Laredo City of Laredo Comprehensive Plan, p. 5.32)
Relevance: This rezoning represents an infill residential development that introduces an additional dwelling on an already developed site within an existing neighborhood.

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3. Summary of Alignment

The proposed rezoning of 2802 Springfield Avenue from B-1 (Limited Business District) to R-3 (Mixed Residential District) is **strongly aligned** with the Viva Laredo Comprehensive Plan. The plan emphasizes the importance of mixed-use and infill development, and the Future Land Use Map designates this area as "Neighborhood-Mixed Use," which is consistent with the R-3 zoning classification. The proposed change enables a second dwelling (manufactured home), which expands the housing stock and supports a broader mix of housing types in an existing neighborhood context.

Furthermore, the shift away from limited business use to residential use aligns with broader planning themes of housing diversity, affordability, and neighborhood-scale development. There are no signs of adverse impacts on surrounding land uses, and the site is compatible with adjacent R-3 zoned areas. Thus, the item fulfills several key goals and policies related to land use, housing variety, and sustainable infill development.

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4. Additional Requirements

All citations are directly quoted from the **Viva Laredo City of Laredo Comprehensive Plan**. If additional documentation or a detailed map reference is needed, staff may consult the Future Land Use Map and Land Use Chapter for confirmation.

Would you like this evaluation formatted into a memo or slide for presentation purposes?

City Council-Regular Meeting

Date: 6/02/2025
Initiated By: Ramon Chavez, Assistant City Manager
Initiated By: Antonia Margarita Vigil, Owner; Samantha Yvonne DeLeon, Applicant and Representative
Staff Source: Vanessa Guerra, Planning Director

SUBJECT

2025-O-98 Amending the Zoning Ordinance (Map) of the City of Laredo by rezoning Lots 8 and 10, Block 347, Eastern Division, located at 2802 Springfield Avenue, from B-1 (Limited Business District) to R-3 (Mixed Residential District).

ZC-032-2025
District IV

PREVIOUS COUNCIL ACTION

None.

BACKGROUND

Council District: IV – Ricardo "Rick" Garza

Proposed use: The proposed use is Residential – Second Dwelling Manufactured Home

Site: The site is currently occupied with a single family residential home.

Surrounding land uses: To the north of the site is East Lyon Street, single family residential uses, Tejano Mart (gas station), Perfect Cuts, Orlandos Snacks, and Murillos Tires. To the East of the site is Springfield Avenue, vacant developed land, and single family residential uses. To the south of the site is East Kearney Street, El Fogon (Restaurant), J's Tire Shop, and Mixed Residential uses. To the west of the site is Marcella Avenue, single family residential uses, and vacant developed land.

Comprehensive Plan: The Future Land Use Map recognizes this area as Neighborhood-Mixed Use.
https://www.openlaredo.com/planning/2017_Comprehensive_Plan-Viva_Laredo.pdf#page=39

Transportation Plan: The long Range Thoroughfare Plan identifies Bartlett Avenue as a Major Collector, but does not identify Fenwick Drive.
www.laredompo.org/wp-content/uploads/2021/05/2021-Future-Thoroughfare-Plan_2021.02.11.pdf

Letters sent to surrounding property owners: 38 **In Favor:** 0 **Opposed:** 0

COMMITTEE RECOMMENDATION

The Planning & Zoning Commission in a 6 to 0 vote recommended **approval** of the zone change.

STAFF RECOMMENDATION

Staff **supports** the proposed zone change for the following reasons:

1. The proposed zone change is in Conformance with the Comprehensive Plan's designation as Neighborhood-Mixed Use (ALL EXCEPT M-1, M-2, B-4, AH, AN, FH, OG, FiH), which includes R-3.
2. The proposed site meets the minimum lot width and lot depth requirements of 46 feet (lot width) and 120 (lot depth) for R-3 districts as per the Laredo Land Development Code, Section 24.77.1 Dimensional Standards.
3. The proposed site abuts R-3 zoning districts.

General Comments:

1. The approval of the zone change does not guarantee the issuance of the building permit, certificate of occupancy, or any other permit which may be required.
2. The use authorized by the zone change is required to abide by all relevant municipal codes.

IMPACT ANALYSIS

R-3. The purpose of the R-3 (Mixed Residential District) is to provide an area for higher density residential uses, the use of mobile homes on single lots, and those public and semi-public uses normally considered an integral part of the neighborhood they serve.

Is this change contrary to the established land use pattern?
No, there are residential uses abutting the site.

Would this change create an isolated zoning district unrelated to surrounding districts?
No, the proposed site is near R-3 districts.

Will change adversely influence living conditions in the neighborhood?
No, it is not anticipated to have a negative impact in the surrounding area or neighborhood.

Are there substantial reasons why the property cannot be used in accordance with existing zoning?
Yes, the existing zone does not allow for a second dwelling manufactured home as intended by the applicant.

Attachments

Comp Plan Alignment

Maps

Zone Change Signage

Final Ordinance

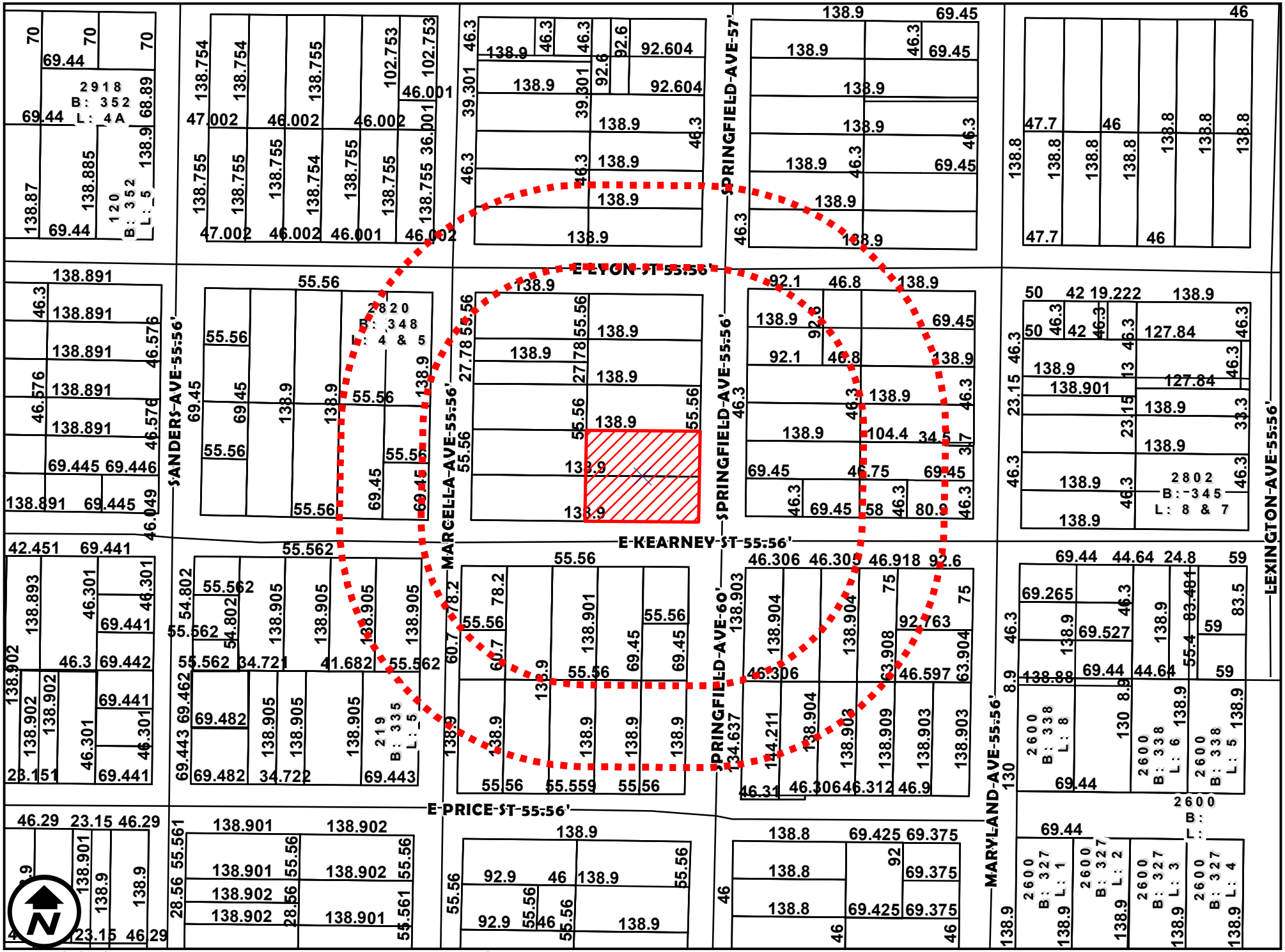


AERIAL MAP

1 inch = 150 feet

ZC-032-2025
COUNCIL DISTRICT 4
2802 SPRINGFIELD AVENUE

APPLICATION F
B-1 (LIMITED BUSINESS DISTRICT) TO
R-3 (MIXED RESIDENTIAL DISTRICT)

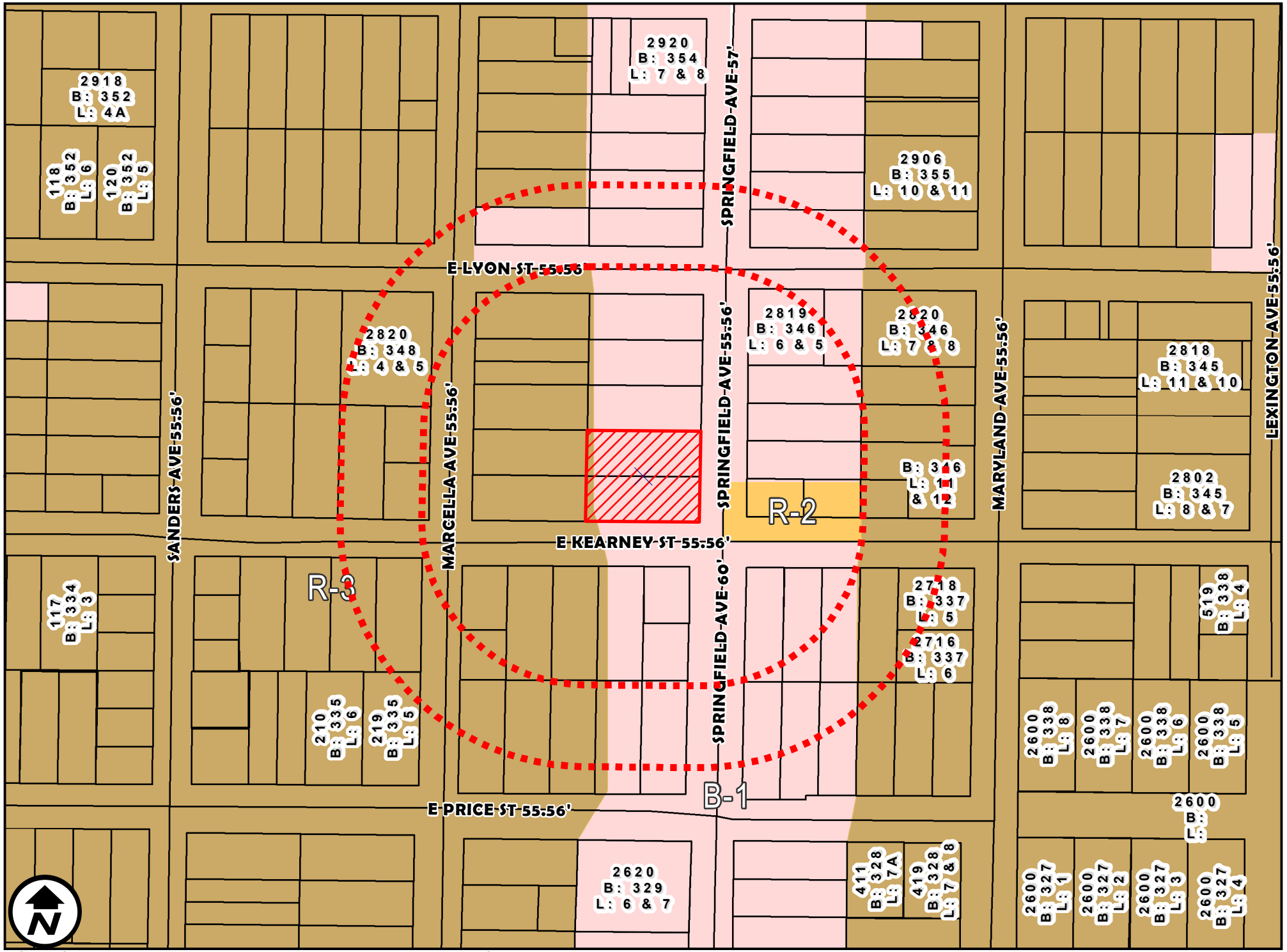


DIMENSIONS MAP

1 inch = 150 feet

ZC-032-2025
COUNCIL DISTRICT 4
2802 SPRINGFIELD AVENUE

APPLICATION F
B-1 (LIMITED BUSINESS DISTRICT) TO
R-3 (MIXED RESIDENTIAL DISTRICT)

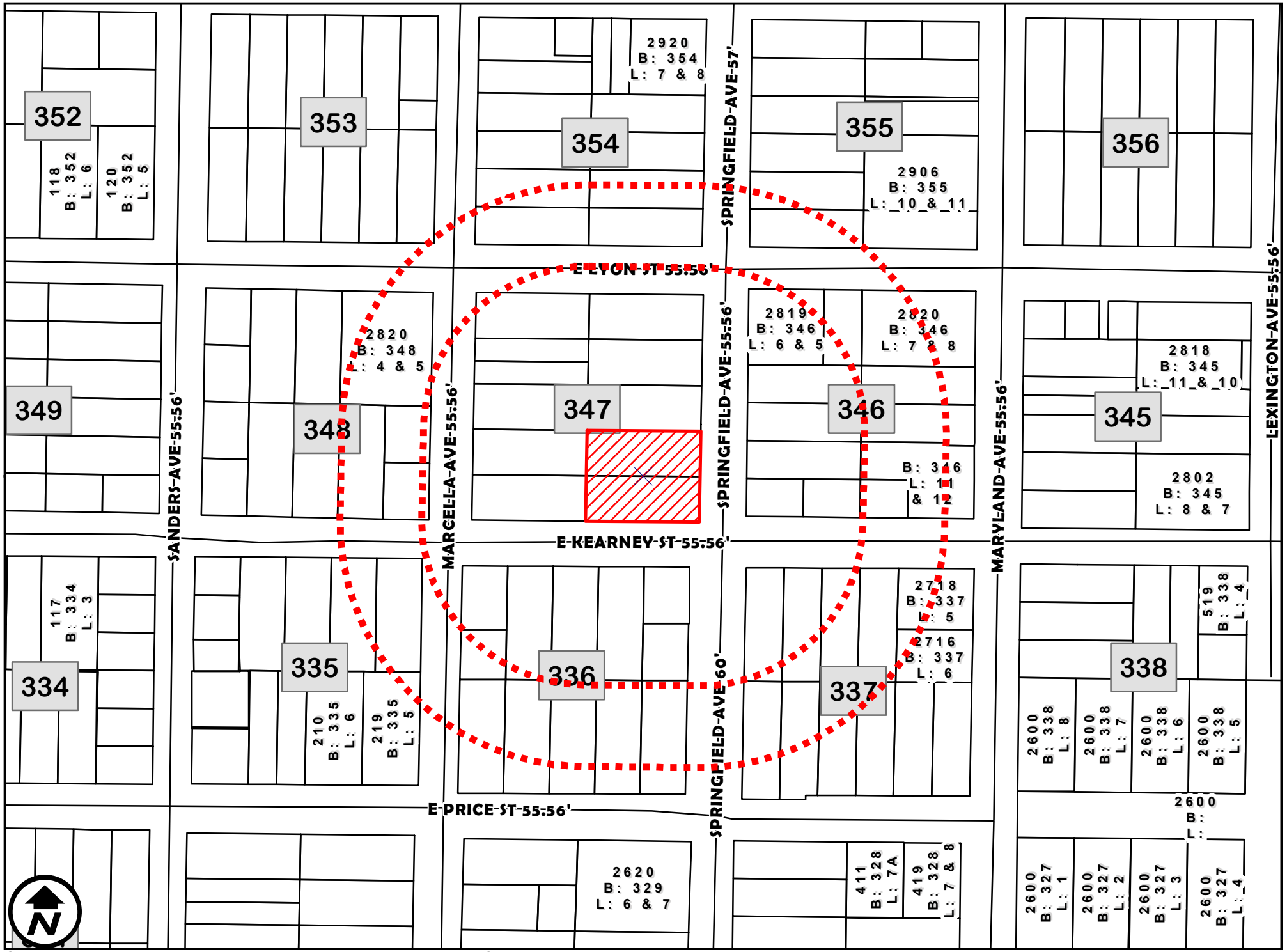


ZONING MAP

1 inch = 150 feet

ZC-032-2025
COUNCIL DISTRICT 4
2802 SPRINGFIELD AVENUE

APPLICATION F
B-1 (LIMITED BUSINESS DISTRICT) TO
R-3 (MIXED RESIDENTIAL DISTRICT)

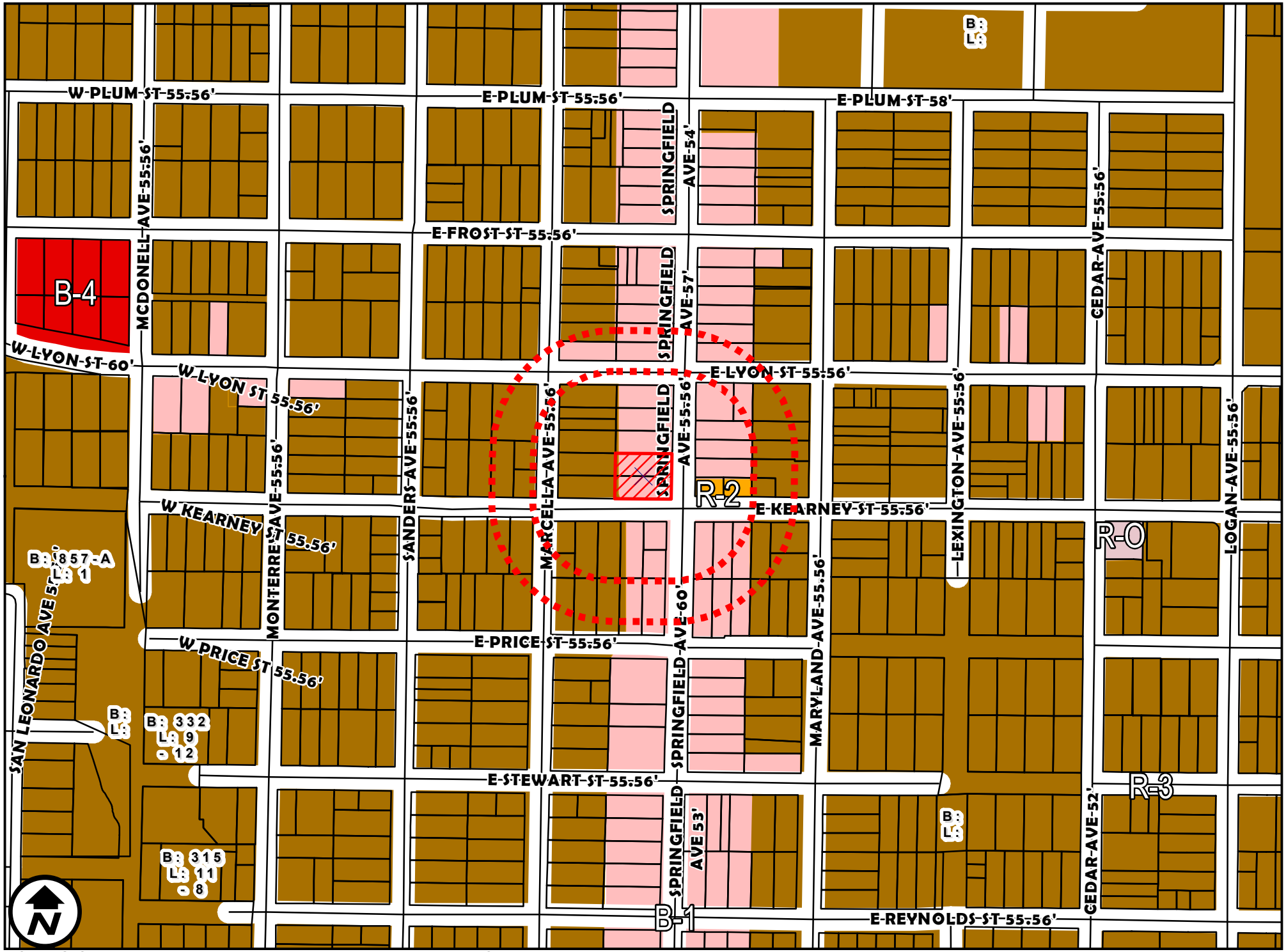


SURVEY MAP

1 inch = 150 feet

ZC-032-2025
COUNCIL DISTRICT 4
2802 SPRINGFIELD AVENUE

APPLICATION F 470
B-1 (LIMITED BUSINESS DISTRICT) TO
R-3 (MIXED RESIDENTIAL DISTRICT)

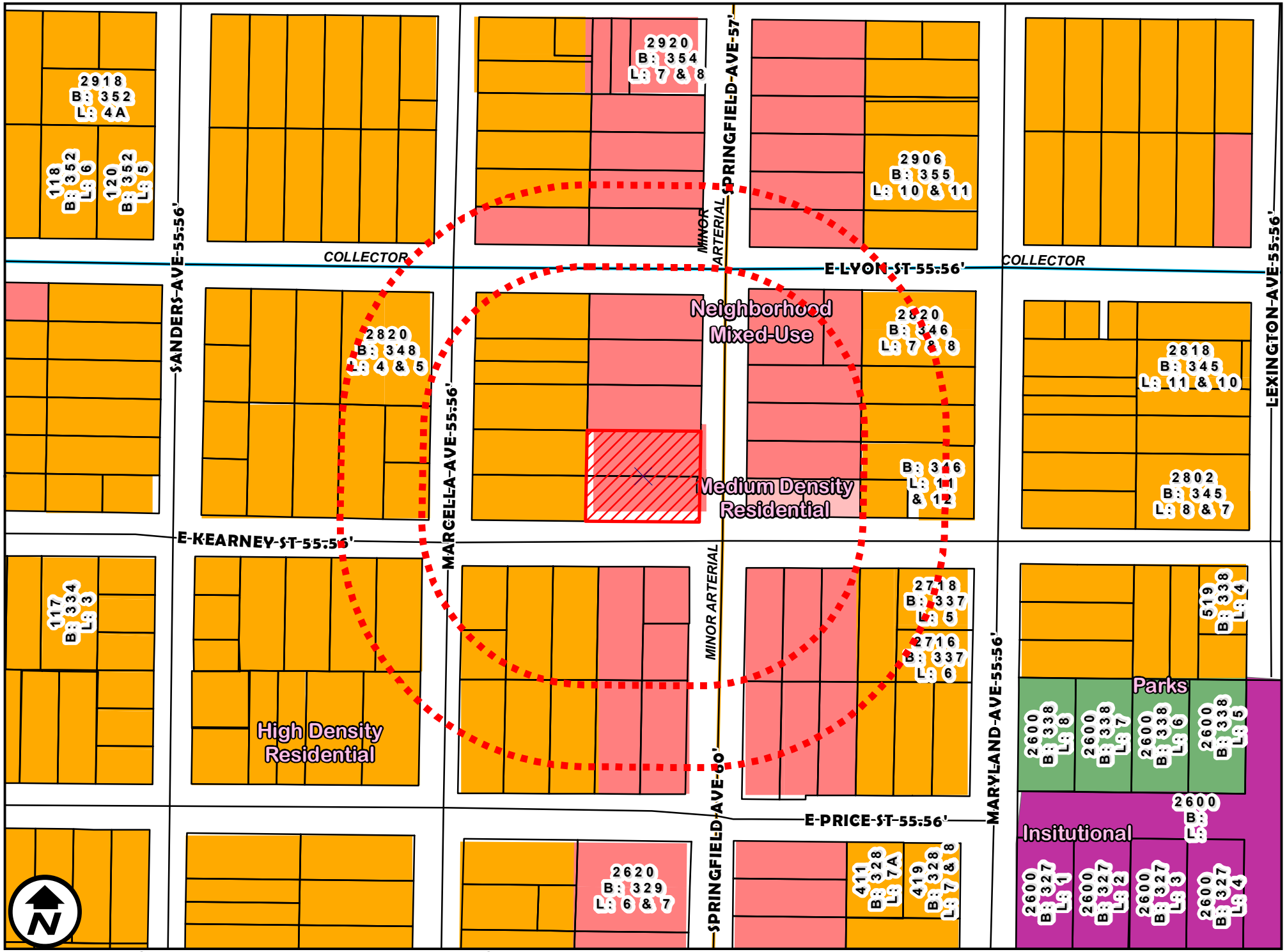


ZONING OVERVIEW

1 inch = 300 feet

ZC-032-2025
COUNCIL DISTRICT 4
2802 SPRINGFIELD AVENUE

APPLICATION F
B-1 (LIMITED BUSINESS DISTRICT)
R-3 (MIXED RESIDENTIAL DISTRICT)

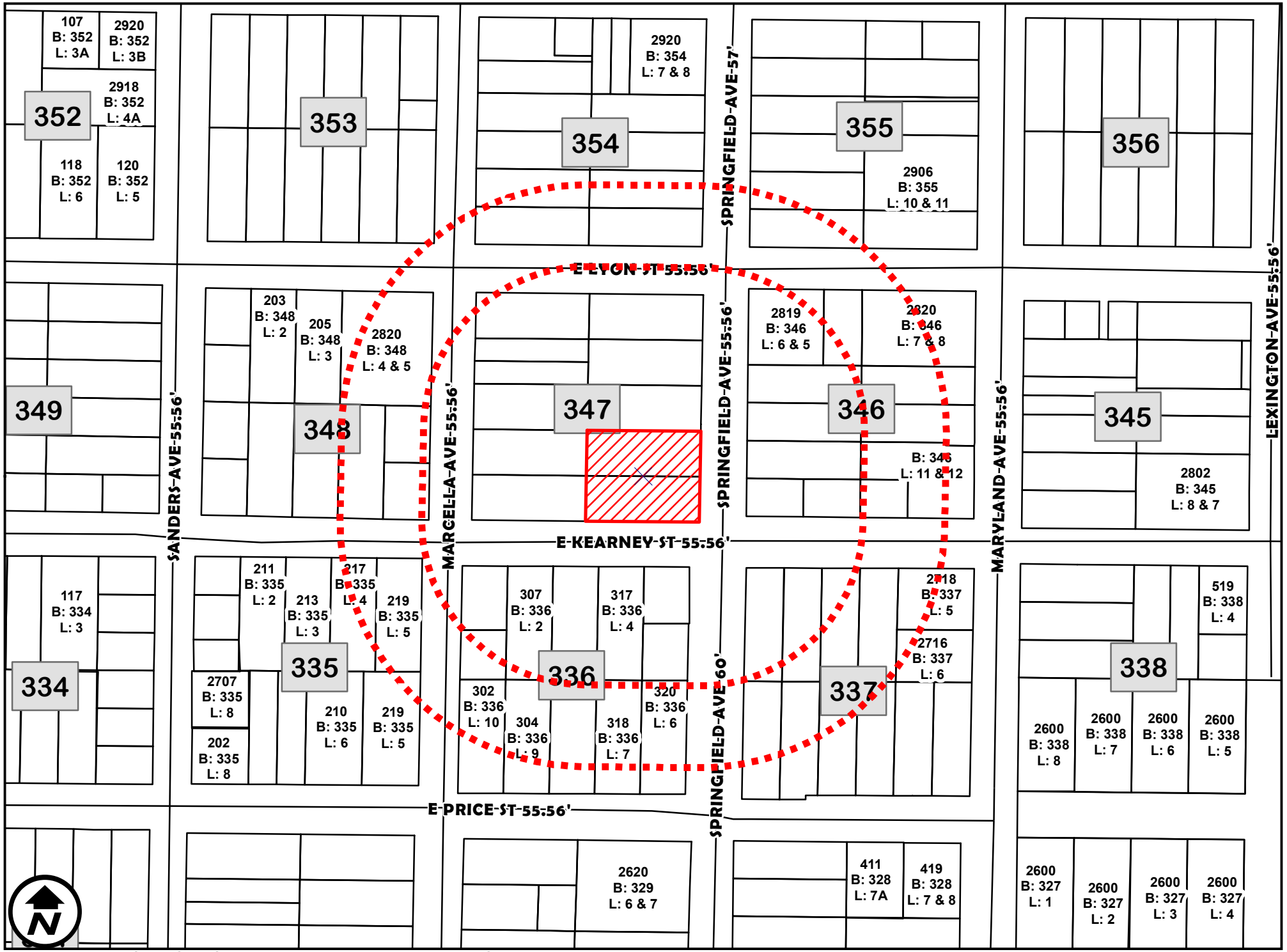


FUTURE LANDUSE

1 inch = 150 feet

ZC-032-2025
COUNCIL DISTRICT 4
2802 SPRINGFIELD AVENUE

APPLICATION F
B-1 (LIMITED BUSINESS DISTRICT)
R-3 (MIXED RESIDENTIAL DISTRICT)



200' AND 300' NOTIFICATION

1 inch = 150 feet

ZC-032-2025
COUNCIL DISTRICT 4
2802 SPRINGFIELD AVENUE

APPLICATION F
B-1 (LIMITED BUSINESS DISTRICT) TO
R-3 (MIXED RESIDENTIAL DISTRICT)


ZC-032-2025
ATTENTION
PROPOSED
ZONE CHANGE
FROM B-1 TO R-3
FOR INFORMATION CALL
CITY PLANNING DEPARTMENT
794-1613

ORDINANCE NO. 2025-O-98

AMENDING THE ZONING ORDINANCE (MAP) OF THE CITY OF LAREDO BY REZONING LOTS 8 AND 10, BLOCK 347, EASTERN DIVISION, LOCATED AT 2802 SPRINGFIELD AVENUE, FROM B-1 (LIMITED BUSINESS DISTRICT) TO R-3 (MIXED RESIDENTIAL DISTRICT); PROVIDING FOR PUBLICATION AND EFFECTIVE DATE,

WHEREAS, a zone change has been requested by the owner on Lots 8 and 10, Block 347, Eastern Division, located at 2802 Springfield Avenue, from B-1 (Limited Business District) to R-3 (Mixed Residential District); and,

WHEREAS, the required written notices were sent to surrounding property owners at least ten (10) days before the public hearing held before the Planning and Zoning Commission on April 17, 2025; and,

WHEREAS, the Planning and Zoning Commission, after a public hearing, has recommended **approval** of the proposed zone change; and,

WHEREAS, notice of the zone change request was advertised in the newspaper at least fifteen (15) days prior to the public hearing held before the City of Laredo City Council on this matter; and,

WHEREAS, the City Council has held a public hearing on May 19, 2025 on the request and finds the zone change appropriate and consistent with the General Plan of the City of Laredo; and,

WHEREAS, the City Council does not consider the impact, if any, of private covenants and deed restrictions on the subject property with the adoption of this ordinance.

NOW, THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LAREDO THAT:

Section 1: The Zoning Map of the City of Laredo is hereby amended by Lots 8 and 10, Block 347, Eastern Division, located at 2802 Springfield Avenue, from B-1 (Limited Business District) to R-3 (Mixed Residential District).

Section 2: This ordinance shall be published in a manner provided by Section 2.09 (D) of the Charter of the City of Laredo.

Section 3: This ordinance shall become effective as and from the date of publication specified in Section 2.

PASSED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR ON THIS THE _____ DAY OF _____, 2025.

_____
DR. VICTOR D. TREVINO
MAYOR

ATTEST:

_____
MARIO I. MALDONALDO, JR.
CITY SECRETARY

APPROVED AS TO FORM:

_____
DOANH “ZONE” T. NGUYEN
CITY ATTORNEY

City of Laredo

City Council

Meeting Date: 6/2/2025 **Final Readings 15.**

SUBJECT
An Ordinance of the City of Laredo, Texas, authorizing the City Manager to amend the City of Laredo FY2025 Police General Fund budget by increasing revenues and expenditures in the amount of $35,105.00 for additional funding provided by the Texas Comptroller of Public Accounts, Law Enforcement Officer Standards and Education (LEOSE) Fund for the continued education of law enforcement personnel.

PREVIOUS COUNCIL ACTION
City Council approved the Public Hearing and Introductory Ordinance on May 19, 2025.

BACKGROUND
The Comptroller is directed by the Occupations Code, Section 1701.157 to make an annual allocation from the LEOSE account to qualified law enforcement agencies for the expenses related to the continuing education of persons licensed under Chapter 1701, Occupations Code. These funds must be used to ensure the continuing education of persons licensed under Chapter 1701 or to provide necessary training, as determined by the agency head, to full-time paid law enforcement support personnel in the agency.

COMMITTEE RECOMMENDATION
None.

STAFF RECOMMENDATION
Recommends the approval of this Ordinance.

Fiscal Impact

Fiscal Year:	2025
Budgeted Y/N?:	N
Source of Funds:	State Comptroller, LEOSE Program
Account #:	101-0000-323-1500, 101-2366-523-1324
Change Order: Exceeds 25% Y/N:	N

FINANCIAL IMPACT:

Line Item Name	Line Item Number	Annual Appropriation	Increase	Amended Annual Appropriation
Revenues	101-0000-323-1500	26,000.00	35,105.00	61,105.00
State Funded Travel	101-2366-523-1324	26,000.00	35,105.00	61,105.00

COUNCIL COMMUNICATION

DATE:	**SUBJECT: Final Reading**
06/02/2025	**AN ORDINANCE OF THE CITY OF LAREDO, TEXAS, AUTHORIZING THE CITY MANAGER TO AMEND THE CITY OF LAREDO FY25 POLICE GENERAL FUND BUDGET BY INCREASING REVENUES AND EXPENDITURES IN THE AMOUNT OF $32,518.95 FOR ADDITIONAL FUNDING PROVIDED BY THE TEXAS COMPTROLLER OF PUBLIC ACCOUNTS, LAW ENFORCEMENT OFFICER STANDARDS AND EDUCATION (LEOSE) FUND FOR THE CONTINUED EDUCATION OF LAW ENFORCEMENT PERSONNEL.**

INITIATED BY:	**STAFF SOURCE:**
Joseph W. Neeb City Manager	Miguel A. Rodriguez, Jr. Chief of Police

PREVIOUS COUNCIL ACTION:
City Council approved the Public Hearing and Introductory Ordinance on May 19, 2025.

BACKGROUND:

The Comptroller is directed by the Occupations Code, Section 1701.157 to make an annual allocation from the LEOSE account to qualified law enforcement agencies for expenses related to the continuing education of persons licensed under Chapter 1701, Occupations Code. These funds must be used to ensure the continuing education of persons licensed under Chapter 1701 or to provide necessary training, as determined by the agency head, to full-time paid law enforcement support personnel in the agency.

FINANCIAL IMPACT:
Funding is available in the Police General Fund.

COMMITTEE RECOMMENDATION:	**STAFF RECOMMENDATION:**
	Recommends the approval of this Ordinance.

ORDINANCE No. 2025-O-100

AN ORDINANCE OF THE CITY LAREDO, TEXAS, AUTHORIZING THE CITY MANAGER TO AMEND THE CITY OF LAREDO FY25 POLICE GENERAL FUND BUDGET BY INCREASING REVENUES AND EXPENDITURES IN THE AMOUNT OF $32,518.95 FOR ADDITIONAL FUNDING PROVIDED BY THE TEXAS COMPTROLLER OF PUBLIC ACCOUNTS, LAW ENFORCEMENT OFFICER STANDARDS AND EDUCATION (LEOSE) FUND FOR THE CONTINUED EDUCATION OF LAW ENFORCEMENT PERSONNEL.

Whereas, the Comptroller is directed by the Occupation Code, Section 1701.157 to make an annual allocation from LEOSE account to qualified law enforcement agencies for expenses related to the continuing education of persons licensed under Chapter 1701, Occupations Code; and

Whereas, these funds must be used to ensure the continuing education of full-time fully paid law enforcement personnel in LPD.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAREDO THAT:

Section 1: An Ordinance of the City of Laredo, authorizing the City Manager to amend the City of Laredo FY25 Police General Fund budget by increasing revenues and expenditures in the amount of $32,518.95 for additional funding provided by the Texas Comptroller of Public Accounts, Law Enforcement Officer Standards and Education (LEOSE) Fund for the continued education of law enforcement personnel.

PASSED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR ON THIS THE _____ DAY OF _____, 2025.

_____
DR. VICTOR D. TREVIÑO
MAYOR

ATTEST:

_____
MARIO I. MALDONDADO, JR.
CITY SECRETARY

APPROVED AS TO FORM:

_____
JOAQUIN A. RODRIGUEZ
FIRST ASSISTANT CITY ATTORNEY

City of Laredo

City Council

Meeting Date: 6/2/2025 **Final Readings 16.**

SUBJECT
An Ordinance of the City of Laredo, Texas, amending the Zoning Ordinance (Map) of the City of Laredo by authorizing the issuance of a conditional use permit for a hospital on Lot 1, Block 3, Clear Choice 2: Alexander Bartlett Commercial, Phase 15, and Lot 2, Block 3, Clear Choice: Alexander Bartlett Commercial, Phase 15, located at 7101 and 7105 North Bartlett Avenue.

ZC-033-2025
District V

Council District: District 5 **Zone Case:** ZC-033-2025

Letters sent to property owners: 37

In Favor (within 200 radius): 0
Opposed (within 200 radius): 0

In Favor (outside 200 radius): 0
Opposed (outside 200 radius): 0

COMMISSION RECOMMENDATIONS - Approve
The Planning & Zoning Commission in a 6 to 0 vote recommended approval of the conditional use permit.

STAFF RECOMMENDATION - Does not support
Staff does not support the application.

City Council-Regular Meeting

Date: 06/02/2025

Initiated By: Ramon Chavez, Assistant City Manager
Initiated By: Clear Choice ER LLC, Owner; Oscar Buitron, Applicant; Edward Ochoa P.E., S.I.T., Representative

Staff Source: Vanessa Guerra, Planning Director

SUBJECT

2025-0-101 amending the Zoning Ordinance (Map) of the City of Laredo by authorizing the issuance of a conditional use permit for a hospital on Lot 1, Block 3, Clear Choice 2: Alexander Bartlett Commercial, Phase 15, and Lot 2, Block 3, Clear Choice: Alexander Bartlett Commercial, Phase 15, located at 7101 and 7105 North Bartlett Avenue.

ZC-033-2025
District V

PREVIOUS COUNCIL ACTION

On May 19, 2025, City Council made a motion to introduce the item.

BACKGROUND

Council District: V – Cm. Ruben Gutierrez, Jr.

Proposed use: The proposed use is a hospital.

Minimum Zoning District Required for Proposed Use: B-4 (Highway Commercial District) zoning district.

Current Zoning District: The site is currently zoned as a B-3 (Community Business District) zoning district.

Site: The site is occupied by a 24 hour emergency room clinic (Clear Choice ER / Cigarroa Clinic) on Lot 2, and Lot 1 is currently vacant land, where the proposed extension will be located.

Surrounding land uses: To the north of the site is North Bartlett Avenue and vacant land. To the east of the site is a commercial plaza, which includes medical offices, such as, ObGyn Associates of Laredo, Laredo Wellness and Aesthetics, and LSMC – Sports/Orthopedics/Therapy. To the south of the site is single family residential uses. To the west of the site is Sidney Sheldon Drive and vacant land.

Comprehensive Plan: The Future Land Use Map recognizes this area as Neighborhood Mixed Use.

https://www.cityoflaredo.com/LaredoPlanning/wp-content/uploads/2021/03/viva-laredo-city-of-laredo-comprehensive-plan.pdf#page=39

Transportation Plan: The Long Range Thoroughfare Plan identifies Bartlett Avenue as a collector.
www.laredompo.org/wp-content/uploads/2021/05/2021-Future-Thoroughfare-Plan_2021.02.11.pdf

Letters sent to surrounding property owners: 37
Inside 200' Radius: In Favor: 0 **Opposed:** 0
Outside 200' Radius: In Favor: 0 **Opposed:** 0

COMMITTEE RECOMMENDATION

The Planning & Zoning Commission in a **6** to **0** vote recommended **approval** of the conditional use permit.

STAFF RECOMMENDATION

A Conditional Use Permit is intended to provide for those land uses where additional regulation is necessary to protect the property and surrounding area. It is primarily intended for property located in older section of the city and is intended to promote development and/or redevelopment of such property, which is consistent with the land use patterns of surrounding property. The property is zoned B-3 (Community Business District) zoning district.

Staff **does not support** the proposed conditional use permit for the following reasons:

1. As per the Viva Laredo Comprehensive Plan, larger health care providers, such as hospitals, should be located on major corridors and transit routes so that they can be more accessible to a larger base of patients (Chapter 7: Health, Section: Strategies 7.9, page 322). Bartlett Avenue is identified as a collector on the Thoroughfare Plan.
2. The property abuts an area of residential uses to the east of the site. Therefore, the proposed use may have a negative impact on the surrounding area or neighborhood due to noise and traffic.
3. The proposed use is not compatible with the residential uses in the surrounding area or neighborhood.

General Comments:

1. The approval of the conditional use permit does not guarantee the issuance of the building permit.
2. The use authorized by the conditional use permit is required to abide by all relevant municipal codes.

If approved, Staff suggests the following conditions

1. The Conditional Use Permit is restricted to the site plan, "Exhibit A", which is made part hereof for all purposes.
2. The hours of operation shall be limited to, Sunday – Saturday, 24 hours a day, seven (7) days a week.
3. Lighting of property shall be screened to avoid adverse impact on adjacent residential neighborhoods.
4. Landscaping shall be provided and maintained for the complete duration in accordance with the City of Laredo Land Development Code.
5. The owner shall provide an opaque fence or wall of not less than 7 (seven) feet in height along any side or rear property lines which abut or adjoin property containing

a residential use or residential zoning district. Apartment complexes, residential condominiums or residential townhomes shall be similarly screened irrespective of which zoning district they occur in.

6. The establishment must make provisions to keep litter to a minimum, and to keep it from blowing onto adjacent streets and properties.
7. Signage shall be consistent with the City's Sign Ordinance.
8. Off-street parking shall be provided in accordance with the City of Laredo Land Development Code.
9. The proposed use shall not exceed the "Occupant Load" as set forth in the Certificate of Occupancy with Occupant Load issued to the CUP business holder.
10. The proposed use shall, during all hours of operation, maintain, free from obstruction or impediment to full instant use in the case of fire or other emergency, all exit accesses, exits or exit discharges.
11. The proposed use shall undergo an annual Fire Inspection.
12. All permits, licenses, certifications and inspections required by the codes and ordinances of the City of Laredo shall be kept up to date and current including but not limited to: a. Food Manager License (annual), b. Food Handler's Permit (annual), c. Certificate of Occupancy with Occupant Load. Occupant Load being the approved capacity of a building or portion thereof.
13. Owner shall comply with Building, Health, Safety, Fire, Environmental, and all applicable codes and regulations as required.
14. The establishment shall be kept in a sanitary condition.
15. The establishment shall follow proper protocols in handling and disposing of hazardous and medical waste.
16. Smoking is prohibited as per the Code of Ordinances Section 15-1: Smoking In hospitals.
17. In areas where smoking is prohibited, signs shall be posted with “No Smoking” by the appropriate hospital institution authorities as per the Code of Ordinance, Section 15.1(f).
18. The proposed use shall follow all healthcare standards as identified by Occupational Safety and Health Administration (OSHA).
19. The proposed use shall not cause undue traffic congestion, dangerous traffic conditions or incompatible service delivery, parking or loading problems.
20. The operating characteristics of the use shall not create a nuisance and the impacts of the use on surrounding properties shall be minimized with respect to noise, odors, vibrations, glare, and any other similar conditions.
21. The proposed use shall not cause significant deterioration to water resources, wetlands, wildlife habitat, scenic characteristics, or other natural features.
22. The proposed use satisfies any applicable goals and policies of the Comprehensive

Plan.

23. The approval of the conditional use permit does not guarantee the issuance of the building permit.

24. The use authorized by the conditional use permit is required to abide by all relevant municipal codes.

Staff **does not support** the application.

Is this change contrary to the established land use pattern?
There are existing medical uses and medical offices in the area. However, there are single family residential uses to the south of the site.

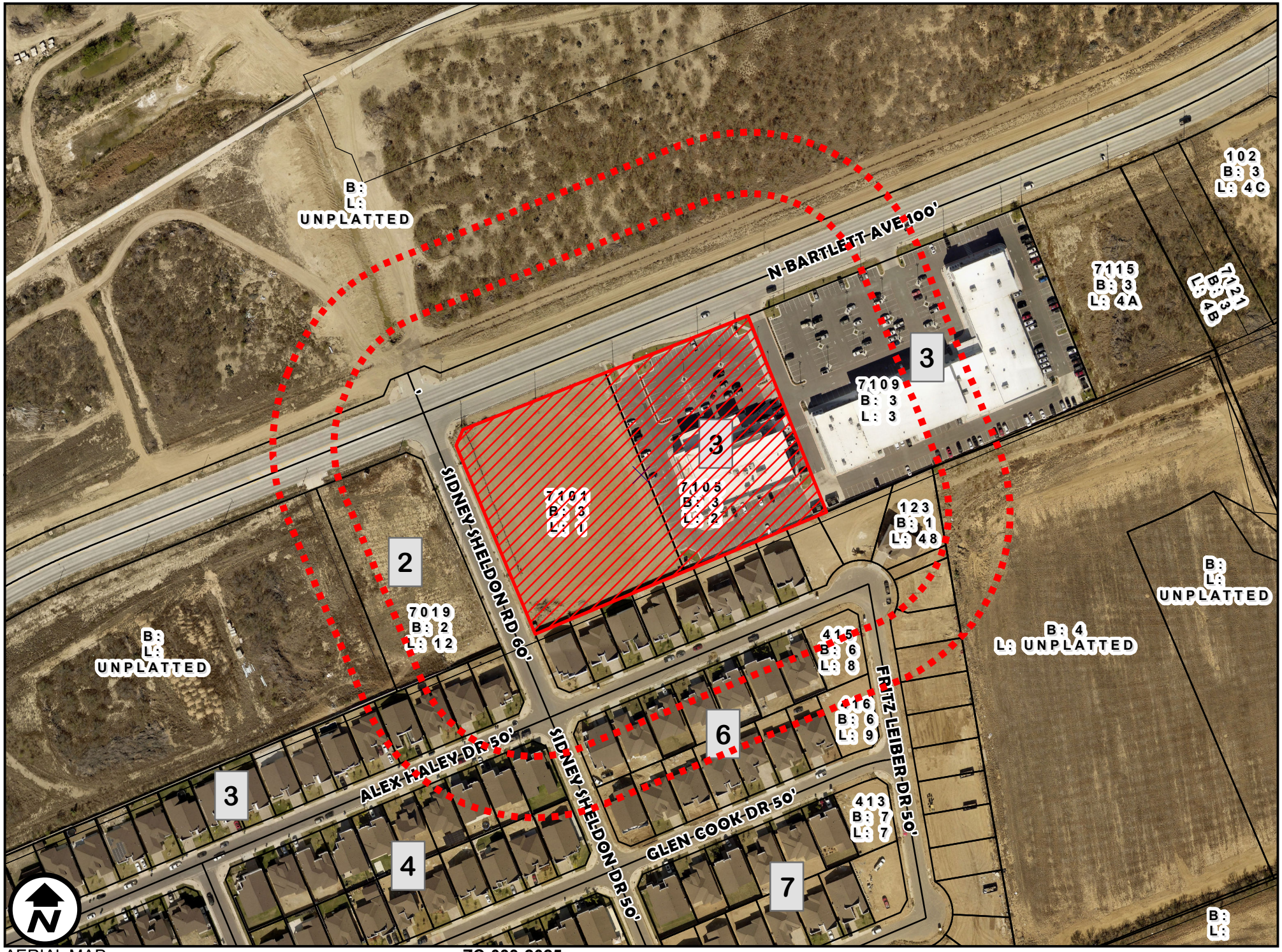
Would this change create an isolated zoning district unrelated to surrounding districts?
No, the zone will not change.

Will change adversely influence living conditions in the neighborhood?
Possibly.

Are there substantial reasons why the property cannot be used in accordance with existing zoning?
Yes. The existing B-3 does not allow for a hospital as intended by the applicant.

Attachments

Maps
Narrative
Site Plan
Zone Change Signage
Final Ordinance

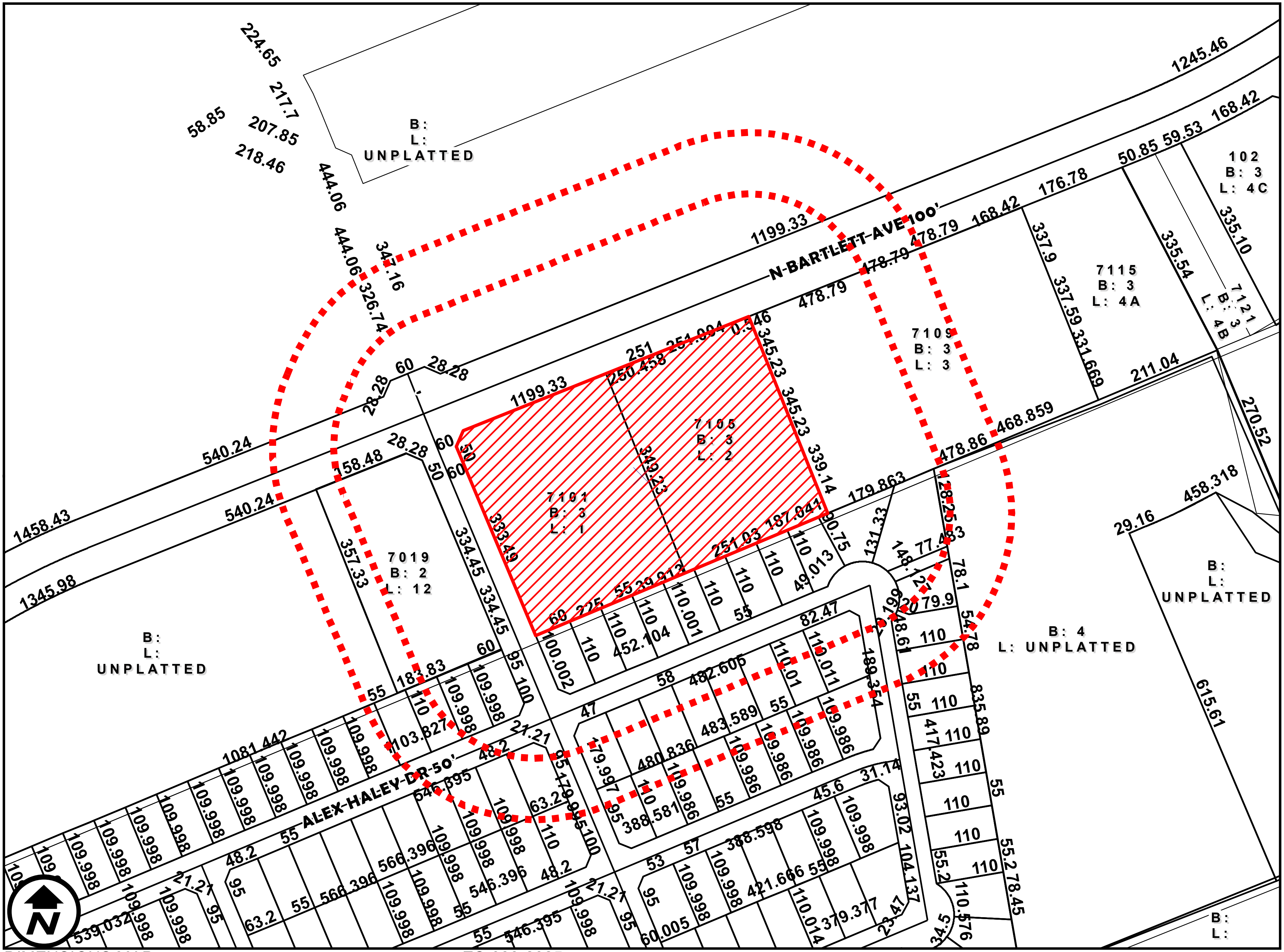


AERIAL MAP

1 inch = 200 feet

ZC-033-2025
COUNCIL DISTRICT 5
7101 AND 7105 NORTH BARTLETT AVENUE

APPLICATION F
B-3 (COMMUNITY BUSINESS DISTRICT) TO
C.U.P FOR HOSPITAL

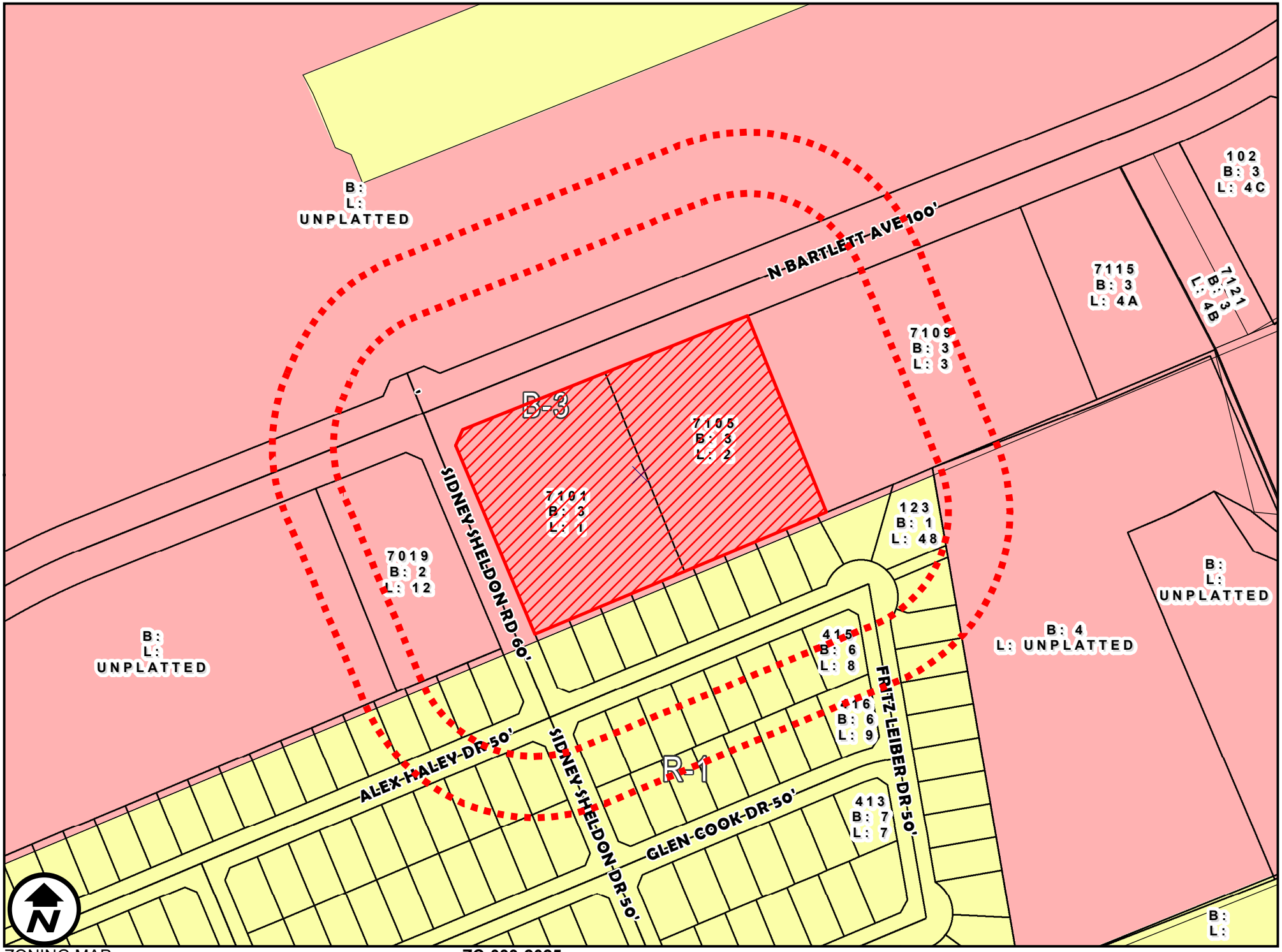


DIMENSIONS MAP

1 inch = 200 feet

ZC-033-2025
COUNCIL DISTRICT 5
7101 AND 7105 NORTH BARTLETT AVENUE

APPLICATION F
B-3 (COMMUNITY BUSINESS DISTRICT)
C.U.P FOR HOSPITAL

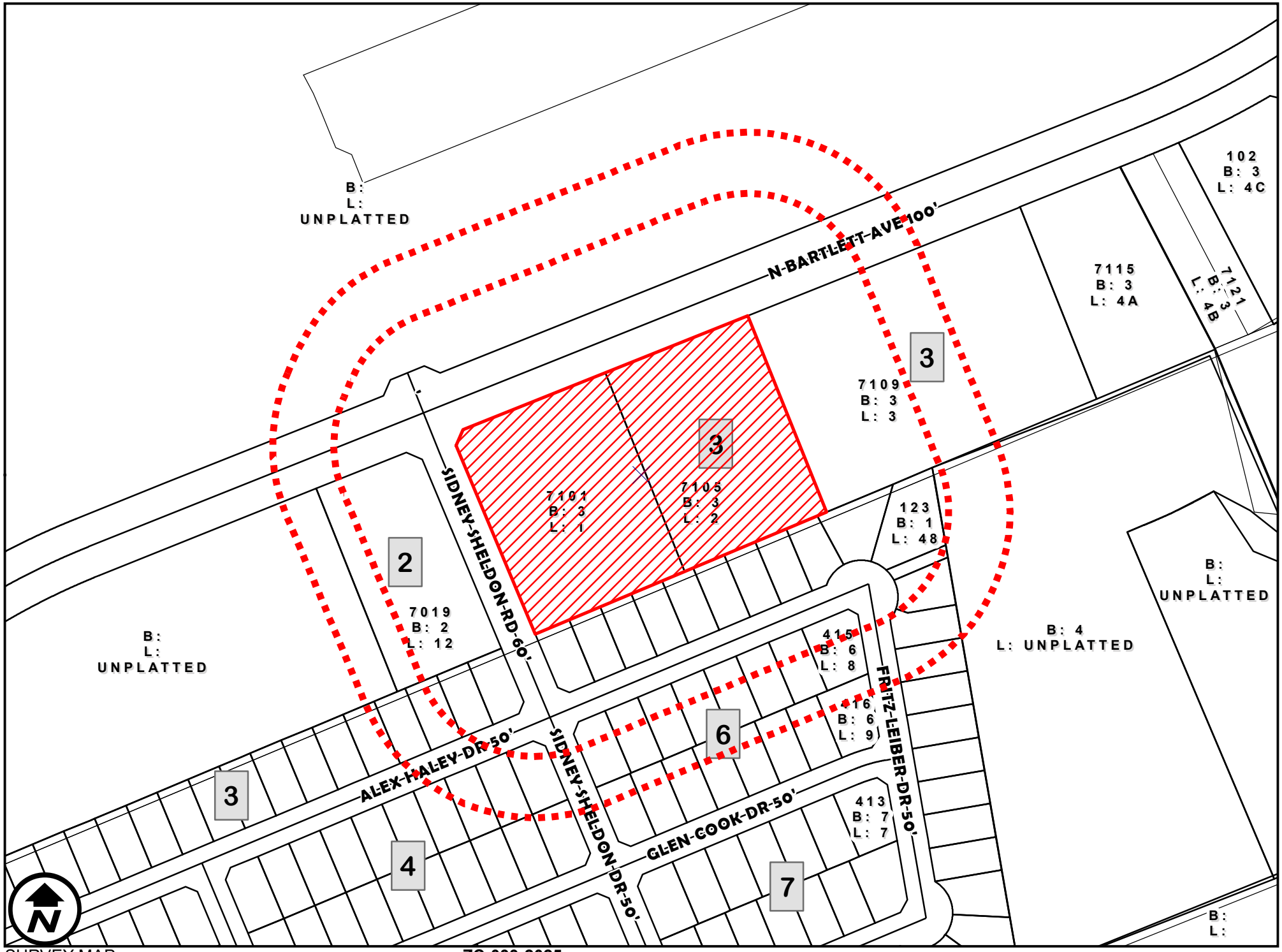


ZONING MAP

1 inch = 200 feet

ZC-033-2025
COUNCIL DISTRICT 5
7101 AND 7105 NORTH BARTLETT AVENUE

APPLICATION F
B-3 (COMMUNITY BUSINESS DISTRICT) TO
C.U.P FOR HOSPITAL

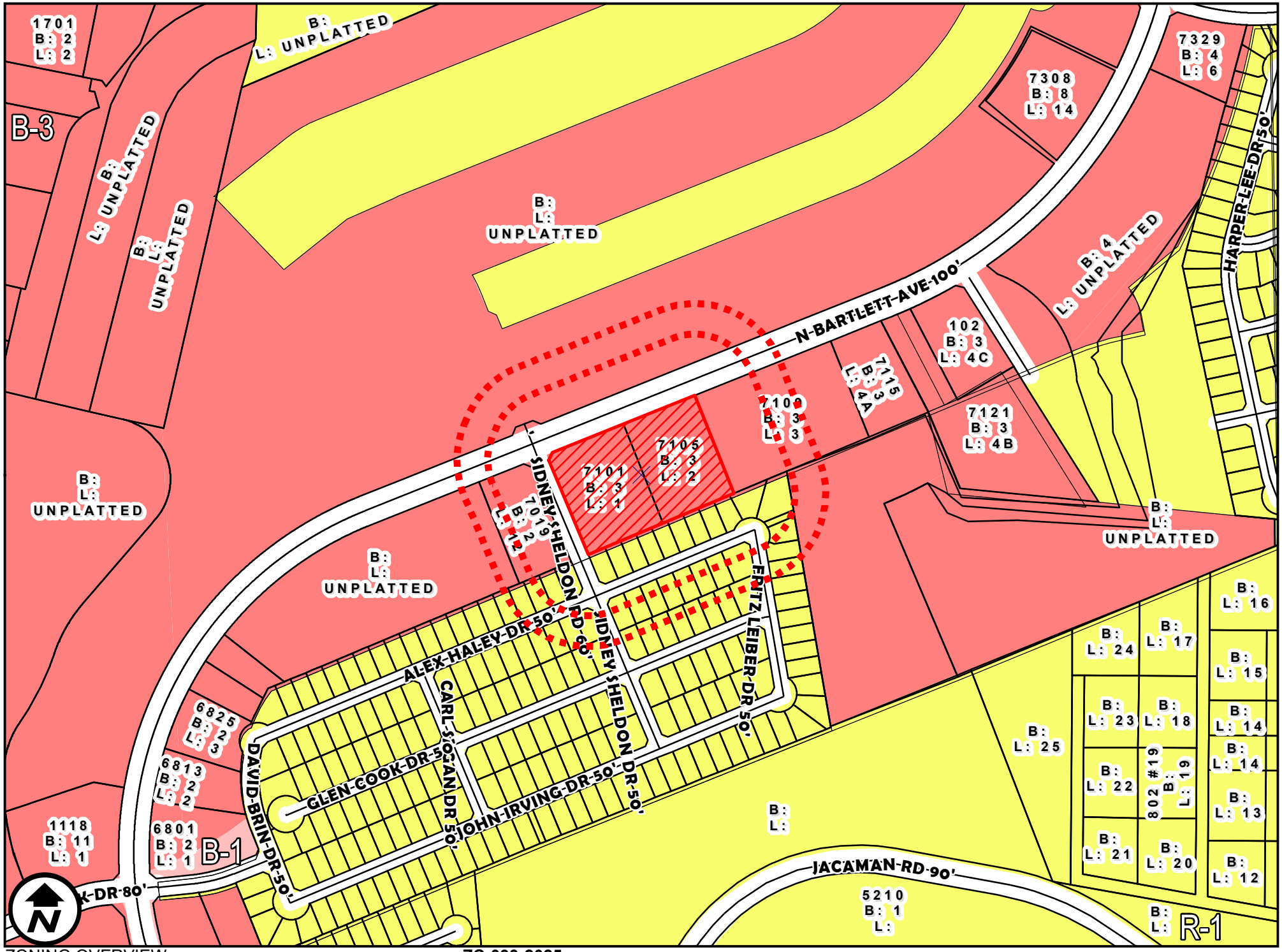


SURVEY MAP

1 inch = 200 feet

ZC-033-2025
COUNCIL DISTRICT 5
7101 AND 7105 NORTH BARTLETT AVENUE

APPLICATION F
B-3 (COMMUNITY BUSINESS DISTRICT) TO
C.U.P FOR HOSPITAL

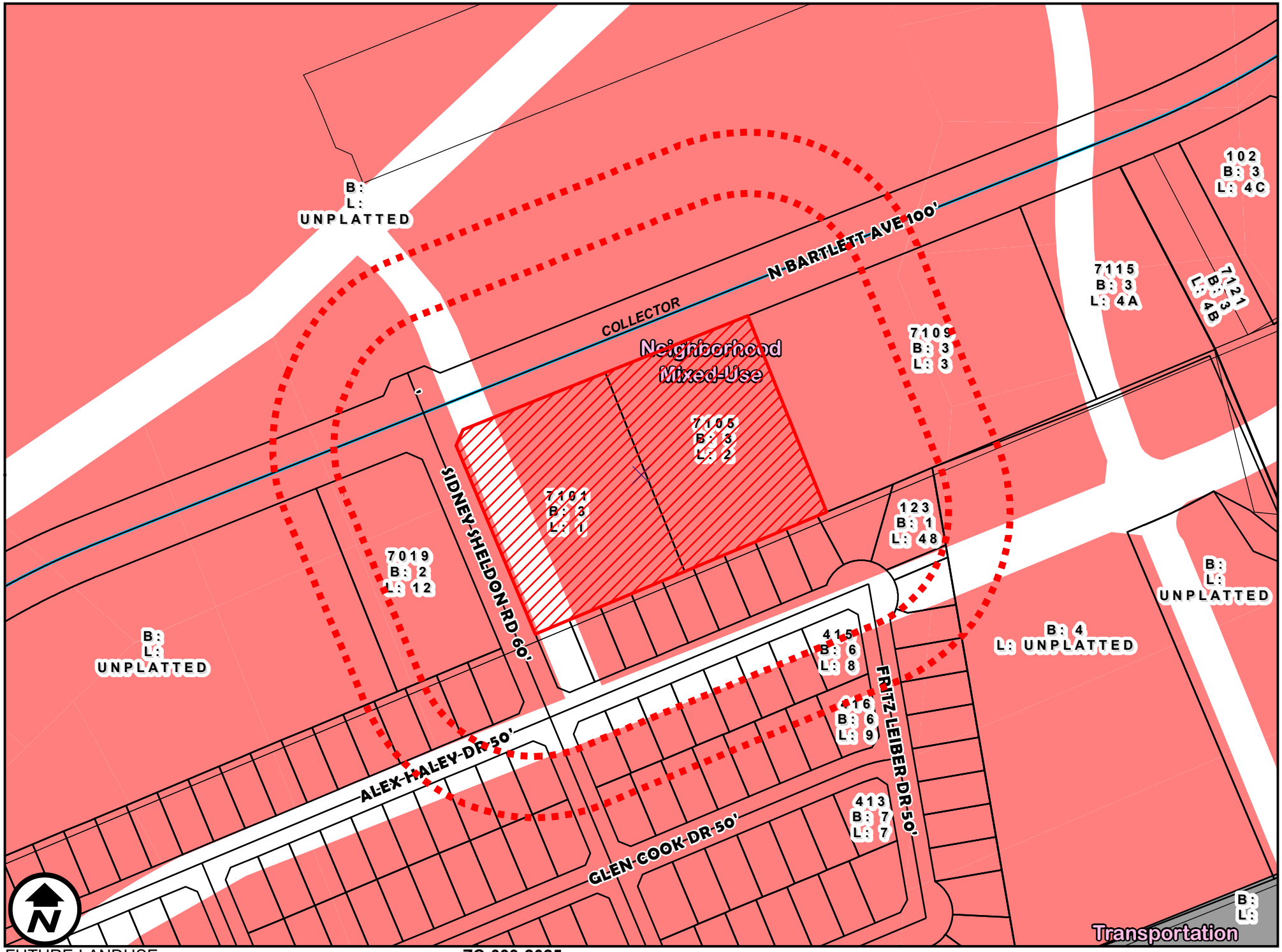


ZONING OVERVIEW

1 inch = 400 feet

ZC-033-2025
COUNCIL DISTRICT 5
7101 AND 7105 NORTH BARTLETT AVENUE

APPLICATION F
B-3 (COMMUNITY BUSINESS DISTRICT) TO
C.U.P FOR HOSPITAL

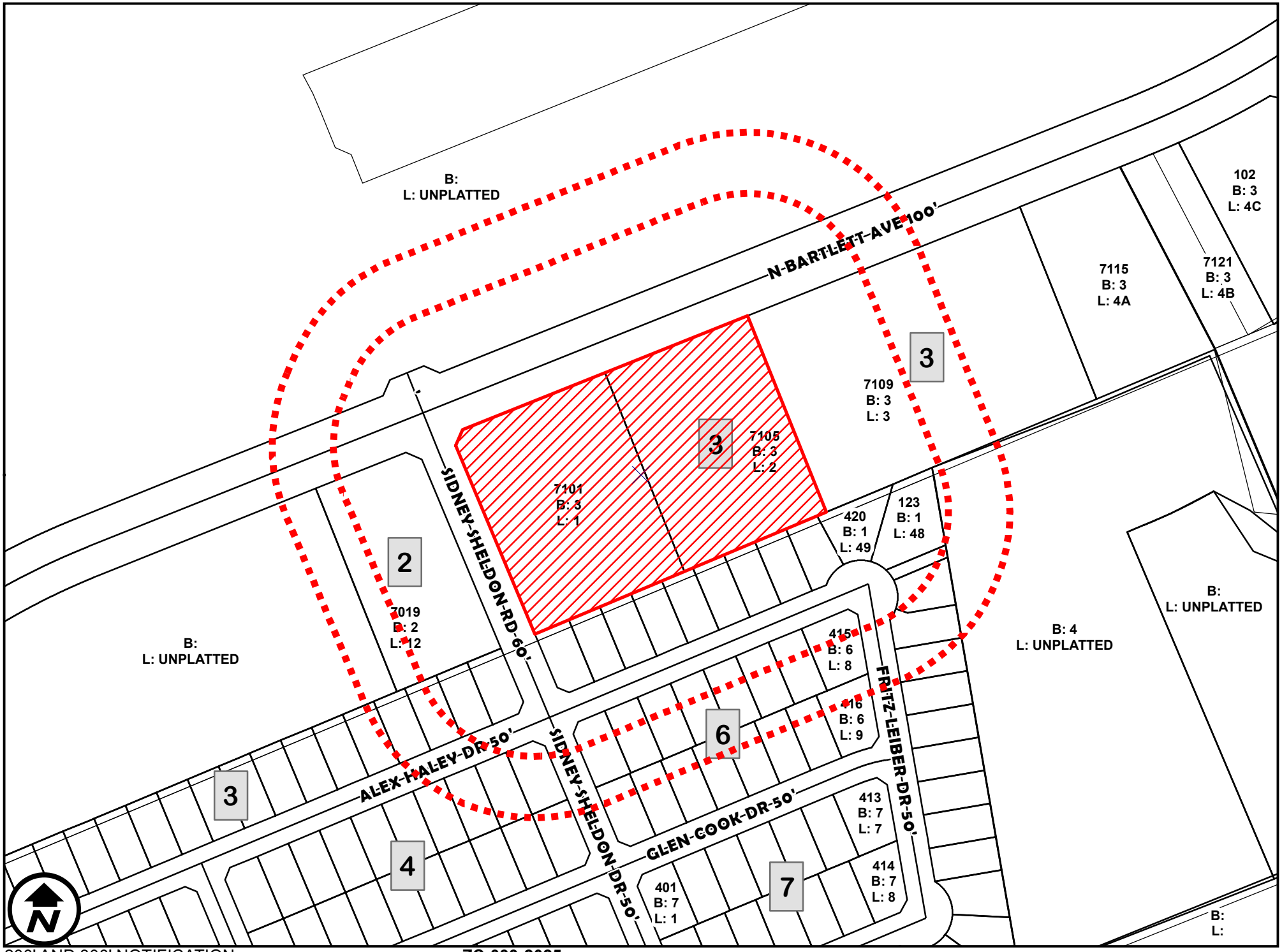


FUTURE LANDUSE

1 inch = 200 feet

ZC-033-2025
COUNCIL DISTRICT 5
7101 AND 7105 NORTH BARTLETT AVENUE

APPLICATION F
B-3 (COMMUNITY BUSINESS DISTRICT) TO
C.U.P FOR HOSPITAL



200' AND 300' NOTIFICATION

1 inch = 200 feet

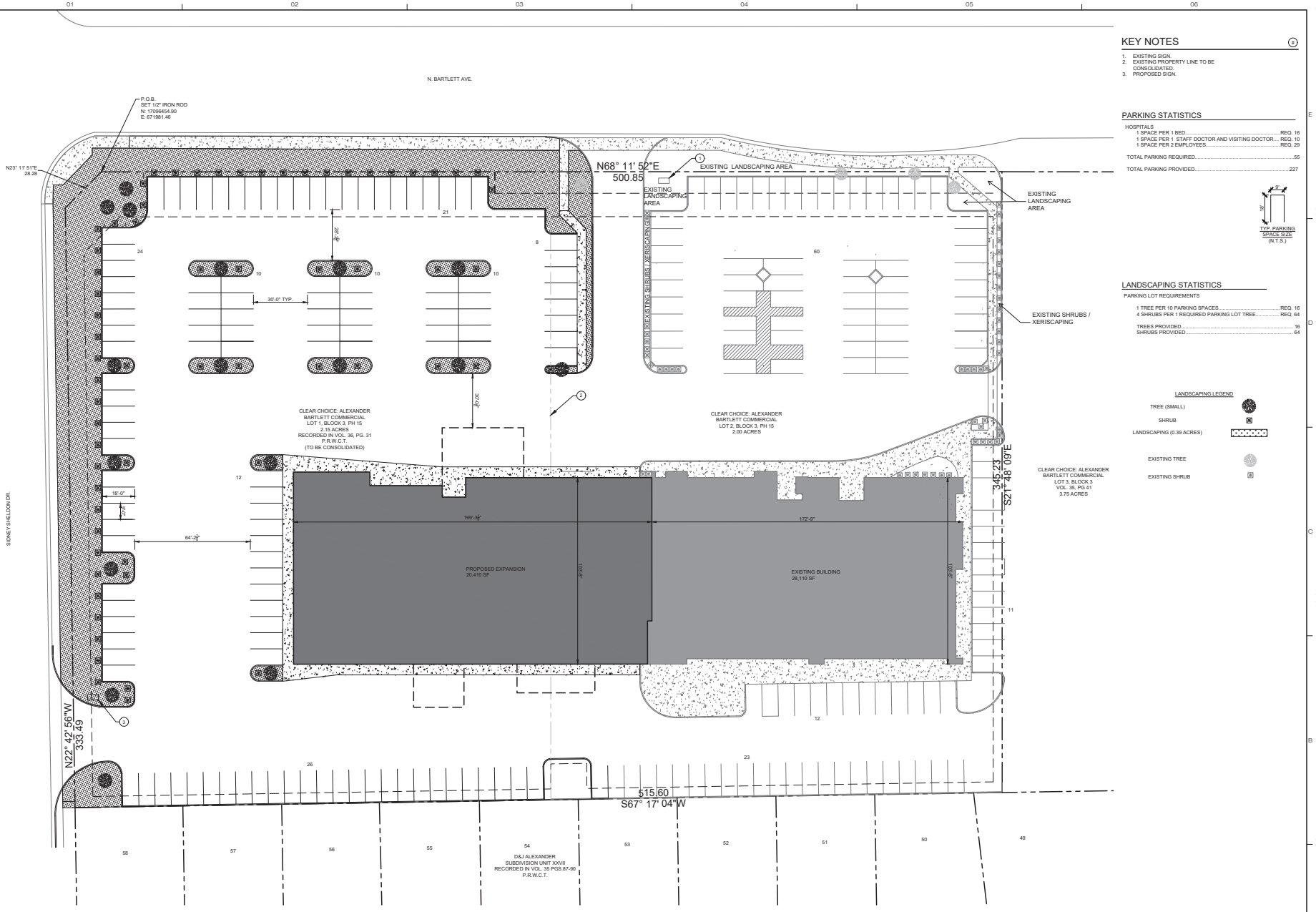
ZC-033-2025
COUNCIL DISTRICT 5
7101 AND 7105 NORTH BARTLETT AVENUE

APPLICATION F
B-3 (COMMUNITY BUSINESS DISTRICT) TO
C.U.P FOR HOSPITAL

NARRATIVE DESCRIPTION
FOR CONDITIONAL USE PERMIT
CLEAR CHOICE ER, LLC

This project will expand on the existing Clear Choice Emergency Room with a Micro Hospital that will add the following: 3 in-patient hospital beds, 3 operating suites, pre-op and post-op rooms to support the operating suites, a laboratory, additional medical office suites, increased waiting areas, and a dietary services area designed to support the in-patient needs. The existing Clear Choice ER has approximately 27-30 full-time employees. The proposed expansion is expected to add an additional 35 full-time employees for a total of approximately 62-65 full-time employees. The existing emergency room operates 24 hours a day, seven days a week. The proposed expansion will also operate 24 hours a day, seven days a week. The existing Clear Choice ER consists of 105 parking spaces and the expansion will add 152 parking spaces for a total of 257 parking spaces.

EXHIBIT A



1 C100 SITE PLAN
SCALE: 1" = 20'

KEY NOTES

1. EXISTING SIGN.
2. EXISTING PROPERTY LINE TO BE CONSOLIDATED.
3. PROPOSED SIGN.

PARKING STATISTICS

HOSPITALS
1 SPACE PER 1 BED ..... REQ. 16
1 SPACE PER 1 STAFF DOCTOR AND VISITING DOCTOR ..... REQ. 10
1 SPACE PER 2 EMPLOYEES ..... REQ. 29

TOTAL PARKING REQUIRED 55

TOTAL PARKING PROVIDED 227

9'
18'
TYP. PARKING SPACE SIZE (N.T.S.)

LANDSCAPING STATISTICS

PARKING LOT REQUIREMENTS

1 TREE PER 10 PARKING SPACES ..... REQ. 16
4 SHRUBS PER 1 REQUIRED PARKING LOT TREE ..... REQ. 64

TREES PROVIDED 16
SHRUBS PROVIDED 64

LANDSCAPING LEGEND
TREE (SMALL)
SHRUB
LANDSCAPING (0.39 ACRES)
EXISTING TREE
EXISTING SHRUB

GRAPHIC SCALE: 1"=20'

FULL SCALE DRAWING SHEET SIZE: 30"x42" ARCH E1

FIELD VERIFY ALL EXISTING CONDITIONS

DO NOT SCALE DRAWINGS

PRELIMINARY

CLEAR CHOICE HEALTH SYSTEM
7105 BARTLETT AVE. LAREDO, TX
WEBB COUNTY
HOSPITAL ADDITION

DENHAM BLYTHE
Nashville TN
615.665.2244
Greenville SC
864.467.0900
Lexington KY
859.255.7405
Louisville KY
502.417.1100

NO	DATE	ISSUED FOR
1	03.11.25	PERMITS
2	03.19.25	PERMITS
3	04.11.25	PERMITS
4	04.25.25	PERMITS
5	05.02.25	PERMITS
6	05.16.25	PERMITS
7	05.23.25	PERMITS
8	06.06.25	PERMITS

PROJECT MGR JD
DESIGNER AR
APPROVER PG
ORIGINAL DATE 03.11.25
JOB NUMBER 24-0649

SITE PLAN
C100


ZC-033-2025
ATTENTION
PROPOSED
CONDITIONAL USE PERMIT
(Hospital)
FOR INFORMATION CALL
CITY PLANNING DEPARTMENT
794-1613
Cigarroa
CLINIC
EMERGENCY
CIGARROA SURGICAL CENTER

ORDINANCE NO. 2025-O-101

AMENDING THE ZONING ORDINANCE MAP OF THE CITY OF LAREDO BY AUTHORIZING THE ISSUANCE OF CONDITIONAL USE PERMIT FOR A HOSPITAL ON LOT 1, BLOCK 3, CLEAR CHOICE 2: ALEXANDER BARTLETT COMMERCIAL, PHASE 15, AND LOT 2, BLOCK 3, CLEAR CHOICE: ALEXANDER BARTLETT COMMERCIAL, PHASE 15, LOCATED AT 7101 AND 7105 NORTH BARTLETT AVENUE.; PROVIDING FOR PUBLICATION AND EFFECTIVE DATE,

WHEREAS, a request has been received for the issuance of a conditional use permit for a hospital on Lot 1, Block 3, Clear Choice 2: Alexander Bartlett Commercial, Phase 15, and Lot 2, Block 3, Clear Choice: Alexander Bartlett Commercial, Phase 15, located at 7101 and 7105 North Bartlett Avenue.; and,

WHEREAS, the required written notices were sent to surrounding property owners at least ten (10) days before the public hearing held before the Planning and Zoning Commission on April 17, 2025; and,

WHEREAS, the Planning and Zoning Commission, after a public hearing, has recommended **approval** of the issuance of the Conditional Use Permit; and,

WHEREAS, notice of the Conditional Use Permit request was advertised in the newspaper at least fifteen (15) days prior to the public hearing held before the City of Laredo City Council on this matter; and,

WHEREAS, the City Council has held a public hearing on May 19, 2025, on the request and finds the Conditional Use Permit appropriate and consistent with the General Plan of the City of Laredo; and,

WHEREAS, the City Council does not consider the impact, if any, of private covenants and deed restrictions on the subject property with the adoption of this ordinance; and,

NOW, THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LAREDO THAT:

Section 1: The Zoning Map of the City of Laredo be and is hereby amended by authorizing the issuance of a conditional use permit for a hospital on Lot 1, Block 3, Clear Choice 2: Alexander Bartlett Commercial, Phase 15, and Lot 2, Block 3, Clear Choice: Alexander Bartlett Commercial, Phase 15, located at 7101 and 7105 North Bartlett Avenue.

Section 2: The Conditional Use Permit is further restricted to the following provision herewith adopted by the City Council:

1. The Conditional Use Permit is restricted to the site plan, "Exhibit A", which is made part hereof for all purposes.
2. The hours of operation shall be limited to, Sunday – Saturday, 24 hours a day, seven (7) days a week.
3. Lighting of property shall be screened to avoid adverse impact on adjacent residential neighborhoods.
4. Landscaping shall be provided and maintained for the complete duration in accordance with the City of Laredo Land Development Code.
5. The owner shall provide an opaque fence or wall of not less than 7 (seven) feet in height along any side or rear property lines which abut or adjoin property containing a residential use or residential zoning district. Apartment complexes, residential condominiums or residential townhomes shall be similarly screened irrespective of which zoning district they occur in.
6. The establishment must make provisions to keep litter to a minimum, and to keep it from blowing onto adjacent streets and properties.
7. Signage shall be consistent with the City's Sign Ordinance.
8. Off-street parking shall be provided in accordance with the City of Laredo Land Development Code.
9. The proposed use shall not exceed the "Occupant Load" as set forth in the Certificate of Occupancy with Occupant Load issued to the CUP business holder.
10. The proposed use shall, during all hours of operation, maintain, free from obstruction or impediment to full instant use in the case of fire or other emergency, all exit accesses, exits or exit discharges.
11. The proposed use shall undergo an annual Fire Inspection.
12. All permits, licenses, certifications and inspections required by the codes and ordinances of the City of Laredo shall be kept up to date and current including but not limited to: a. Food Manager License (annual), b. Food Handler's Permit (annual), c. Certificate of Occupancy with Occupant Load. Occupant Load being the approved capacity of a building or portion thereof.
13. Owner shall comply with Building, Health, Safety, Fire, Environmental, and all applicable codes and regulations as required.
14. The establishment shall be kept in a sanitary condition.
15. The establishment shall follow proper protocols in handling and disposing of hazardous and medical waste.
16. Smoking is prohibited as per the Code of Ordinances Section 15-1: Smoking In hospitals.
17. In areas where smoking is prohibited, signs shall be posted with “No Smoking” by the appropriate hospital institution authorities as per the Code of Ordinance, Section 15.1(f).

18. The proposed use shall follow all healthcare standards as identified by Occupational Safety and Health Administration (OSHA).
19. The proposed use shall not cause undue traffic congestion, dangerous traffic conditions or incompatible service delivery, parking or loading problems.
20. The operating characteristics of the use shall not create a nuisance and the impacts of the use on surrounding properties shall be minimized with respect to noise, odors, vibrations, glare, and any other similar conditions.
21. The proposed use shall not cause significant deterioration to water resources, wetlands, wildlife habitat, scenic characteristics, or other natural features.
22. The proposed use satisfies any applicable goals and policies of the Comprehensive Plan
23. The approval of the conditional use permit does not guarantee the issuance of the building permit.
24. The use authorized by the conditional use permit is required to abide by all relevant municipal codes.

Section 3: This ordinance shall be published in a manner provided by Section 2.09(D) of the Charter of the City of Laredo.

Section 4: This ordinance shall become effective as and from the date of publication specified in Section 3.

Section 5: The Conditional Use Permit authorized by this ordinance shall be revoked pursuant to the Laredo Land Development Code, section 24.94.10, entitled "Revocation," according to the criteria and procedures described therein and below:

1. Revocation

If it is determined based on inspection by the Planning Director or reasonable investigation by the City Manager, or his designee, that there exist reasonable grounds for revocation of a Conditional Use Permit, a public hearing shall be set before the Zoning Commission and the City Council.

A. Circumstances that warrant revocation of an approved conditional use permit include, but shall not be limited to, any of the following:

    1. Violation of any of the conditions of the conditional use permit if not corrected to the satisfaction of the City within 90 days of the owner having received written notice of the violation and the means necessary to correct it;
    2. A plea of guilty or no-contest to an offense that that occurs on the property for which the conditional use permit is granted involving any zoning ordinance or provision of the City's Land Development Code;
    3. The building, premise, or land uses under the conditional use permit is enlarged, modified, structurally altered, or otherwise significantly changed

without the approval of a separate conditional use permit for such enlargement, modification, structural alteration or change;

4. Violation of any provision of the site plan encompassing the property for which the conditional use permit was issue for, terms or conditions of a conditional use permit;
5. The conditional use permit was obtained by fraud or with deception.

B. Revocation process. The revocation process shall be conducted through a public hearing and recommendation by the Zoning Commission, followed by a public hearing and ordinance amendment consideration by the City Council. The City Council may revoke the conditional use permit, deny the revocation and allow the use to continue, or deny the revocation and amend the conditional use permit to attach conditions to assure that the terms, conditions and requirements of the conditional use permit be met.

C. Effect of revocation. Upon the effective date of the revocation, it shall be unlawful to undertake or perform any activity that was previously authorized by the conditional use permit. Any person, firm, or corporation, who violates, disobeys, omits, neglects or refuses to comply with or who resists the enforcement of any of the provisions of this ordinance shall be fined not more than Two Thousand Dollars ($2,000.00) for each offense. Each day that a violation exists shall constitute a separate offense.

PASSED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR ON THIS THE _____ DAY OF _____, 2025.

_____
DR. VICTOR D. TREVINO
MAYOR

ATTEST:

_____
MARIO MALDONADO, JR.
CITY SECRETARY

APPROVED AS TO FORM:

_____
DOANH "ZONE" T. NGUYEN
CITY ATTORNEY

ZC-033-2025

1. Level of Alignment

☐ Strong
☑ **Moderate** – Indirectly supports or contributes to the intent of a verbatim goal or policy.
☐ Weak/None

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2. Supporting Goal(s)/Policy(ies)

Policy 7.2.1 – *"Locate major healthcare providers, including hospitals, along major corridors and transit routes to be more accessible to a larger base of patients."*
Page 322
Source: *Viva Laredo City of Laredo Comprehensive Plan*

Relevance: This policy is directly referenced in the staff report. Bartlett Avenue is identified as a *collector* street—not a major corridor or transit route—suggesting a deviation from this policy's intent.

Goal 7.1 – *"All residents have access to a variety of health services that support their well-being."*
Page 321
Source: *Viva Laredo City of Laredo Comprehensive Plan*

Relevance: Expanding a medical facility to include a hospital in north Laredo may enhance access to emergency and specialized healthcare services, aligning with the broader intent to increase health service availability across the city.

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3. Summary of Alignment

The proposed conditional use permit to allow a hospital at 7101 and 7105 North Bartlett Avenue shows **moderate alignment** with the *Viva Laredo Comprehensive Plan*. It supports **Goal 7.1** by potentially improving healthcare access in the area. However, it does **not fully align with Policy 7.2.1**, which encourages locating hospitals on major corridors and transit routes. The location on a *collector* street—Bartlett Avenue—limits the reach and accessibility anticipated by this policy.

Broader intersections with planning themes include **public health (improved service availability)** and **equity (expanding care options)**; however, staff raise concerns about compatibility with nearby **residential uses**, **potential traffic impacts**, and **zoning**

appropriateness, which could undermine goals related to **neighborhood integrity and quality of life**.

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4. Additional Notes

All references to goals and policies are quoted directly from the *Viva Laredo City of Laredo Comprehensive Plan*. Staff correctly identified the partial misalignment with Policy 7.2.1. While the project may enhance health service availability, it deviates from the plan's locational strategy for hospitals, which tempers the overall level of support.

City of Laredo

City Council

Meeting Date: 6/2/2025 **Final Readings 17.**

SUBJECT
An Ordinance of the City of Laredo, Texas, amending the Zoning Ordinance (Map) of the City of Laredo by rezoning approximately 3.05 acre tract of land, as further described by metes and bounds in attached Exhibit A, located south of FM 1472 and east Iron Mine Road, from AG (Agricultural District) to M-1 (Light Manufacturing District).

ZC-034-2025
District VII

Council District: District 7 **Zone Case:** ZC-034-2025

Letters sent to property owners: 6

In Favor (within 200 radius): 0
Opposed (within 200 radius): 0

In Favor (outside 200 radius): 0
Opposed (outside 200 radius): 0

COMMISSION RECOMMENDATIONS - Approve
The Planning & Zoning Commission in a 6 to 0 vote recommended approval of the zone change.

STAFF RECOMMENDATION - Supports
Staff supports the application.

City Council-Regular Meeting

Date: 6/02/2025

Initiated By: Ramon Chavez, Assistant City Manager

Initiated By: Jose J. Gutierrez and Judith E. Gutierrez, Owner/Applicant; Peua Consulting, LLC., Representative

Staff Source: Vanessa Guerra, Planning Director

SUBJECT

2025-O-102 amending the Zoning Ordinance (Map) of the City of Laredo by rezoning approximately 3.05 acre tract of land, as further described by metes and bounds in attached Exhibit A, located south of FM 1472 and east Iron Mine Road, from AG (Agricultural District) to M-1 (Light Manufacturing District).

ZC-034-2025
District VII

PREVIOUS COUNCIL ACTION

On May 19, 2025, City Council made a motion to introduce the item.

BACKGROUND

Council District: VII - Cm. Vanessa Perez

Proposed use: The proposed use is industrial.

Site: The site is currently occupied by tractor trailers (Frontera Trayler LLC).

Surrounding land uses: To the north of the site is FM 1472 and vacant land. To the east of the site is vacant land. To the south of the site is vacant undeveloped land. To the west of the site is vacant land, Silence Lines (tractor trailers), Mystik Truck Lube, and Iron Mine Road.

Comprehensive Plan: The Future Land Use Map recognizes this area as Neighborhood Mixed Use.

https://www.cityoflaredo.com/LaredoPlanning/wp-content/uploads/2021/03/viva-laredo-city-of-laredo-comprehensive-plan.pdf#page=39

Transportation Plan: The Long Range Thoroughfare Plan identifies FM 1472 as an Expressway.
www.laredompo.org/wp-content/uploads/2021/05/2021-Future-Thoroughfare-Plan_2021.02.11.pdf

Letters sent to surrounding property owners: 6
Inside 200' Radius: **In Favor:** 0 **Opposed:** 0
Outside 200' Radius: **In Favor:** 0 **Opposed:** 0

COMMITTEE RECOMMENDATION

The Planning & Zoning Commission in a **6** to **0** vote recommended **approval** of the zone change.

STAFF RECOMMENDATION

Staff **supports** the proposed zone change for the following reasons:

1. The proposed site meets the minimum lot area requirement of 9,000 square feet for M-1 zone districts as per the Laredo Land Development Code, Section 24.77.1 Dimensional Standards. The property lot area is approximately 3.05 acres (1 acre = 43,560 feet).
2. The property predominately surrounded by M-1 zoning to the north, south, and west of the site.
3. The proposed use is compatible with the area since there are similar uses to the west of the site.

General Comments:

1. The approval of the zone change does not guarantee the issuance of the building permit, certificate of occupancy, or any other permit which may be required.
2. The use authorized by the zone change is required to abide by all relevant municipal codes.

Staff **supports** the application.

M-1. The purpose of the M-1 Light Manufacturing District is to encourage the development of manufacturing and wholesale business establishments which are clean, quiet, and free of hazardous or objectionable elements such as noise, odor, dust, smoke or glare. Research activities are encouraged. This district is further designed to act as a transitional use between heavy industrial uses and other less intense and residential uses. The purpose of the M-1 Light Manufacturing District is to encourage the development of manufacturing and wholesale business establishments which are clean, quiet, and free of hazardous or objectionable elements such as noise, odor, dust, smoke or glare. Research activities are encouraged. This district is further designed to act as a transitional use between heavy industrial uses and other less intense and residential uses.

Is this change contrary to the established land use pattern?
The area is predominately industrial uses.

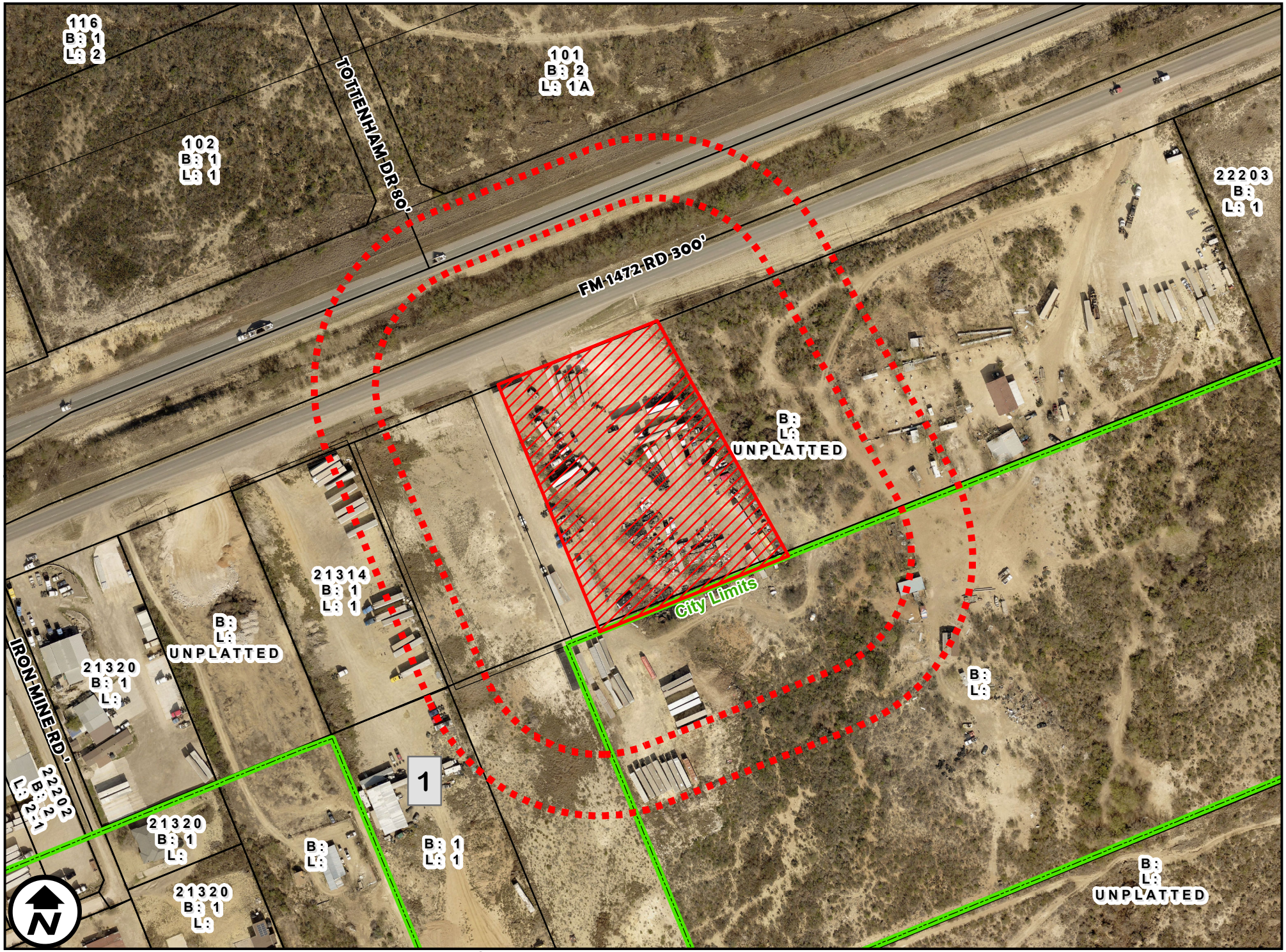
Would this change create an isolated zoning district unrelated to surrounding districts?
No.

Will change adversely influence living conditions in the neighborhood?
No. It is not anticipated to have a negative impact in the surrounding area or neighborhood.

Are there substantial reasons why the property cannot be used in accordance with existing zoning?
Yes. The existing AE does not allow for industrial uses intended by the applicant.

Attachments

Maps
Survey
Zone Change Signage
Final Ordinance

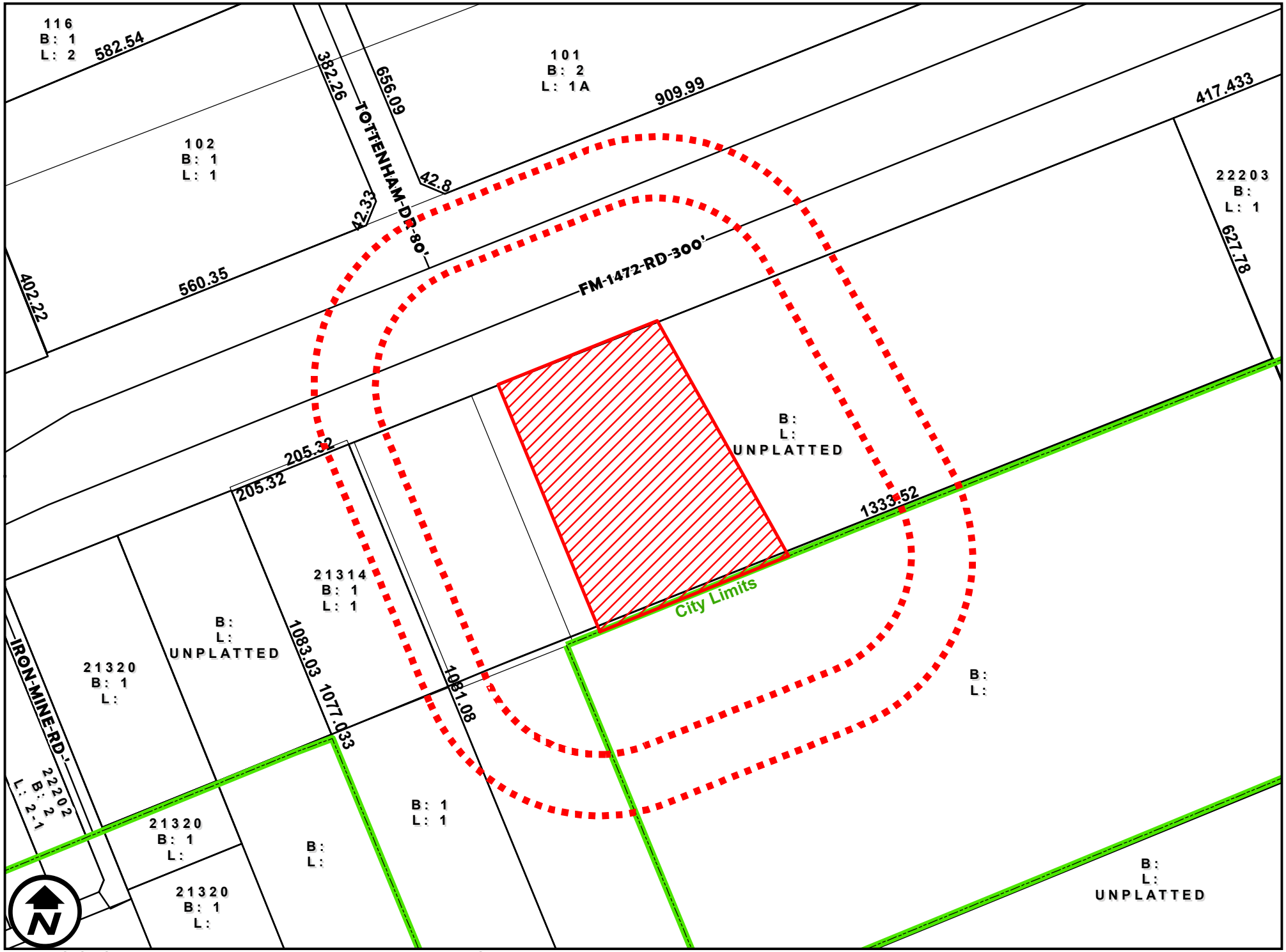


AERIAL MAP

1 inch = 200 feet

ZC-034-2025
COUNCIL DISTRICT 7
SOUTH OF FM 1472 AND EAST OF IRON MINE ROAD

APPLICATION F
AG (AGRICULTURAL DISTRICT) TO
M-1 (LIGHT MANUFACTURING DISTRICT)

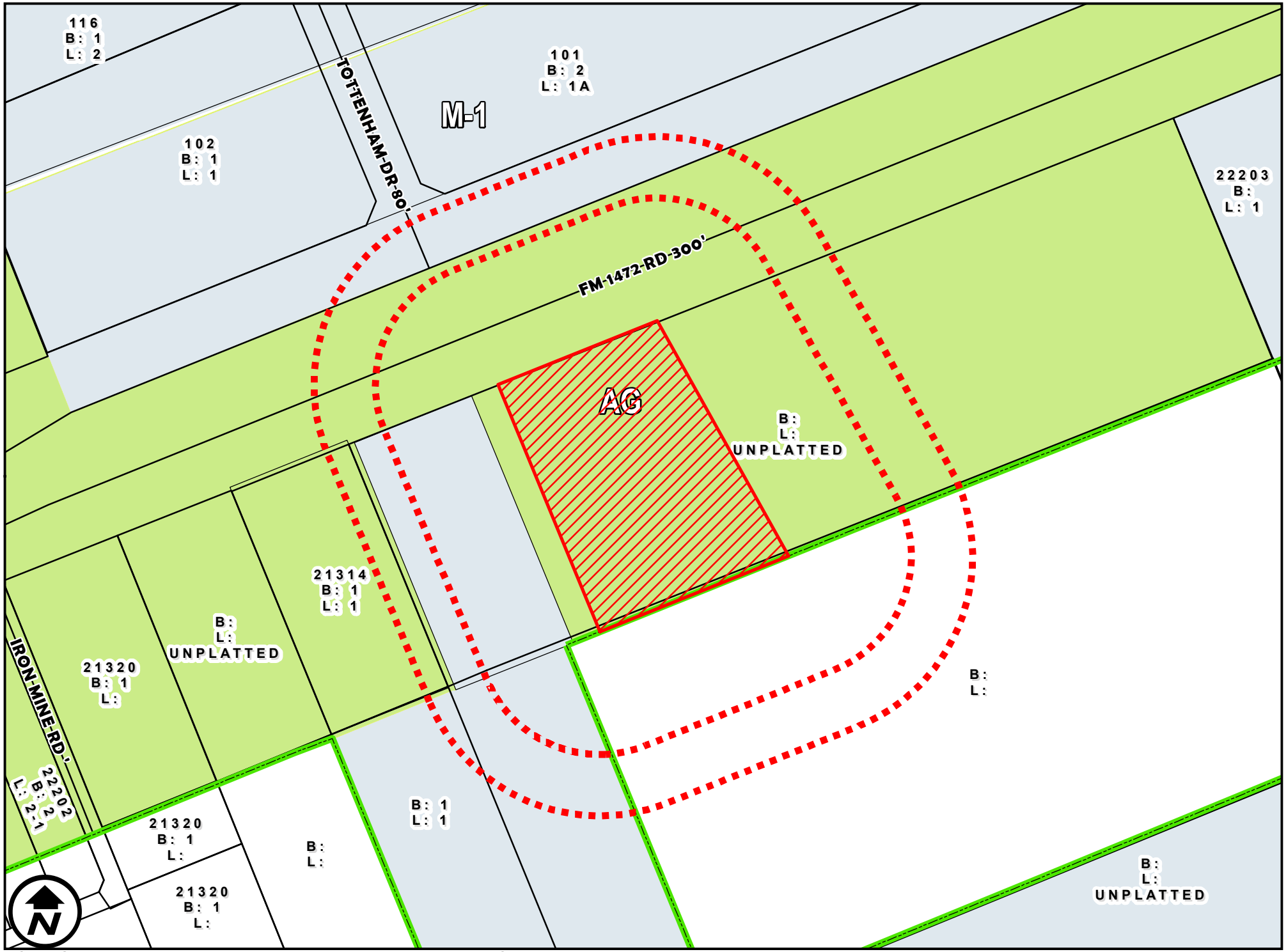


DIMENSIONS MAP

1 inch = 200 feet

ZC-034-2025
COUNCIL DISTRICT 7
SOUTH OF FM 1472 AND EAST OF IRON MINE ROAD

APPLICATION F
AG (AGRICULTURAL DISTRICT) TO
M-1 (LIGHT MANUFACTURING DISTRICT)

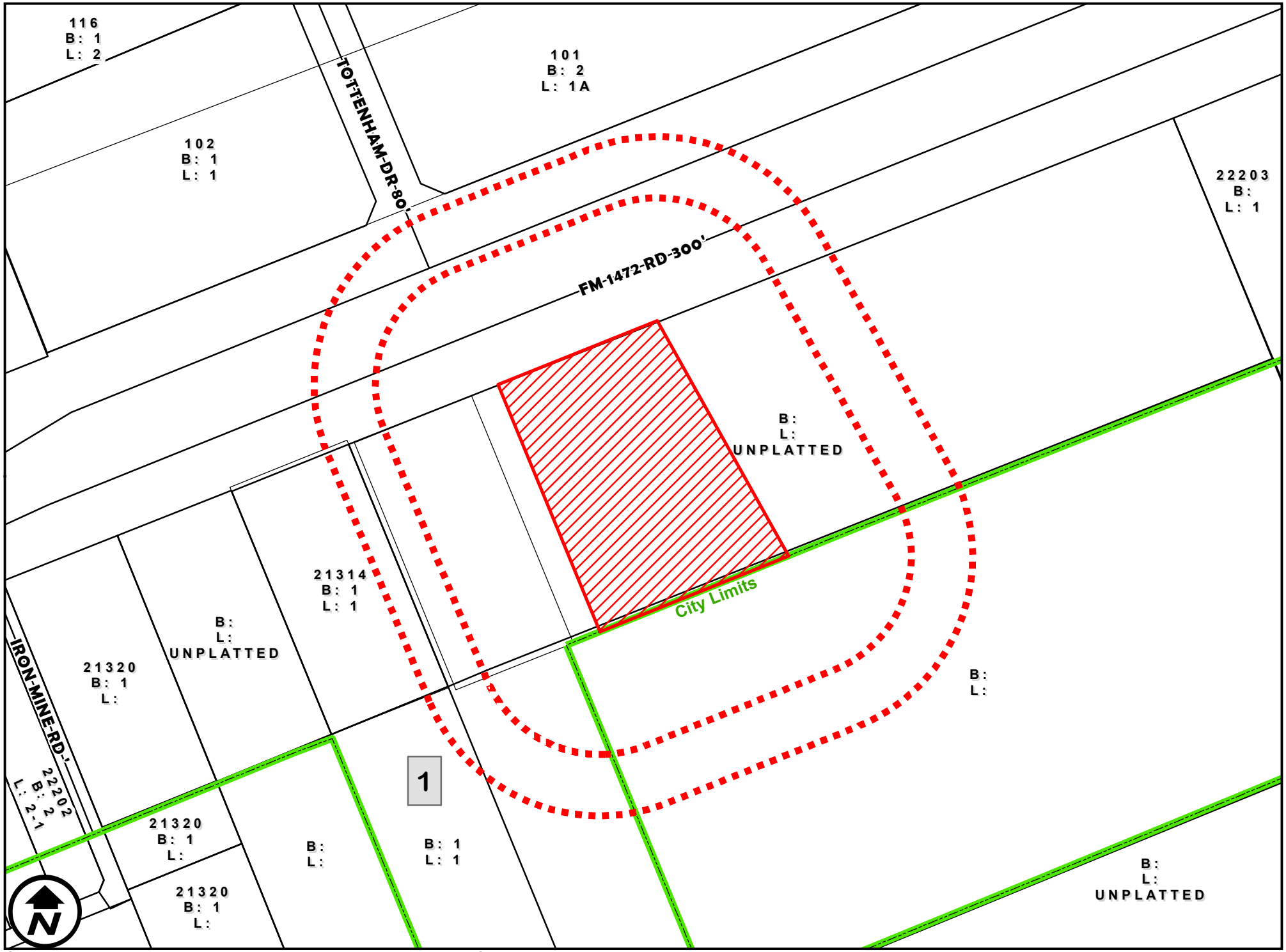


ZONING MAP

1 inch = 200 feet

ZC-034-2025
COUNCIL DISTRICT 7
SOUTH OF FM 1472 AND EAST OF IRON MINE ROAD

APPLICATION F
AG (AGRICULTURAL DISTRICT) TO
M-1 (LIGHT MANUFACTURING DISTRICT)



SURVEY MAP

1 inch = 200 feet

ZC-034-2025
COUNCIL DISTRICT 7
SOUTH OF FM 1472 AND EAST OF IRON MINE ROAD

APPLICATION F
AG (AGRICULTURAL DISTRICT) TO
M-1 (LIGHT MANUFACTURING DISTRICT)

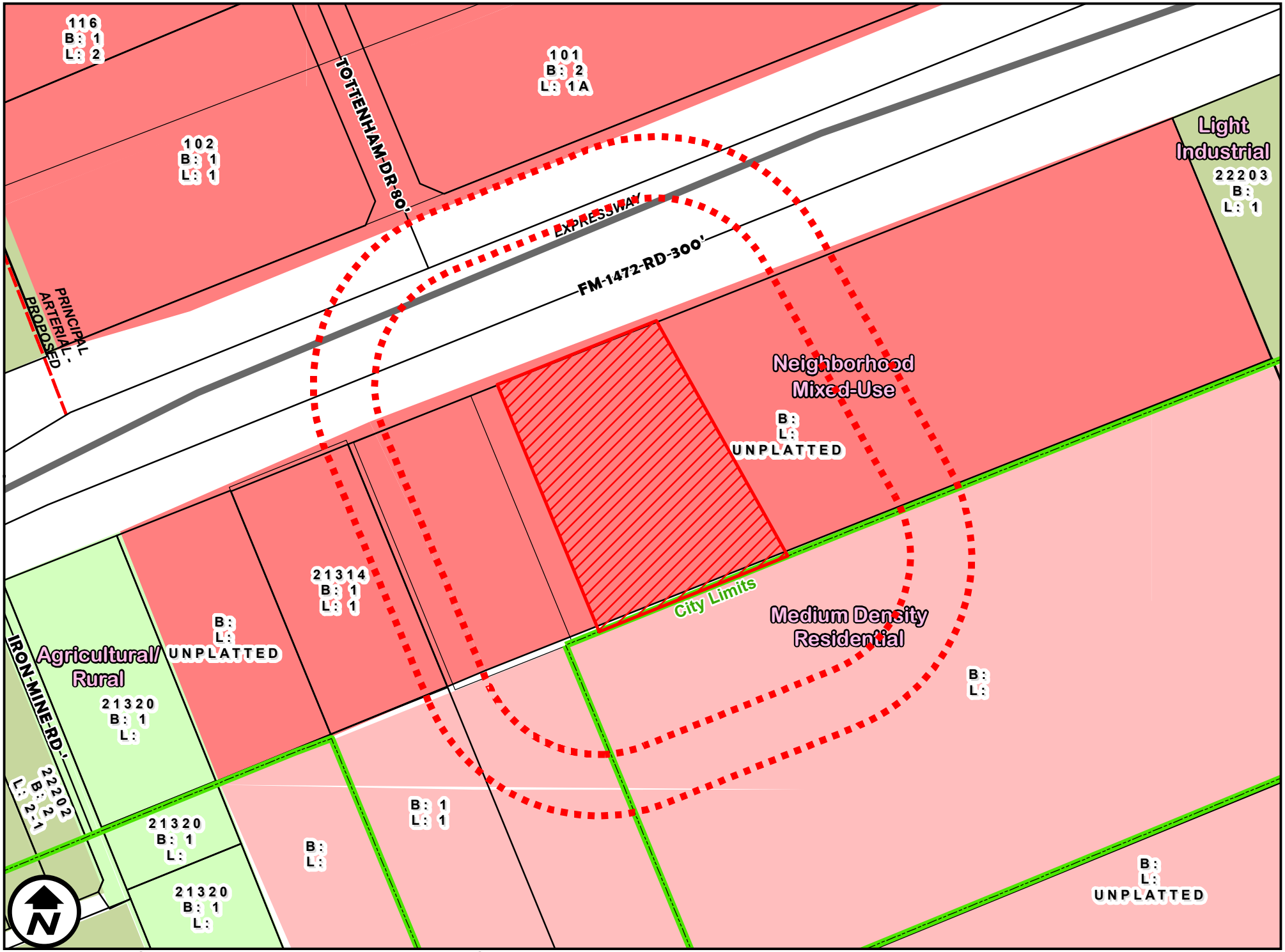


ZONING OVERVIEW

1 inch = 400 feet

ZC-034-2025
COUNCIL DISTRICT 7
SOUTH OF FM 1472 AND EAST OF IRON MINE ROAD

APPLICATION F
AG (AGRICULTURAL DISTRICT) TO
M-1 (LIGHT MANUFACTURING DISTRICT)

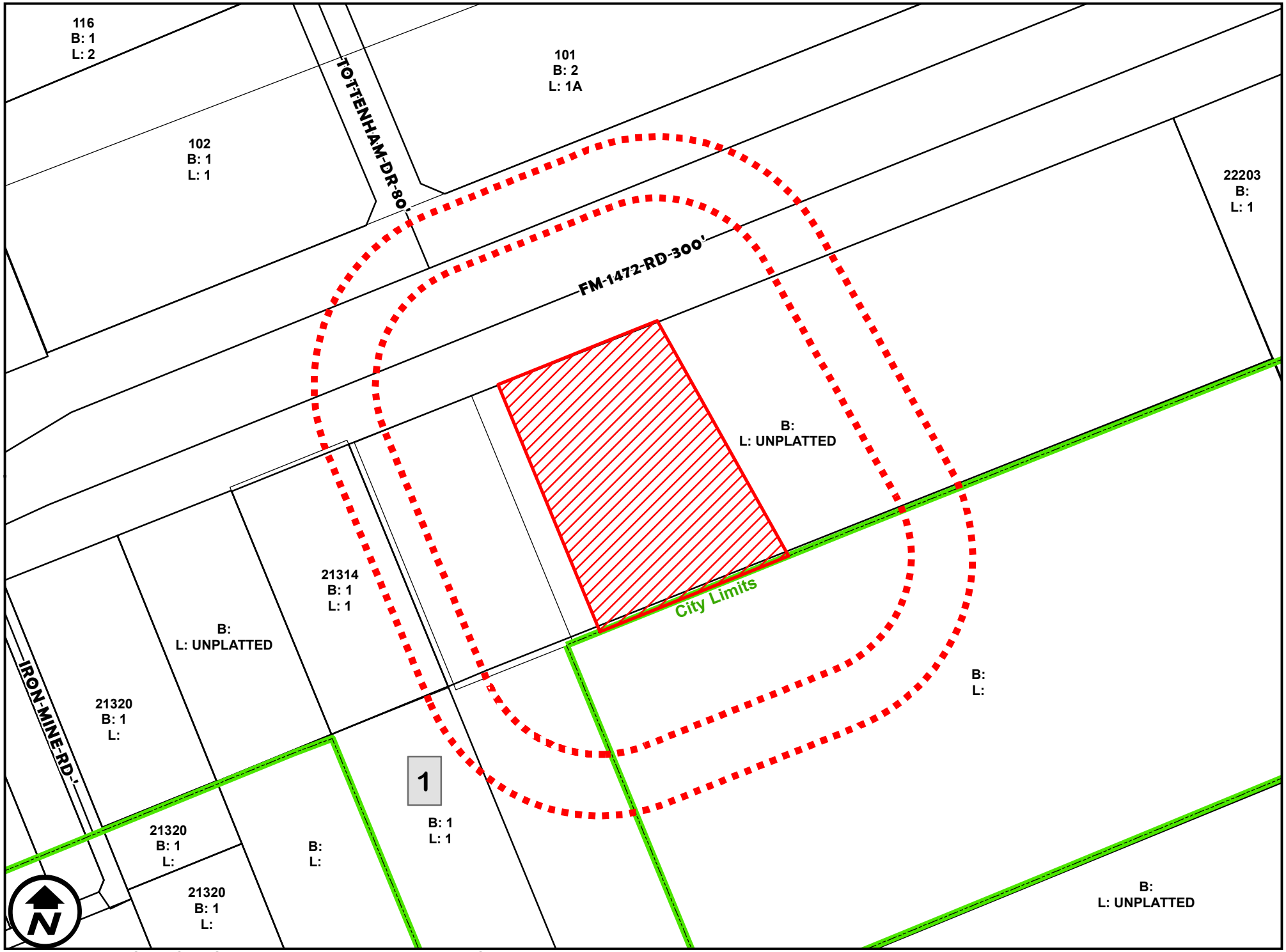


FUTURE LANDUSE

1 inch = 200 feet

ZC-034-2025
COUNCIL DISTRICT 7
SOUTH OF FM 1472 AND EAST OF IRON MINE ROAD

APPLICATION F
AG (AGRICULTURAL DISTRICT) TO
M-1 (LIGHT MANUFACTURING DISTRICT)



200' AND 300' NOTIFICATION

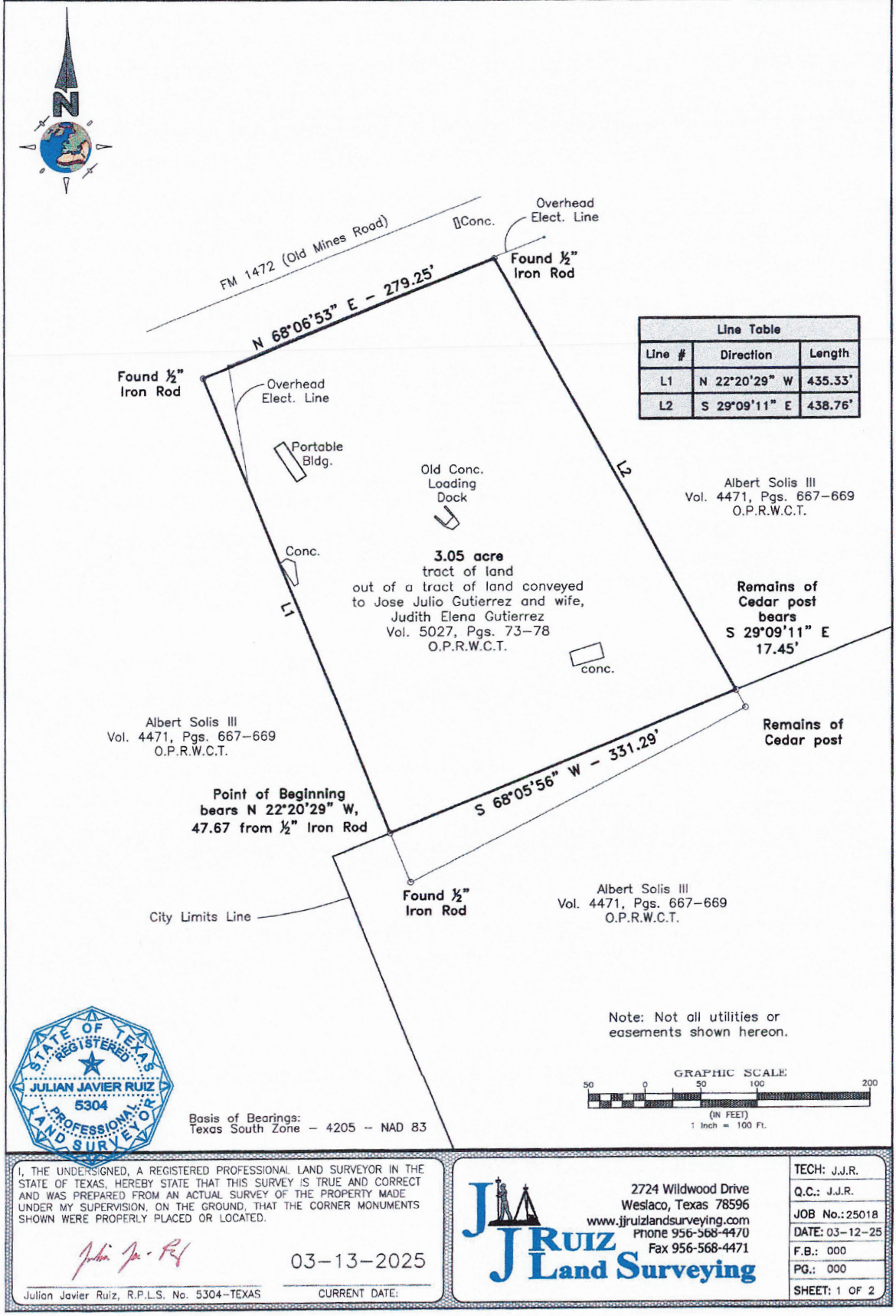
1 inch = 200 feet

ZC-034-2025
COUNCIL DISTRICT 7
SOUTH OF FM 1472 AND EAST OF IRON MINE ROAD

APPLICATION F
AG (AGRICULTURAL DISTRICT) TO
M-1 (LIGHT MANUFACTURING DISTRICT)

EXHIBIT A

Survey
of a **3.05 acre** tract of land, out of a 3.30 acre tract of land
conveyed to the Jose Julio Gutierrez and wife, Judith Elena Gutierrez
situated in Porcion 10, Tomas Sanchez, Abstract 280
Webb County, Texas



I, THE UNDERSIGNED, A REGISTERED PROFESSIONAL LAND SURVEYOR IN THE STATE OF TEXAS, HEREBY STATE THAT THIS SURVEY IS TRUE AND CORRECT AND WAS PREPARED FROM AN ACTUAL SURVEY OF THE PROPERTY MADE UNDER MY SUPERVISION, ON THE GROUND, THAT THE CORNER MONUMENTS SHOWN WERE PROPERLY PLACED OR LOCATED.

Julian Javier Ruiz, R.P.L.S. No. 5304-TEXAS

03-13-2025
CURRENT DATE:

J RUIZ Land Surveying
2724 Wildwood Drive
Weslaco, Texas 78596
www.jjruizlandsurveying.com
Phone 956-568-4470
Fax 956-568-4471

TECH: J.J.R.
Q.C.: J.J.R.
JOB No.: 25018
DATE: 03-12-25
F.B.: 000
PG.: 000
SHEET: 1 OF 2

J J Ruiz Land Surveying
2724 Wildwood Drive
Weslaco, Texas 78596
www.jjruizlandsurveying.com
Phone 956-568-4470
Fax 956-568-4471

Field Notes
for a 3.05 acre tract of land out of 3.30 acre tract of land
conveyed to Jose Julio Gutierrez and wife, Judith Elena Gutierrez
situated in Porcion 10, Tomas Sanchez, Abstract 280
Webb County, Texas

Being a 3.05 acre tract of land out of a 3.30 acre tract of land conveyed to Jose Julio Gutierrez and wife, Judith Elena Gutierrez, described in deed recorded in Volume 5027, Pages 73-78, Official Records, Webb County, Texas, situated in Porcion 10, Tomas Sanchez, Abstract 280, Webb County, Texas, and being more particularly described by metes and bounds as follows, to wit:

Beginning at a ***point*** at the City of Laredo city limits line at a northeasterly line of a tract of land conveyed to Albert Sosa III, described in deed recorded in Volume 4471, Pages 667-669, Official Records, Webb County, Texas, which bears North 22 degrees 20 minutes 29 seconds West, 47.67 feet from a ½" iron rod found at the most southerly corner of said Jose Julio Gutierrez tract, for the southwest corner hereof;

Thence, with an easterly line of said Sosa tract, ***North 22 degrees 20 minutes 29 seconds West, 435.33 feet*** to a ***½" iron rod*** found at the southeasterly Right of Way line of FM 1472 (Old Mines Road), for the northwest corner hereof;

Thence, with the southeasterly Right of Way line of said FM 1472, ***North 68 degrees 06 minutes 53 seconds East, 279.25 feet*** to a ***½" iron rod*** found at a westerly line of aforementioned Sosa tract, for the northeast corner hereof;

Thence, with a westerly line of said Sosa tract, ***South 29 degrees 09 minutes 11 seconds East, 438.76 feet*** to a point at the aforementioned City of Laredo city limits line from which the ***remains of a cedar post*** found at an interior corner of said Sosa tract bears South 29 degrees 09 minutes 11 seconds East,17.45 feet, for the southeast corner hereof;

Thence, with said City of Laredo city limits line, ***South 68 degrees 05 minutes 56 seconds West, 331.29 feet*** to the Point of Beginning and containing **3.05 acres** of land, more or less.

Basis of Bearings:
Texas South Zone – 4205 – NAD 83

State of Texas:
County of Webb:

I, **Julian Javier Ruiz**, a Registered Professional Land Surveyor, do hereby state that the above captioned "Field Notes" and attached "Plat of Survey" is true and was prepared from an actual survey of the property made under my supervision on the ground and that the corner monuments shown were properly placed or located under my supervision.

5304 — STATE OF TEXAS — REGISTERED PROFESSIONAL LAND SURVEYOR

R.P.L.S. No. 5304 – Texas — 03-13-25 **Current Date**


ZC-034-2025
ATTENTION
PROPOSED
ZONE CHANGE
FROM AG TO M-1
FOR INFORMATION CALL
CITY PLANNING DEPARTMENT
794-1613
FRONTERA TRAILER SALES, LLC
VENTA DE CAJAS SECAS
FINANCIAMOS
CELL (956) 462-8345 & (956) 857-2391
(956) 462-834
(956) 857-239
5006

ORDINANCE NO. 2025-O-102

AMENDING THE ZONING ORDINANCE (MAP) OF THE CITY OF LAREDO BY REZONING APPROXIMATELY 3.05 ACRE TRACT OF LAND, AS FURTHER DESCRIBED BY METES AND BOUNDS IN ATTACHED EXHIBIT A, LOCATED SOUTH OF FM 1472 AND EAST IRON MINE ROAD, FROM AG (AGRICULTURAL DISTRICT) TO M-1 (LIGHT MANUFACTURING DISTRICT); PROVIDING FOR PUBLICATION AND EFFECTIVE DATE,

WHEREAS, a zone change has been requested by the owner on approximately 3.05 acre tract of land, as further described by metes and bounds in attached Exhibit A, located south of FM 1472 and east Iron Mine Road, from AG (Agricultural District) to M-1 (Light Manufacturing District); and,

WHEREAS, the required written notices were sent to surrounding property owners at least ten (10) days before the public hearing held before the Planning and Zoning Commission on April 17, 2025; and,

WHEREAS, the Planning and Zoning Commission, after a public hearing, has recommended **approval** of the proposed zone change; and,

WHEREAS, notice of the zone change request was advertised in the newspaper at least fifteen (15) days prior to the public hearing held before the City of Laredo City Council on this matter; and,

WHEREAS, the City Council has held a public hearing on May 19, 2025 on the request and finds the zone change appropriate and consistent with the General Plan of the City of Laredo; and,

WHEREAS, the City Council does not consider the impact, if any, of private covenants and deed restrictions on the subject property with the adoption of this ordinance.

NOW, THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LAREDO THAT:

Section 1: The Zoning Map of the City of Laredo is hereby amended by approximately 3.05 acre tract of land, as further described by metes and bounds in attached Exhibit A, located south of FM 1472 and east Iron Mine Road, from AG (Agricultural District) to M-1 (Light Manufacturing District).

Section 2: This ordinance shall be published in a manner provided by Section 2.09 (D) of the Charter of the City of Laredo.

Section 3: This ordinance shall become effective as and from the date of publication specified in Section 2.

PASSED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR ON THIS THE _____ DAY OF _____, 2025.

_____
DR. VICTOR D. TREVINO
MAYOR

ATTEST:

_____
MARIO I. MALDONALDO, JR.
CITY SECRETARY

APPROVED AS TO FORM:

_____
DOANH "ZONE" T. NGUYEN
CITY ATTORNEY

ZC-034-2025

1. Level of Alignment

☐ Strong
☑ **Moderate** – Indirectly supports or contributes to the intent of a verbatim goal or policy.
☐ Weak/None

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2. Supporting Goal(s)/Policy(ies)

Goal 9.1 – *"Support and expand existing businesses while attracting new industry and employers to strengthen and diversify the local economy."*
Page 365
Source: *Viva Laredo City of Laredo Comprehensive Plan*

Relevance: Rezoning land to M-1 (Light Manufacturing District) supports this goal by enabling industrial operations that expand local employment and contribute to economic development.

Policy 9.1.1 – *"Support a diversified industrial base that includes logistics, manufacturing, and value-added processing and distribution."*
Page 366
Source: *Viva Laredo City of Laredo Comprehensive Plan*

Relevance: The site's use for tractor trailer operations and future industrial activity aligns with the policy of supporting logistics and light manufacturing activities in appropriately zoned areas.

Goal 1.1 – *"Encourage the efficient use of land and resources in Laredo through appropriate infill, redevelopment, and coordinated growth patterns."*
Page 45
Source: *Viva Laredo City of Laredo Comprehensive Plan*

Relevance: Although the Future Land Use Map designates the site as Neighborhood Mixed Use, the property's context—surrounded by M-1 zoning and existing industrial operations—makes the rezoning a logical and efficient adjustment aligned with actual land use trends.

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3. Summary of Alignment

The proposed zone change from AG (Agricultural District) to M-1 (Light Manufacturing District) reflects **moderate alignment** with the *Viva Laredo Comprehensive Plan*. The rezoning facilitates industrial development compatible with surrounding land uses and existing infrastructure, thereby advancing **Goal 9.1** and **Policy 9.1.1** regarding economic diversification and support for logistics and manufacturing sectors.

The rezoning also contributes to **Goal 1.1** by rationalizing land use in a manner consistent with the developed context, even if not precisely aligned with the Future Land Use Map designation of "Neighborhood Mixed Use."

The proposal intersects positively with broader themes such as **economic development**, **land use efficiency**, and **industrial logistics**, which are key strategic areas for Laredo's continued growth.

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4. Additional Requirements

All cited goals and policies are quoted directly from the *Viva Laredo City of Laredo Comprehensive Plan*. While the Future Land Use Map presents a general designation that may appear inconsistent, the site's industrial surroundings and strategic location near FM 1472 (an expressway) support the appropriateness of this rezoning in practice.

City of Laredo

City Council

Meeting Date: 6/2/2025 **Final Readings 18.**

SUBJECT
An Ordinance of the City of Laredo, Texas, amending Ordinance No. 2018-O-069 Chapter 31 (Utilities), Article III (Water) Section 31-115 to introduce detailed definitions, hazard classifications (e.g., health vs. non-health hazards), test and maintenance report submission fees, and technical requirements for backflow prevention assemblies. This ordinance also sets requirements for testing frequency by certified professionals, digital reporting, and specific rules for fire systems, mobile units, and irrigation-aligning with current Texas Commission on Environmental Quality (TCEQ) and University of Southern California (USC) standards.

PREVIOUS COUNCIL ACTION
On May 21, 2018, this ordinance was passed by City Council and approved by the Mayor.

BACKGROUND
Cross connection control programs are critical to safeguarding public health by preventing contaminated water from flowing backward into clean drinking water supplies through cross connections-unprotected links between potable and non-potable water systems. Without proper controls, pollutants such as chemicals, sewage, or industrial waste can enter municipal water systems, posing serious health risks, including outbreaks of waterborne diseases. The Texas Commission on Environmental Quality
(TCEQ) and the U.S. Environmental Protection Agency (EPA) mandate that water utilities implement and enforce rigorous cross connection control measures. These regulations ensure compliance with the Safe Drinking Water Act (SDWA), which sets national standards for water quality. Proper execution of these programs protects consumers, maintains regulatory compliance, and prevents costly system-wide contamination incidents that could disrupt water service and require extensive remediation.

COMMITTEE RECOMMENDATION
N/A

STAFF RECOMMENDATION
Amendment of Ordinance

Fiscal Impact

Fiscal Year:	N/A
Budgeted Y/N?:	N/A
Source of Funds:	N/A
Account #:	N/A

Change Order: Exceeds 25% Y/N: N/A

FINANCIAL IMPACT:
No Financial Impact

Figure: 30 TAC §290.47(f)

Appendix F: Assessment of Hazards and Selection of Assemblies

The following table lists many common hazards. It is not an all-inclusive list of the hazards which may be found connected to public water systems.

Premises Isolation: Description of Premises	Assessment of Hazard	Required Assembly
Aircraft and missile plants	Health	RPBA or AG
Animal feedlots	Health	RPBA or AG
Automotive plants	Health	RPBA or AG
Breweries	Health	RPBA or AG
Canneries, packing houses and rendering plants	Health	RPBA or AG
Commercial car wash facilities	Health	RPBA or AG
Commercial laundries	Health	RPBA or AG
Cold storage facilities	Health	RPBA or AG
Connection to sewer pipe	Health	RPBA or AG
Dairies	Health	RPBA or AG
Docks and dockside facilities	Health	RPBA or AG
Dye works	Health	RPBA or AG
Food and beverage processing plants	Health	RPBA or AG
Hospitals, morgues, mortuaries, medical clinics, dental clinics, veterinary clinics, autopsy facilities, sanitariums, and medical labs	Health	RPBA or AG
Metal manufacturing, cleaning, processing, and fabrication plants	Health	RPBA or AG
Microchip fabrication facilities	Health	RPBA or AG
Paper and paper products plants	Health	RPBA or AG
Petroleum processing or storage facilities	Health	RPBA or AG
Photo and film processing labs	Health	RPBA or AG
Plants using radioactive material	Health	RPBA or AG
Plating or chemical plants	Health	RPBA or AG
Pleasure-boat marinas	Health	RPBA or AG
Private/Individual/Unmonitored wells	Health	RPBA or AG
Rainwater harvesting system	Health	RPBA or AG

Reclaimed water systems	Health	RPBA or AG
Restricted, classified or other closed facilities	Health	RPBA or AG
Rubber plants	Health	RPBA or AG
Sewage lift stations	Health	RPBA or AG
Sewage treatment plants	Health	RPBA or AG
Slaughter houses	Health	RPBA or AG
Steam plants	Health	RPBA or AG
Tall buildings or elevation differences where the highest outlet is 80 feet or more above the meter	Nonhealth	DCVA

Internal Protection - Description of Cross-Connection	Assessment of Hazard	Required Assembly
Aspirators	Nonhealthâ€	AVB
Aspirator (medical)	Health	AVB or PVB
Autoclaves	Health	RPBA
Autopsy and mortuary equipment	Health	AVB or PVB
Bedpan washers	Health	AVB or PVB
Connection to industrial fluid systems	Health	RPBA
Connection to plating tanks	Health	RPBA
Connection to salt-water cooling systems	Health	RPBA
Connection to sewer pipe	Health	AG
Cooling towers with chemical additives	Health	AG
Cuspidors	Health	AVB or PVB
Degreasing equipment	Nonhealthâ€	DCVA
Domestic space-heating boiler	Nonhealthâ€	RPBA
Dye vats or machines	Health	RPBA
Fire-fighting system (toxic liquid foam concentrates)	Health	RPBA
Flexible shower heads	Nonhealthâ€	AVB or PVB
Heating equipment		
Â Â Commercial	Nonhealthâ€	RPBA
Â Â Domestic	Nonhealthâ€	DCVA
Hose bibs	Nonhealthâ€	AVB

Irrigation systems		
with chemical additives	Health	RPBA
without chemical additives	Nonhealthâ€	DCVA, AVB, or PVB
Kitchen equipment - Commercial	Nonhealthâ€	AVB
Lab bench equipment	Health or Nonhealthâ€	AVB or PVB
Ornamental fountains	Health	AVB or PVB
Swimming pools		
Â Â Private	Nonhealthâ€	PVB or AG
Â Â Public	Nonhealthâ€	RPBA or AG
Sewage pump	Health	AG
Sewage ejectors	Health	AG
Shampoo basins	Nonhealthâ€	AVB
Specimen tanks	Health	AVB or PVB
Steam generators	Nonhealthâ€	RPBA
Steam tables	Nonhealthâ€	AVB
Sterilizers	Health	RPBA
Tank vats or other vessels containing toxic substances	Health	RPBA
Trap primers	Health	AG
Vending machines	Nonhealthâ€	RPBA or PVB
Watering troughs	Health	AG or PVB

NOTE: AG = air gap; AVB = atmospheric vacuum breaker; DCVA = double check valve backflow prevention assembly; PVB = pressure vacuum breaker; RPBA = reduced-pressure principle backflow prevention assembly.

*AVBs and PVBs may be used to isolate health hazards under certain conditions, that is, back siphonage situations. Additional area of premises isolation may be required.

â€ Where a greater hazard exists (due to toxicity or other potential health impact) additional area protection with RPBAs is required.

ORDINANCE NO. 2025-O-103

AMENDING CITY OF LAREDO CODE OF ORDINANCES, CHAPTER 31, ARTICLE III, SECTION 31-115 TO INTRODUCE DETAILED DEFINITIONS, HAZARD CLASSIFICATIONS (E.G., HEALTH VS. NON-HEALTH HAZARDS), TEST AND MAINTENANCE REPORT SUBMISSION FEES, AND TECHNICAL REQUIREMENTS FOR BACKFLOW PREVENTION ASSEMBLIES. THIS ORDINANCE ALSO SETS REQUIREMENTS FOR TESTING FREQUENCY BY CERTIFIED PROFESSIONALS, DIGITAL REPORTING, AND SPECIFIC RULES FOR FIRE SYSTEMS, MOBILE UNITS, AND IRRIGATION SYSTEMS ALIGNING WITH CURRENT TEXAS COMMISSION ON ENVIRONMENTAL QUALITY (TCEQ) AND UNIVERISTY OF SOUTHERN CALIFORNIA (USC) STANDARDS. THESE CHANGES WILL GO INTO EFFECT ON JULY 18, 2025; PROVIDING FOR PUBLICATION, SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, the City of Laredo is committed to deterring the introduction of hazardous contaminants into the utilities system; and

WHEREAS, cross connections and backflow events present a significant risk of contamination and pollution to the City's water distribution system through the undesirable reversal of flow of water, mixtures, or substances; and

WHEREAS, the Texas Administrative Code, including but not limited to Title 30, Chapters 217, 290, and 344, mandates the establishment of backflow prevention and cross connection control programs to ensure the continued protection of public water systems; and

WHEREAS, the City recognizes the necessity of a comprehensive ordinance to define responsibilities, establish requirements, and set enforcement measures for all persons and premises connected to the City of Laredo Utilities System.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LAREDO, TEXAS:

The city of Laredo Code of Ordinances, Chapter 31, Utilities, Article III, Section 31-115 is hereby amended as follows:

Sec. 31-115. Cross connections control and back flow prevention.

Pursuant to Chapter 31, Article III, Division 1, of the Laredo Code of Ordinance, it is the responsibility of the City of Laredo to protect the Utilities System from pollution and contamination by instituting and enforcing a cross connection control program.

31.115.01 Purpose

The purpose of this Ordinance is to protect the water supply and distribution system of the City of Laredo from contamination and pollution due to any existing or potential cross connections and to comply with the Texas Administrative Code Title 30, Chapters 217, 290, and 344.

31.115.02 *Definitions.* For the purposes of this Ordinance, the following definitions shall apply unless the context clearly indicates or requires a different meaning. If a word or term used in this Ordinance is not contained in the following list, its definition, or other technical terms used, shall have the meanings or definitions listed in the most recent edition of the Manual of Cross Connection Control published by the Foundation for Cross Connection Control and Hydraulic Research, University of Southern California ("USC").

1) "APPROVED BACKFLOW PREVENTION ASSEMBLY" or "BACKFLOW ASSEMBLY" or "ASSEMBLY" means a testable assembly to counteract backpressure and/or prevent back- siphonage. This assembly must appear on the list of approved assemblies per Appendix A.

2) "AUXILIARY SUPPLY" means any water source or system other than the City of Laredo Utilities System

3) "BACKFLOW" the undesirable reversal of flow of water or mixtures of water and other liquids, gases, or other substances into the distribution pipes of the potable supply of water from any source or sources.

4) "CERTIFIED BACKFLOW ASSEMBLY TESTER" shall mean a person who has successfully completed and maintains all requirements as established by the State of Texas to be a backflow prevention assembly tester in the state.

5) "CERTIFIED CROSS CONNECTION CONTROL INSPECTOR" shall mean a person who has successfully completed and maintains all requirements as established by the State of Texas to be a Customer Service Inspector in the state.

6) "CITY" shall mean the City of Laredo.

7) "CONTAMINATION" means the entry into or presence in a public water supply system of any substance which may be deleterious to health and/or potability of the water.

8) "CROSS-CONNECTION" means any physical arrangement where a potable water supply is connected, directly or indirectly, with any other non-drinkable Utilities System or auxiliary system, sewer, drain conduit, swimming pool, storage reservoir, plumbing fixture, swamp coolers or any other device which contains, or may contain, contaminated water, sewage or other liquid of unknown or unsafe quality which may be capable of imparting contamination to the Utilities System as a result of backflow. Bypass arrangements, jumper connections, removable sections, swivel or changeover devices or other temporary or permanent devices through which or because of which backflow may occur, are considered to be cross-connections.

9) "DEGREE OF HAZARD" means the NON-HEALTH HAZARD or HEALTH HAZARD classification that shall be assigned to all actual or potential cross-connections.

10) "DOUBLE CHECK VALVE BACKFLOW PREVENTION ASSEMBLY", "DOUBLE CHECK ASSEMBLY", "DOUBLE CHECK" or "DCVA" means an assembly which consists of two (2) independently-

operating check valves which are spring-loaded or weighted. The assembly comes complete with a resilient seated shut-off valve on each side of the checks, as well as test cocks to test the checks for tightness.

11) “DOUBLE CHECK VALVE ASSEMBLY” or “DCDA” means an assembly which consists of two independently operating check valves which are spring-loaded or weighted. The assembly comes complete with a shut-off valve on each side of the checks, as well as test cocks to test the checks for tightness. It shall also be provided with a factory bypass arrangement with a meter and a minimum of an approved double check assembly. This is primarily used for fire line application.

12) “HEALTH HAZARD” means an actual or potential threat of contamination of a physical, chemical, or biological nature to the public potable Utilities System that would be a danger to health or has a high probability of causing such effects if introduced into the Utilities System.

13) “IN-PREMISES PROTECTION” means the appropriate backflow prevention within the consumer’s plumbing at or near the point at which the actual or potential cross connection exists.

14) “INSPECTOR” means a TCEQ-certified Cross-Connection Inspector, either employed by or contracted by the City of Laredo.

15) “MOBILE UNITS” shall mean units that are temporary in nature, connecting to the Utilities System through a legally-permitted hydrant, hose bibb, or other appurtenance of a permanent nature that is part of the City of Laredo Utilities System. Examples can include but are not limited to the following: water trucks, pesticide applicator vehicles, chemical mixing units or tanks, waste hauler’s trucks or units, sewer cleaning equipment, carpet or steam cleaning equipment other than homeowner use, or any other mobile equipment or vessel that poses a threat of backflow in the City of Laredo Utilities System. Uses that are excluded from this definition are recreational vehicles at assigned sites or parked in accordance with other City of Laredo policies pertaining to recreational vehicles and homeowner devices that are used by the property owner in accordance with other provisions of this, or other, City of Laredo policies pertaining to provision of water service to a premise.

16) "NON-HEALTH HAZARD" shall mean the classification assigned to an actual or potential cross connection that could allow a substance that may be aesthetically objectionable, but not hazardous to one’s health, to backflow into the potable water supply.

17) “PERSON(S)” shall mean a natural person (individual), corporation, company, city, partnership, firm, Limited Liability Company, Joint Venture Company, and other such entity.

18) "PREMISES" means any piece of property to which water service is provided, including, but not limited to, all improvements, mobile structures and other structures located upon it.

19) "PREMISES ISOLATION" means the appropriate backflow prevention at the service connection between the Utilities System and the premises. This location will be at or near the property line and downstream from the service connection meter.

20) "REDUCED PRESSURE PRINCIPLE BACKFLOW PREVENTION ASSEMBLY" or "REDUCED PRESSURE PRINCIPLE ASSEMBLY" or "RPBA" shall mean an assembly containing two independently-acting

approved check valves together with a hydraulically-operated, mechanically-independent pressure differential relief valve located between the check valves, and at the same time, below the first check valve. The assembly shall include properly located test cocks and two tightly closing shut-off valves.

21) "REDUCED PRESSURE DETECTOR ASSEMBLY" or "RPDA" shall mean an approved assembly consisting of two approved reduced pressure backflow assemblies, set in parallel, equipped with a meter on the bypass line to detect small amounts of water leakage or use. The assembly should include properly-located test cocks and two tightly closing shut off valves. This is primarily used for fire line application.

22) "RESIDENT" means a person or persons living within the area(s) served by the City of Laredo Utilities System.

23) "SOP Manual" shall mean the Utilities Department Standard Operating Procedures and Guidance Manual.

24) "SUPERVISOR" shall mean the Utilities Supervisor or his/her designee.

25) "TAC" shall mean Texas Administrative Code.

26) "TCEQ" shall mean Texas Commission on Environmental Quality

27) "THERMAL EXPANSION" means the pressure created by the expansion of heated water.

28) "UTILITIES SYSTEM" shall refer to the geographical area that receives drinking water from the City of Laredo water system, regardless of city limits. This also includes wells, treatment mechanisms or processes, pumping stations, reservoirs, supply trunk or feeder lines, service lines, meters and all other appurtenances, device lines and items necessary for the operation of the system and to supply potable water service to individual property or premises.

31.115.03 Application and Responsibilities

This Ordinance applies throughout the City of Laredo Utilities System and to every premises and property served by the City of Laredo Utilities System. It applies to all premises, regardless of date of connection to the City of Laredo Utilities System. Every owner, occupant, or person in control of any concerned premises is responsible for the terms and provisions contained in this Ordinance.

31.115.04 Cross Connections Regulated

a) No cross-connections shall be created, installed, used or maintained within the area(s) served by the City of Laredo Utilities System, except in accordance with this Ordinance.

b) The Cross-connection Inspector shall carry out or cause surveys to be carried out to determine if any actual or potential cross connection exists.

c) The owner of any given premises is responsible for all cross-connection control within the premises.

d) All premises listed in Figure 30 of 30 TAC 290.47(f) (see Appendix A), including hotels, motels, and colonias, must install either a Reduced Pressure Backflow Assembly at the service connection or have an air gap between the water supply line and the drain line.

e) It is the responsibility of the owner to purchase, install, test, repair, and maintain all backflow assemblies.

f) If there is a change in ownership of any and all property within the City's Utilities System, it shall be the responsibility of the new owner to determine that all assemblies are complying with this Ordinance.

31.115.05 Backflow Prevention Assembly Requirements

a) An Inspector employed by or under contract with the City of Laredo, shall determine the type of backflow assemblies to be installed to protect the City of Laredo Utilities System. All assemblies shall be installed at the service connection unless it is determined by the Inspector and approved by the Supervisor that in-premises protection would be adequate. An approved assembly shall be required in each of the following circumstances, but the Inspector is in no way limited to the following circumstances:

1) In the case of any premises where there is any material dangerous to health which is handled in such a fashion as to permit entry into potable Utilities System, the potable premises shall be protected by an approved air gap separation or an approved reduced pressure principle backflow prevention assembly.

2) When the nature and extent of any activity at a premise, or the materials used in connection with any activity at premises, or materials stored at a premise, could contaminate or pollute the utilities system.

3) When a premise has one (1) or more cross-connections.

4) When internal cross-connections are present that are not correctable.

5) When intricate plumbing arrangements are present making it impractical to ascertain whether cross-connections exist.

6) When the premises has a repeated history of cross-connections being established or re-established.

7) When entry to the premises is restricted so that inspections for cross-connections cannot be made with sufficient frequency to assure cross connections do not exist.

8) When materials are being used such that, if backflow should occur, a health hazard could contaminate the potable water supply.

9) A fire sprinkler system on the premises is connected to the City's utilities system.

10) Any and all used water return systems.

11) If an in-premises assembly has not been tested or repaired as required by this Ordinance, the installation of a reduced pressure principle assembly will be required at the service connection. Any expenses associated with the enforcement of this agreement will be billed to the customer.

12) There is piping or equipment for conveying liquids other than potable City of Laredo water and that piping or other equipment is under pressure and installed and operated in a manner that could cause or potentially cause a cross-connection.

13) When installation of an approved backflow prevention assembly is deemed by the Utilities Department to be necessary to accomplish the purpose of this Ordinance.

14) The use of any type of chemical spray attachment connected to the premises plumbing, including garden hose fertilizers and pesticide applicators, is not allowed within the City of Laredo Utilities System without proper protection from the potential of backflow occurring.

15) Wherever reclaimed water or separate irrigation water is used on premises.

16) On all multistory buildings or any building with a booster pump or elevated storage tank.

17) When there is a premise with an auxiliary water supply which is interconnected to the City of Laredo Water Service or supply system.

18) If an Inspector determines that additions or rearrangements have been made to the plumbing system of a premises without the proper permits as required by the Plumbing Code, premises containment may be required.

31.115.06 Residential Service Connections

(a) Any person who owns or controls any residential property which has been determined to have an actual or potential cross-connection shall eliminate the actual or potential cross-connection or have an approved backflow assembly installed in accordance with this ordinance.

(b) All external faucets and hose bibbs shall be protected by a hose bibb vacuum breaker regardless of location. No permit or inspection is required for installation of hose bibb vacuum breakers.

31.115.07 New Construction

(a) On all new non-residential construction, the Director has the authority to require an approved backflow assembly to be installed at the service connection. The type of the assembly will be commensurate with the degree of hazard as determined by the requirements of 30 Texas Administrative Code 290.47(f) – (See Appendix A).

(b) When a building is constructed on commercial premises, and the end use of the building is not determined or could change, a reduced pressure principle backflow prevention assembly shall be installed at the service connection to provide protection of the public water supply in the event of the most hazardous use of the building. The use of a backflow prevention assembly at the service connection shall be considered as additional backflow protection and shall not negate the use of backflow protection on internal hazards as determined by the cross-connection inspector or the City of Laredo Utilities Department.

31.115.08 Lawn Irrigation Systems

(a) All irrigation systems shall have a backflow prevention assembly in accordance with the guidelines of this ordinance and are classified as non-health hazards. If any system is equipped with an injector system, a reduced pressure principle assembly (RPBA) will be required at the service connection, and the irrigation system will be classified a health hazard.

(b) For all lawn irrigation system installations, a permit shall be required. Such permits shall be issued by the designated city department. Installation requirements must comply with the current plumbing code and/or guidelines for the appropriate backflow assembly found in this ordinance. Interconnections of the potable water supply with an alternate water source is prohibited.

31.115.09 Air Gap Separation

Air gaps provide maximum protection from backflow hazards and should be utilized when possible at all locations where health hazardous substances are at risk of entering the potable utilities system.

(a) An air gap separation shall be at least twice the diameter of the supply pipeline measured vertically above the top rim of the receiving vessel and in no case less than 1 inch. If splashing is a problem, tubular screens may be attached, or the supply line may be cut at a 45-degree angle. The air gap distance is measured from the bottom of the angle. Hoses are not allowed.

(b) Air gap separations shall not be altered in any way without prior approval from the Utilities Department and must be available for inspection at all reasonable times.

(c) Side walls, ribs or similar obstructions do not affect air gaps when spaced from the inside edge of the spout opening a distance greater than three times the diameter of the effective opening for a single, or a distance greater than four times the effective opening for two intersecting walls.

31.115.10 Thermal Expansion

If a closed system has been created by the installation of a backflow prevention assembly, or other appurtenances, it is the responsibility of the customer who owns or controls the property to eliminate the possibility of damage from thermal expansion.

31.115.11 Multiple Connections

Any premises requiring multiple service connections for adequacy of supply and/or fire protection will be required to install a backflow assembly on each of the additional service lines to the premises. The type of assembly will be determined by the degree of hazard that could occur in the event of an interconnect between any of the buildings on the premises.

31.115.12 Mobile Units

(a) The connection of a mobile unit to any potable utilities system is prohibited unless such connection is protected by an air gap, or an approved backflow prevention assembly mounted on the mobile unit. Prior approval and annual device testing of any backflow prevention assembly must be received from the Utilities Department before connecting to any potable utilities system.

(b) Portable power wash units are required to be connected through a hose bibb equipped with a vacuum breaker, however no permit or inspection is required prior to use.

31.115.13 Installation Requirements

All backflow prevention assembly installations shall follow the requirements as stipulated by the City of Laredo Code of Ordinance Chapter 31, Article III, Division 1 and the City's SOP Manual.

If the premises isolation assembly is allowed to be installed at an alternate location, the City of Laredo must have access to the assembly. No connections can be made between the meter and the backflow assembly.

The type of backflow prevention assembly required shall be commensurate with the degree of hazard that exists and must, at all times, meet the standards of the Texas Commission on Environmental Quality. All backflow prevention assemblies required under this section shall be of a type and model approved by the University of Southern California (USC).

31.115.14 Pressure Loss

Any reduction in water pressure caused by the installation of a backflow assembly shall not be the responsibility of the Utilities Department.

31.115.15 Fire Systems

All new installations of fire suppression systems which utilize the City of Laredo's potable water supply shall have installed an approved backflow prevention device according to the degree of hazard.

An approved double check valve backflow prevention assembly (DCDA) or reduced pressure detector assemblies (RPDA) shall be the minimum protection for fire sprinkler systems using piping material that is not approved for potable water use and/or that does not provide for periodic flow-through during each twenty-four (24) hour period, unless a variance has been issued in writing from the City of Laredo. An RPDA must be installed if any solution other than potable water can be introduced into the sprinkler system.

(a) It is the responsibility of all property owners to abide by the conditions of this ordinance. In the event of any changes to their plumbing system, it is the responsibility of the property owners to notify the Utilities Department.

(b) Upon the approved installation of the (DCDA) or (RPDA) device, a cross connection test report completed by a licensed fire-line tester must be sent to the attention of the Utilities Department and include the information required by this ordinance within 30 days.

(c) Where antifreeze, corrosion inhibitors, or other chemicals are added to a fire protection system supplied from a potable water supply, the potable utilities system shall be protected by an RPDA.

31.115.16 Fire Hydrant Protection

Backflow protection will be required on all temporary meters and hydrant valves before any use. The type of assembly will be commensurate with the degree of hazard and will be determined on a case-by-case basis by a Utilities Department Inspector.

(a) Only the city’s fire hydrant meters with approved backflow prevention assemblies are allowed to be used on the city’s utilities system.

31.115.17 Plumbing Code

As a condition of water service, customers shall install, maintain, and operate their piping and plumbing systems in accordance with the current latest adopted International Plumbing Code, or as amended. If there is a conflict between this Ordinance and the Plumbing Code, the more stringent supersedes.

31.115.18 Right-of-way Encroachment

No person shall install or maintain a backflow prevention assembly upon or within any public right-of-way.

31.115.19 Access to Premises

Authorized personnel of the City of Laredo, with proper identification and sufficient notice, shall have access during reasonable hours to all parts of a premises and within the structure to which water is supplied. However, if any owner, occupant or person in control refuses authorized personnel access to a premise, or to the interior of a structure, during these hours for inspection, a reduced pressure principle assembly must be installed at the service connection to that premise at the owner's expense.

31.115.20 Testing and Repairs

(a) All backflow prevention assemblies installed within the area(s) served by the City of Laredo shall be inspected and tested in each of the following circumstances:

(1) Immediately after installations;

(2) Whenever the assembly is moved;

(3) Scheduled testing frequency;

(4) Premises that have been vacated and unoccupied for one year, prior to re-occupancy;

(5) Immediately after repairs.

(b) All assembly testing shall be performed by a state certified backflow prevention assembly tester, approved by the Utilities Department.

(c) Persons and occupants of premises which are provided water service by the City of Laredo, either directly or indirectly, shall allow the City of Laredo or its representatives ready access at all reasonable times to all parts of the premises for the purposes of inspection, testing, records examination, or in the performance of any of their duties. Where persons or occupants of premises have security measures in force which would require proper identification and clearance before entry into their premises, the persons and occupants of the premises shall make necessary arrangements with their security guards so that upon presentation of suitable identification, personnel from the City of Laredo will be permitted to enter, without delay, for the purposes of performing their specific responsibilities.

(d) A customer service inspection may be conducted at any commercial or residential establishment that is served by a public water supply or which provides water to the public. Upon determination that the establishment falls under the provisions of this ordinance and requires a backflow prevention assembly, a notice to abate the condition or to install the proper backflow prevention assembly shall be issued.

(e) The person who owns or controls a property is responsible for ensuring that all health-hazard protection assemblies are tested annually, and all non-health-hazard protection assemblies are tested every three (3) years, in accordance with this ordinance. Assemblies may be required to be tested more frequently if the City of Laredo deems necessary.

(f) All results from assembly testing by a certified backflow prevention assembly tester shall be submitted through the Utilities Department online portal (SwiftComply) within two (2) calendar days of testing.

31.115.21 Maintenance of Assemblies

Backflow prevention assemblies shall be maintained, tested and repaired in accordance with the requirements set out in this Ordinance, the Utilities SOP Manual, the TCEQ and all applicable State agency's regulations. The assembly owner is responsible for protecting their assembly from freezing and vandalism.

In the event an assembly is not properly tested and repaired, the Utilities Department will terminate water service within two (2) weeks of notification to property owner unless an alternate plan has been approved to remedy the situation.

31.115.22 Responsibilities of Property Owner

(a) It is the responsibility of all property owners to abide by the conditions of this article and to comply with the following:

(1) Payment of all costs associated with this ordinance including the purchase, installation, testing and repair of backflow prevention assemblies.

(2) Install and maintain all backflow prevention assemblies in accordance with this ordinance.

(3) All premises with a testable backflow assembly shall have all the assemblies on their premises tested annually for health hazards and every three years for non-health hazards. Such testing must be conducted by a State certified backflow prevention assembly tester (BPAT) who is registered with the City of Laredo.

(4) Maintain all backflow prevention assemblies in proper working order at all times, including repair as required.

(5) All records related to backflow prevention assembly installation, testing and repair shall be maintained on the premises for a minimum of three (3) years.

31.115.23 Responsibilities of Backflow Prevention Assembly Testers

(a) Certified backflow prevention assembly tester - shall comply with the following requirements:

(1) All backflow assembly testers operating within the City of Laredo Utilities system shall be certified in accordance with all applicable regulations of the TCEQ and must abide by the requirements of this Ordinance.

(2) Register annually with the City of Laredo and pay the required fee (at cost) to submit test and maintenance reports through our online portal.

(3) Register and maintain testing equipment in proper working condition/calibration.

(4) Maintain the design or operation characteristics of an assembly.

(5) Ensure that devices are tested according to accepted industry practice and TCEQ regulations.

(6) Enter required testing data, including test gauge serial numbers, on all cross-connection test forms.

(7) Submit Test & Maintenance reports to the City of Laredo Utilities Department through their online portal within two (2) calendar days of testing. Failure to submit reports within the allotted timeframe may result in denying certified testers from submitting reports in the future and/or disconnection of water service for customers.

(8) Provide a copy of the completed test report to the property owners and/or persons in charge of any premises.

31.115.24 Customer Service Inspections

(a) Pursuant to the Utilities Department customer service agreement, a customer service inspection for cross-connection control shall be completed by an inspector prior to providing continuous water service in each of the following circumstances:

(1) Water service to a newly constructed facility or previously non-existing premises.

(2) After any material improvement to building(s) or premises.

(3) Any correction or addition to the plumbing of any facility or premises.

(b) Permanent water service shall not be supplied to a new construction facility(s) until after the customer service inspection is completed.

(c) Temporary water service which poses a potential cross-connection threat to the potable water supply shall be protected by an approved backflow prevention assembly.

31.115.25 Recovery of Costs

Any water customer violating any of the provisions of this Ordinance and who causes damage to or impairs the City of Laredo Utilities System, including, but not limited to, allowing contamination, pollution, any other solution or used water to enter the City of Laredo Utilities System, shall be liable to the City of Laredo for any expense, loss or damage caused by such violation. The City of Laredo shall collect from the violator the cost incurred by the City of Laredo for any cleaning, purifying, repair or replacement work or any other expenses caused by the violation. Refusal to pay the assessed costs shall constitute a violation of this Ordinance and shall result in the termination of service. All cost associated

with any disconnect or reconnect fees resulting from the enforcement of this Ordinance are the sole responsibility of the property owner.

31.115.26 Termination of Services

The installation or maintenance of a cross-connection which could endanger the City of Laredo utilities system is unlawful. Failure on the part of any owner, occupant or person in control of the premises to install a required assembly, have it tested and repaired when necessary, and/or to physically separate cross connections in accordance with this Ordinance is sufficient cause for the discontinuance of public water service to the premises. In the case of an extreme emergency or where an immediate threat to life or public health is found to exist, discontinuance or termination of public water service to the premises shall be immediate.

31.115.27 Falsifying Information

Any person who knowingly makes any false statement, representation, record, report or other document filed or required to be maintained pursuant to this Ordinance, or who falsifies, tampers with, or knowingly renders inaccurate any backflow assembly, device or method required under this Ordinance shall be subject to civil and/or criminal penalties provided by state law and service termination.

31.115.28 Constitutionality and Saving Clause

Should any provision, section, sentence, clause or phrase of this Ordinance, or the application of same to any person or set of circumstances, are for any reason held to be unconstitutional, void, invalid, or for any reason unenforceable, the validity of the remaining portions of this Ordinance, or its application to other persons or circumstances, shall not be affected; thereby, it being the intent of the City of Laredo Utilities System in adopting and approving this Ordinance that no portion hereof or provision or regulation contained herein shall become inoperative or fail by reason of any unconstitutionality or invalidity of any other portion, provision, or regulation.

APPENDIX A

City of Laredo

City Council

Meeting Date: 6/2/2025 **Consent Agenda 19.**

SUBJECT
Consideration to renew contract FY24-031 with ADS Comunicación, San Nicolas de la Garza, NL Mexico, in an annual amount of $85,000.00 for a total contract amount of $255,000.00. This contract provides statewide, national, and international communication and marketing services for the Laredo International Airport. The term of this contract shall be for a period of (1) one year beginning as of the date of its execution and is contingent upon the availability of appropriated funds. This contract may be renewed (2) two additional, (1) one-year extension periods upon mutual agreement of both Parties. This is the first extension. Funding is available in the Laredo International Airport Operations Fund.

PREVIOUS COUNCIL ACTION
04/15/2024

BACKGROUND
ADS Comunicacion offers a range of marketing services to support the City of Laredo International Airport. Their services include public communications, creative services, in addition ADS manages digital social media services, artwork, videography, and photography. Their website management ensures that the airports site is up to date and use friendly making it easier for travelers to find the information they need.

1st year $85,000.00
1st Extension $85,000.00
2nd Extension $85,000.00

Total = $255,000.00

COMMITTEE RECOMMENDATION
N/A

STAFF RECOMMENDATION
Staff recommends the approval of this motion.

Fiscal Impact

Fiscal Year:	2025
Budgeted Y/N?:	Y
Source of Funds:	Laredo International Airport Fund
Account #:	242-3605-583-6200

Change Order: Exceeds 25% Y/N: N.

FINANCIAL IMPACT:
Funding is available in the Airport Operations Fund account 242-3605-583-6200.

City of Laredo
Purchasing Division

RENEWAL LETTER

May 14, 2025

Mr. Aaron Agustin Rodriguez
ADS Comunicacion
Cipreses 421
Potrero Anahuac
San Nicolas De Los Garza, NL 66456

Re: Marketing Services
Extension I

Dear Mr. Aaron Agustin Rodriguez.

This is to inform you that contract FY24-031 which was approved by City Council on April 15, 2024 is up for renewal. This is the first of two extension periods. Please advise if you wish to renew this contract.

Price Adjustment
The City of Laredo will allow unit price adjustments upwardly or downwardly when correlated with an industry wide adjustment. Any request for reasonable price adjustments will be considered. Justification for the requested adjustment on original fixed pricing must have mutual consent from both parties and be supported by appropriate documentation. The city will not take action to intentionally delay legitimate manufacturer unit price increases. The City of Laredo reserves the right to cancel the contract if the price increase is deemed excessive; a new contract vendor will be selected on the basis of competitive bids. Documentation may be emailed to jezapata@ci.laredo.tx.us.

Please indicate your desire to request a contract extension. Should your company desire a contract extension, it is expressly understood by the parties that any such extension of this contract is entirely revocable at the City's discretion. If there are any questions regarding this renewal extension, please feel free to call me at (956) 794-1731.

Sincerely,

Jaime E. Zapata, MPA, CTCD, CTCM
Purchasing Agent

Xc: Purchasing File

ADS Comunicacion

Request a contract extension: ✓ Do not request a contract extension: _____

Authorized Signature: _____

Print Name: Ariel Agustin Rodríguez

Date: May 15, 2025

City of Laredo

City Council

Meeting Date: 6/2/2025 **Resolution 20.**

SUBJECT
A Resolution of the City Council of the City of Laredo, Texas approving a Chapter 380 Agreement between the City of Laredo and Killam Development Ltd., pursuant to an economic development incentive under Chapter 380 of the Texas Local Government Code, and any other matters incident thereto; to promote economic development and stimulate business and downtown revitalization; establishing performance requirements; and authorizing the City Manager to execute said agreement on behalf of the City; providing for severability; providing for an effective date; and providing for publication. The 10 year agreement obligates the Company to invest an aggregate estimated amount of $40,720,000.00 towards acquisition, revitalization, construction and completion of the project.

VIVA LAREDO PLAN ALIGNMENT
Alignment Rating:
Supporting goal(s)/policy(ies): Goal 1.1 Reinvigoration of Downtown Policy 1.1.1, 2.6.1, 2.8.3
Summary of alignment: The comprehensive plan supports using financial incentives, such as tax rebates to:

- Stimulate private development and adaptive reuse of buildings,
- Encourage infill development,
- Improve the public realm and pedestrian infrastructure to make downtown attractive.

PREVIOUS COUNCIL ACTION
During the April 22, 2025 City Council Meeting in Executive Session, the Economic Development Department presented a recommendation to consider an incentive program to promote the revitalization and activation of 30 downtown properties. Council motioned to move forward with negotiations for an incentive pursuant to Chapter 380 of the Texas Government Code.

BACKGROUND
Click or tap here to enter text.

COMMITTEE RECOMMENDATION
Click or tap here to enter text.

STAFF RECOMMENDATION
Recommends approval of this Resolution

Fiscal Impact

Fiscal Year:	Click or tap here to enter text.
Budgeted Y/N?:	Click or tap here to enter text.
Source of Funds:	Click or tap here to enter text.
Account #:	Click or tap here to enter text.
Change Order: Exceeds 25% Y/N:	Click or tap here to enter text.

FINANCIAL IMPACT:
2026

RESOLUTION NO. 2025-R-149

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAREDO, TEXAS APPROVING A CHAPTER 380 AGREEMENT BETWEEN THE CITY OF LAREDO AND KILLAM DEVELOPMENT LTD, PURSUANT TO AN ECONOMIC DEVELOPMENT INCENTIVE UNDER CHAPTER 380 OF THE TEXAS LOCAL GOVERNMENT CODE AND AUTHORIZING THE CITY MANAGER TO EXECUTE ALL RELEVANT DOCUMENTS, AND ANY OTHER MATTERS INCIDENT THERETO; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE; AND PROVIDING FOR PUBLICATION. THE TEN (10) YEAR AGREEMENT OBLIGATES KILLAM DEVELOPMENT LTD., PURSUANT TO AN ECONOMIC DEVELOPMENT INCENTIVE TO INVEST AN ESTIMATED AMOUNT OF AT LEAST $40,720,900 FOR ACQUISITION AND REVITALIZATION OF THIRTY (30) PROPERTIES LOCATED IN DOWNTOWN (DEVELOPMENT) AND RELOCATE AT LEAST FIFTY (50) FULL-TIME PERMANENT JOBS. REBATES WILL BE BASED ON PERFORMANCE AND ANNUAL COMPLIANCE.

This Chapter 380 Economic Development Program ("Agreement") is made and entered into by and between the **CITY OF LAREDO ("CITY)** a Texas home-rule municipal corporation and **KILLAM DEVELOPMENT, LTD. ("COMPANY")**, a corporation authorized to do business in Texas, for the purposes and considerations stated below:

WHEREAS, under Article III, Section 52-a of the Texas Constitution ("Texas Constitution") and Chapter 380 of the Texas Local Government Code ("Chapter 380") the governing body of a municipality may establish and provide for the administration of a program for making loans and grants of public money to promote state or local economic development and to stimulate business and commercial activity in the municipality and thereby advancing the public purposes of developing and diversifying the economy of the state, eliminating unemployment or underemployment in the state, or expanding transportation or commerce in the state; and

WHEREAS, the City has identified lawfully available funds from which it may make grant payments annually to the Company in the form of rebates, and to which amounts are based on the Company's City of Laredo real property and personal property taxes and local sales and use tax as determined in accordance with the Agreement; and

WHEREAS, the Company desires to redevelop approximately 30 properties in downtown within the City's corporate limits ("Property"); and

WHEREAS, the Company expects to invest approximately $40,720,900 in the project, which includes costs for acquisition, improvements and equipment; and

WHEREAS, the City finds that the goals of downtown revitalization and Chapter 380 will be met by assisting the Developer in undertaking and completing the Project and has identified economic development tools for use in carrying out this purpose; and

WHEREAS, over the term of the Agreement, the project is expected to relocate at least 50 full-time permanent jobs with a minimum wage in addition to temporary full-time jobs during the redevelopment phase of the project; and

WHEREAS, the parties agree that all conditions precedent for the Agreement to become a binding agreement have occurred and been complied with, including all requirements pursuant to the Texas Open Meetings Act and all public notices and hearings, if any, have been conducted in accordance with Texas law;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAREDO, TEXAS THAT:

SECTION 1. FINDINGS. The foregoing recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact.

SECTION 2. CHAPTER 380 PROGRAM. The agreement attached hereto as Exhibit A and incorporated by reference as setout in full**,** is hereby adopted as an Economic Development Program pursuant to Chapter 380 of the Texas Local Government Code.

SECTION 3. AUTHORIZATION. The City Manager for the City of Laredo is hereby authorized to execute the Agreement, and to execute all documents necessary to accomplish the purpose of this Resolution and administer the Program adopted hereby, provided said Agreement is first fully executed by a duly authorized representative of the Company.

SECTION 4. OPEN MEETING. It is hereby found and determined that the meeting at which this Resolution as passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551, Texas Government Code.

SECTION 5. EFFECTIVE DATE. This Resolution shall take effect upon its adoption.

PASSED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR ON THIS _____ DAY OF _____ 2025.

_____

DR. VICTOR D. TREVINO
MAYOR, CITY OF LAREDO

ATTEST:

_____
MARIO I. MALDONADO JR.
CITY SECRETARY

APPROVED AS TO FORM:

_____
DOANH "ZONE" T. NGUYEN
CITY ATTORNEY

STATE OF TEXAS §
§
COUNTY OF WEBB §

EXHIBIT A

CHAPTER 380 ECONOMIC DEVELOPMENT GRANT AGREEMENT BETWEEN THE CITY OF LAREDO, TEXAS AND KILLAM DEVELOPMENT LTD, LTD.

This Chapter 380 Economic Development AMENDED Grant Agreement (the "Agreement") is made and entered into by and between the **CITY OF LAREDO**, a municipal corporation of the State of Texas, (the "City"), acting by and through its City Manager or his designee and **KILLAM DEVELOPMENT LTD**, a limited company registered to transact business in the State of Texas, (the "Company"), acting by and through its duly authorized officers. The City and the Company may be individually referred to as a "Party" and jointly as the "Parties."

ARTICLE I
RECITALS

The recitals set forth in City Council Resolution _____ are declared true and correct by the Parties and are hereby incorporated as part of this Agreement.

ARTICLE II
AUTHORITY AND TERM

1. **AUTHORITY**. This Agreement is entered into pursuant to:

A. Article III, Section 52-a of the Texas Constitution ("Texas Constitution") and Chapter 380 of the Texas Local Government Code; Title 12, Subtitle A.

B. City Council Resolution _____ which specifically and originally approved this Agreement.

2. **TERM**. This Amended Agreement shall be effective as of the date of execution by all parties. This Agreement will terminate on the date all obligations under this Agreement have been fulfilled unless earlier terminated pursuant to Article V, or otherwise extended by mutual written agreement of the Parties. The Company's eligibility for Grant Payments (hereinafter defined) shall be for ten (10) consecutive years (the "Grant Period") within the term of the Agreement with an option to extend for an additional (10) consecutive years upon City Council approval.

DEFINITIONS

The following words shall have the following meanings when used in this Agreement.

3. **AGREEMENT**. The word "Agreement" means this Chapter 380 Economic Development Agreement, together with all exhibits attached to this Agreement.

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4. **BUSINESS PERSONAL PROPERTY**. The words "Business Personal Property" mean any taxable tangible personal property that is (i) subject to ad valorem taxation by the City; (ii) is legally considered to be located on the Facility (as the term is defined below) and used in operation of the business; (iii) was not located on the Facility prior to the effective date of this agreement; and (iv) is owned or leased by the Company.

5. **CITY**. The word "City" means the City of Laredo, Texas.

6. **COMPANY**. The word "Company" means Killam Development, Ltd.

7. **FACILITIES**. The word "Facilities" means the (21) twenty-one downtown properties to be revitalized and (9) parking lots acquired by the Company on the below-defined map.

8. **FULL-TIME JOBS**. A "Full Time Job" means a job with no predetermined end date (other than a retirement date), with a regular work week of 35 hours or more on average for the entire normal year of local Company operations or for the entire time the position has been in existence (if less than one calendar year), and with benefits substantially equivalent to other regular employees of the Company and that satisfies the requirements set forth in Article III, hereof.

9. **EMPLOYMENT RECORDS**. Means records reasonably necessary to verify employment and compensation levels during any Operational Year. These records include, but are not limited to, Employer' s Quarterly Federal Tax Returns (IRS Form 941), Texas Employment Commission Employer's Quarterly Reports, Employer' s Annual Tax Returns (IRS Form 940- EZ), Employee list, employment status, etc. COMPANY will not be required to disclose any performance review records or any other materials that are subject to nondisclosure requirements. To the extent authorized by Texas law, CITY and the COMPANY will keep the Employee records confidential

10. **PROJECT**. The word "Project" means (i) the Facilities and related improvements (collectively, the "Improvements") to be constructed by the Company on the Sites, (ii) the Sites described below on which the Improvements are to be constructed; and (iii) the Business Personal Property to be installed or located at the Facilities to support the operation.

11. **GRANT PAYMENT**. The words "Grant Payment" mean a payment from the City to the Company on a yearly basis based on real property city taxes and business personal property taxes on the terms of this agreement so long as the Company is able to meet the minimum criteria regarding the number of new permanent full-time jobs, benefits, minimum improvement valuation and submits the yearly annual certification.

12. **GRANT PERIOD**. The words "Grant Period" mean the period beginning on January 1 of Year 1 (hereinafter defined and continuing for ten (10) years during which the Company is eligible to receive Grant Payments from the City.

13. **SITES**. The word "Sites" means the real property upon which the Improvements are to be constructed, consisting of (21) twenty-one downtown properties to be revitalized and (9) parking lots acquired by the Company consisting of approximately 303,325 square feet and more particularly described on **Exhibit A.1** and attached hereto and incorporated herein by reference.

14. **Year 1**. The words "Year 1" shall mean the calendar year immediately following the earlier of the year in which (a) the Project is completed or (b) the Company has received a Certificate of

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Occupancy and has placed the Project into service or operation, but in no case shall Year 1 be later than 2035.

ARTICLE III
PROJECT REQUIREMENTS

COMPANY'S OBLIGATIONS. The obligation of the City to provide the Grant Payments to the Company shall be conditioned upon the Company's continued substantial compliance with and satisfaction of each of the following conditions set forth in this Agreement, as solely and finally determined by the City Council:

1. The Company will invest an estimated amount of $40,720,900 (Forty Million Seven Hundred and Twenty Thousand Nine Hundred Dollars) (the "Project Investment") towards the revitalization, constriction and completion of the Project. The approximate capital costs for the Project **are $20,780,000 (Twenty Million Seven Hundred Eighty Thousand Dollars) for acquisition of the Facilities and $19,940,900 (Nineteen Million Nine Hundred and Forty Thousand Nine Hundred Dollars) for completion of improvements and installation of Business Personal Property.** If Company fails to make Project Investment of at least $19,940,900 (Nineteen Million Nine Hundred **and Forty Thousand Nine Hundred** Dollars), Company shall not be deemed to be in default under this Agreement, but the amount of the Grant may be reduced proportionately based on the amount by which the Project increment value is less.

A. Any Project Investment condition that has been met for any Year will continue to be met throughout the term of Grant Period for such Project Investment condition for so long as the Total Taxable Assessed Value of the Project does not decrease by more than twenty percent (20%) after the initial satisfaction of the Investment Condition for Year 1, which (notwithstanding any provision in this Agreement to the contrary) Total Taxable Assessed Value for any year may include the increases in the "assessed value" for such year the capital investment necessary for the replacement of Business Personal Property.

The term "Total Taxable Assessed Value" for a particular tax year means the "assessed value" by Webb County Appraisal District (within the meaning of chapter 26 of the Texas Tax Code) for property tax purposes, of the land, improvements and personal property on the property for such tax year.

B. The Company shall own the Facilities by no later than January 1, 2026, if not already procured and owned by the company at the time of application. The Company shall either provide proof of ownership document to the City within thirty (30) days after purchase has been executed, or within thirty (30) days of application if Company already owns the property.

C. The Company will relocate the following number of new Full-Time Jobs at the Project during each year of the Grant Period (each, an "Employment Condition") to achieve compliance. **See Exhibit A.**2

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Exhibit A.2 - Jobs Table

	Retained Full-Time Jobs
Year 1	**50**
Year 2	**50**
Year 3	**50**
Year 4	**50**
Year 5	**50**
Year 6	**50**
Year 7	**50**
Year 8	**50**
Year 9	**50**
Year 10	**50**

D. The Project shall be developed at location (and any obligations described herein, related to such) be in accordance with the ordinances, rules, and regulations of the City, subject to any variances, approvals, and applicable laws authorizing the Project to vary from any such regulations.

E. The Company shall be subject to an audit (by the City or the City's third-party designee) annually in the month of October for the term of this Agreement, in regard to the level of investment valuation (as assessed by the Webb County Appraisal District) number of employees, and other applicable information pertaining to conditional requirements as set in this Agreement. Company shall have the right to contest the appraised value of the Site and Facility as provided by law. However, Company covenants and agrees that during the term of this Agreement it shall not challenge or permit anyone else to take actions on its behalf to challenge any assessments by the Webb County Appraisal District at the Total Taxable Assessed Value for Year 1 or lower.

F. The Company shall not sell or lease any interest in the property to a member of the Laredo City Council, Planning & Zoning Commission or City officer as long as this Agreement is in effect.

G. The Company shall at all times comply with the City's building codes and zoning regulations in addition to all applicable rules, regulations, environmental laws, land use covenants and other restrictions of record. Company shall be solely responsible for obtaining any permits, licenses, certificates, or any other required documentation or approvals for the operation of the business on the Site.

H. Company shall allow the City or its agents reasonable access records directly related to the economic development incentive annual performance compliance requirements described herein, which are in Company's, possession, custody or control, for purposes of verifying the project investment, if so requested by the City. The confidentiality of such records will be maintained in accordance with and subject to all applicable laws including the Public Information Act, Chapter 552, Texas Government Code.

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I. The City reserves the right to confirm Company's compliance with the terms and conditions of this Agreement. City will provide the Company with a written report of the findings. If the monitoring notes deficiencies in the Company's performance under terms of Agreement, the monitoring report shall include corrections for such deficiencies by Company and a reasonable amount of time in which to attain compliance.

2. **CITY'S OBLIGATIONS**. As consideration for the Company's performance of its obligations under this Agreement, during the Term of the Agreement, City shall provide Company the following:

A. GRANT PAYMENTS.

1) M&O TAX REBATE GRANT The City shall pay an annual Grant Payment to the Company based on the Company Facilities City of Laredo real property and personal property taxes as determined below (the "Grant Payment Formula") for Year the Company satisfies Performance Conditions. The City will contribute the below percentages from the revenue generated from the non-committed M&O Tax Rate in the designated Downtown Tax Increment Reinvestment Zone #1 as assessed and collected on the captured appraised value for a ten (10) year period.

2) SALES AND USE TAX GRANT The City shall pay the Company annual payments equal to one hundred percent (100%) of the City receipts of the one percent (1%) Sales and Use Tax imposed by the City and as compiled by the Comptroller, pursuant to Chapter 321 of the Texas Tax Code, on the sale of taxable items by the retailers consummated at the Facilities for a ten (10) year period.

EXHIBIT A.3 – "Grant Payment Formula"

Project ID	Property ID	Situs Address	City's M&O Tax Rebate Percentage of Business Property Valuation	City's Sales and use Tax Rebate on the Receipts of 1%
1	182810	600 SAN BERNARDO AVE, LAREDO, TX, 78040	100%	100%
2	182808	700 SAN BERNARDO AVE, LAREDO, TX, 78041	100%	100%
3	159907	909 FARRAGUT ST, LAREDO, TX, 78040	100%	100%
4	182812	1120 MATAMOROS ST, LAREDO, TX, 78040	100%	100%
8	159911	1012 HIDALGO ST, LAREDO, TX, 78040	100%	100%
9	160656	916 HOUSTON ST, LAREDO, TX, 78040	100%	100%
10	160980	1020 DAVIS AVE, LAREDO, TX, 78040	100%	100%

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Project ID	Property ID	Situs Address	City's M&O Tax Rebate Percentage of Business Property Valuation	City's Sales and use Tax Rebate on the Receipts of 1%
11	159853	1302 LINCOLN ST, LAREDO, TX, 78040	100%	100%
14	159902	513 SAN BERNARDO AVE, LAREDO, TX, 78040	100%	100%
15	159775	902 GRANT ST, LAREDO, TX, 78040	100%	100%
16	159773	906 GRANT ST, LAREDO, TX, 78040	100%	100%
17	159771	912 GRANT ST, LAREDO, TX, 78040	100%	100%
18	159697	1217 GRANT ST, LAREDO, TX, 78040	100%	100%
				100%
19	159878	502 FLORES AVE, LAREDO, TX, 78040	100%	100%
20	159698	1200 GRANT ST, LAREDO, TX, 78040	100%	100%
21	159855	1306 LINCOLN ST, LAREDO, TX, 78040	100%	100%
22	159932	1201 FARRAGUT ST, LAREDO, TX, 78040	100%	100%
23	159711	1103 GRANT ST, LAREDO, TX, 78040	100%	100%
24	159895	816 LINCOLN ST, LAREDO, TX, 78040	100%	100%
				100%
25	159893	820 LINCOLN ST, LAREDO, TX, 78040	100%	100%
26		505 SAN BERNARDO AVE., LAREDO, TX, 78040	100%	100%
27	159774	901 ITURBIDE ST, LAREDO, TX, 78040	100%	100%
28	159809	912 ITURBIDE ST, LAREDO, TX, 78040	100%	100%
29	159808	914 ITURBIDE ST, LAREDO, TX, 78040	100%	100%
30	160825	1601 FARRAGUT ST, LAREDO, TX, 78040	100%	100%

B. The Grant period shall commence on Year 1. The City will make the first Grant Payment after the full calendar year assessment and payment pursuant to the timeline described in the following Section D.

C. The Company shall pay to the City ad-valorem taxes assessed on the Land, Improvements, and Business Personal Property in each year prior to the beginning of the Grant Payment Period. Commencing at Year 1, the City will annually issue each Grant Payment to Company on or before the ninetieth (90th) day following the City receiving written notice, as provided herein, from the Company that such taxes have been paid in full. The written notice from Company to the City that relevant property taxes have been paid in full shall include a copy of the paid tax receipt or other proof such taxes have been paid. The Company acknowledges the Total Assessed Value may rise or decline during the Grant Period.

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ARTICLE IV
ANNUAL CERTIFICATION

1. **ANNUAL CERTIFICATION**. Beginning October 1 of Year 1, and during the month of October of each calendar Year thereafter during the Term, the Company submit to a review for annual certification to meet compliance with each applicable term of the Agreement. Such annual certification shall include employment records and other documents that show:

- Number of new jobs maintained, retained or created.
- Receipt of property taxes paid
- Other information relevant to the project's development and operation

If the Company fails to timely submit to an Annual Certification for a particular year, the City may give the Company written notice of its failure to timely submit, and the Company shall have thirty (30) calendar days from the date on which such written notice is given in which to submit to such annual certification.

Concurrent with the submittal of the annual certification, Company will submit to the City, or its designee, documentation as may be reasonably necessary to verify the project investment which have not otherwise been verified as part of a prior certification. The City, or its designee, will provide to Company a written explanation for any expenditures that the City determines cannot be verified. Company may submit additional documentation to the City, or its designee, in order to obtain verification.

ARTICLE V
TERMINATION/RECAPTURE

1. **ACTS TRIGGERING TERMINATION**. During the Grant Payment Period covered by this Agreement, the City may, subject to the notice provisions below, declare a default of this Agreement by the Company if the Company:

A. Refuses or neglects to comply with any of the terms of this Agreement; or

B. Makes representation that is false or misleading in any material respect to any of the terms of this Agreement; or

C. Substantially fails to satisfy the Investment Conditions hereof such that in any Year of the Grant Payment period; or

D. Materially breaches any of the terms or conditions of this Agreement and such default or breach is not cured as provided below following written notice thereof by the City; or

E. Ceases conducting enterprise business during the Grant Payment Period at the Project for a period of six (6) months or more for any reason other than suspension due to fire, explosion, accident, natural disaster or other casualty, or

F. Allows the ad valorem taxes due on the Project to become delinquent without timely and properly filing a protest under Chapter 41 of the Texas Property Tax Code; or

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G. By mutual written agreement of the parties.

2. **NOTICE OF TERMINATION**. In the event that the City makes a reasonable determination that the Company has materially defaulted under this Agreement, then City shall give Company written notice of such. Company shall have sixty (60) days following receipt of said written notice to reasonably cure such default or this Agreement may be terminated by the City. Notice of default shall be in writing and shall be attempted or delivered by certified mail to the Company at the address provided in Section VI of this Agreement. If default is not cured with sixty (60) days from the date of such notice (the "Cure Period") then the Agreement may be terminated at the City's sole option. However, in the case of default for causes beyond the Company's reasonable control and which cannot, with due diligence, be cured within such sixty (60) day period, the Cure Period may be extended in the City's sole discretion if the Company:

A. Immediately upon receipt of such notice, advises the City of the reasons the default is beyond the Company's control and state Company's intention to institute all steps necessary to cure such default; and

B. Institutes and thereafter carries to completion with reasonable dispatch all steps necessary to cure same.

C. The City may terminate this Agreement for its convenience and without the requirement of an event of default by Company, which shall become effective immediately if any state or federal statute, regulation, case law, or other law renders this Agreement ineffectual, or illegal, including any case law holding that a Chapter 381 Economic Development Agreement such as this Agreement is an unconstitutional debt.

3. **RECAPTURE**. All taxes by virtue of this Agreement shall be reinstated immediately after termination of this Agreement and shall accrue without abatement for all tax years thereafter. Upon termination by the City, The City shall have the right to demand recapture from the Company for the total amount of any Grant Payment previously made while the Company was in default of its obligations hereunder. Payment of recaptured Grant Payments shall become due sixty (60) days following receipt of such demand.

The right of the City to require recapture and demand payment, and the obligation of Company to repay such, shall survive termination of this agreement. The City Attorney has the authority, on behalf of the City, to initiate any necessary litigation against the Company to pursue the City's remedy of recapture.

4. **EXCEPTION**. In the event, the Property, the Improvements and/or Business Personal Property are taken by the state or federal government through exercise of the power of eminent domain, this Agreement shall terminate to the extent the property is affected, however, the City shall not be entitled to recapture Grant Payments related thereto.

ARTICLE VI
INDEMNIFICATION

1. **COMPANY COVENANTS AND AGREES TO FULLY INDEMNIFY AND HOLD HARMLESS, CITY AND ITS ELECTED OFFICIALS, EMPLOYEES, OFFICERS, DIRECTORS, AND REPRESENTATIVES, INDIVIDUALLY AND COLLECTIVELY, FROM AND AGAINST ANY AND ALL COSTS, CLAIMS, LIENS, DAMAGES, LOSSES, EXPENSES, FEES, FINES, PENALTIES, PROCEEDINGS, ACTIONS, DEMANDS,**

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CAUSES OF ACTION, LIABILITY AND SUITS OF ANY KIND AND NATURE WHATSOEVER, INCLUDING BUT NOT LIMITED TO, PERSONAL INJURY OR DEATH AND PROPERTY DAMAGE, MADE UPON CITY DIRECTLY OR INDIRECTLY ARISING OUT OF, OR RESULTING FROM OR RELATED TO THE COMPANY'S NEGLIGENCE, WILLFUL MISCONDUCT OR CRIMINAL CONDUCT IN ITS ACTIVITIES UNDER THIS AGREEMENT, INCLUDING ANY SUCH ACTS OR OMISSIONS OF THE COMPANY, ANY AGENT, OFFICER, DIRECTOR, REPRESENTATIVE, EMPLOYEE, CONSULTANT OR SUBCONSULTANTS OF THE COMPANY, AND THEIR RESPECTIVE OFFICERS, AGENTS, EMPLOYEES, DIRECTORS AND REPRESENTATIVES WHILE IN THE EXERCISE OR PERFORMANCE OF THE RIGHTS OR DUTIES UNDER THIS AGREEMENT, ALL WITHOUT, HOWEVER, WAIVING ANY GOVERNMENTAL IMMUNITY AVAILABLE TO CITY AND UNDER TEXAS LAW AND WITHOUT WAIVING ANY DEFENSES OF THE PARTIES UNDER TEXAS LAW. THE PROVISIONS OF THIS INDEMNIFICATION ARE SOLELY FOR THE BENEFIT OF THE CITY AND ARE NOT INTENDED TO CREATE OR GRANT ANY RIGHTS, CONTRACTUAL OR OTHERWISE, TO ANY OTHER PERSON OR ENTITY.

2. **COMPANY SHALL PROMPTLY ADVISE CITY, IN WRITING OF ANY CLAIM OR DEMAND AGAINST CITY AND RELATED TO OR ARISING OUT OF OWNER'S ACTIVITIES UNDER THIS AGREEMENT AND SHALL SEE TO THE INVESTIGATION AND DEFENSE OF SUCH CLAIM OR DEMAND AT OWNER'S COST. CITY SHALL HAVE THE RIGHT, AT ITS OPTION AND AT ITS OWN EXPENSE, TO PARTICIPATE IN SUCH DEFENSE WITHOUT RELIEVING OWNER OF ANY OF ITS OBLIGATIONS UNDER THIS PARAGRAPH.**

ARTICLE VII
GENERAL PROVISIONS

1. **NOTICE**. Any notice required or permitted to be given hereunder by one party to the other shall be in writing and the same shall be given and shall be deemed to have been served and given if, (a) placed in the United States Mail with postage prepaid, return receipt requested, properly addressed to such party at the address hereinafter specified; or (b) deposited into the custody of a nationally recognized overnight delivery service such as FedEx or UPS, addressed to such party at the address hereinafter specified. Any notice mailed in the above manner shall be effective upon its deposit into the custody of the United States Postal Service or such nationally recognized delivery service, as applicable; all other notices shall be effective upon receipt. A party may designate a different address by giving the other party ten (10) days written notice. All notices must be filed with the City Tax Assessor-Collector.

TO THE COMPANY:

Killam Development, Ltd.
_____ Name
_____ Title
_____ Address
_____ City, State, Zip Code

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TO THE CITY:

CITY OF LAREDO
ATTN: Joseph W. Neeb
City Manager
1110 Houston Street
PO Box 579
Laredo, TX 78042-0579

A. **CONDITION**. This Agreement is conditioned entirely upon the approval of the Laredo City Council by the affirmative vote of a majority of the members at a scheduled meeting.

B. **ASSIGNMENT**. If the Company sells, assigns or exchanges the Project, this Agreement shall cease and any subsequent Grant Payments shall be subject to recapture. However, City Council, at their discretion, may consider Amending the Agreement to accommodate such new owner. A written request must be made by the new owner to the City Economic Development Department.

C. **AMENDMENT**. This Agreement may be terminated, changed, modified, or amended in whole or in part by mutual written agreement between the Parties, their successors or assigns and as approved by the governing body of the City. No amendment, modification, or alteration of the terms hereof shall be binding unless in writing dated subsequent to the date of this Agreement and duly authorized by the parties. The Company acknowledges that City Council approval is required for any of these actions.

D. **SEVERABILITY**. In the event any section, subsection, paragraph, subparagraph, sentence, phrase or work herein is held invalid, illegal, or unenforceable, the balance of this Agreement shall stand, shall be enforceable and shall be read as if the parties intended to delete said invalid section, subsection, paragraph, subparagraph, sentence, phrase or word. In such event there shall be substituted for such deleted provision that is valid, legal and enforceable. This Agreement constitutes the entire Agreement between the parties related to the subject matter herein and supersedes all prior, oral or written agreements, commitments or understandings with respect to the matters provided for herein.

E. **EMPLOYMENT OF UNDOCUMENTED WORKERS**. During the term of this Agreement, the Company agrees to not knowingly employ any undocumented workers and if convicted of a violation under U.S.C. Section 1324a(f) such action shall be an Event of Default and the Company shall be liable for repayment of taxes previously rebated and any other funds received by the Company from the City after the date of such violation. Such repayment shall be due within one-hundred and twenty (120) days after the date the Company is notified by the City of such violation. The Company is not liable for an unknown violation of this Section by a subsidiary, affiliate, or franchisee of the Company or by a person with whom the Company contracts provided however that identical federal law requirements provided for herein shall be included as part of any agreement or contract which the Company enters into with any subsidiary, assignee, affiliate, or franchisee.

F. **COMPANY STANDING**. The Company, as a party to this Agreement, shall be deemed a proper and necessary party in any litigation questioning or challenging the validity of this Agreement or any of the underlying ordinances, resolutions, or City Council actions authorizing same, and the Company shall be entitled to intervene in said litigation.

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G. **GOVERNING LAW**. The laws of the State of Texas shall govern the Agreement; and this Agreement is fully performable in Laredo, Webb County, Texas with exclusive venue for any action concerning this Agreement being in a court of competent jurisdiction in Webb County, Texas.

H. **INDEPENDENT CONTRACTOR**. It is expressly understood and agreed by all Parties hereto that in performing their services hereunder, the Company at no time will be acting as an agent of the City and that all consultants or contractors engaged by the Company respectively will be independent contractors of the Company; and nothing contained in this Agreement is intended by the Parties to create a partnership or joint venture between the Parties and any implication to the contrary is hereby expressly disavowed. The Parties hereto understand and agree that the City will not be liable for any claims that may be asserted by any third party occurring in connection with the obligations performed by the Company respectively under this Agreement, unless any such claims are due to the fault of City.

I. **ACCESS TO INFORMATION**. The Company agrees to provide the City access to information related to the during regular business hours upon reasonable notice. The City shall have the right to require the Company to submit any necessary information, documents, invoices, receipts or other records to verify the completion of the Project by Company. During the Term of this Agreement, Company shall allow designated representatives of the City access to the Facility during normal business hours and, upon notice to Company, to inspect the Facility and Business Personal Property to determine if the terms and conditions of this Agreement are being met, as long as City representatives are accompanied by Company's representative and as long as such inspections are conducted in such a manner as to: (i) not unreasonably interfere with the operation of the Facility; and (ii) comply with Company's reasonable securing requirements.

J. **REMEDIES**. No right or remedy granted herein or reserved to the parties is exclusive of any right or remedy herein by law or equity provided or permitted; but each shall be cumulative of every right or remedy given hereunder. No covenant or condition of this Agreement may be waived without consent of the parties. Forbearance or indulgence by either party shall not constitute a waiver of any covenant or condition to be performed pursuant to this Agreement.

K. **HEADINGS**. The headings of this Agreement are for the convenience of reference only and shall not affect in any manner any of the terms and conditions hereof.

EXECUTED on this _____ day of _____, 2025.

- **Killam Development, Ltd.**

_____ __Signature _____/DATE/_____

Printed Name: _____

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- **FOR CITY OF LAREDO**

_____Signature_____/DATE/ _____

Printed Name: Joseph W. Neeb_____

Position: City Manager_____

- **ATTEST:**

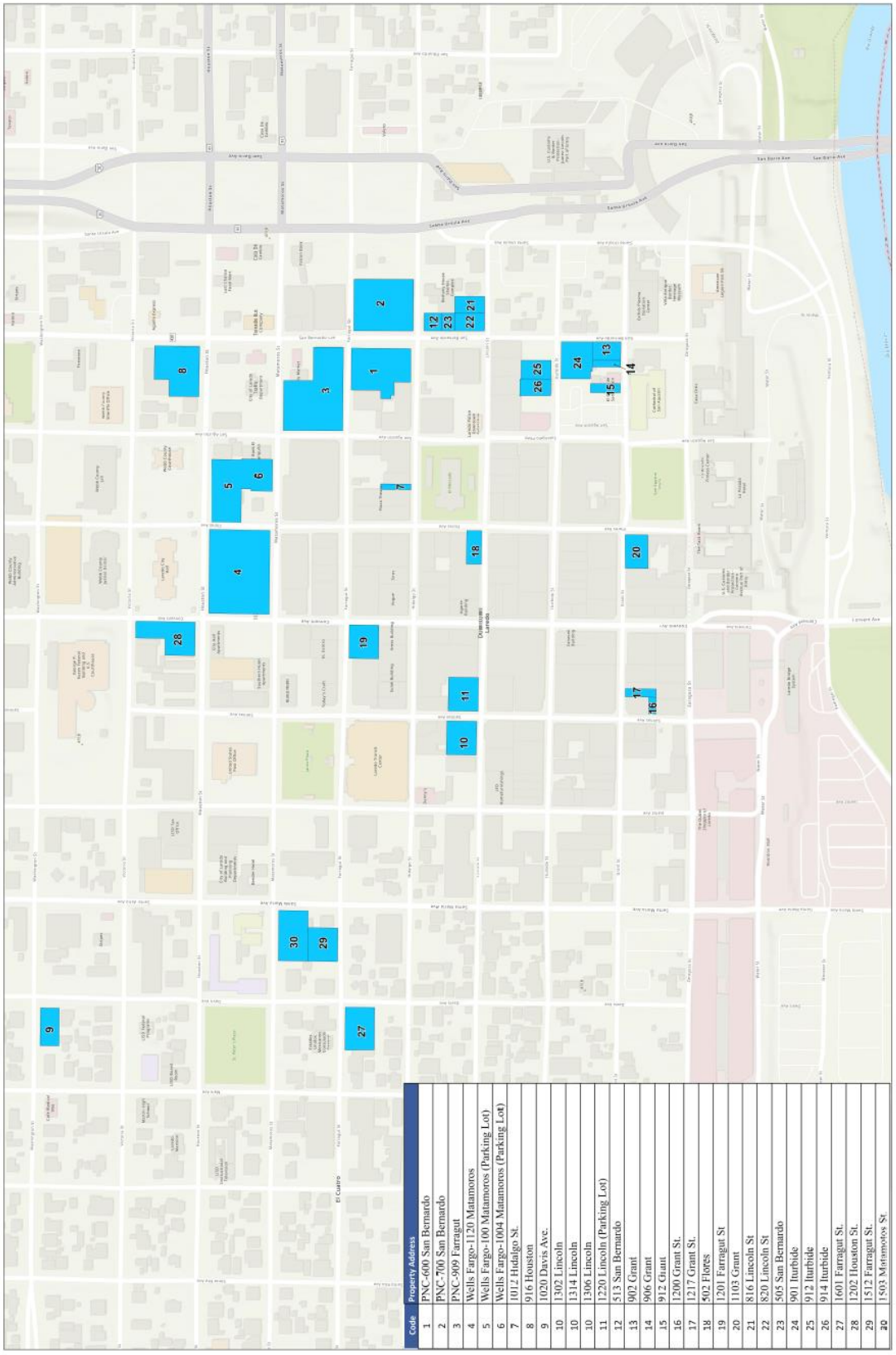
_____/DATE/_____
Mario I. Maldonado, Jr.
City Secretary

APPROVED AS TO FORM:

_____/DATE/_____
Doanh T. Nguyen
City Attorney

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Exhibit A.1 Sites



Code	Property Address
1	PNC-600 San Bernardo
2	PNC-700 San Bernardo
3	PNC-909 Farragut
4	Wells Fargo-1120 Matamoros
5	Wells Fargo-100 Matamoros (Parking Lot)
6	Wells Fargo-1004 Matamoros (Parking Lot)
7	1012 Hidalgo St.
8	916 Houston
9	1020 Davis Ave.
10	1302 Lincoln
10	1314 Lincoln
10	1306 Lincoln
11	1220 Lincoln (Parking Lot)
12	513 San Bernardo
13	902 Grant
14	906 Grant
15	912 Grant
16	1200 Grant St.
17	1217 Grant St.
18	502 Flores
19	1201 Farragut St
20	1103 Grant
21	816 Lincoln St
22	820 Lincoln St
23	505 San Bernardo
24	901 Iturbide
25	912 Iturbide
26	914 Iturbide
27	1601 Farragut St.
28	1202 Houston St.
29	1512 Farragut St.
30	1503 Matamoros St.

Killam Development

Projected Downtown Laredo Revitalization Investment

													A	Cost Categories				Investment Scenarios		
														B	C	D	E	Priority 1-7 + Column B	Priority 1-17 + Column B	All Properties Column A
Priority (Map Code)	Property Location	Already Invested	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	10 Year Investment	Immediate Repairs/ADA	Asbestos Costs	Roof Repairs	Rehab Costs	Minimum Investment Scenario	Median Investment Scenario	Projected Investment Scenario
1	PNC - 600 San Bernardo		776,484	776,484	776,484	776,484	776,484	776,484	776,484	776,484	776,484	776,484	7,764,838	357,408	1,500	816,310	6,589,620	7,764,838	7,764,838	7,764,838
2	PNC - 700 San Bernardo		486,880	486,880	486,880	486,880	486,880	486,880	486,880	486,880	486,880	486,880	4,868,795	143,069	599,700	493,490	3,632,536	4,868,795	4,868,795	4,868,795
3	PNC - 909 Farragut		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4	Wells Fargo - 1120 Matamoros		70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	700,000	21,550	0	0	678,450	700,000	700,000	700,000
5	Wells Fargo-100 Matamoros (Parking Lot)		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
6	Wells Fargo-1004 Matamoros (Parking Lot)		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7	Wells Fargo-1101 Matamoros (Parking Lot)		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
8	1012 Hidalgo St.		15,726	141,775	0	0	19,725	19,725	19,725	19,725	0	0	236,401	15,726	94,875	46,900	78,900	15,726	236,401	236,401
9	916 Houston		130,000	0	0	0	0	0	0	0	0	0	130,000	11,080	0	23,500	95,420	11,080	130,000	130,000
10	1020 Davis Ave.		38,200	0	0	33,000	18,208	18,208	18,208	18,208	0	0	144,033	38,200	0	33,000	72,833	38,200	144,033	144,033
11	1302 Lincoln		18,080	0	0	0	187,515	187,515	187,515	187,515	0	0	768,140	18,080	0	0	750,060	18,080	768,140	768,140
12	1314 Lincoln		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
13	1220 Lincoln (Parking Lot)		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
14	513 San Bernardo		13,040	9,650	0	0	26,480	26,480	26,480	26,480	0	0	128,610	13,040	9,650	0	105,920	13,040	128,610	128,610
15	902 Grant		6,932	0	0	12,241	55,920	55,920	55,920	55,920	0	0	242,851	6,932	12,241	0	223,679	6,932	242,851	242,851
16	906 Grant		2,468	0	0	4,359	19,914	19,914	19,914	19,914	0	0	86,484	2,468	4,359	0	79,656	2,468	86,484	86,484
17	912 Grant		14,620	0	0	0	56,940	56,940	56,940	56,940	0	0	242,380	14,620	0	0	227,760	14,620	242,380	242,380
19	1217 Grant St.		72,820	0	0	0	0	7,200	47,080	47,080	47,080	47,080	268,340	72,820	0	7,200	188,320	72,820	72,820	268,340
20	502 Flores		18,940	0	0	0	0	0	62,786	62,786	62,786	62,786	270,084	18,940		0	251,144	18,940	18,940	270,084
21	1200 Grant		0	0	0	0	0	2,750	0	0	0	0	2,750	0	0	2,750	0	0	0	2,750
21	1306 Lincoln		17,080	0	0	0	0	335,000	201,361	201,361	201,361	201,361	1,157,522	17,080	0	335,000	805,442	17,080	17,080	1,157,522
22	1201 Farragut St		89,200	0	0	0	0	6,800	156,576	156,576	156,576	156,576	722,305	89,200	0	6,800	626,305	89,200	89,200	722,305
23	1103 Grant		43,140	0	0	0	0	81,955	45,020	45,020	45,020	45,020	305,173	43,140	65,555	16,400	180,078	43,140	43,140	305,173
24	816 Lincoln		30,150	0	0	0	0	47,500	52,691	52,691	52,691	52,691	288,413	30,150	0	47,500	210,763	30,150	30,150	288,413
25	820 Lincoln		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
26	505 San Bernardo		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
27	901 Iturbide		73,400	0	0	0	0	80,000	120,274	120,274	120,274	120,274	634,495	73,400	80,000	0	481,095	73,400	73,400	634,495
28	912 Iturbide		23,492	0	0	0	0	0	40,157	40,157	40,157	40,157	184,118	23,492	0	0	160,626	23,492	23,492	184,118
29	914 Iturbide		21,793	0	0	0	0	0	37,254	37,254	37,254	37,254	170,808	21,793	0	0	149,015	21,793	21,793	170,808
30	1601 Farragut		40,780	0	0	0	0	0	145,896	145,896	145,896	145,896	624,365	40,780	0	0	583,585	40,780	40,780	624,365
	Total Current Repairs		2,003,224	1,484,788	1,333,363	1,382,963	1,718,065	2,279,270	2,627,159	2,627,159	2,242,457	2,242,457	19,940,905	1,072,968	867,880	1,828,850	16,171,207	13,884,574	15,743,327	19,940,905
	*Future Tenant Improvements (Est.)**				*1,318,750*	*1,384,688*	*1,453,922*	*1,526,618*	*1,602,949*	*1,683,096*	*1,767,251*	*1,855,614*	*12,592,887*						*6,027,875*	*12,592,887*
	**based on speculative tenants, actual costs will vary based on future tenant uses and negotiated leases*																			
	Acquisitions	20,780,000											20,780,000					20,780,000	20,780,000	20,780,000
	Total Investment	20,780,000	2,003,224	1,484,788	2,652,113	2,767,651	3,171,987	3,805,888	4,230,107	4,310,255	4,009,708	4,098,070	53,313,792					34,664,574	42,551,202	53,313,792

City of Laredo

City Council

Meeting Date: 6/2/2025 **Consent Agenda 21.**

SUBJECT
Consideration to award a construction contract to the lowest, responsible, responsive bidder Quantum Construction LLC, Laredo, Texas, in the amount not to exceed $445,745.05 for the FY25-ENG-08 City of Laredo Health Department Site Accessibility Upgrades Project for the total base bid including alternates 1 and 2. Construction contract time is 130 working days. Funding is available in the 2017 Certificate of Obligation Issue Fund, 2017 and 2023 Certificate of Obligation Issue Funds-Mayor's Priority Funds, and Public Health Fund- EMS Waiver Funds.

1. Quantum Construction, Laredo, Texas
   Total Base Bid: $344,650.62 + Alternates $101,094.43 = $445,745.05
2. ALC Construction Co. Inc., Laredo, Texas
   Total Base Bid: $438,613.00 + Alternates $147,448.00 = $586,061.00

Refer to attached letter of recommendation from Slay Architecture, Laredo, Texas.

PREVIOUS COUNCIL ACTION
N/A

BACKGROUND
The Project consists of upgrades and renovations of the exterior accessible routes including parking areas, ramps, stairs and sidewalks. Construction contract time for the project is one hundred and thirty (130) working days.

A total of (2) bids were received at the City Secretary's office Thursday, March, 6, 2025 at 4:00 PM which were publicly opened, read and taken advertisement on Friday, March 7, 2025 at 10:00 AM.

Contractor	Total Base Bid	Alternates 1 + 2	Total Base Bid + Alternates
Quantum Construction, Laredo, Texas	$344,650.62	$101,094.43	$445,745.05
ALC Construction Co. Inc., Laredo, Texas	$438,613.00	$147,448.00	$586,061.00

Attached is a letter of recommendation from Slay Architecture, Laredo, Texas.

COMMITTEE RECOMMENDATION
N/A

STAFF RECOMMENDATION
Approval of this motion.

Fiscal Impact

Fiscal Year:	2025
Budgeted Y/N?:	Y
Source of Funds:	2017 CO Issue, Mayor Priority Funds, Health
Account #:	Various
Change Order: Exceeds 25% Y/N:	N/A

FINANCIAL IMPACT:
Funding is available in the 2017 Certificate of Obligation Issue, 2017 and 2023 Certificate of Obligation Issue Funds- Mayor's Priority Funds, and Health Fund - EMS Waiver Funds.
2017 Certificate of Obligation Issue: Account 471-9854-535-8530 $ 74,182.91 Project HD1802
2017 Certificate of Obligation Issue: Account 471-2910-543-2010 $ 78,394.90 Project D92302
2023 Certificate of Obligation Issue: Account 476-2910-543-2010 $ 260,842.00 Project D92302
Public Health Fund: Account 226-2910-543-2010 $ 32,325.24 Project HDEMAC

SLAY ARCHITECTURE

SAN ANTONIO
123 Altgelt Avenue
San Antonio, Texas 78201
T: 210-736-3009

LAREDO
9901 McPherson Rd. Ste. 104
Laredo, Texas 78045
T: 956-791-0405

March 19, 2025

Ms. Gloria Perez Saavedra, P.E
City of Laredo Engineering Department
1110 Houston Street
Laredo, Texas 78040-0579
Phone: 956-791-7344

Re: FY25-ENG-08 City of Laredo Health Department Site Accessibility Upgrades

Dear Gloria,

Slay Architecture has received the bid information submitted for this project. Based on the bid information and the qualifications provided there were two qualified bidders for this project. After review, it appears that Quantum Construction LLC is the lowest qualified bidder with a Base Bid contract amount of $344,650.62 and total bid amount of $445,745.05 including Alternates No 1 and No 2.

	General Contractor	ALC	Quantum
Pkg #1	Park Area #1	$ 77,742.00	$ 63,819.10
Pkg #2	Park Area #2	$ 99,977.00	$ 64,743.29
Pkg #3	Park Area #4	$ 150,894.00	$ 125,902.75
Pkg #4	Courtyard Area	$ 65,000.00	$ 59,245.98
Pkg #5	Contingency/Mobil.	$ 45,000.00	$ 30,939.50
	Total Base Bid	**$ 438,613.00**	**$ 344,650.62**
Pkg #6	Alt 1- Park Area #3	$ 41,128.00	$ 25,217.39
Pkg #7	Alt 2- Conc	$ 106,320.00	$ 75,877.04
	TOTAL	**$ 586,061.00**	**$ 445,745.05**

Please be reminded that the Architect can advise and consult with the Owner, but is not responsible if the Contractor fails to perform the Work in accordance with the requirements of the Contract Documents

Respectfully,



Monica Guajardo, AIA
Slay Architecture

City of Laredo

City Council

Meeting Date: 6/2/2025 **Consent Agenda 22.**

SUBJECT
Consideration for approval of Eastern Chacon Creek Interceptor & Drainage Improvements as complete, including all warranty certificates, release of retainage, and final payment in the amount of $219,830.48 to Azar Services, LLC, and approval of change order no. 5 for an amount of $64,602.46. The final construction contract amount is $4,194,227.65 and final contract time is 912 working days. Funding is available in the Environmental Services Fund and Sewer System Funds.

VIVA LAREDO PLAN ALIGNMENT
Alignment Rating:
Supporting goal(s)/policy(ies):
Summary of alignment:

PREVIOUS COUNCIL ACTION
On March 18, 2024, City Council authorized the City Manager to approve Change Order No. 4 for the Eastern Chacon Creek Interceptor & Drainage Improvements for AZAR Services, LLC. This change order is required to complete the project deducting and adding work and materials originally specified for the project. This change order in the amount of $30,595.74 will increase the contract amount to $4,129,625.19 and add 330 working days to the original contract for a total of 842 working days. Funding is available in the 2016 Environmental Certificate of Obligation Bond.

On January 17, 2023, City Council authorized the Interim City Manager to approve Change Order No. 3 for the Eastern Chacon Creek Interceptor & Drainage Improvements for AZAR Services, LLC. This change order is required to complete the project deducting and adding material originally specified for the project. This change order in the amount of $82,642.25 will increase the contract amount to $4,099,029.45 and add 65 working days to the original contract for a total of 525 working days. Funds are available in the 2019 Sewer Revenue Bond.
On October 3, 2022, City Council authorized the Interim City Manager for the approval of change order No. 2 for the Eastern Chacon Creek Interceptor & Drainage Improvements. This change order is required to complete the project deducting and adding material originally specified for use. With this change order the contract amount with AZAR Services, LLC. will remain at $4,016,387.20 only increase by 130 working days to the original contract with a total of 460 working days. Funds is available in the 2019 Sewer Revenue Bond.

On January 19, 2021, City Council authorized the City Manager for the approval of Change Order #1 in the net decrease amount of ($345,270.00) for the Eastern Chacon Creek Interceptor & Drainage Improvements. This change order is required to credit the City of Laredo for the decrease in material originally specified for use. With this change order the new contract amount with AZAR Services, LLC

is $4,016,387.20 with 330 working days, no increase or decrease from the original amount of working days. Funding is available in the 2019 Sewer Revenue Bond

BACKGROUND
N/A

COMMITTEE RECOMMENDATION
N/A

STAFF RECOMMENDATION
Approval of this motion.

Fiscal Impact

Fiscal Year:	2025
Budgeted Y/N?:	Y
Source of Funds:	Various
Account #:	Various
Change Order: Exceeds 25% Y/N:	N

FINANCIAL IMPACT:
Funding is available in the Environmental Services Fund and Sewer System Funds.
2016 Environmental Certificates of Obligations - 249-9871-545-9301
2019 Environmental Certificates of Obligations - 249-9874-545-9301
2019 Sewer Revenue Bond - 559-9875-535-9301

CRANE ENGINEERING
CIVIL . PUBLIC WORKS . PLANNING . HYDROLOGY

Edward D. Garza, P.E., CFM
President
Alfredo Martinez, P.E., CFM

May 5, 2025

Mr. Ramon E. Chavez, P.E.
Assistant City Manager / City Engineer
City of Laredo
1110 Houston Street
Laredo, Texas 78040

Re: City of Laredo Eastern Chacon Creek Interceptor Wastewater and Drainage Improvement Project Final Acceptance

Dear Mr. Chavez,

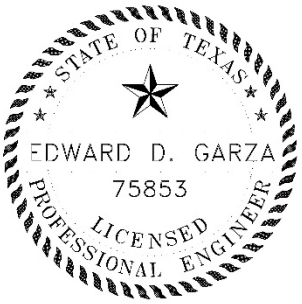
To follow up our correspondence dated 3/24/25 regarding the pending SARS 1 work and our 2/25/25 correspondence recommending final acceptance of this project subject to the pending SARS 1 work, the reconstruction of embankment in SARS1 area has been completed by the contractor. We are attaching photos of completed work.

Since this work has been completed under a Nationwide Permit 13, this work did not require a permit or coordination with USACE, therefore we are recommending final acceptance of the project, approval of Change Order #5, and final payment of $219,830.48 to AZAR Services, LLC. We are attaching the 3/24/25 and 2/25/25 correspondence with attachments for reference.

We appreciate the opportunity to assist the City of Laredo with expansion of this utility and stormwater infrastructure to protect the safety, wealth and welfare of our community.

Respectfully submitted,

CRANE ENGINEERING CORP.
Firm # F-3353



Edward D. Garza, P.E., CFM
Principal Engineer

Enclosures: -Photos of SARS 1 Work Completion (5/1/25 Inspection)
-2/25/25 Correspondence with attachments
-3/24/25 Correspondence with attachments

Cc: Ms. Araceli Vasquez – Interim Environmental Dept. Director
Mr. Eliud De Los Santos, P.E. – Interim Utilities Dept. Director
Mr. Oscar Martel, E.I.T. – City Utilities Dept.
Mr. Balt Ramos – AZAR Services, LLC











1310 Junction Drive, Suite B Laredo, Texas 78041 (956) 712-1996 Fax: (956) 712-2378

Updated 5/1/25
2/25/25
1/9/25

CITY OF LAREDO
EASTERN CHACON WASTEWATER TRANSMISSION LINE
AND STORM DRAINAGE IMPROVEMENT PROJECT

1. **Owner:** City of Laredo

2. **Contractor:** AZAR Services, LLC
   Attn: Mr. Baltazar Ramos
   201 W. Hillside Rd Suite 23
   Laredo TX 78041-3197
   Phone: (956) 717-0023
   Email: azarservicesllc@gmail.com

3. **Construction Contract:**

Construction Contract	$4,361,657.20	Contract Time (WD)	330 Days
Change Order #1	-$345,270.00		0 Days
Change Order #2	- 0 -		130 Days
Change Order #3	$82,642.25		65 Days
Change Order #4	$30,595.74		317 Days
Current Contract	$4,129,625.19	Current Contract	842 Days
Change Order #5 (Draft)	$64,602.46*		70 Days*
Proposed Final	$4,194,227.65	Proposed Final	912 Days
			**pending approval*

4. **Original Construction Budget: $4.36 Million**

5. **Construction Start:**

Notice to Proceed Issued	11/18/20	
Construction Start Date	12/07/20	
Original Completion Date	05/17/22	
Current Completion Date **Based on C.O.#4*	11/26/23	
USACE Inspection	06/31/22	
Cease & Desist Order	07/08/22	
Construction resume @ Century City	09/14/22	47 WD
Full construction resume by USACE letter	02/13/23	97 WD
Substantial Completion – Wastewater line put in service:	6/30/24	
Substantial Completion – Drainage	9/11/24	

Total Days to Complete Project: 912 WD

6. **Construction Challenges:**
   6.1 Construction in floodplain and WOUS
   6.2 Recharge of water table;

6.3 Major flood events; 100-year event occurred on 8/15/22; 6.52" of rain fell during construction period;
6.4 Bore under Loop 20 (TxDOT ROW);
6.5 Tying into existing operating wastewater system;
6.6 Retirement of City personnel involved in project. H. Serradell, William Lim, P.E.-Engineers, Santiago Mota-Inspector;

7. Additional Costs Incurred by City:

		AZAR's Portion
7.1 Stream restoration plan requested by USACE after stop order;	$79,791.40	$27,000.00
7.2 Bypass of existing wastewater line;	$14,513.00	$14,513.00
7.3 5-year maintenance and monitoring required by USACE (future). Current proposal by subconsultant	$60,000.00	$20,000.00
Total	**$154,304.40**	**$61,513.00**

8. Current Contract / Payment History / Final Payment

8.1 Current Contract:	$4,129,625.19
8.2 Amount paid to Date:	$3,912,884.17
Balance:	$216,741.02
Change Order #5	+$64,602.46
City Reimbursement	- $61,513.00
Final Payment	$219,830.48

9. Pending Work

9.1 As-built plans by Crane.

10. Recommendation

10.1 Extend contract time by 70 days;

10.2 Reduce final payment to AZAR by $61,513 to reimburse City for bypass costs and 1/3 of stream restoration plan and 5-year maintenance and monitoring;

10.3 Make final payment of $219,830.48 to AZAR to close project;

- Start warranty on wastewater on 7/1/24; Expires 7/1/25;
- Start warranty on drainage improvements on 9/11/24; Expires 9/11/25;

10.4 Final construction contract with this recommendation is $4,194,227.65 ($167,429.55 under original budget), which includes change order #5 and reduction of $61,513.

Construction Change Order

Project: City of Laredo - Eastern Chacon Creek Interceptor & Drainage Improvements

Contractor: AZAR Services, LLC
Balt Ramos
201 W. Hillside Road, Suite 23
Laredo, Texas 78041

C. O. No.: 5 - Final

Date: May 1, 2025

You are hereby requested to comply with the following changes from the contract plans and specifications. This document shall become an Amendment to the contract and all provisions of the contract shall apply hereto.

Item #	Description	Estimated Quantity	Unit	Unit Price	Decrease in Contract Price	Increase in Contract Price
Deduct:						
I.27	Remove / Replace Existing Curb & Gutter	-50	LF	$ 30.00	$ (1,500.00)	
II.19	Stamped Concrete Median	-865	SY	$ 59.00	$ (51,035.00)	
II.22	Swinging Gate (Painted)	-1	EA	$ 1,500.00	$ (1,500.00)	
Add:						
I.6B	Excavation	20	LF	$ 60.00		$ 1,200.00
I.6D	Backfill	20	LF	$ 42.42		$ 848.40
I.27	Remove / Replace Existing Curb & Gutter	60	LF	$ 25.00		$ 1,500.00
I.43	57 Stone	91.50	CY	$ 57.00		$ 5,215.50
I.43	57 Stone to Deal with Groundwater approved by Ria	700.00	CY	$ 57.00		$ 39,900.00
I.64(New)	Clean 30" interceptor line after MH broke off line	1	LS	$ 17,500.00		$ 17,500.00
I.26(New)	Additional Traffic Control to Open Bridge Structure	1	LS	$ 3,500.00		$ 3,500.00
II.10	Channel Concrete Rip-Rap	7,263	SF	$ 4.12		$ 29,923.56
II.21	Pedestrian Rail	16	LF	$ 175.00		$ 2,800.00
II.22A	Hand Rail to replace swing gate	1	EA	$ 1,500.00		$ 1,500.00
II.27 (New)	Ramp structure including concrete walls, concrete pump and footing, excacation and compaction	1	LS	$ 14,750.00		$ 14,750.00
					Total Decrease	Total Increase
					$ (54,035.00)	$ 118,637.46
					Net Change	**$64,602.46**

JUSTIFICATION:
1. Additional items associated with Field Change 19 modifying the segment of channel immediately upstream of Century Dr. to address the as-built retaining wall.
2. Quantities updated to reflect actual installed.

Original Contract Amount	$4,361,657.20
Change Order 1	-$345,270.00
Change Order 2	$0.00
Change Order 3	$82,642.25
Change Order 4	$30,595.74
This Change Order	$64,602.46
TotalContract Amount:	**$4,194,227.65**

Original Contract Time	330 Working Days
Current Contract Time including previous Change Orders	842 Working Days
Additional Time this C.O.	70 Working Days
Total Contract Time	912 Working Days

Recommended By:

Edward D. Garza, P.E., CFM
Crane Engineering Corp.

Date: 5/2/25

Accepted By:

Baltazar Ramos
AZAR Services, LLC

Date: 5/2/2025

(signatures continue on next page)

Approved By:

_____ Date: _____
Eliud De Los Santos, P.E.
Interim Utilities Director

Approved as to Form:

_____ Date: _____
Doanh "Zone" T. Nguyen
Assistant City Attorney

Approved By:

_____ Date: _____
Joseph Neeb
City Manager

Attest:

_____ Date: _____
Mario Maldonado
City Secretary

City of Laredo

City Council

Meeting Date: 6/2/2025 **Consent Agenda 23.**

SUBJECT
Consideration to renew award supply contract FY23-043 for the purchase of general office supplies for all City of Laredo departments to the following vendors:
1. Executive Office Supply, Laredo, Texas
2. Patria Office Supply, Laredo, Texas
It is the intent of the City to secure a contract for general office supplies based on the lowest responsible responsive bidders for general office supplies. Contracts will be awarded to both vendors. Approximately $600,000.00 is spent on office supplies on an annual basis. The term of this contract was for a period of two (2) years beginning as of the date of its execution. The contract may be extended for one (1) additional two (2) year periods each upon mutual agreement of the parties. This is the last extension period. All items will be purchased on an as needed basis and funding will be secured from the user departmental budgets.

PREVIOUS COUNCIL ACTION
Contract FY23-043 was approved by City Council on June 5, 2023.

BACKGROUND
The City of Laredo went out on formal bids through Cit-E-Bid for awarding a supply contract for general office supplies. The City received two (2) bid submittals from Executive Office Supply, Laredo, Texas and Patria Office Supply, Laredo, Texas. All items will be purchased on an as needed basis. Contract will be awarded to up to two (2) lowest responsible responsive bidders. Contracts will be awarded to both vendors who submitted a bid. This contract establishes base pricing for office supplies most commonly utilized by the City Of Laredo departments. Approximately $600,000.00 is spent on office supplies on an annual basis. All awarded vendors will be contacted on purchases over $1,500.00 in order to secure the best bid contract pricing for the City. The term of this contract shall be for a period of two (2) years beginning as of the date of its execution. The contract may be extended for one (1) additional two (2) year periods each upon mutual agreement of the parties.

COMMITTEE RECOMMENDATION
Click or tap here to enter text.

STAFF RECOMMENDATION
It is recommended that this contract be renewed.

Fiscal Impact

Fiscal Year:	2025 -2026
Budgeted Y/N?:	Yes
Source of Funds:	Office Supplies
Account #:	
Change Order: Exceeds 25% Y/N:	

FINANCIAL IMPACT:
The purpose of this contract is to establish prices for the commodities or services needed should the City need to purchase these commodities or services. The City's obligation for performance of an annual supply contract beyond the current fiscal year is contingent upon the availability of appropriated funds from which payments for the contract purchases can be made. If no funds are appropriated and budgeted during the next fiscal year, this contracts becomes null and void.
Funding is available in the respective departments budget.

City of Laredo
Purchasing Division

Renewal Letter

May 15, 2025

Mr. Luis Gonzalez
Patria Office Supply
301 E. Calton Rd.
Laredo, Texas 78041

Re: General Office Supply Contract
Contract FY23-043
Extension I

Dear Mr. Gonzalez,

Contract FY23-043 for General Office Supply was approved by City Council and awarded to your company on June, 5, 2023. The term of this contract was for a period of two (2) years. This contract has an option to renew one (1) additional (2) two-year period upon mutual agreement of parties. This is the last extension period.

Price Adjustment
The City of Laredo will allow unit price adjustments upwardly or downwardly when correlated with an industry wide adjustment. Any request for reasonable price adjustments will be considered. Justification for the requested adjustment on original fixed pricing must have mutual consent from both parties and be supported by appropriate documentation. The City will not take action to intentionally delay legitimate manufacturer unit price increases. The City of Laredo reserves the right to cancel the contract if the price increase is deemed excessive; a new contract vendor will be selected on the basis of competitive bids. Documentation may be emailed to jezapata@ci.laredo.tx.us.

Please indicate your desire to request a contract extension. Should your company desire a contract extension, it is expressly understood by the parties that any such extension of this contract is entirely revocable at the City's discretion and is contingent upon the agreement. If there are any questions regarding this renewal extension, please feel free to call me at (956) 794-1731.

Sincerely,

Jaime E. Zapata, MPA, CTCD

Purchasing Agent

Patria Office Supply

Request a contract extension: ✓ Not request a contract extension: _____

Authorized Signature: _____

Print Name: Jerry Rubio

Date: 5-14-2025

City of Laredo
Purchasing Division

Renewal Letter

May 15, 2025

Mr. Jorge Gonzalez Juaristi
Executive Office Supply
3312 Santa Ursula Ave.
Laredo, Texas 78040

Re: General Office Supply Contract
Contract FY23-043
Extension I

Dear Mr. Gonzalez,

Contract FY23-043 for General Office Supply was approved by City Council and awarded to your company on June. 5. 2023. The term of this contract was for a period of two (2) years. This contract has an option to renew one (1) additional (2) two-year period upon mutual agreement of parties. This is the last extension period.

Price Adjustment
The City of Laredo will allow unit price adjustments upwardly or downwardly when correlated with an industry wide adjustment. Any request for reasonable price adjustments will be considered. Justification for the requested adjustment on original fixed pricing must have mutual consent from both parties and be supported by appropriate documentation. The City will not take action to intentionally delay legitimate manufacturer unit price increases. The City of Laredo reserves the right to cancel the contract if the price increase is deemed excessive; a new contract vendor will be selected on the basis of competitive bids. Documentation may be emailed to jezapata@ci.laredo.tx.us.

Please indicate your desire to request a contract extension. Should your company desire a contract extension, it is expressly understood by the parties that any such extension of this contract is entirely revocable at the City's discretion and is contingent upon the agreement. If there are any questions regarding this renewal extension, please feel free to call me at (956) 794-1731.

Sincerely,

Jaime E. Zapata, MPA, CTCD

Purchasing Agent

Executive Office Supply

Request a contract extension: Yes Not request a contract extension: _____

Authorized Signature: Sylvia Medina

Print Name: Sylvia Medina

Date: 5/14/25

City of Laredo

City Council

Meeting Date: 6/2/2025 **Consent Agenda 24.**

SUBJECT
Consideration to ratify the approval of an emergency purchase order with Siddons-Martin Emergency Group, LLC., San Antonio, TX, in the amount of $82,005.85 to purchase critical equipment that will directly enhance our specialized rescue teams stationed at Stations 2 and 8 and support the new addition of the Station 1 Extrication Team, which is set to be operational by 2025. We are utilizing the Buyboard Cooperative Contract #746-24. Funding is available in the Special Fire Grants Fund.

VIVA LAREDO PLAN ALIGNMENT
Alignment Rating: Strong
Supporting goal(s)/policy(ies): Access to Health Care, Goal 7.8, Policy 7.8.3
Summary of alignment: These purchases will strengthen and enhance the department's operational capabilities.

PREVIOUS COUNCIL ACTION
N/A

BACKGROUND

ACMETHREAD STRUT 37"-58" kit	$27,404.85
HYDRAFUSION STRUT 16 KIT INCLUDES STRUT, HAND PUMP AND 10 FT HOSE	$5,799.00
STRUT REGULATOR G3 6,0000-300 PSI VSK V2 Controller 3/8" AIR HOSE 32FT YLW 3/8" AIR HOSE 32FT RED 16FT Black air hose	$2,190.00
SWIVEL BASE 6" X 6" - PAR-22-796060	$1,727.00
Highway Vehicle Stabilization Kit	$19,832.00
Interstate Vehicle Stabilization Kit -	$25,053.00
Total	**$82,005.85**

COMMITTEE RECOMMENDATION
N/A

STAFF RECOMMENDATION
Staff recommends approval of this item.

Fiscal Impact

Fiscal Year:	2025
Budgeted Y/N?:	Y
Source of Funds:	Special Fire Grants
Account #:	260-2488
Change Order: Exceeds 25% Y/N:	N

FINANCIAL IMPACT:
Border Zone Fire Department Grant
Minor Apparatus/Tools: 260-2488-522-2400

METRO FIRE
APPARATUS SPECIALISTS, INC.

Remit to:
17350 State Hwy 249 Ste. 250
Houston TX 77064
(713) 692-0911 Phone
(713) 692-1591 Fax

Sales Order
#SO406553

Order Date: 5/8/2025

Bill To: LAREDO FIRE DEPARTMENT
FIRE ADMINISTRATION
616 E. DEL MAR
LAREDO TX 78045

Ship To: LAREDO FIRE DEPARTMENT
FIRE ADMINISTRATION
616 E. DEL MAR
LAREDO TX 78045

Ordered By	Sales Rep	Customer PO	Contract Resource
ADRIAN ESPARZA	CESAR PEDRAZA	429227	BUYBOARD 746-24

Entered By	FOB	Shipping Method	Terms
CESAR PEDRAZA	CUSTOMER	BEST WAY	NET 30

Loc	Ord	Shp	B/O	UM	Item	Price	Ext. Price
	1	0		EA	**PAR-22-796855** INTERSTATE / MOTORWAY VSK 12 STRUT EXTENSIONS, 4 CHAINS, 4EA. CONTOUR - V - MULTI BASES 6 HINGED BASE & RATCHET BELTS	$24,353.00	$24,353.00

Subtotal	$24,353.00
Shipping Cost	$700.00
Tax Total (%)	$0.00
Total	**$25,053.00**

THIS IS NOT AN INVOICE. DO NOT PAY FROM THIS SALES ORDER

SO406553

METRO FIRE
APPARATUS SPECIALISTS, INC.

Remit to:
17350 State Hwy 249 Ste. 250
Houston TX 77064
(713) 692-0911 Phone
(713) 692-1591 Fax

Sales Order
#SO406551

Order Date: 5/8/2025

Bill To: LAREDO FIRE DEPARTMENT
FIRE ADMINISTRATION
616 E. DEL MAR
LAREDO TX 78045

Ship To: LAREDO FIRE DEPARTMENT
FIRE ADMINISTRATION
616 E. DEL MAR
LAREDO TX 78045

Ordered By	Sales Rep	Customer PO	Contract Resource
ADRIAN ESPARZA	CESAR PEDRAZA	429229	BUYBOARD 746-24

Entered By	FOB	Shipping Method	Terms
CESAR PEDRAZA	CUSTOMER	BEST WAY	NET 30

Loc	Ord	Shp	B/O	UM	Item	Price	Ext. Price
	4	0		EA	**PAR-22-796202SD** ACMETHREAD STRUT DRIVER 37-58 IN / 94-147 CM (COMPLETE KIT) (5) PAR-22-796685 MULTI CHAIN BASE $650.00 EA. (4) PAR-22-797727 STRUT DRIVER RATCHET HANDLE $340.00 EA. (4) PAR-22-796090 V BASE $250.00 EA. (4) PAR-22-796270 CONTOUR BASE $245.00 EA. (4) PAR-22-796269 CONVEX MULTI BASE $340.00 EA.	$6,713.50	$26,854.00

Subtotal	$26,854.00
Shipping Cost	$550.85
Tax Total (%)	$0.00
Total	**$27,404.85**

THIS IS NOT AN INVOICE. DO NOT PAY FROM THIS SALES ORDER

SO406551

City of Laredo

City Council

Meeting Date: 6/2/2025 **Consent Agenda 25.**

SUBJECT

Consideration to renew annual service contract FY24-067 for Outside Tire Repair Services with the following vendors:

1). Section I: Outside tire repairs for mid-size vehicles:

a). Toro Automotive, Laredo, Texas in an amount up to $100,000.00; and

b). Border Tire, Laredo, Texas in an amount up to $70,000.00.

2). Section II: Outside tire repairs for heavy-duty trucks:

a). Toro Automotive, Laredo, Texas in an amount up to $70,000.00; and

b). Southern Tire Mart, Laredo, Texas in an amount up to $60,000.00.

3). Section III: Outside tire repairs for industrial sized trucks:

a). Southern Tire Mart, Laredo, Texas in an amount up to $90,000.00; and

b). T&W Tire LLC., Laredo, Texas in an amount up to $45,000.00.

All outside tire repair services will be secured on an as needed basis. The term of this contract shall be for a period of one year beginning as of the date of its execution and is contingent upon the availability of appropriated funds. There was no price increase during the last extension period. This contract can be renewed two additional one-year extension periods upon mutual agreement of the parties. Funding is available in the Fleet Management Fund.

PREVIOUS COUNCIL ACTION

Approved a one-year contract on 6/24/24.

BACKGROUND

This contract establishes regular and after hour service call rates for outside tire repair services for the Fleet Department. Prices for tire repairs shall be performed at the contractor's facility and remote sites on tires owned by the City of Laredo. All services will be provided on an as needed basis. The term of this contract shall be for a period of one (1) year beginning as of the date of its execution. There was no price increase during the last extension period. This contract may be extended for two, additional one (1) year periods. This contract shall be the responsibility of and administered by the vendor and the City of Laredo Fleet Department.

Current Contract Pricing:

Section I: Cars & Trucks
A) Toro Automotive
B) Border Tire

Section II: Heavy Duty Trucks
A) Toro Automotive
B) Southern Tire Mart

Section III: Construction Equipment
A) Southern Tire Mart
B) T&W Tire LLC.

A complete bid tabulation is attached.

COMMITTEE RECOMMENDATION
None.

STAFF RECOMMENDATION
It is recommended that these contracts be renewed.

Fiscal Impact

Fiscal Year:	2025.
Budgeted Y/N?:	Yes.
Source of Funds:	Fleet Management Fund.
Account #:	593-2810-533-2077.
Change Order: Exceeds 25% Y/N:	No.

FINANCIAL IMPACT:
The purpose of this contract is to establish prices for the commodities or services needed, should the City need to purchase these commodities or services. The City's obligation for performance of an annual supply contract beyond the current fiscal year is contingent upon the availability of appropriated funds from which payments for the contract purchases can be made. If no funds are appropriated and budgeted during the next fiscal year, this contract becomes null and void.

City of Laredo
Purchasing Division

RENEWAL NOTICE

April 24, 2025

Mr. Ricky Araiza
Border Tire
13613 Cabezut Drive
Laredo, Texas 78045

Re: FY24-067 Tire Repair Services
Extension I

Dear Mr. Araiza,

This is to inform you that the contract renewal for FY24-067 which was approved by the City Council on June 24, 2024 is up for renewal. This is the first of three extension periods. Please advise if you wish to renew this contract.

Contract Pricing:

Section I Secondary Vendor

As a reminder compliance with the contract terms are the responsibility of the awarded vendor(s) and the respective City user department(s). If there are any questions regarding this renewal notice, please feel free to call me at (956) 794-1731.

Sincerely,

Jaime E. Zapata
Purchasing Agent

Xc: Purchasing File

Border Tire

Request a contract extension: ✓ Not request a contract extension: _____

Authorized Signature: Manuel Tinoco

Print Name: Manuel Tinoco

Date: 5/14/2025

				Border Tire (Border Recapping, LLC)		T&W Tire LLC		oyervides tire service llc		Toro Automotive LLC		Goodyear Tire & Rubber Comp		Southern Tire Mart, LLC	
				Total Price	$0.00	Total Price	$0.00	Total Price	$1,152.00	Total Price	$1,218.00	Total Price	$1,881.45	Total Price	$1,917.30
Line #	Description	QTY	UOM	Unit	Extended	Unit	Extended	Unit	Extended	Unit	Extended	Unit	Extended	Unit	Extended
1	Section I: Schedule for Cars & TrucksEstimate	1	PKG					$275.00	$275.00	**$233.00**	$233.00	$850.49	$850.49	$348.30	$348.30
1.1	Regular Service Call Rate8:00 AM to 5:00 PM	1	EA	$45.00	$45.00	$50.00	$50.00	$55.00		**$35.00**		$135.00		**$35.00**	
1.2	After Hour Service Call Rate5:01 PM to 7:59 A	1	EA	**$85.00**	**$85.00**	**$85.00**	**$85.00**	**$75.00**		**$75.00**		$191.25		$93.80	
1.3	Holiday/Weekend Service Call Rate	1	EA	$85.00	$85.00	$85.00	$85.00	$75.00		$0.00		$191.25		$93.50	
1.4	After and Weekend hour Tire Replacement di	1	EA	0.00%	0.00%	0.00%	0.00%	1.0%		1.0%		41.46%		10.0%	
1.5	14 P225/60R18, P225/60R16, P235/55R17	1	EA	**$15.00**	**$15.00**	**$23.25**	**$23.25**	**$10.00**		$15.00		$47.57		$18.00	
1.6	15 P225/70R15, P235/65R17, P225/75R15	1	EA	**$15.00**	**$15.00**	**$23.25**	**$23.25**	**$10.00**		$15.00		$47.57		$18.00	
1.7	16 LT235/85r16, LT215/85R16, LT245/70R1	1	EA	**$15.00**	**$15.00**	**$23.25**	**$23.25**	**$10.00**		$16.50		$47.57		$18.00	
1.8	18 LT225/7019.5, LT215/75R17.5, LT265/75	1	EA	**$15-$25**	**$15-$25**	**$23.25**	**$23.25**	**$10.00**		$30.00		$47.57		$18.00	
1.9	19 P265/60R18, LT245/75R16, P265/60R18	1	EA	**$15.00**	**$15.00**	**$23.25**	**$23.25**	**$10.00**		$16.50		$47.57		$18.00	
1.10	20 P265/70R17, P215/60R15, P205/65R15	1	EA	**$15.00**	**$15.00**	**$23.25**	**$23.25**	**$10.00**		$15.00		$47.57		$18.00	
1.11	26X12X12, 24X12X12	1	EA	**$15.00**	**$15.00**	**$50.00**	**$50.00**	**$10.00**		$15.00		$47.57		$18.00	
2	Section II: Heavy Trucks, Dump Trucks, Refus	1	PKG					$370.00	$370.00	**$320.00**	$320.00	$1,030.96	$1,030.96	$432.00	$432.00
2.1	Regular Service Call Rate8:00 AM to 5:00 PM	1	EA	$65.00	$65.00	$50.00	$50.00	$55.00		**$35.00**		$135.00		**$35.00**	
2.2	After Hour Service Call Rate5:01 PM to 7:59 A	1	EA	**$95.00**	**$95.00**	**$85.00**	**$85.00**	**$75.00**		**$75.00**		$191.25		$93.50	
2.3	Holiday/Weekend Service Call Rate	1	EA	$95.00	$95.00	$85.00	$85.00	$75.00		$0.00		$191.25		$93.50	
2.4	After and Weekend hour Tire Replacement di	1	EA	0.00%	0.00%	0.00%	0.00%	1.0%		1.0%		41.46%		10.0%	
2.5	11R X 22.5	1	EA	**$35.00**	**$35.00**	**$35.00**	**$35.00**	**$35.00**		**$35.00**		$76.57		**$35.00**	
2.6	11R x 24.5	1	EA	**$35.00**	**$35.00**	**$35.00**	**$35.00**	**$25.00**		$35.00		$76.57		$35.00	
2.7	315 80 x 22.5	1	EA	**$35.00**	**$35.00**	**$40.00**	**$40.00**	**$35.00**		**$35.00**		$103.59		**$35.00**	
2.8	255-75R22.5	1	EA	**$35.00**	**$35.00**	**$35.00**	**$35.00**	**$10.00**		$35.00		$76.57		$35.00	
2.9	295-75 R22.5	1	EA	**$35.00**	**$35.00**	**$35.00**	**$35.00**	**$25.00**		$35.00		$76.57		$35.00	
2.10	425/80R/22.5	1	EA	**$35.00**	**$35.00**	**$35.00**	**$35.00**	**$35.00**		**$35.00**		$103.59		**$35.00**	
3	Section III: Construction Equipment: Backhoe	1	PKG					**$507.00**	$507.00	$665.00	$665.00	No Bid		$1,137.00	$1,137.00
3.1	Regular Service Call Rate8:00 AM to 5:00 PM	1	EA							**$35.00**				**$35.00**	
3.2	After Hour Service Call Rate5:01 PM to 7:59 A	1	EA	No Bid		$50.00		**$75.00**		**$75.00**				$93.50	
3.3	Holiday/Weekend Service Call Rate	1	EA	No Bid		**$85.00**		$75.00		$0.00				$93.50	
3.4	After and Weekend hour Tire Replacement di	1	EA	No Bid		0.00%		1.0%		1.0%				10.0%	
3.5	13.6 x 28	1	EA	No Bid		0.00%		**$35.00**		$65.00				$85.00	
3.6	11.00 X16	1	EA	No Bid		**$60.00**		**$12.00**		$35.00				$35.00	
3.7	14.9 x 24	1	EA	No Bid		**$37.50**		**$35.00**		$65.00				$85.00	
3.8	16.00 x 24	1	EA	No Bid		**$60.00**		**$35.00**		$65.00				$85.00	
3.9	18.4 x 30	1	EA	No Bid		**$65.00**		**$45.00**		$65.00				$85.00	
3.10	18.4 x 34	1	EA	No Bid		**$75.00**		**$50.00**		$65.00				$85.00	
3.11	19.5L x 24	1	EA	No Bid		**$75.00**		**$50.00**		$65.00				$85.00	
3.12	20.5 x 25	1	EA	No Bid		**$70.00**		**$50.00**		$65.00				$150.00	
3.13	33.25R X 29	1	EA	No Bid		**$165.00**		No Bid		**$65.00**				$220.00	

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City of Laredo

City Council

Meeting Date: 6/2/2025 **Resolution 26.**

SUBJECT
A Resolution of the City Council of the City of Laredo, Texas, authorizing the City Manager to submit an application to the Cancer Prevention & Research Institute of Texas (CPRIT) for the Primary Prevention of Cancer Grant, in the total amount of up to $1,000,000 with no match for the City of Laredo Public Health Department for the term period from December 1, 2025 through November 30, 2028; and further authorizing the City Manager to execute all documents resulting from the award of this grant. Any funding as a result of this application will be appropriated in the Laredo Public Health Department Fund - Primary Prevention of Cancer Grant.

VIVA LAREDO PLAN ALIGNMENT
Alignment Rating: Strong
Supporting goal(s)/policy(ies):

- **Goal 7.1:** Address the health needs of all residents in the region through collaboration and coordination among local, state, and binational entities.
- **Policy 7.1.1:** Partner with local, state, and binational entities to prevent health-related problems through prevention programs and policies.
- **Goal 7.4:** Help reduce obesity and the chronic illnesses associated with obesity, such as Type 2 Diabetes, cancers, and heart disease.

Summary of alignment: The CPRIT Primary Prevention of Cancer Grant application aligns strongly with the Viva Laredo Comprehensive Plan by proposing a multi-faceted, evidence-based approach to reduce cancer rates and disparities in the community. The program's components-including HPV and hepatitis B vaccination, tobacco-use prevention, nutrition and physical activity promotion, and sun safety education-are deeply rooted in the Plan's goals around chronic disease prevention and community wellness.

PREVIOUS COUNCIL ACTION
None.

BACKGROUND
The City of Laredo Public Health Department wishes to apply for this funding opportunity by the Cancer Prevention & Research Institute of Texas (CPRIT) through the Primary Prevention of Cancer Grant. Through this award, the City of Laredo Public Health Department will work towards reducing cancer incidence and mortality, reduce cancer disparities, and improve the lives of cancer survivors by promoting and providing hepatitis B and HPV vaccines, supporting environmental approaches that make healthy choices easier, and empowering people to make healthy lifestyles choices related to tobacco use, nutrition, physical activity, and sun safety.

COMMITTEE RECOMMENDATION
N/A

STAFF RECOMMENDATION
Staff recommends that Council approve the Resolution.

Fiscal Impact

Fiscal Year:	2025
Budgeted Y/N?:	N/A
Source of Funds:	CPRIT
Account #:	N/A
Change Order: Exceeds 25% Y/N:	N/A

FINANCIAL IMPACT:
Funds will be appropriated once awarded.

2025-R-147

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAREDO, TEXAS, AUTHORIZING THE CITY MANAGER TO SUBMIT AN APPLICATION TO THE CANCER PREVENTION & RESEARCH INSTITUTE OF TEXAS (CPRIT) FOR THE PRIMARY PREVENTION OF CANCER GRANT, IN THE TOTAL AMOUNT OF UP TO $1,000,000 WITH NO MATCH FOR THE CITY OF LAREDO PUBLIC HEALTH DEPARTMENT FOR THE TERM PERIOD FROM DECEMBER 1, 2025 THROUGH NOVEMBER 30, 2028; AND FURTHER AUTHORIZING THE CITY MANAGER TO EXECUTE ALL DOCUMENTS RESULTING FROM THE AWARD OF THIS GRANT. ANY FUNDING AS A RESULT OF THIS APPLICATION WILL BE APPROPRIATED IN THE LAREDO PUBLIC HEALTH DEPARTMENT FUND – PRIMARY PREVENTION OF CANCER GRANT.

WHEREAS, the City of Laredo Public Health Department wishes to apply for this funding opportunity by the Cancer Prevention & Research Institute of Texas (CPRIT) through the Primary Prevention of Cancer Grant. Through this award, the City of Laredo Public Health Department will work towards reducing cancer incidence and mortality, reduce cancer disparities, and improve the lives of cancer survivors by promoting and providing hepatitis B and HPV vaccines, supporting environmental approaches that make healthy choices easier, and empowering people to make healthy lifestyles choices related to tobacco use, nutrition, physical activity, and sun safety.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAREDO THAT:

Section 1: The City Manager is hereby authorized to submit an application to the Cancer Prevention & Research Institute of Texas (CPRIT) for the Primary Prevention of Cancer Grant, in the total amount of up to $1,000,000 with no match for the City of Laredo Public Health Department for the term period from December 1, 2025 through November 30, 2028; and further authorizing the City Manager to execute all documents resulting from the award of this grant. Any funding as a result of this application will be appropriated in the Laredo Public Health Department Fund – Primary Prevention of Cancer Grant.

Section 2: Funds will be appropriated once awarded.

PASSED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR ON THIS _____ DAY OF _____, 2025.

DR. VICTOR D. TREVINO
MAYOR

ATTEST:

MARIO I. MALDONADO JR.
CITY SECRETARY

APPROVED AS TO FORM
DOANH T. NGUYEN, CITY ATTORNEY

AMBER R. HOLMES
ASSISTANT CITY ATTORNEY

City of Laredo

City Council

Meeting Date: 6/2/2025 **Consent Agenda 27.**

SUBJECT
Consideration to authorize the City Manager to purchase Environment Health Solutions Software, from Citizenserve located at 1101 E Warner Rd. Suite 160 Tempe, Arizona 85284 for the City of Laredo Public Health Department - Environmental Division for a (4) four-year term. Total annual costs for Year (1) one $124,000; Year (2) $45,000; Year (3) three $45,000; Year (4) four $45,000; for a total amount not to exceed $259,000. Funding is available in the Public Health Department Fund.

VIVA LAREDO PLAN ALIGNMENT
Alignment Rating: Strong
Supporting goal(s)/policy(ies):

- **Goal 7.2:** Reduce exposure to environmental risk factors.
- **Policy 7.2.5:** Reduce infectious and communicable diseases and infection.

Summary of alignment: The acquisition of the Environmental Health Solutions Software from Citizenserve aligns strongly with the Viva Laredo Comprehensive Plan's goals for environmental health and responsive governance. The software will enhance the City of Laredo Public Health Department's ability to monitor, inspect, and enforce regulations related to food safety, environmental hazards, and the built environment.

PREVIOUS COUNCIL ACTION
None

BACKGROUND
The City of Laredo went out on formal Request For Proposal - FY25-056 solicitations and received (5) five proposals through Cit-E-Bid for the management of the purchase of Environmental Health Solutions Software for the City of Laredo. The top (3) three vendors were evaluated. This contract will be awarded utilizing best value evaluation criteria. Proposals were evaluated and ranked by a selection committee. A recommendation is being presented to award this contract to Citizenserve located at 1101 E Warner Rd. Suite 160 Tempe, Arizona 85284 for the purchase of the Environmental Health Solutions Software for the City of Laredo Public Health Department - Environmental Division.

COMMITTEE RECOMMENDATION
N/A

STAFF RECOMMENDATION
Staff recommends that Council approve the Motion.

Fiscal Impact

Fiscal Year:	2025
Budgeted Y/N?:	Y
Source of Funds:	Laredo Public Health Fund
Account #:	226-2930
Change Order: Exceeds 25% Y/N:	N/A

FINANCIAL IMPACT:
The expenditure account 226-2930-543-5564 with Project Number HDEMDS.

Proposal for Laredo, Texas

RFP for Environmental Health Software Solution

April 22, 2025

Prepared by
Kara McFall, Manager
Online Solutions, LLC (Citizenserve)
1101 E Warner Rd, Suite 160
Tempe, Arizona 85284
Phone: 800.325.9818 x709
Fax: 800.325.9818
proposals@citizenserve.com

COVER LETTER

April 14, 2024

Ms. Maria F. Astrain
2600 Cedar Avenue
Laredo, TX 78040

Dear Ms. Astrain,

Online Solutions, LLC (Citizenserve) is pleased to submit this response to the City's Request for Proposal for Environmental Health Software Solution. Citizenserve has 22 years of experience solving the problems the City seeks help with. We have offered citizenserve® as a Software-as-a-Service solution with accompanying services for public sector customers from the beginning. We have over 300 customers, including multiple customers using our software solution to manage environmental health information, billing, permitting, licensing, enforcement, and inspections.

After reviewing the City's scope of work, we believe we offer a strong solution for your requirements and the best implementation methodology to ensure lasting success. Citizenserve is a low-code software and service solution that covers all aspects of application processing, permitting, licensing, inspections, and enforcement. The software encompasses internal functions and provides a user-friendly portal to enable electronic relationships with constituents. Citizenserve offers profound opportunities for efficiency gains, increased service for constituents, and cost savings.

Citizenserve's unique background provides proven experience and reliability for our customers:

- The software has been built organically for 22 years and continually improved based upon customer enhancement requests, changes in technology, and ongoing feedback from our customers. We have never acquired another company or product; all growth has been through thoughtful and continual improvement of the product.
- The names *Online Solutions* and *Citizenserve* have been used since the founding of the company. There have been no mergers, acquisitions, or changes in company leadership in the company's history.
- Citizenserve is debt free and has been profitable for over a decade. We are also investor free; our decisions are focused on what is best for our customers rather than making investors happy.

- We do not manage by change order. We offer fixed pricing for our projects and use an agile implementation methodology that encourages exploration and welcomes changes in requirements. We know from experience that knowledge gained through a project leads to new ideas, improvements, and oftentimes a whole new approach.
- We have never had a customer dispute or failed implementation or been the subject of litigation. We take the "service" concept of Software-as-Service literally and provide unlimited support and training with every subscription.
- We are constantly improving our software. We provide updates and enhancements to the software twice monthly.

Citizenserve is a turnkey solution that is already up and running with thousands of users in hundreds of municipalities. We process over 500,000 permits per year and over $500 million in permit and license payments. Contractors, citizens, and other constituents use our portal over 9 million times annually to submit and securely pay for applications, check on status, and other community development functions. Each portal session represents a trip that a constituent has not made to a customer's offices, saving staff time and increasing constituent satisfaction. We look forward to sharing how Citizenserve can help to meet the requirements of the City of Laredo.

The pricing in this proposal is valid until April 22, 2026.

Sincerely,



Kara McFall, Manager
Online Solutions, LLC (Citizenserve)
1101 E Warner Rd, Suite 160, Tempe, AZ 85284
800-325-9818 x709
proposals@citizenserve.com

TABLE OF CONTENTS

Cover Page and Cover Letter	Page 1
Table of Contents	Page 4
Section 1 – Citizenserve Background & Experience	Page 5
1.1 – Citizenserve Experience	Page 5
1.2 – Citizenserve References	Page 6
Section 2 – Citizenserve Solution & Capabilities	Page 9
2.1 – Citizenserve Solution	Page 9
2.1.1 – Permitting and Licensing Modules	Page 10
2.1.2 – Online Portal	Page 11
2.1.3 – Calculation and Payment of Fees	Page 12
2.1.4 – Workflows	Page 18
2.1.5 – Applicant Notifications and Communication	Page 19
2.1.6 – Mobile Inspections	Page 24
2.1.7 – Complaint Tracking & Investigation	Page 26
2.1.8 – Permit and License Document Issuance	Page 27
2.1.9 – Reporting and Dashboards	Page 28
2.1.10 – Multilingual Capabilities	Page 37
2.2 – Citizenserve System Architecture, Hosting Environment and Security	Page 38
2.2.1 – Citizenserve System Architecture	Page 38
2.2.2 – Citizenserve Hosting Environment	Page 39
2.2.3 – Citizenserve Security	Page 41
2.3 – Citizenserve Integration Approach	Page 43
2.4 – Citizenserve Data Migration Approach	Page 44
Section 3 – Citizenserve Implementation Plan & Timeline	Page 46
3.1 – Citizenserve Implementation Approach	Page 46
3.2 – Project Work Plan	Page 48
3.3 – Draft Project Timeline	Page 51
Section 4 – Technical Support & Maintenance	Page 53
4.1 – Citizenserve Unlimited Support & Maintenance	Page 53
4.2 – Citizenserve Response Times	Page 55
4.3 – Citizenserve Escalation Procedures	Page 55
4.4 – Support Hours	Page 55
4.5 – System Updates and Regulatory Compliance	Page 56
Section 5 – Citizenserve Cost Proposal	Page 57
5.1 – One-Time Costs	Page 57
5.1.1 – Implementation, Configuration, Project Management, & Online Training	Page 57
5.1.2 – Data Migration	Page 57
5.1.3 – System Integration	Page 57
5.2 – Recurring Costs	Page 58
5.2.1 – Annual Subscription Fees	Page 58
5.3 – Citizenserve 4-Year Cost Matrix	Page 59

SECTION 1 – CITIZENSERVE BACKGROUND & EXPERIENCE

1.1 Citizenserve Experience

Citizenserve is located in Tempe, Arizona and was started as an internet software service in 2003. Citizenserve has 22 years of experience applying automation to address the challenges the City seeks help with, including the successful implementation of environmental health solutions for multiple customers. We will leverage this experience to ensure that the Citizenserve team fully understands the City's requirements and provides functionality that addresses the full spectrum of City users and needs. Community development software and services are the only software and services the company has ever offered, and we have focused exclusively on public sector customers. There have been no acquisitions in the company history; all growth has been organic under the same company leadership. The names *Online Solutions* and *Citizenserve* have been used since inception.

We have offered citizenserve as a Software-as-a-Service solution with accompanying services from the beginning. The citizenserve software is only provided as a cloud-based subscription. When Citizenserve was started as an internet software service in 2003, the model was uncommon; we were among the first to identify the benefit for community development customers of a cloud-based solution accompanied by unlimited support. Updates and enhancements to the software are provided once to twice monthly and are included in all subscriptions at no additional charge. A Citizenserve subscription also includes major upgrades, which occur every few years. Major upgrades and the associated change management and training are also offered at no additional charge.

There are over 300 jurisdictions and thousands of community development professionals using citizenserve. Each of these customers faced similar challenges to those facing the City, and with Citizenserve have completed successful projects. Most of our customers require integration to external systems such as GIS and payment processors and the tailoring of permits and licenses, workflows, fee schedules, certificates, enforcement codes, reports, user roles, and other attributes unique to each customer. We have extensive experience implementing the software, tailoring it through configurations to the specific needs of the customer, completing and testing system integrations, and thoroughly training users to ensure successful adoption.

We strive to be easy to work with, and new customers are often referred by existing customers. There have been no customer disputes, litigation, or failed implementations in the company's history. Our unlimited support model extends our relationships with our customers, ensuring

that when they have a question or issue, we are available to provide timely assistance and problem resolution. We resolve over 85% of support requests on the same day the request is submitted. In addition to assisting with support requests, we also offer unlimited user training after launch for the full life of the subscription. Our unlimited support and training eliminate the stress of changing to a new system and ensure that all your stakeholders are supported when they require assistance.

Citizenserve has the solution to meet the requirements of the City, specific experience successfully implementing an environmental health solution, and the support model to ensure continuing success.

1.2 Citizenserve References

Citizenserve's existing client base consists of cities, towns, counties, and other municipalities throughout the United States that have community development functions. We have over 300 customers, some of whom have been using citizenserve since the inception of the company. We have included references below for environmental health projects that are similar in nature to the project requested by the City.

<table>
<tr><td colspan="2">Reference 1: Coconino County, Arizona
2625 N. King Street
Flagstaff, AZ 86004</td></tr>
<tr><td>Contact Name: Eve Wolters</td><td>Contact Title: Division Manager, Environmental Health</td></tr>
<tr><td>Contact Phone: 928-679-8761</td><td>Contact Email: ewolters@coconino.az.gov</td></tr>
<tr><td>Citizenserve Modules: Environmental Permitting, Environmental Licensing, Code Enforcement, Online Portal.</td><td>Additional Services: Systems Integration and Data Migration/Conversion</td></tr>
<tr><td colspan="2">Overall Project Scope:
Provided a fully integrated environmental health solution:
Configured permits, licenses, and related reviews and workflows, inspections, and notifications for the Coconino County Health & Human Services Department.
Configured a custom online portal for all functions, including a PCI-compliant integration to a payment processor for online payments.
Configured multiple integrations.
Migrated data from a legacy system.
Developed dozens of custom reports, custom metrics, and user dashboards.</td></tr>
</table>

Reference 2: Cochise County, Arizona 1415 Melody Lane, Building D Bisbee, AZ 85603	
Contact Name: Daniel Coxworth	**Contact Title:** Development Services Director
Contact Phone: 520-432-9268	**Contact Email:** dcoxworth@cochise.az.gov
Citizenserve Modules: Environmental Health Licensing, Permitting, Planning & Zoning, Code Enforcement, Online Portal.	**Additional Services:** Data Conversion, Systems Integration, Integrated Voice Response

Overall Project Scope:

- In addition to providing modules for building, planning, and right-of-way permits, Citizenserve provided a fully integrated environmental health solution:
  - Configured permits, licenses, and related reviews and workflows, inspections, and notifications for the Cochise County Environmental Health Division.
  - Configured a custom online portal for all functions, including a PCI-compliant integration to a payment processor for online payments.
  - Configured multiple integrations.
  - Migrated data from legacy system.
  - Configured integrated voice response (IVR) to enable the submission of building inspection requests via text.
  - Developed dozens of custom reports, custom metrics, and user dashboards.

Reference 3: Yavapai County, Arizona 1120 Commerce Drive Prescott, AZ 86305	
Contact Name: Jeremy Dye	**Contact Title:** Development Services Director
Contact Phone: 928-639-8151	**Contact Email:** jeremy.dye@yavapaiaz.gov
Citizenserve Modules & Functionality: Environmental Health Permitting and Licensing; Building, Planning, and Zoning Permitting; Addressing; Code Enforcement, Online Portal.	**Additional Services:** Data Conversion, Systems Integration

Overall Project Scope:

- In addition to providing modules for permitting, planning and zoning, addressing, and code enforcement, Citizenserve provided a fully integrated environmental inspection solution:
  - Configured permits, licenses, and related reviews and workflows, inspections, and notifications for the Yavapai County Environmental Services Unit.
  - Configured a custom online portal for all functions, including a PCI-compliant integration to a payment processor for online payments.
  - Configured multiple integrations.
  - Migrated data from legacy system.
  - Developed dozens of custom reports, custom metrics, and user dashboards.

SECTION 2 – CITIZENSERVE SOLUTION & CAPABILITIES

2.1 Citizenserve Solution

Citizenserve is a highly configurable system with flexible configuration options to ensure applications, workflows, notifications, reports, and dashboards reflect your business processes. The Citizenserve team will configure citizenserve to meet the City's requirements during implementation, including providing recommendations for changes in processes based on best practices. After go live you can submit a support ticket to have Citizenserve make any required configuration changes, including custom reports, changes to workflows and notifications, and changes prompted by regulatory changes.

We have included references who are using citizenserve for similar functions to those recommended by the City. For each of these customers, we used configurations to tailor their applications, fees, inspections, forms, templates, notifications, emails, letters, etc. to meet their specific Environmental Health permitting and licensing needs. We encourage you to speak to our references about the flexibility of citizenserve, our implementation approach to ensure we address requirements, and our unlimited support post go live that includes unlimited configuration updates.

Configurable items in citizenserve include:

- **Roles**: with citizenserve's role-based security you can specify the rights and access for each of your users, departments, and sub-departments.
- **Forms** can be configured to include the graphics, text, fields, custom fields (no additional cost), and other elements you specify.
- **Workflows** can be configured to match your processes, routing, reviews, approvals, and notifications, and workflow activities can be configured to occur in sequence or parallel. You can set up different workflows for each permit and license type.
- **Fees** can be configured to include complex calculations and start and stop dates.
- **Portal**: you can control what appears on the portal, what actions can be taken from the portal (including document upload), and mandatory fields and documents through the portal configuration screen. We can place any report on the portal to enable constituents to view activity levels, search for permits and licenses by type and other criteria, etc.

- **Custom fields** can be created and used on your reports, forms, letters, emails, etc.; citizenserve supports 33 different types of custom fields. The creation of an unlimited number of custom fields is included in Citizenserve's unlimited support.
- **Notifications** are available in response to various actions in citizenserve and can be configured to send letters, emails, etc. Staff have the option to edit these types of notifications prior to sending.
- **Warnings** can be configured as mandatory (e.g., Prevent Permit Issuance) or informational.
- **Letters and emails** can be automatically generated and configured with text, graphics, and data contained within citizenserve. Staff always have the option to edit letters and emails prior to sending. All letters and emails are included in the Documents tab of the relevant permit, license, code case, etc.
- **Reports**: you can request an unlimited number of custom reports as part of Citizenserve's unlimited support. If you don't see the report you need in the list of standard citizenserve reports, just submit a support request; the turnaround time for the average custom report is one business day. You can also create your own reports with citizenserve's easy-to-use reporting wizard.
- **Dashboards** are easy to configure for each individual user to display only the metrics and information that is relevant, and you can request custom metrics at any time for no additional cost.
- **Integrations** to external systems can be configured as one-way, two-way, or flat file uploads. Citizenserve staff are responsible for developing the scripts for the integration points on the citizenserve side (development of code to export data from or accept data into citizenserve); if an API is not available, the City's technical resources will be responsible for developing the code to export data to citizenserve or accept data from citizenserve.

We have included some specific information on citizenserve's functionality below.

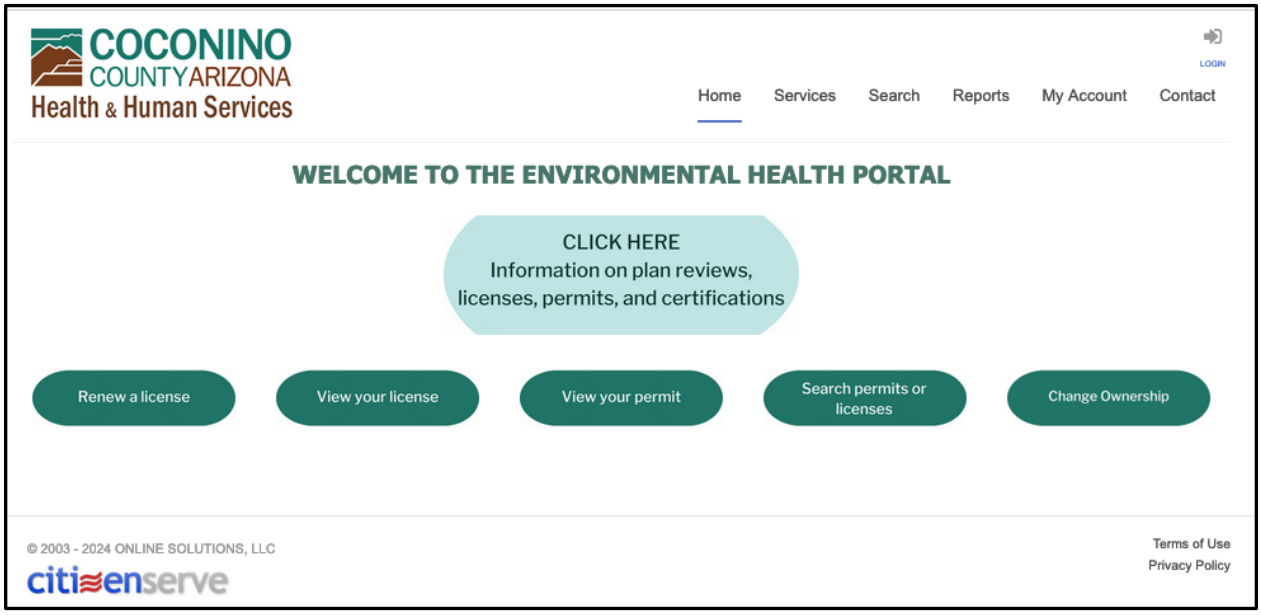
2.1.1 Permitting and Licensing Modules

Citizenserve has flexible permitting and licensing modules that accommodate any type of permit or license. The Citizenserve implementation manager will configure the City's permits and licenses and associated workflows, inspections, and documents during the project; the configuration of any new permits or licenses after go live is included as part of Citizenserve's unlimited support. Permits and licenses and their associated workflows can be quickly built. You can add an unlimited number of permit and license types and subtypes for an unlimited number of departments in citizenserve.

2.1.2 Online Portal

Citizenserve provides a configurable, customizable, PCI-compliant online portal that allows constituents to participate electronically in the processes of permitting, licensing, code enforcement, and inspections. The portal is available 24/7/365 and can be configured as a link off the City's website. The portal has been built into the solution from the beginning, so users are provided with a cohesive interface. The portal is easy to use, and Citizenserve will configure the portal with clear instructions on how to register as a new user, update account information, fill out and submit applications, required submittal documents, information on when a permit or license is required, etc. Configurable, context-sensitive help is available at the field level to provide guidance on the information required with each application.

The image below shows the configuration of the Citizenserve environmental health portal for the Coconino County, Arizona Health & Human Services department. Visitors can renew or view their license, view their permit, search permits or licenses, or change ownership. We can easily tailor the City's portal to only show your relevant information and services.



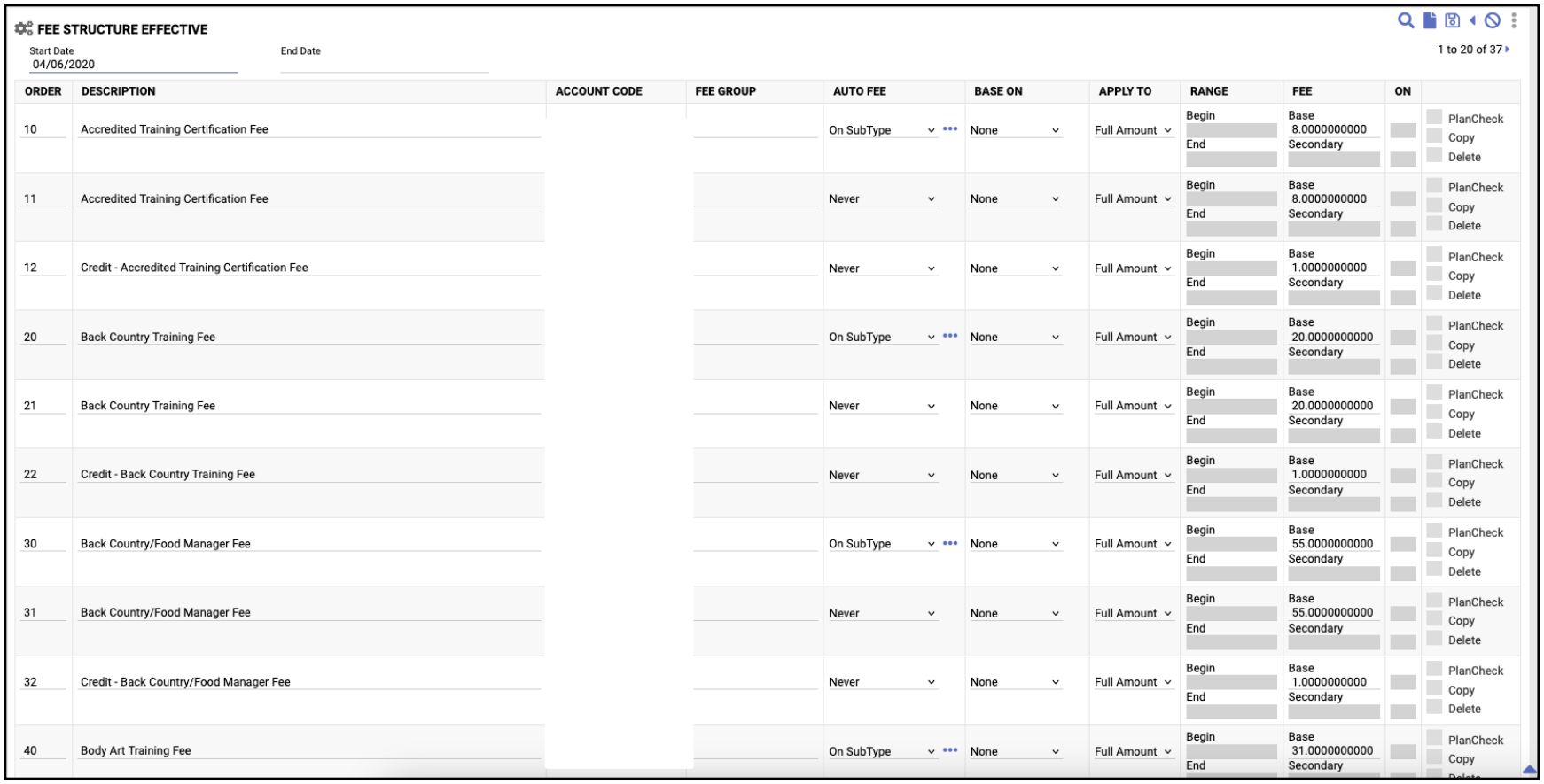
Coconino County, Arizona Environmental Health Portal

There is enormous flexibility in configuring applications to meet an individual customer's needs. We will work with the City during implementation to determine the requirements for each of your permit and license types; we can replicate existing applications or make improvements and changes as desired. Applications can be configured to include the required fields, all explanatory text, City-specific graphics and logos, all contacts related to an application, and any other data or information required. Applications can also be configured to indicate the required documents that must be uploaded and whether a digital signature is required. Custom fields can easily be added at any time; all custom fields are available for reporting and metrics.

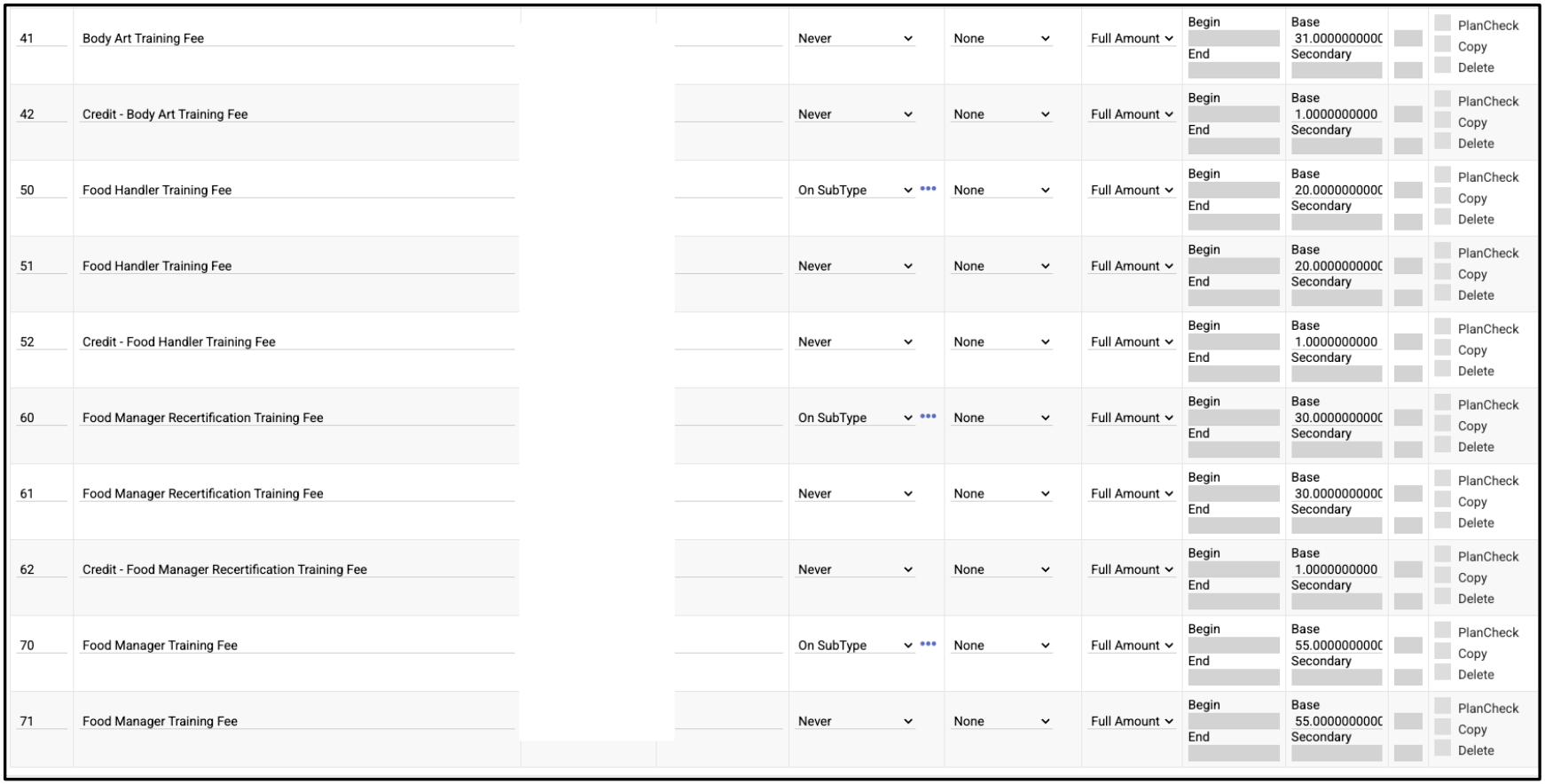
All citizenserve forms can include dynamic fields, which means the application will adapt depending upon the answers provided by the applicant. Conditions can be configured for permit and license applications that prevent the submittal of an application from the online portal when the condition is triggered; for example, if a required certification has expired. Applicants can save in-process applications for completion later.

2.1.3 Calculation and Payment of Fees

Citizenserve enables flexibility in the setup of fees, and each permit or license (application) type can have different fee calculations. All fee schedules can be end dated to inactivate fees and ensure that the correct fees are applied. Citizenserve can accommodate two fee types: manual and automatic fees. Manual fees are assigned by staff with proper security during the workflow. Automatic fees can be set up for ranges or specific values of application fields and can calculate fixed fees or variable fees against application data. The two screenshots below show a fee structure for a Citizenserve customer's Environmental Health Permit.

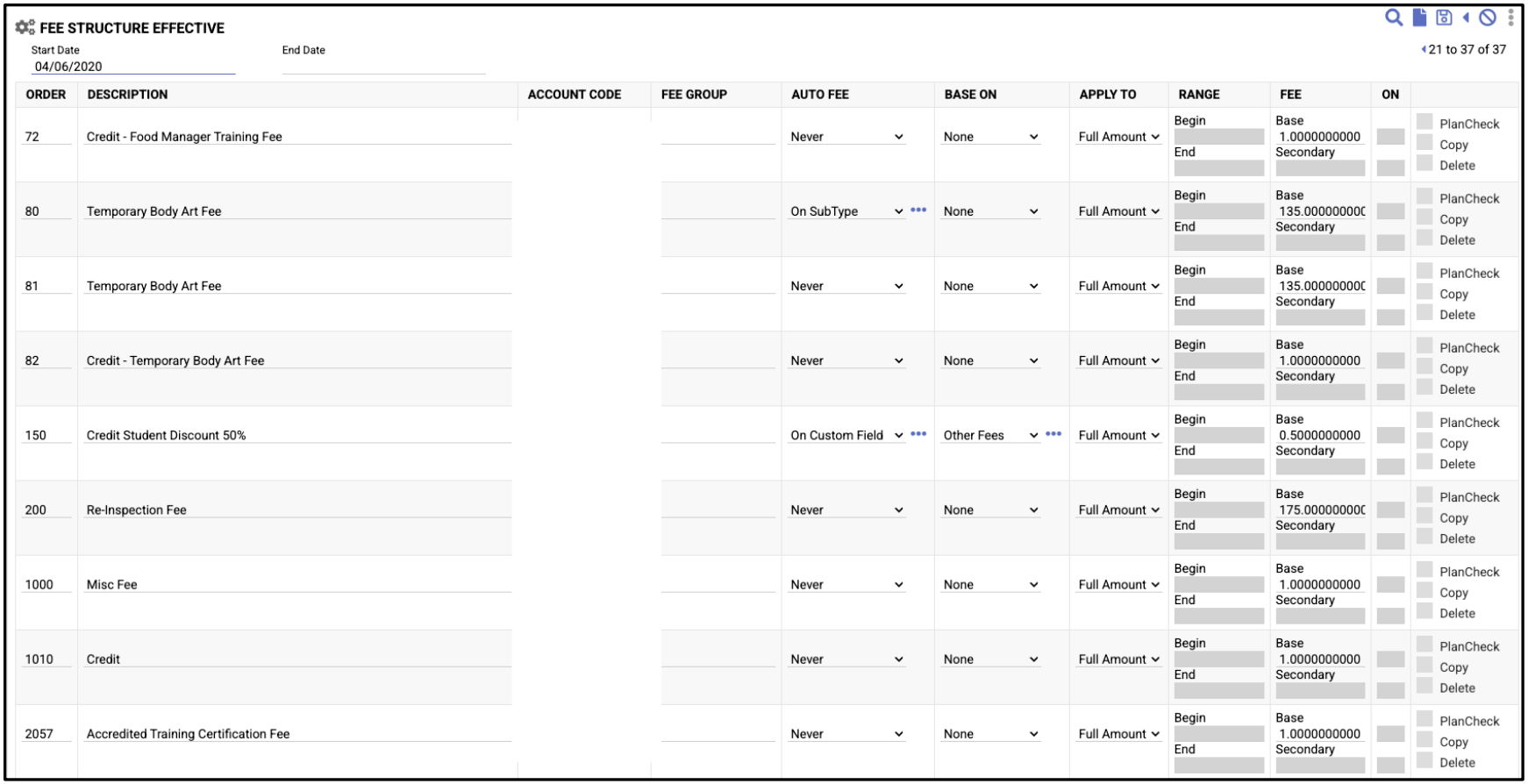


Fee Setup Screen for an Environmental Health Permit (screen 1 of 4) – account codes have been obscured

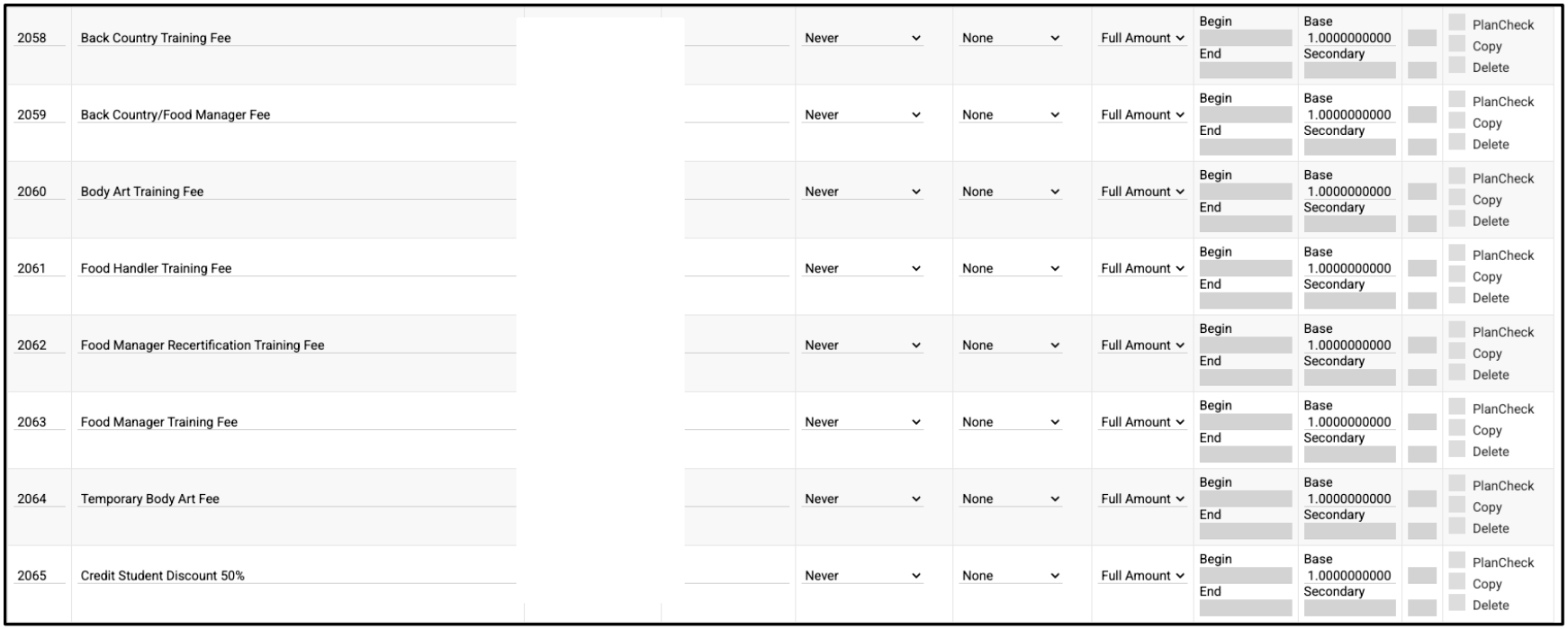


41	Body Art Training Fee		Never	None	Full Amount	Begin End	Base 31.0000000000 Secondary			PlanCheck Copy Delete
42	Credit - Body Art Training Fee		Never	None	Full Amount	Begin End	Base 1.0000000000 Secondary			PlanCheck Copy Delete
50	Food Handler Training Fee		On SubType •••	None	Full Amount	Begin End	Base 20.0000000000 Secondary			PlanCheck Copy Delete
51	Food Handler Training Fee		Never	None	Full Amount	Begin End	Base 20.0000000000 Secondary			PlanCheck Copy Delete
52	Credit - Food Handler Training Fee		Never	None	Full Amount	Begin End	Base 1.0000000000 Secondary			PlanCheck Copy Delete
60	Food Manager Recertification Training Fee		On SubType •••	None	Full Amount	Begin End	Base 30.0000000000 Secondary			PlanCheck Copy Delete
61	Food Manager Recertification Training Fee		Never	None	Full Amount	Begin End	Base 30.0000000000 Secondary			PlanCheck Copy Delete
62	Credit - Food Manager Recertification Training Fee		Never	None	Full Amount	Begin End	Base 1.0000000000 Secondary			PlanCheck Copy Delete
70	Food Manager Training Fee		On SubType •••	None	Full Amount	Begin End	Base 55.0000000000 Secondary			PlanCheck Copy Delete
71	Food Manager Training Fee		Never	None	Full Amount	Begin End	Base 55.0000000000 Secondary			PlanCheck Copy Delete

Fee Setup Screen for an Environmental Health Permit (screen 2 of 4) – account codes have been obscured



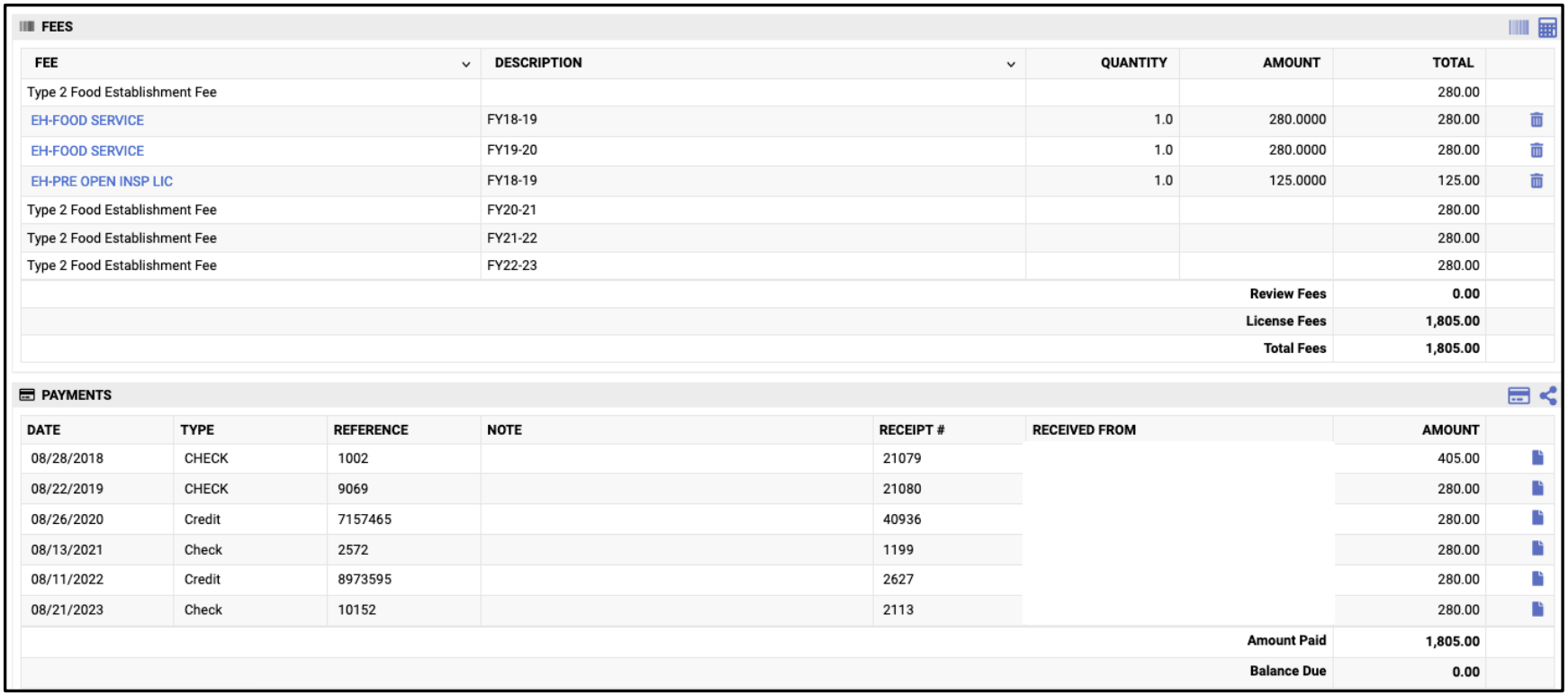
Fee Setup Screen for an Environmental Health Permit (screen 3 of 4) – account codes have been obscured



2058	Back Country Training Fee		Never	None	Full Amount	Begin End	Base 1.0000000000 Secondary			PlanCheck Copy Delete
2059	Back Country/Food Manager Fee		Never	None	Full Amount	Begin End	Base 1.0000000000 Secondary			PlanCheck Copy Delete
2060	Body Art Training Fee		Never	None	Full Amount	Begin End	Base 1.0000000000 Secondary			PlanCheck Copy Delete
2061	Food Handler Training Fee		Never	None	Full Amount	Begin End	Base 1.0000000000 Secondary			PlanCheck Copy Delete
2062	Food Manager Recertification Training Fee		Never	None	Full Amount	Begin End	Base 1.0000000000 Secondary			PlanCheck Copy Delete
2063	Food Manager Training Fee		Never	None	Full Amount	Begin End	Base 1.0000000000 Secondary			PlanCheck Copy Delete
2064	Temporary Body Art Fee		Never	None	Full Amount	Begin End	Base 1.0000000000 Secondary			PlanCheck Copy Delete
2065	Credit Student Discount 50%		Never	None	Full Amount	Begin End	Base 1.0000000000 Secondary			PlanCheck Copy Delete

Fee Setup Screen for an Environmental Health Permit (screen 4 of 4) – account codes have been obscured

Citizenserve will set up the City's fees and map them to the City's account codes during implementation, and maintenance of the City's fees (changes to current fees and the addition of new fees) is included as part of the subscription's unlimited support. Citizenserve enables fees to be calculated for applications and paid from the counter or, with integration to a payment processor, securely paid from the portal. The City determines when fees are displayed on the portal to the applicant.



FEES

FEE	DESCRIPTION	QUANTITY	AMOUNT	TOTAL
Type 2 Food Establishment Fee				280.00
EH-FOOD SERVICE	FY18-19	1.0	280.0000	280.00
EH-FOOD SERVICE	FY19-20	1.0	280.0000	280.00
EH-PRE OPEN INSP LIC	FY18-19	1.0	125.0000	125.00
Type 2 Food Establishment Fee	FY20-21			280.00
Type 2 Food Establishment Fee	FY21-22			280.00
Type 2 Food Establishment Fee	FY22-23			280.00
			Review Fees	0.00
			License Fees	1,805.00
			Total Fees	1,805.00

PAYMENTS

DATE	TYPE	REFERENCE	NOTE	RECEIPT #	RECEIVED FROM	AMOUNT
08/28/2018	CHECK	1002		21079		405.00
08/22/2019	CHECK	9069		21080		280.00
08/26/2020	Credit	7157465		40936		280.00
08/13/2021	Check	2572		1199		280.00
08/11/2022	Credit	8973595		2627		280.00
08/21/2023	Check	10152		2113		280.00
					Amount Paid	1,805.00
					Balance Due	0.00

Fees and Payments on the Permit Screen (identifying information is whited out)

We have included PCI-compliant integration to a payment processor in our bid to enable the payment of fees from the portal with a credit card. The system will reflect that a fee was paid, amount and type of payment, and date/time of payment. Payments can be applied across fees and the History will show when the fee(s) were paid. Staff can view permit and license fees and payments that have been applied on the Permit or License Screen. Fees can also be added to activities. If the activity has a fee structure defined, the activity will display fee, payment, and refund information. Fees can also be added to inspection activities.

2.1.4 Workflows

The workflows and associated reviews for permits and licenses can be quickly and easily built. The City can identify an unlimited number of unique permit and license types and associated workflow routes and due dates. Citizenserve will build the permits and licenses and associated workflows for the City during implementation. If permits or licenses are added or changed, Citizenserve support staff can make the changes under Citizenserve's unlimited support.

The submission of a permit or license application by an applicant from the portal (or by staff entering an application for a customer) kicks off a workflow. Workflows can be configured to determine the appropriate route based on a variety of criteria such as permit or license type and specific fields in the application. Permit and license reviews can be configured to dynamically route the application to different departments or individual users based on information entered during the review.

Citizenserve's role-based security enables you to decide who can view permit and license information and review feedback. Workflows can be easily configured and changed in citizenserve, and staff users can quickly identify the status of each of the steps in the workflows for permits and licenses. Workflows can be configured to notify one or more staff at key steps in the workflow, such as when a request is made for a review. Citizenserve maintains a complete, timestamped history of all actions taken on permit and license applications, including steps in a workflow such as application received, permit issued, and application complete.

The below example shows the Review steps in a workflow that has been set up for a commercial septic permit. The application has completed the Application Intake and has been reviewed and approved by the Development Services, Environmental Health, and Fire Departments and is awaiting review by the Engineering Management of the Engineering and Natural Resources Department. The ASSIGNED TO column has been whited out to mask the names of individual staff members.

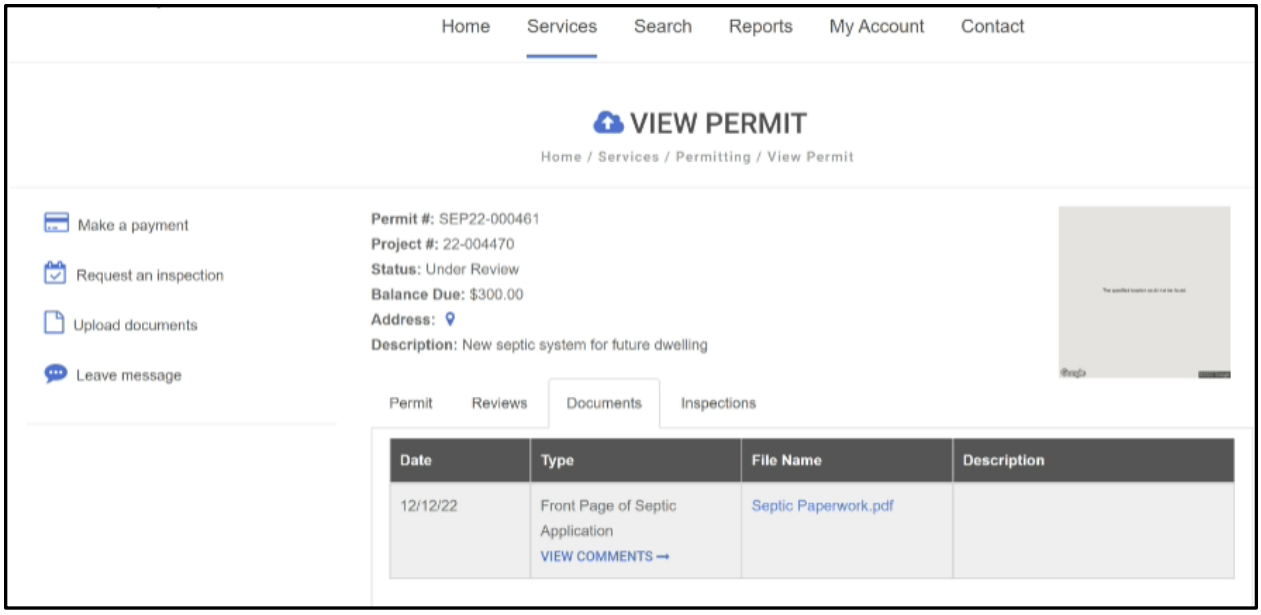
NON-RESIDENT ACCESSORY STRUCTURE	CP23-000127		APPROVED		
ACTIVITY TYPE	DEPARTMENT	ASSIGNED TO	STATUS	DUE	COMPLETED
Permit Application Intake Checklist	Development Services		Approved	09/20/2023	09/26/2023
Permit Plan Review	Development Services		Approved	10/10/2023	11/16/2023
Department - Engineering and Natural Services	Engineering and Natural Services	Engineering Management		10/10/2023	
Fire Department	Development Services		Approved	10/10/2023	10/05/2023
Environmental Health Plan Review	Environmental Health		Approved	10/10/2023	10/02/2023
Planner	Development Services		Approved	10/10/2023	10/02/2023
Final Review	Development Services		Approved	10/10/2023	11/16/2023

Staff View of a Commercial Septic Permit Workflow Route Display (identifying details whited out)

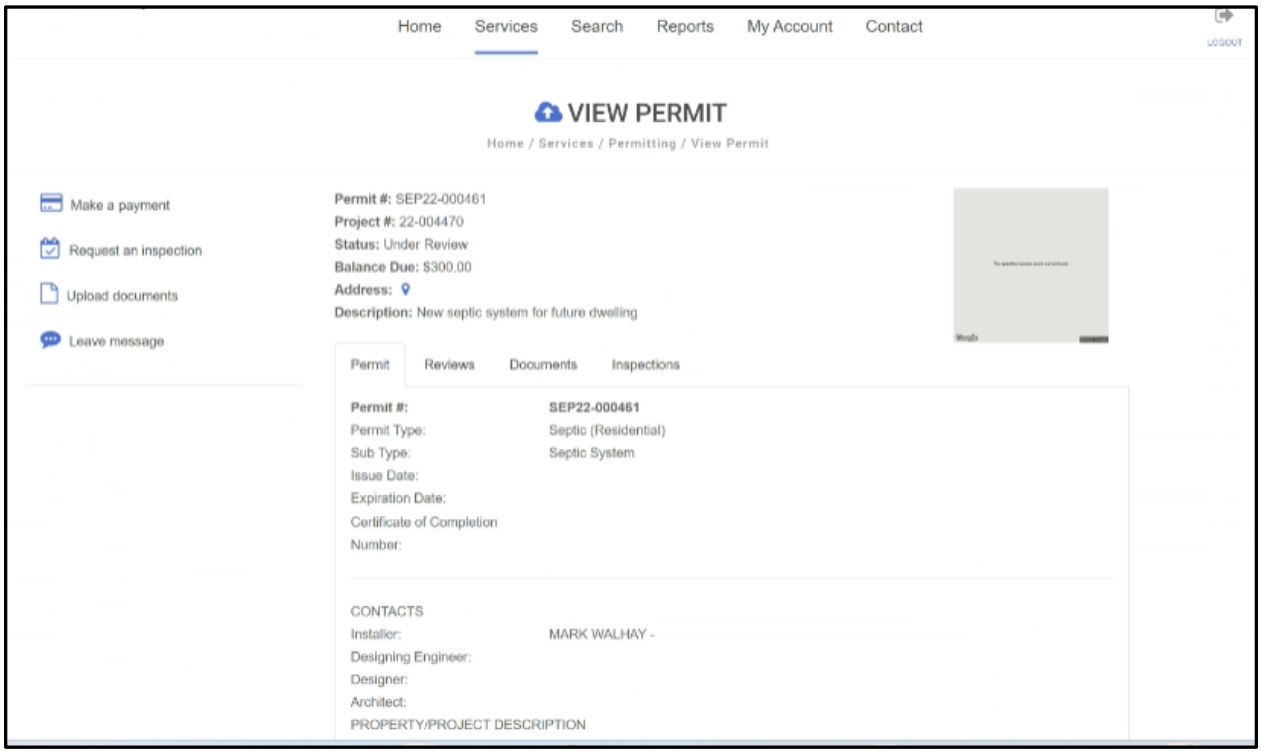
2.1.5 Applicant Notifications and Communication

There are a variety of ways staff can communicate with an applicant. The application workflow can be configured to send emails at designated points in a workflow; for example, a review activity can be completed and a template email generated to be sent to the applicant and any other people involved in the project. Emails can be edited prior to sending, if desired, and all emails sent from citizenserve will appear as if they were sent from the City's email system (the "From" information will show the associated City of Laredo email address) and will be stored as a document in the associated case file. Ad hoc emails can be written and sent anytime, with a copy of the email stored on the Documents tab.

Another means of communicating with applicants is through the portal. The portal can be configured so that constituents who submit permit and license applications or complaints have access to status information. From the My Requests screen a portal user can view all their applications, complaints, and requests. Below are screenshots that show a view of the View Permit screen that is accessible by a customer from the portal; the tabs for Permit, Review, Documents, and Inspections show the status information that is available to the applicant. It's easy for staff and customers to collaborate through the information, documents, and inspection requests on the online portal, or through staff emails and letters generated within citizenserve. Because the portal and citizenserve modules all use the same database, data entered and documents uploaded by staff are immediately available to the applicant on the portal, and applications, documents, and data entered by the applicant are immediately available to staff.



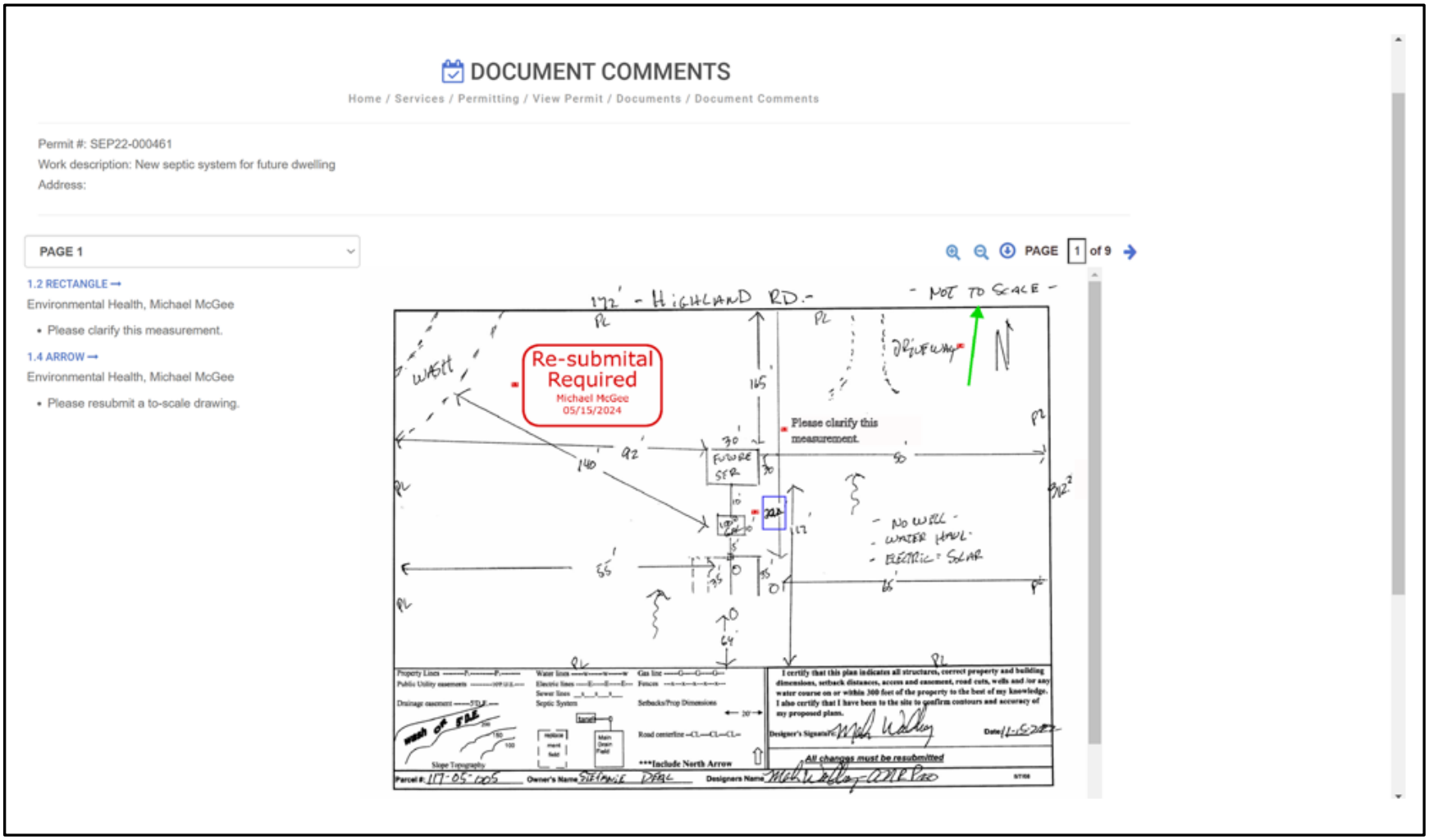
Online Portal View Permit Screen, Documents Tab (Residential Septic Permit Application)



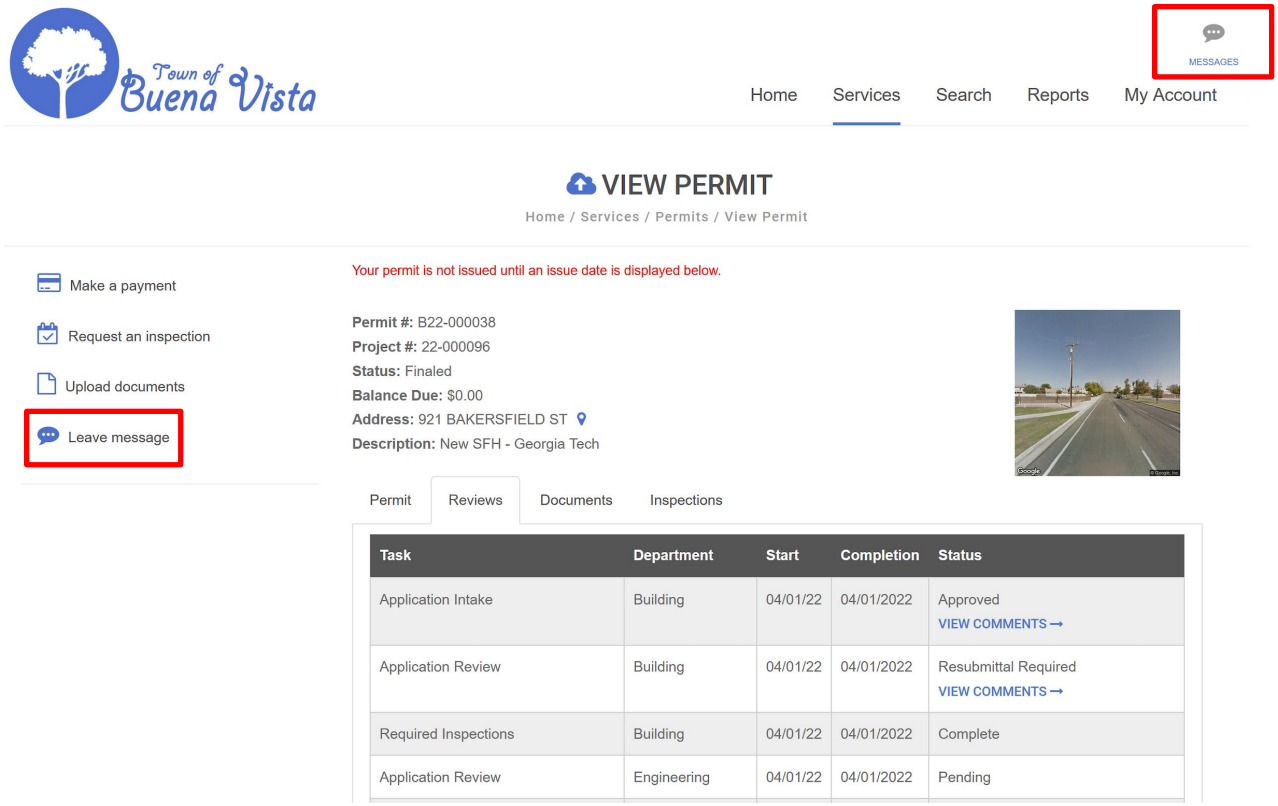
Online Portal View Permit Screen, Permit Tab for a Residential Septic Permit (top of application)

It's also easy for an applicant to identify and access review comments. The below screenshot shows the review comments that an applicant has accessed from the portal by clicking on the

blue VIEW COMMENTS hyperlink from the Documents tab. The applicant can also click on the blue VIEW COMMENTS hyperlinks from the Reviews tab to access comments from individual reviewers (not shown).

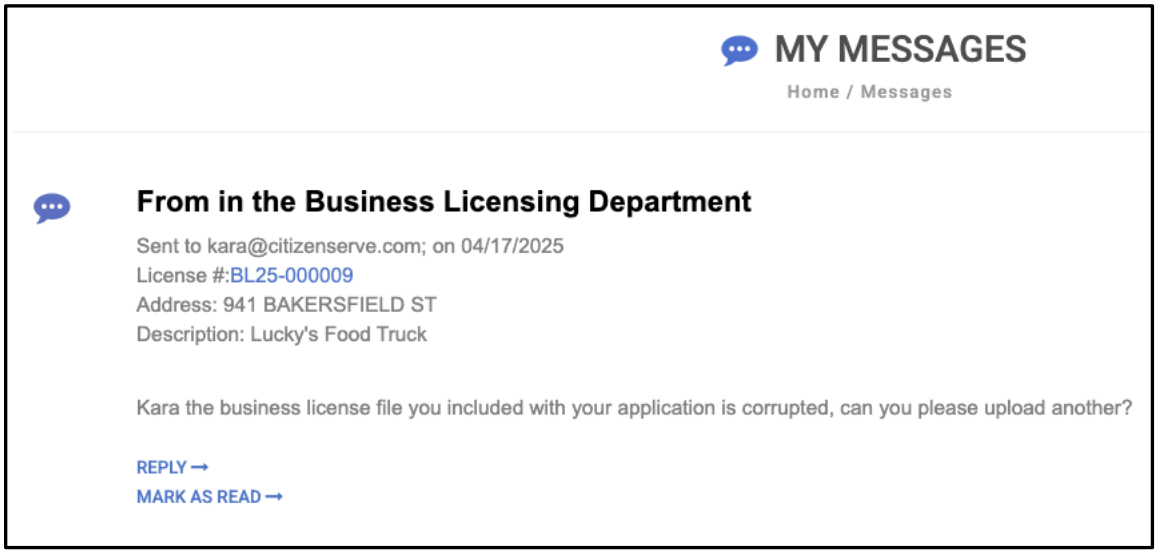


The applicant clicks on the VIEW COMMENTS link to view the stamp, shapes, and comments added by review staff.



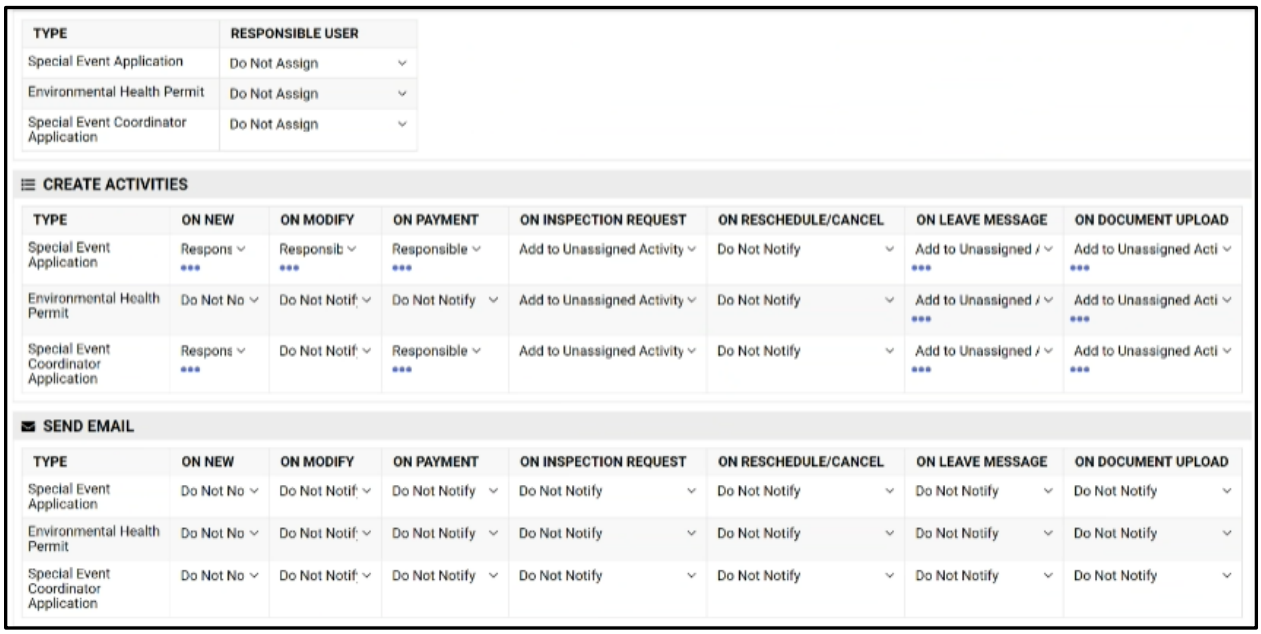
View Permit portal screen enables portal users to leave and retrieve messages

Another easy way for applicants to communicate from the portal is through the Message feature. The above screen shot shows both the Leave message link that enables portal users to send messages to staff and the Messages link that enables portal users to retrieve their messages from staff. When a portal user sends a message, the staff member who is the addressee will see an icon notification in their citizenserve dashboard that shows the number of unread messages they have. When a staff member sends a message, the portal user can click on a link from the portal to retrieve the message:



Example of a staff message sent to a portal user

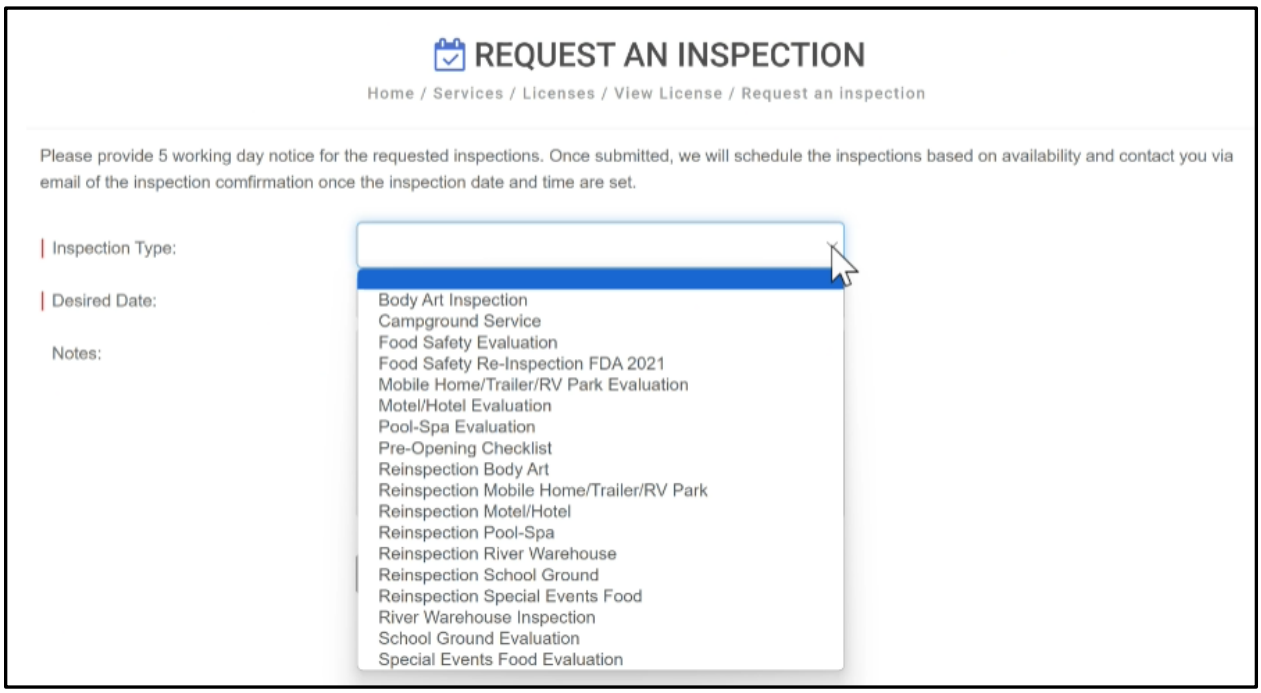
One critical feature in citizenserve is the ability to set User Notifications and Assignments for each permit, license, and case type so staff and departments are notified when portal users take action on the portal. For example, if a staff member requests a revised plan document, the notification matrix will let the staff member know when the document is uploaded. Without notices of actions taken on the portal, the staff would have to keep checking the file for the uploaded document.



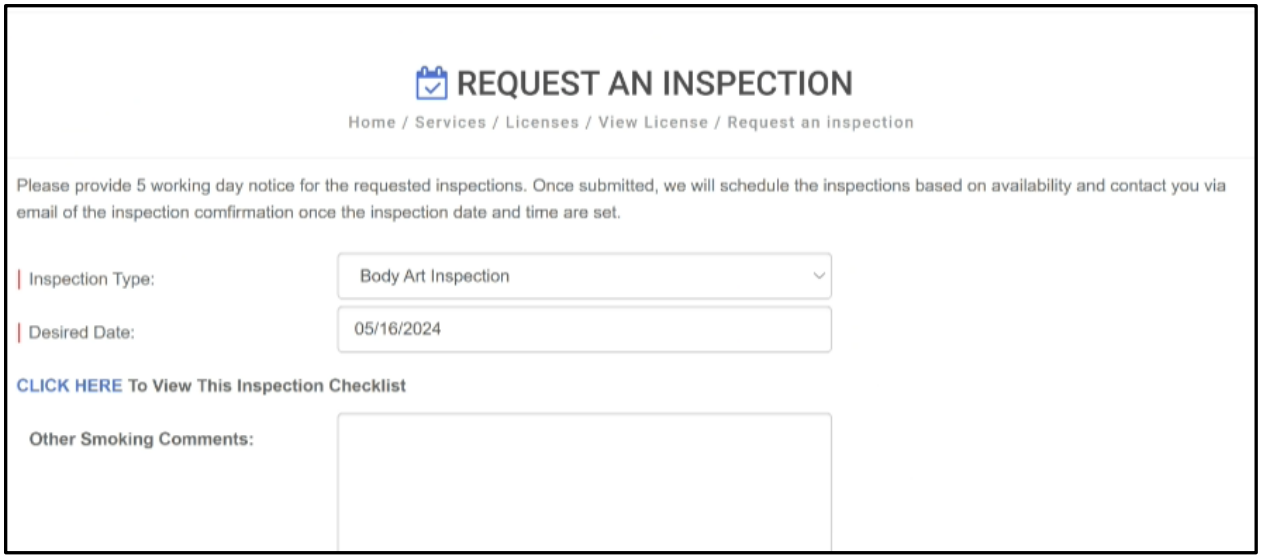
Sample Citizenserve User Notifications and Assignments Configuration Screen

2.1.6 Mobile Inspections

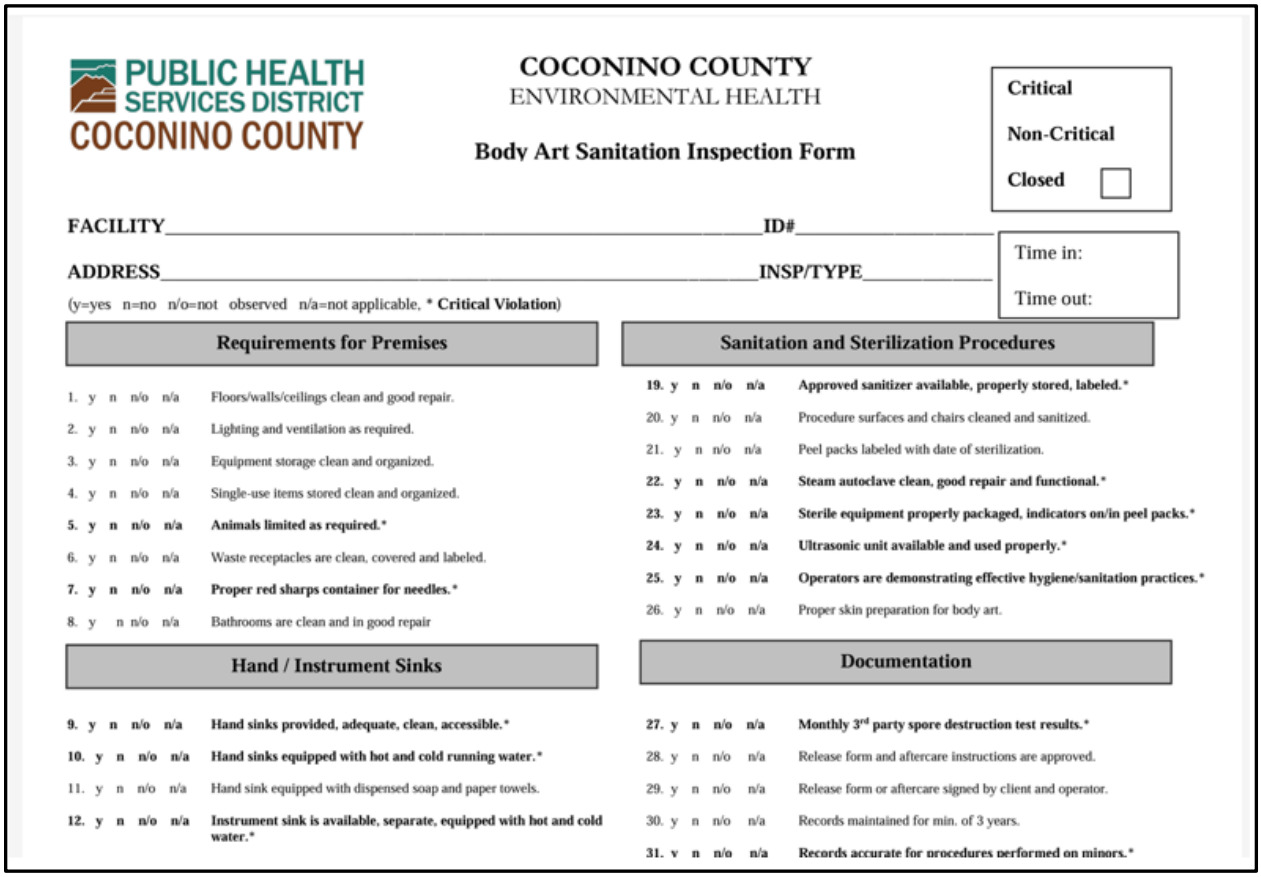
Citizenserve supports the creation of an unlimited number of inspection types, including health and environmental inspections. Citizenserve easily manages annual inspections. Each inspection type can be set up as a custom form or to-do list with template outputs such as an inspection report. Templates can be created as letters, emails, or any other combination of text and graphics. Individual checklists can be created for each different inspection type.



Customers can request an inspection from the portal; the inspection types are customizable



You can configure hyperlinks to inspection checklists so the applicant is prepared for the inspection (optional)



PUBLIC HEALTH SERVICES DISTRICT
COCONINO COUNTY

COCONINO COUNTY
ENVIRONMENTAL HEALTH

Body Art Sanitation Inspection Form

Critical
Non-Critical
Closed ☐

FACILITY_____ID#_____

ADDRESS_____INSP/TYPE_____

Time in:
Time out:

(y=yes n=no n/o=not observed n/a=not applicable, * **Critical Violation**)

Requirements for Premises

1. y n n/o n/a Floors/walls/ceilings clean and good repair.
2. y n n/o n/a Lighting and ventilation as required.
3. y n n/o n/a Equipment storage clean and organized.
4. y n n/o n/a Single-use items stored clean and organized.
5. **y n n/o n/a Animals limited as required.***
6. y n n/o n/a Waste receptacles are clean, covered and labeled.
7. **y n n/o n/a Proper red sharps container for needles.***
8. y n n/o n/a Bathrooms are clean and in good repair

Hand / Instrument Sinks

9. **y n n/o n/a Hand sinks provided, adequate, clean, accessible.***
10. **y n n/o n/a Hand sinks equipped with hot and cold running water.***
11. y n n/o n/a Hand sink equipped with dispensed soap and paper towels.
12. **y n n/o n/a Instrument sink is available, separate, equipped with hot and cold water.***

Sanitation and Sterilization Procedures

19. **y n n/o n/a Approved sanitizer available, properly stored, labeled.***
20. y n n/o n/a Procedure surfaces and chairs cleaned and sanitized.
21. y n n/o n/a Peel packs labeled with date of sterilization.
22. **y n n/o n/a Steam autoclave clean, good repair and functional.***
23. **y n n/o n/a Sterile equipment properly packaged, indicators on/in peel packs.***
24. **y n n/o n/a Ultrasonic unit available and used properly.***
25. **y n n/o n/a Operators are demonstrating effective hygiene/sanitation practices.***
26. y n n/o n/a Proper skin preparation for body art.

Documentation

27. **y n n/o n/a Monthly 3rd party spore destruction test results.***
28. y n n/o n/a Release form and aftercare instructions are approved.
29. y n n/o n/a Release form or aftercare signed by client and operator.
30. y n n/o n/a Records maintained for min. of 3 years.
31. **y n n/o n/a Records accurate for procedures performed on minors.***

Coconino County, Arizona Body Art Inspection Checklist

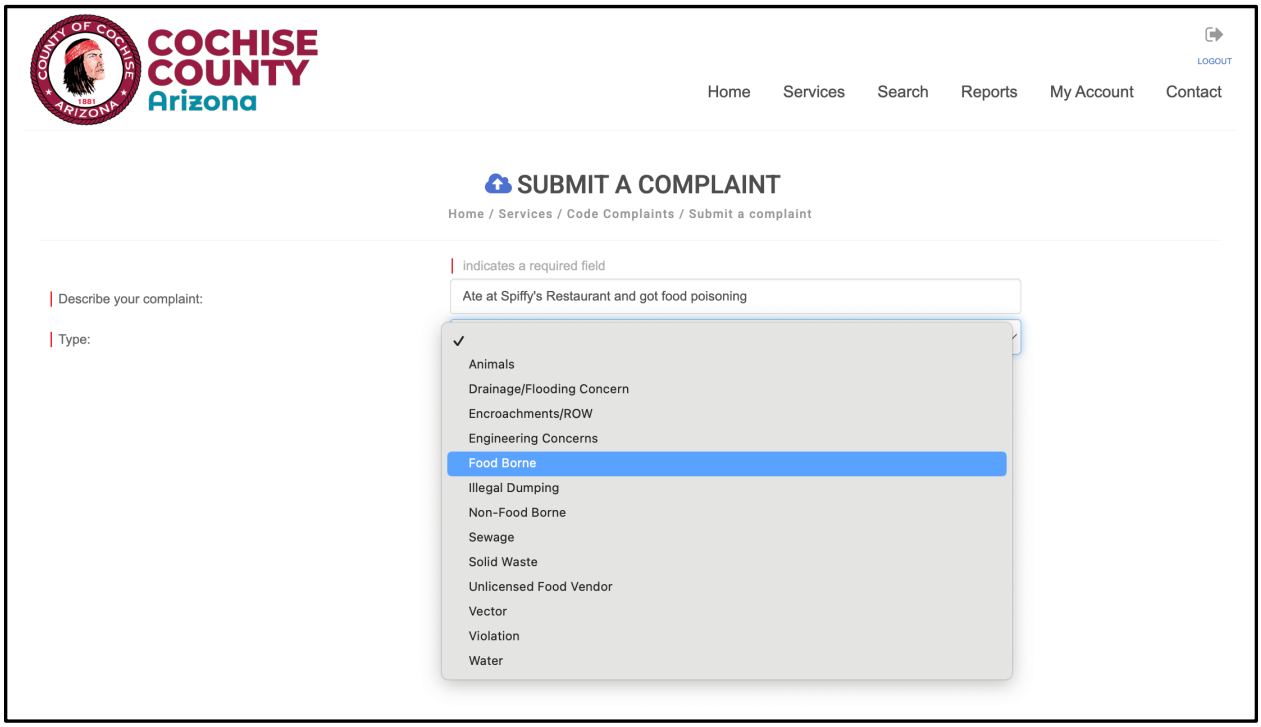
Citizenserve is device and browser independent, so your inspectors can access the full functionality of citizenserve from the field. Any information entered in the field is immediately available to staff in the office, and vice versa; no synching of data is required. As a fully mobile solution, inspectors are notified of inspections due and can look up property ownership information, fill out an inspection report, add violations, take and attach photos, mark up images, generate tickets or notices of violation, and schedule re-inspections – all in the field from a laptop, iPad, or other mobile device. Your inspectors can write tickets for violations from the field using a mobile device, provide a signature, and print tickets using a Bluetooth printer. Photos can be taken and added directly from device cameras.

Your inspectors can select from multiple code sections, including health and environmental codes. As part of Citizenserve's unlimited support, we will ensure that your codes are kept current. Inspectors can also add inspection comments using speech-to-text from iPads and other devices that support this feature. We also have an offline inspection mode that enables inspectors to conduct inspections from the field when coverage is unreliable.

2.1.7 Complaint Tracking & Investigation

Citizenserve completely automates the process of routing complaints, opening cases, scheduling inspections, recording violations, generating case forms, and coordinating resolutions. Citizens can enter complaints and check on the status from the online portal. We will work with the City to configure business rules in citizenserve to automatically route complaints to the appropriate department for quick action.

Property ownership, inspection results, photos, notices, violations, and notes become an electronic record of each case. Citizenserve's robust case management capabilities enable code enforcement cases to be created with multiple violations, and each violation can be tracked and resolved separately. We can build violation types to reflect local codes, and maintenance of violation types and codes is included in our unlimited support. You can add violations to a file and filter by section to list only the applicable violations.



Public portal users can submit complaints from the portal

An unlimited number of people, businesses, and other contact types can be associated with a case, and each person or entity can have a different association with the case. An unlimited number of notice or letter forms can be created; each can be completely customized and can initiate database processes such as fee assessment or file status changes. Code cases can be

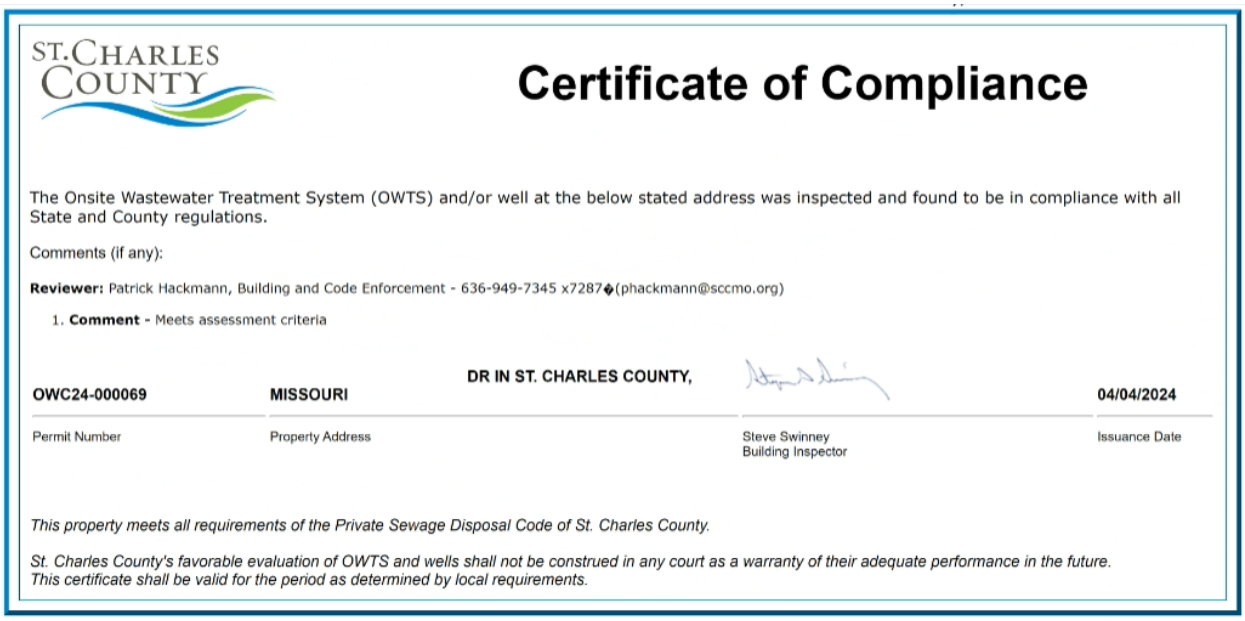
prioritized and escalated. Code enforcement case processes can take a case from complaint through resolution.

Code inspections can be scheduled automatically according to complaint type or can be added manually. Code cases can be assigned to inspectors based upon geographic attributes provided through integration to the City's ESRI GIS. Citizenserve has a built-in device and browser independent calendar feature that allows inspections and tasks to be easily assigned and managed. Inspectors can select a setting to email them a calendar invitation when an inspection is scheduled. The email contains an ICS file that adds an appointment to the inspector's Outlook calendar, similar to how appointments and meetings created in Outlook are sent from these calendars to meeting attendees and added to their calendars when they choose the Accept option.

As a fully mobile solution, code enforcement inspectors are notified of inspections due and can look up property ownership information; enter their findings from an inspection; add violations; add freeform notes; take and attach photos; generate tickets, notices of violation, or warnings; close violations after verifying the required fix; and schedule re-inspections – all in the field from a tablet or laptop. Enforcement documents and forms can be generated in the field using an iPad or other mobile device and Bluetooth printer. We also have an offline inspection mode that enables inspectors to conduct inspections from the field when coverage is unreliable.

2.1.8 Permit and License Document Issuance

An unlimited number of permit and license documents can be created. Inspectors can create documents from the field that are automatically attached to the case, including photos, notices of violation, permit cards, certificates of compliance, or other documentation generated during an inspection. Any of the documents can be generated in the field and emailed using an iPad or other mobile device or printed with a Bluetooth printer.



ST. CHARLES COUNTY

Certificate of Compliance

The Onsite Wastewater Treatment System (OWTS) and/or well at the below stated address was inspected and found to be in compliance with all State and County regulations.

Comments (if any):

Reviewer: Patrick Hackmann, Building and Code Enforcement - 636-949-7345 x7287(phackmann@sccmo.org)

1. **Comment -** Meets assessment criteria

OWC24-000069	**MISSOURI**	**DR IN ST. CHARLES COUNTY,**	**04/04/2024**
Permit Number	Property Address	Steve Swinney Building Inspector	Issuance Date

This property meets all requirements of the Private Sewage Disposal Code of St. Charles County.

St. Charles County's favorable evaluation of OWTS and wells shall not be construed in any court as a warranty of their adequate performance in the future. This certificate shall be valid for the period as determined by local requirements.

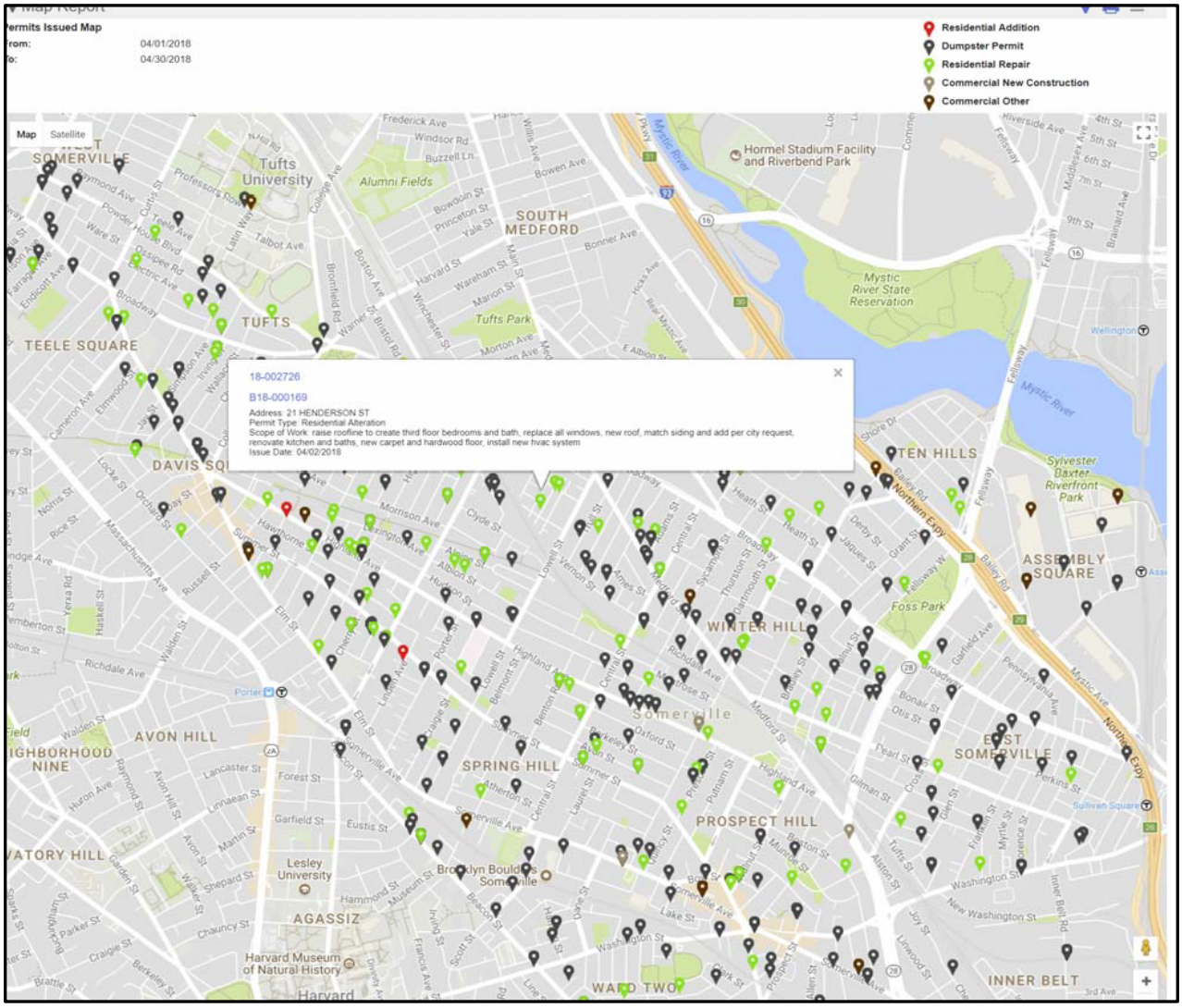
Example Septic Well Certificate of Compliance (identifying details are whited out)

The Citizenserve implementation manager will work with the City during implementation to build all documents that will be issued and identify points in the workflows where the documents are generated and the conditions for issuance. We will include the text, graphics, and fields required by the City; we can either replicate existing documents or can use the existing document as a starting point and include changes. Documents such as permit cards or licenses can be designated to be placed on the portal so the applicant can download, review, and print them.

2.1.9 Reporting and Dashboards

Reporting

While citizenserve has a robust list of standard reports, most customers request custom reports to meet individual business decisions and processes. The Citizenserve implementation manager will provide guidance to the City's team members on the iterative process of identifying and designing the reports by functional area, including leveraging reporting and best practices from other customers. Each Citizenserve subscription includes the development of an unlimited number of custom reports. Below is an example Permits Issued map report.

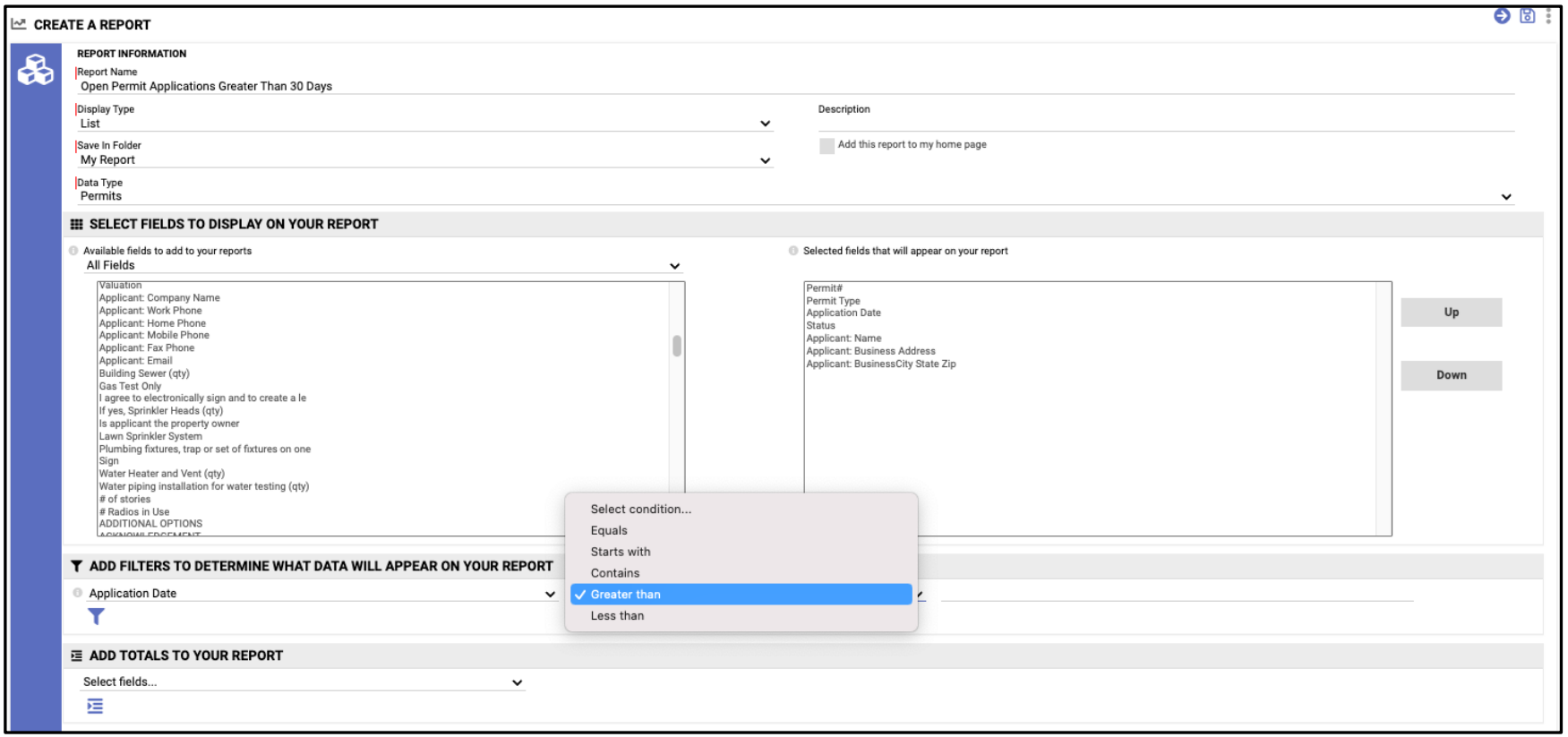


Sample Citizenserve Map Report

Citizenserve reports can be tabular, maps, and charts. We will work with the City during implementation to identify and develop the required reports; post go live, the City's subscription includes the development of an unlimited number of additional custom reports. Citizenserve reports are rendered in HTML, and HTML can be used within the report, such as a link to a graphic displaying status. Reports are interactive; a click on a map report will show the underlying tabular information and provide a link to the underlying file, such as a permit. Citizenserve also supports merge reports where the information from the report is merged with a template letter or email; merge reports save a copy of the letters generated to their files.

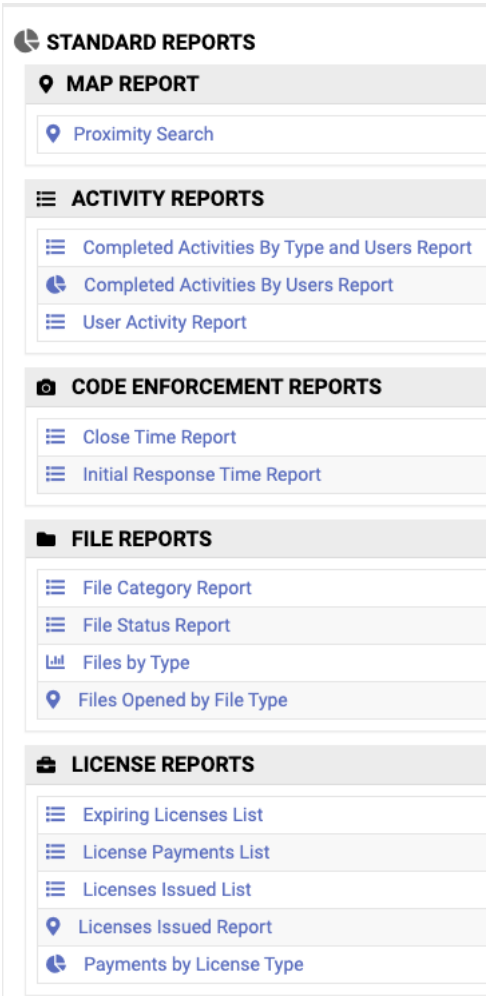
Reports can perform processing, such as a report that generates invoice statements, late fees, or penalties, and can be added to the file. Tabular reports can be exported to Excel format. Any report can be saved as a PDF for archiving. All reports can be put on the online portal for public consumption, and reports can be placed anywhere on the portal pages.

There is a built-in end-user reporting wizard in citizenserve that allows non-technical users to design their own reports and share the reports with others. The reporting tool allows users to report on any fields in the database. End users can create their own tabular, map, chart, and merge reports.

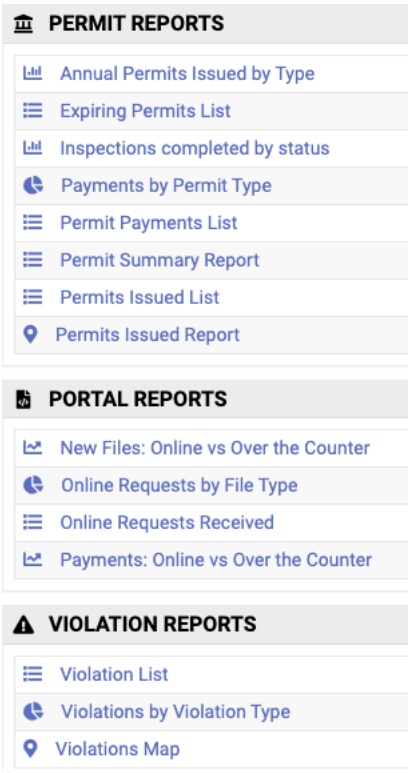


Citizenserve's Reporting Wizard Enables the Inclusion of Any Field, Mathematical Conditions, and Totals

Citizenserve has a robust offering of standard reports. Don't see the report you need? You can create your own report with citizenserve's reporting wizard, or have a custom report developed for you by a Citizenserve Support team member in less than a day.



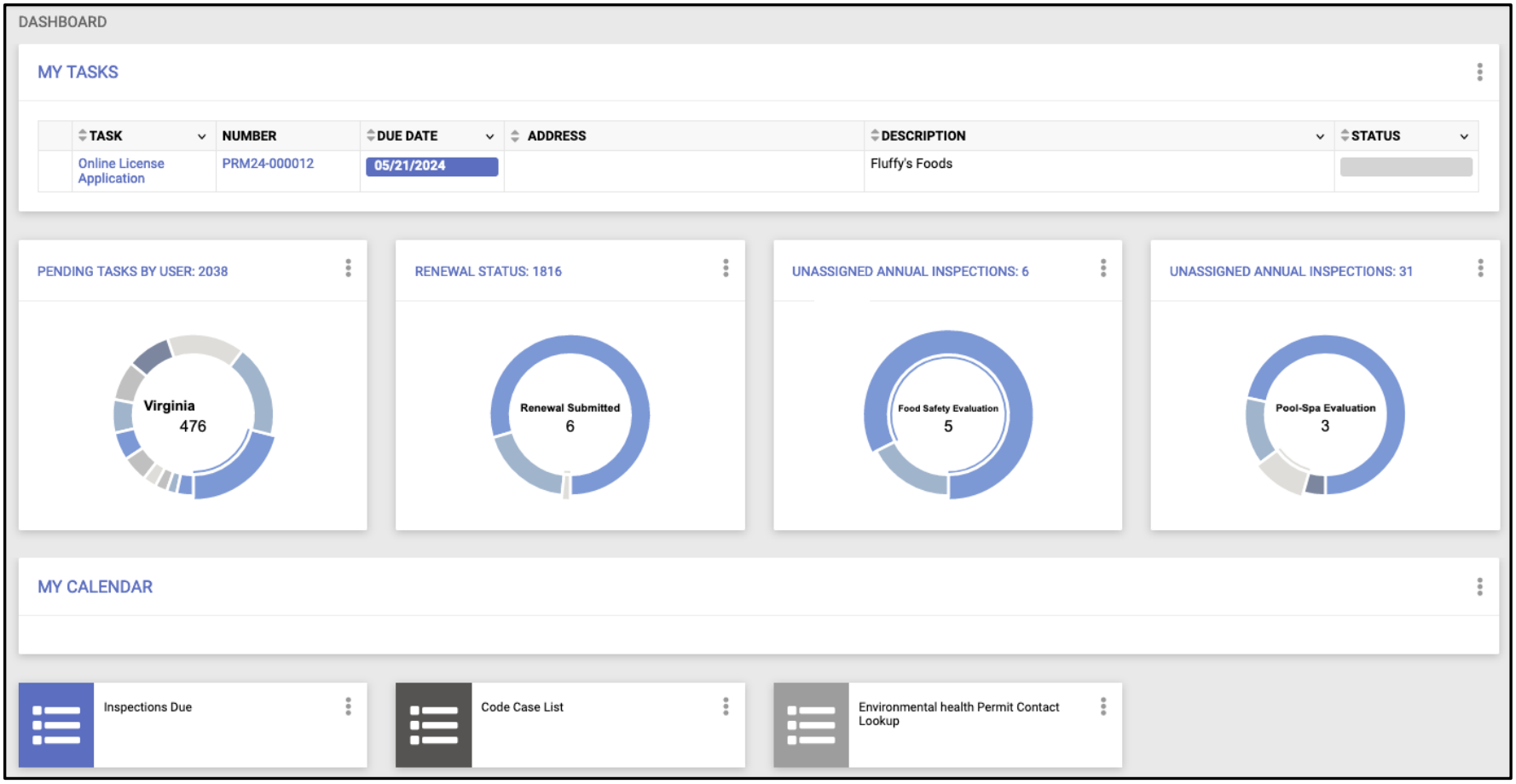
Citizenserve Standard Reports (page 1)



Citizenserve Standard Reports (page 2)

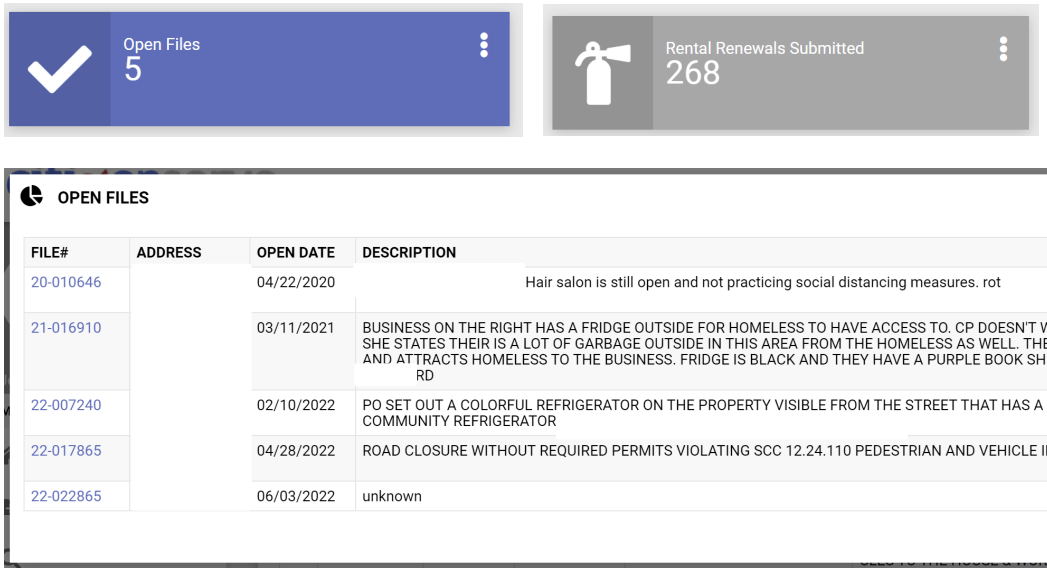
Dashboards

Citizenserve provides multiple dashboards to enable your users to quickly obtain the information they need. Dashboards are very easy to configure and change by simply selecting the desired metrics from a list of available metrics, or Citizenserve will create any custom metric containing the data a user requests as part of our unlimited support. Four types of metrics are available: chart, report, single, and trend metrics.



Example Citizenserve Dashboard – Environmental Health User

Single Item Metrics. Single item metrics provide quick access to your most important metrics. Each metric is fully customizable, including the data that is displayed when you click the metric to view detailed information.



Example single item metrics. Clicking on the Open Files metric opens the list of open files.

Chart Metrics. Chart metrics give you the ability to view complex performance metrics in a single graph. Each metric is fully customizable and there is no limit to the number of metrics you can have.



Hovering over a different colored segment of the chart displays specific information; in this case, the user is displaying the number of Food Safety Evaluation inspections that are unassigned. Clicking on the segment opens the related list of inspections.

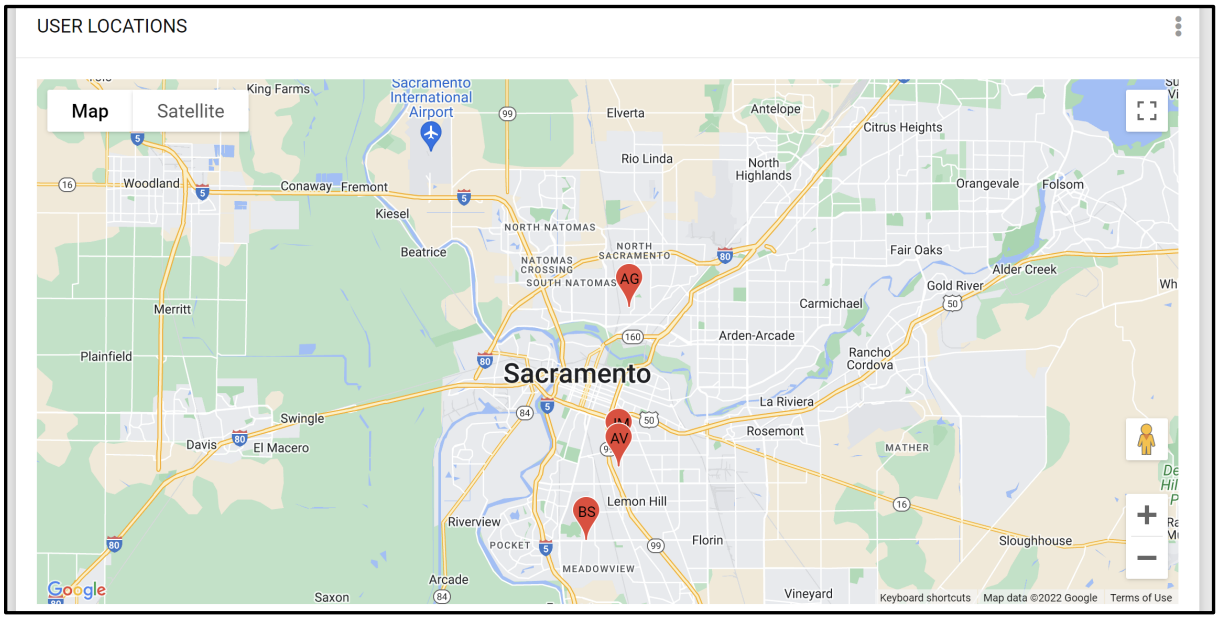
Example Chart Metric

Trend Metrics. Trend metrics give you the ability to view data over time, such as number of inspections, response time, or number of cases opened. Trend metrics are fully customizable and can be set up for annual, monthly, weekly, or daily comparisons.



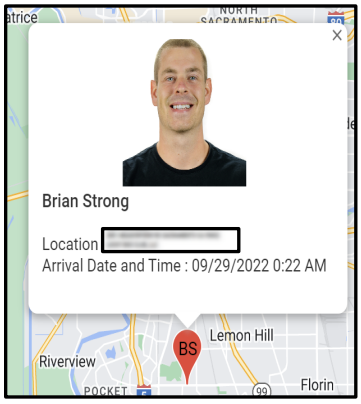
Example Trend Metric

User Locations. With user locations you can see exactly where your inspectors are in the field at any time.



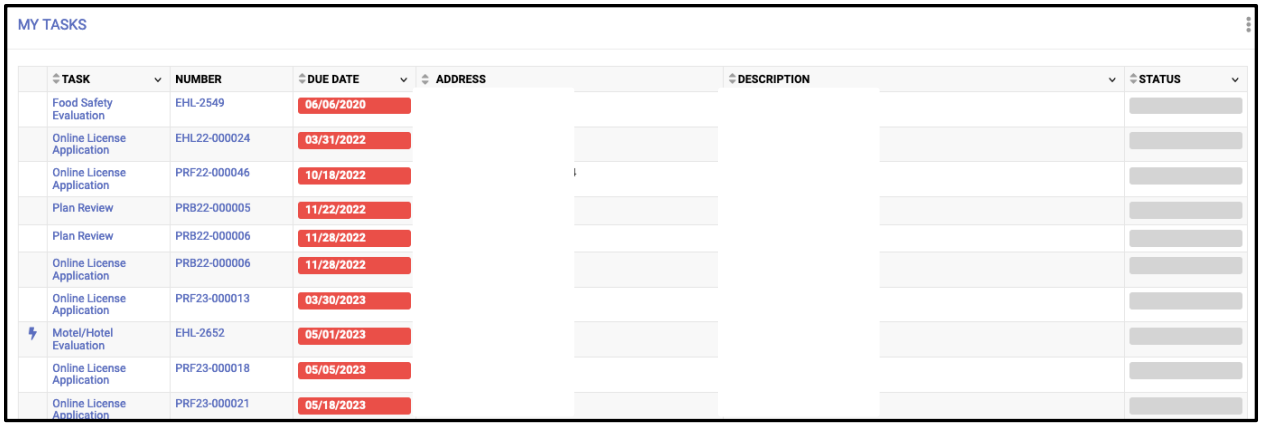
Example User Locations Map

Clicking on the map marker will display the inspector, the location, and the arrival date and time.

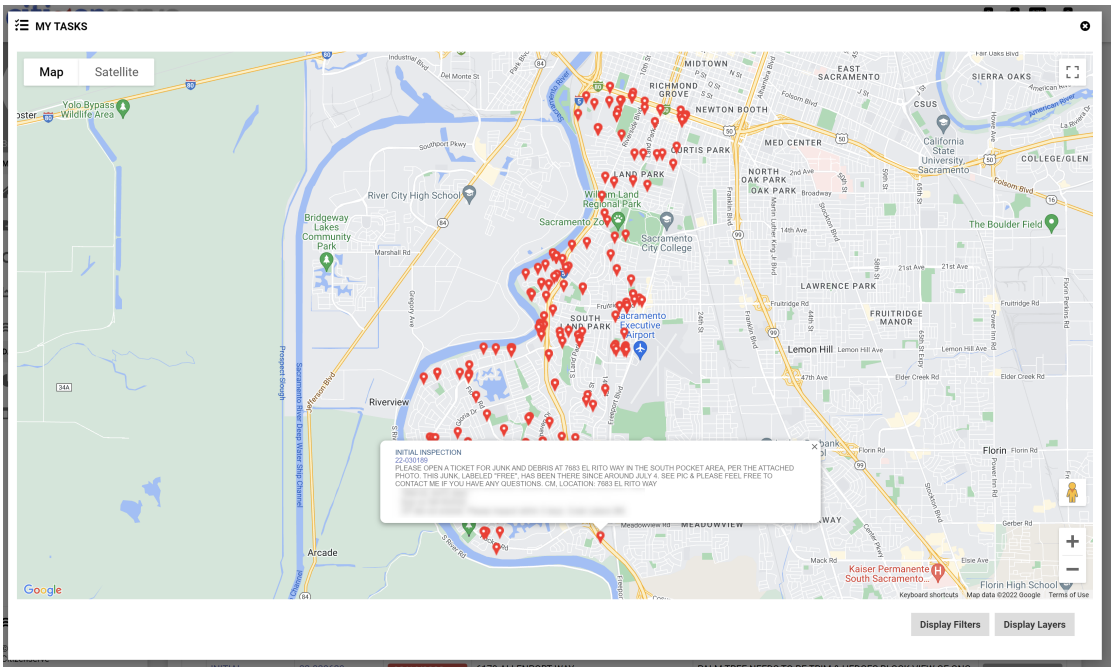


Example Inspector Drill Down

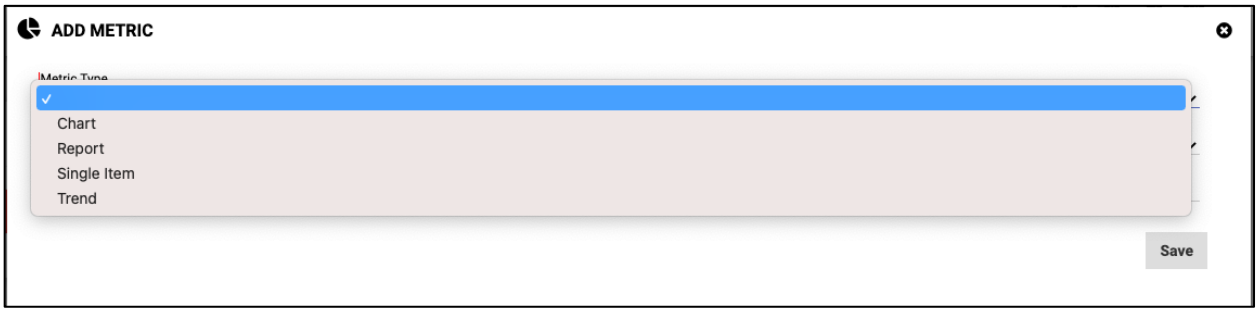
My Tasks. With the My Tasks list each user can view their inspections or tasks due on a list (shown below) or a map (accessed by selecting Map View from the drop-down). You can filter by status, priority, or due date.



View Your Inspections or Tasks Due in a List View (identifying details have been masked)

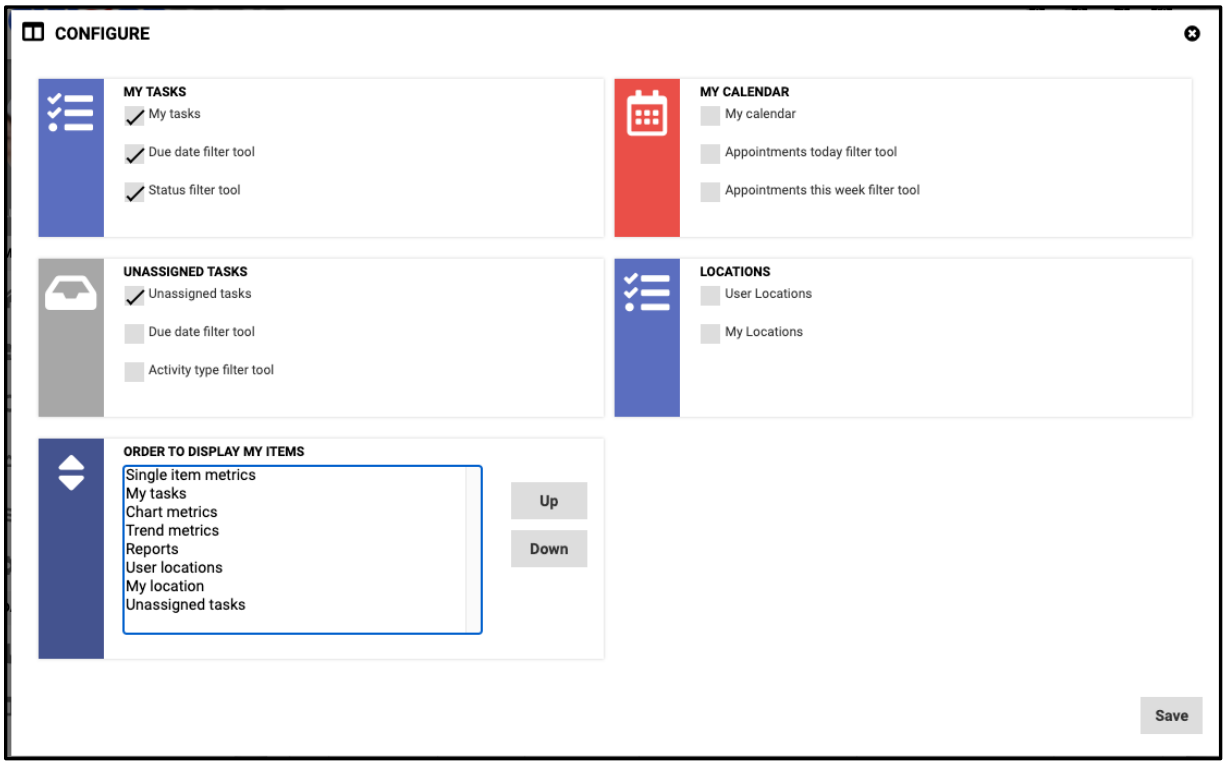


View your inspections or tasks due in a map view



Each User Can Add Metrics to Individual Dashboards

Each user can add metrics and configure their individual dashboard to display the metrics of interest, and it's easy to request custom metrics from Citizenserve's Support Center, at no additional charge. For example, a map report can be added to a user's dashboard that enables filtering for all permit or license types.



Each User Can Configure Individual Dashboards

2.1.10 Multilingual Capabilities

We use browser translation tools such as Google Translate (which supports 133 different languages) to accommodate multilingual portal and staff users.



Browser translation tools accommodate multilingual users

2.2 Citizenserve System Architecture, Hosting Environment and Security

2.2.1 Citizenserve System Architecture

Citizenserve is only offered as a Cloud-based or Software-as-a-Service (SaaS) subscription. Citizenserve is device independent; it can be accessed from any desktop, laptop, tablet, phone, or other mobile device, including both iOS and Android devices. Citizenserve can be used on cellular and wireless networks from any location.

Citizenserve works on all contemporary browsers. For security reasons, we recommend current versions of the major browsers: Safari, Chrome, Edge, or Firefox. Citizenserve cannot be used on Internet Explorer, as Internet Explorer does not support HTML5 and is no longer maintained (thus opening security vulnerabilities). The application is developed with HTML5 and JavaScript and does not require any applications to be loaded locally on the desktop or device.

We developed citizenserve 22 years ago running on a Java application server with a middle tier of Enterprise Java Beans using a backend database of Microsoft SQL Server. This is the same technology we use today, although we incorporate much more JavaScript and HTML5 today as the current browser technology richly supports these features. Since we offer unlimited support to end users and technical staff, we are motivated to keep the application easy to use and focus on usability.

We have included a copy of our System Architecture design on the following page.

2.2.2 Citizenserve Hosting Environment

We house our customers' data in the Iron Mountain data centers. Our primary data center is in Phoenix, Arizona; our full backup data center is located in Edison, New Jersey. Both data centers are Uptime Institute Tier III Design Certified and SSAE 16 SOC 2 Type II Certified and are audited annually by Schellman & Company, LLC.

Physical security is managed by the Iron Mountain Data Center. The data centers are gated and secure. Iron Mountain employees and partners do not have logical access to Citizenserve systems hosted within their data centers. All Iron Mountain employees and partners undergo thorough background checks. Access to the data centers is restricted through controlled card access systems. Data halls are secured with retina scan, key card, and PIN. Additional security includes mantraps and tailgate prevention. CCTV monitoring occurs 24/7/365, and security officers are onsite 24/7/365.

The Citizenserve equipment in the Iron Mountain Data Center facilities is dual corded, receiving power from two separate feeds, including separate power supplies. The equipment itself has dedicated uninterruptable power supplies and staggered power to redundant power supplies.

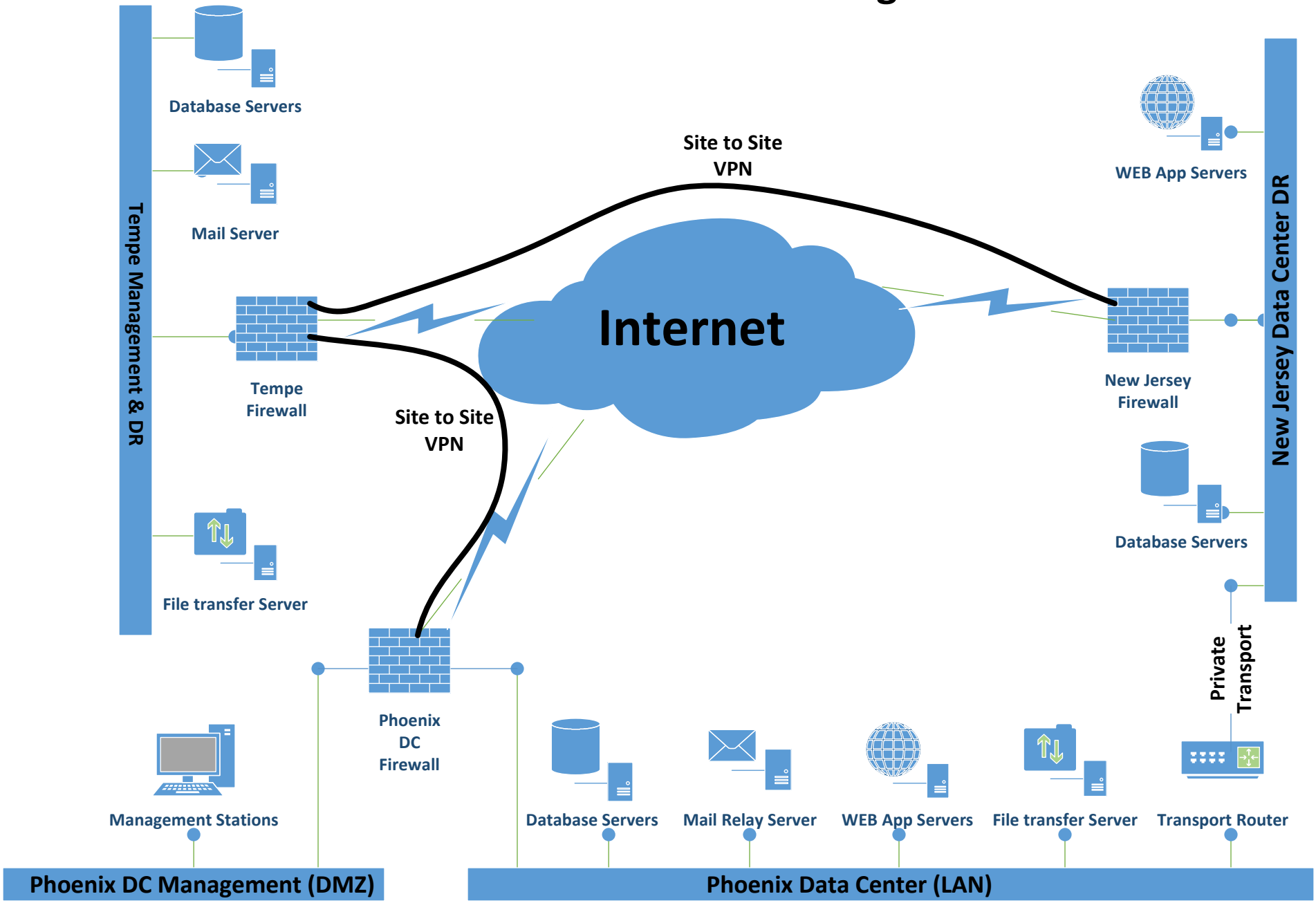
All Iron Mountain Data Centers have advanced fire suppression systems:

- Three-hour fire-resistant firewalls between each storage chamber.
- Roofs constructed with noncombustible steel and metal decking and protected with NFPA-compliant sprinklers.
- Roof support structures independently support each records storage chamber in the event of a fire or natural disaster.
- Integrated water backup supplies exceed fire hose and sprinkler standards of two hours.
- Fire detection and suppression systems are built according to guidelines set by the National Fire Protection Association.

Citizenserve runs with a single code base in a multitenant environment. We replicate all databases, application servers, and operations from the primary data center in Phoenix, Arizona to the backup data center in Edison, New Jersey. We operate under a business continuance approach; in a failover situation, all our support and test systems need to be available for us to continue operations. We also replicate locally in Phoenix. We have copies locally of all servers in the event of a server failure.

Incremental backups or logs are made every 15 minutes and the logs are kept indefinitely so data can be restored to any point in time. Full backups are performed weekly and whenever a new version is released. Full backups are always test restored in read-only recovery mode to

Citizenserve Architecture Diagram



allow for logs to be restored, if necessary, to the backup copy. Database consistency checks are performed regularly with offline copies. At least one full copy is maintained per month for historical archiving. Combined with the logs, we can restore to any point in time.

Online database replicas are maintained at the primary data center. In the event of a hardware failure, we do not have to switch to the secondary data center. Data is replicated to a regionally diverse location in the secondary data center. System Recovery Time Objective (RTO) on production servers for minor failures such as a server failure is less than one hour. RTO on production servers for major failures such as a data center failure is four hours. System Recovery Point Objective (RPO) is 15 minutes on application servers and database servers.

2.2.3 Citizenserve Security

We take the security of our customers' data very seriously. Citizenserve has never had an electronic or physical security breach. Our security protocols are described below.

Data Encryption. Citizenserve encrypts data at rest on workstations and devices through browser security encryption using TLS. Client data is encrypted at the browser level using a GoDaddy encryption certificate; data cached in the browser is also encrypted. All data sent over the internet is encrypted using HTTPS. Citizenserve enforces masking of PII and/or financial related information through application security.

Prevention of a DDoS. Citizenserve has never had an electronic security breach. We use Malware Bytes to scan emails for emerging threats. Citizenserve uses two different companies for vulnerability scans: Halo Security (formerly TrustedSite) and Tenable. Both are SOC 2 and FedRAMP certified. We have Windows and SQL Server alerting configured to notify the CIO/CISO and Director of Information Architecture of potential issues. Application logs are always available to enable usage analysis. We run penetration tests annually as part of our annual PCI DSS and SOC 2 Type 2 credentialing.

We use the Sonic Wall Suite with Analytics firewall; alerting is configured to notify the CIO/CISO and Director of Information Architecture of any potential threats. Features and protection types include:

- Stateful packet filtering – rule-based port and device access to resources.
- GeoIP – Allows traffic filtering based on geographic location.
- Gateway Anti-Virus – Enforces virus scanning on all incoming data for HTTP, FTP, and SMTP.
- Intrusion Prevention – Protects against agent and script-based attacks.
- Anti-Spyware - Protects against specific trojan and adware-based attacks.
- Botnet filtering - Blocks connections to/from Botnet Command and Control Servers.

- Real time alerting – Monitors and alarms at critical conditions.
- Syslog and analysis – Provides long-term log recording and traffic analysis.

Employee Background Checks. We run background checks on every Citizenserve employee as part of the hiring process.

Employee Security Training. Every Citizenserve employee takes multiple security training classes annually to ensure an ongoing focus on secure practices, the latest sources of vulnerability, and prevention of threats. Training includes:

- 2025 Common Threats,
- Intro to PCI DSS,
- Putting Data Protection into Practice,
- Internet Security When You Work from Home,
- Phishing Foundations,
- Protect Yourself from Ransomware, and
- Security Application Development: OWASP Top 10 (for technical staff).

File Integrity Monitoring. The ManageEngine DataSecurity Plus file integrity monitoring solution (the File Audit module) is configured on our DevOps servers to enforce Separation of Duties. The software is configured to send emails to the Infrastructure Director every time a change is made to a file on one of the DevOps servers (add, delete, or change). The Infrastructure Director is the only person with rights to change the notifications.

Cybersecurity Insurance. We have cyber insurance that includes breach investigation and mitigation; we will include the City as additional insured.

PCI DSS Certification. We store no credit card information in our databases, just a confirmation code for each credit card transaction. Citizenserve is credentialed annually as a Payment Card Industry (PCI) DSS Level 2 Service Provider with Abrams Security Group, a PCI DSS certified Qualified Security Assessor.

SOC 2 Type 2 Audits. Citizenserve is audited annually for Service Organization Control 2 (SOC 2) Type 2 compliance with Moore Colson.

Backup & Recovery and Disaster Recovery Strategies. Citizenserve has a Business Continuity/Disaster Recovery (BCDR) plan in place that complies with NIST SP 800-53.

Primary Data Center and Failover Site. We house our customers' data in the Iron Mountain data centers. Our primary data center is in Phoenix, Arizona; our full backup data center is located in Edison, New Jersey. Both data centers are Uptime Institute Tier III Design Certified and SSAE 16 SOC 2 Type II Certified and are audited annually by Schellman & Company, LLC.

Other Data Security Requirements. The RFP mentions compliance with HIPAA and CLIA. We do not store data in our databases that requires HIPAA or CLIA compliance.

2.3 Citizenserve Integration Approach

Most of our customers require integration to one or more external systems, and we are very experienced in creating custom integrations for a wide variety of integration points. Our experience includes developing custom REST webservices for integration with external systems, creating payment gateways to accept customer credit card payments online, creating daily closeout export files for input into financial systems, integrating with GIS systems for parcel and other data imports, sending emails from the system, and many more integration points with external systems. We can also make citizenserve data available for consumption by external systems through JSON endpoints.

The requirements for the configuration of each integration will be gathered during the weekly walkthroughs; the typical integration is accomplished via REST webservices. The Citizenserve solution architect will develop the scripts for each integration point to send data to target systems and receive data from providing systems, including any data migrations required. The City's team will test the data exchanged between citizenserve and the external systems and will provide feedback on needed changes. We will continue making edits to the integration scripts and testing until the City signs off on each integration.

If coordination is required with an external vendor, we will rely upon the City to provide a contact to the correct vendor resource. For example, we may require a contact from the City's payment processor to provide us with details for a testing environment and production credentials.

As part of the implementation, we will include integration with the City's following external systems:

- ESRI GIS,
- AUTH0 for Single Sign-On,
- AUTH0 for Multifactor Authentication,
- Quest Lab Systems, and
- TBD Payment Processor.

A few comments on the City's requested integrations:

ESRI GIS. GIS integration is our most common integration, and ESRI GIS is the most common GIS to which we integrate. Integration is typically established via REST webservices. We will work with you to determine the data, layers, and attributes that need to be loaded; we do not limit any of these integration components.

AUTH0 for Single Sign-On (SSO) and Multifactor Authentication. We can integrate to the City's Active Directory via AUTH0 to enable Single Sign-On. AUTH0 integrates with Active Directory using the City's federation service. AUTH0 will also be used for multifactor authentication.

Quest Lab Systems. The City has requested integration to Quest Lab Systems. Our research shows that there are APIs available for integration; we are assuming a two-way integration will be required.

To-be-determined Payment Processor. If the City selects a payment processor and version for which we have already established integration, there will be no charge for this integration; see the following list. If the City selects a payment processor that is not on the list, integration will incur a one-time charge of $15,000. We have not integrated to the AS400 payment processor.

- ACI Universal Official Payments
- BIQ SHO
- CityHall Payment
- Convergys
- EGov Payment
- Forte
- Government Windows
- Invoicecloud
- Kubra EZ-Pay
- OpenEdge HostPay
- Payeezy
- Pay Connect
- Paypal
- Point and Pay
- PSN
- Unipay
- Xpress Bill Pay 3.0
- Authorize.Net v2
- Bluefin PayConex
- Civitek Paynow V2
- CyberSource 4.0
- ETS
- GovPayNet
- Heartland Bolletta Pay
- JetPay Magic
- MuniciPay
- Paybill
- PayExpressPay
- Paymentus Payment
- Payflow Pro
- PlugnPay
- SCGovPEGV3
- VPS

2.4 Citizenserve Data Migration Approach

We will first complete the setup of your permits, licenses, and associated fees and your enforcement processes in citizenserve. We will ask the City to provide the Tyler DHD legacy databases that are to be migrated in an unmodified state. We will migrate 8 years of data for previous inspections, citations, licenses, and contacts.

The City's team will be responsible for selecting test cases in the legacy system and providing screen shots from each of the legacy screens; our data migration lead will use these screen shots to map the citizenserve fields to the legacy fields. Our data migration lead will work with the City to map the fields from the legacy databases to the corresponding fields in citizenserve.

We do walkthroughs with key users to make sure files are getting set up properly. The City team will review the migrated data by selecting test cases and comparing the data in the legacy system to the data in citizenserve, identifying any errors or omissions. The Citizenserve implementation manager will document and track any errors or omissions identified during testing and the Citizenserve data migration lead will make changes to the migration scripts as needed. If the data migration import is modified and rerun, the City team will be responsible for reviewing the migrated data to ensure the accuracy of the imported data.

A data migration environment is available for test runs of the data migrations, where we will load the City's citizenserve configuration and setup. We can run the migration scripts as many times as necessary to identify and resolve any scripting errors; this process requires time from City staff to review the migrated data prior to go live.

SECTION 3 – CITIZENSERVE IMPLEMENTATION PLAN AND TIMELINE

We have provided some information below on our implementation approach and our unlimited support and maintenance.

3.1 Citizenserve Implementation Approach

We use an agile methodology for our project implementations; our approach involves the following steps.

Completion of the Setup Checklist. The Citizenserve account manager provides a Setup Checklist of supporting documentation that will be required to begin the setup. The supporting documentation typically includes items like copies of permit and license applications, fee structures, certificates, notices and forms etc. The customer's team gathers all the documentation and information included in the Setup Checklist. Gathering all the documentation on the setup document prior to project kickoff ensures the most efficient implementation.

Project Kickoff. The project kickoff meeting includes the key customer and Citizenserve team members. Key components of the project are discussed including roles, responsibilities, timeline, and objectives. The Citizenserve implementation manager provides a report summarizing the meeting and assigning action items.

Initial Setup. The Citizenserve implementation manager works from the information on the Setup Checklist to configure the system; typically, the initial setup comprises 50% of the entire setup.

System Walkthroughs. Once the initial setup is complete, a weekly meeting is scheduled with the customer team and the Citizenserve implementation manager. During the weekly walkthrough meetings, the City's key users will meet with Citizenserve to review new work and identify requirements; the solution architect is included as needed during the development of the system interfaces. The key users also spend hands-on time every week in between the meetings to try out the new functionality and identify needed changes. This process continues until the City is ready to go live. Rapid progress is made, the users become extremely familiar with the configuration, and new approaches can be tried. Changes in requirements are expected and welcomed, as we recognize that the knowledge gained through the project will lead to new ideas and improvements.

Data Migration. We will migrate the data from the City's legacy Tyler DHD system to citizenserve. Once the setup is nearly complete, the Citizenserve data migration lead will map the fields from the legacy system to citizenserve and write and test the scripts to migrate the legacy data; this process cannot take place until all custom fields that are related to a legacy system have been identified and configured in citizenserve. City staff will perform data migration testing to ensure that the legacy data is being copied to the correct fields. The Citizenserve data migration lead will continue to revise the data migration scripts prior to go live until the City signs off on data migration testing.

System Integration. The Citizenserve solution architect will write and test the integration scripts; City staff will test the integrations for accuracy. The Citizenserve solution architect will make any required changes to the integrations.

User Acceptance Testing (UAT). User acceptance testing is performed prior to training and go live. The City's users will review and approve each application type, all fee schedules, inspections, review workflows, reports, dashboards, templates, enforcement, etc. Changes are easy to make if issues are identified. The City determines when the implementation is complete and they are comfortable with the system; we will continue to iterate changes until the City is ready to go live.

Training. Prior to go live, staff members will be trained in small groups. Our traditional approach to training is to conduct training via web conferencing in small groups; unlimited live web conferencing training is included as part of implementation and post go live as part of Citizenserve's unlimited support. With web conferencing, we can transfer screen control to the users so they obtain experience using the system during training. Any of the web conferences used for training can be recorded and edited for later viewing.

Each training session will focus on that group's core job responsibilities. Most users attend one or two training sessions that last up to three hours; additional one-on-one training sessions can be scheduled for users who would benefit from additional training. Unlimited live, instructor-led online training is included post go live as part of Citizenserve's unlimited support.

Go Live. Final data is typically provided on a Friday afternoon. Over the weekend all test data is removed from the system and the legacy data is migrated. The weekly walkthrough meetings typically continue for 2-4 weeks after go live to identify any issues or changes that could be beneficial; the City decides when they are comfortable with the system and no longer require the weekly walkthrough meetings.

Ongoing Support. Users can request support for any needs or questions through the Citizenserve Support Center. Response time to a standard support request is within one hour; urgent requests receive a response within 15 minutes. Our support staff members are available to develop custom reports, make edits to templates, help you utilize existing and new features,

modify your setup for process changes and new permits and licenses, and provide unlimited user training.

3.2 Project Work Plan

We have provided a high-level project work plan below, broken out by phase, that includes the project milestones and deliverables and the key team members who are responsible for each deliverable.

Planning Phase

Deliverables

- Setup Checklist of required documentation from the City (Owner: Citizenserve account manager)
- List of All Forms, Notices, and Standard Letters (Owner: City project manager)
- Examples of All Forms, Notices, and Standard Letters (Owner: City project manager)
- Workflow Document describing all workflow routes (Owner: City project manager)
- List of Users and Security Rights (Owner: City project manager, City technology lead)
- Data Sources to be migrated (UNMODIFIED) (Owner: City project manager)

Milestones

- Setup Checklist Complete
- List and Examples of All Forms, Notices, and Standard Letters Complete
- Workflow Document Complete
- List of Users and Security Rights Complete
- Data sources to be migrated provided to Citizenserve implementation manager

System Setup and Configuration Phase

Deliverables

- Weekly Walkthrough Meetings (Owners: Citizenserve implementation manager)
- Weekly Walkthrough Meeting Minutes (Owner: Citizenserve implementation manager)
- Basic Installation (Owner: Citizenserve implementation manager)
- Configured Forms, Notices, Letters, etc. (Owner: Citizenserve implementation manager)
- Configured User Accounts and Rights (Owner: Citizenserve implementation manager)
- Configured Citizenserve System in Test Environment (Owner: Citizenserve implementation manager)
- Citizenserve Integration Programs (Owner: Citizenserve solution architect)
- Data Migration Programs (Owner: Citizenserve data migration lead)

Milestones

- Weekly Walkthrough Meeting Minutes Delivered
- Basic Installation Complete
- Configuration of Forms, Notices, Letters Complete
- Configuration of User Accounts and Rights Complete
- Geocode Property Data Imported and Approved
- GIS Layers Used in Mapping and Reporting Imported and Approved
- Payment Gateway for Applications Paid in Online Portal Complete
- Data Migration Programs Tested and Complete
- Integration Programs Tested and Complete

System Readiness Phase

Deliverables

- User Acceptance Testing (Owner: City implementation manager)
- Updated Citizenserve Configuration (Owner: Citizenserve implementation manager)

Milestones

- User Acceptance Testing Complete
- Citizenserve Configuration Approved

Training Phase

Deliverables

- Training Documents for City's Users (Owner: Citizenserve implementation manager)
- Training Courses for City's Users (Owner: Citizenserve implementation manager)

Milestones

- Training Documents Approved
- City's Users Fully Trained on Citizenserve Use

Implementation Phase

Deliverables

- Weekly Walkthrough Meetings (Owners: Citizenserve implementation manager)
- Weekly Walkthrough Meeting Minutes (Owner: Citizenserve implementation manager)
- Fully Configured Production Instance of Citizenserve (Owner: Citizenserve implementation manager)
- Fully Migrated Legacy Data (Owner: Citizenserve data migration lead)

- Integration Points Configured in Production (Owner: Citizenserve solution architect)
- Supplemental Training Courses for Users (Owner: Citizenserve implementation manager)

Milestones

- Weekly Walkthrough Meeting Minutes Delivered
- Citizenserve Production Instance Approved
- Migrated Legacy Data Approved
- Citizenserve Integration Points Approved
- Users Fully Trained on Citizenserve

Go-Live Phase

Deliverables

- Fully Configured Production Instance (Owner: Citizenserve implementation manager)
- Loaded Data in Citizenserve Production Instance (Owner: Citizenserve implementation manager, Citizenserve data migration lead)

Milestones

- Citizenserve Production Instance and Migrated Data Approved
- Citizenserve Goes Live

Post Go-Live Phase

Deliverables

- Weekly Walkthrough Meetings (Owners: Citizenserve implementation manager)
- Weekly Walkthrough Meeting Minutes (Owner: Citizenserve implementation manager)
- Updated Citizenserve Configuration (Owner: Citizenserve implementation manager)

Milestones

- Weekly Walkthrough Meeting Minutes Delivered
- No Further Changes to Citizenserve Configuration Identified

Unlimited Support Phase

Deliverables

- Biweekly Updates and Enhancements (Owner: Citizenserve Development Team)
- Release Notes (Owner: Citizenserve Development, Implementation, & Support Director)
- Major Upgrades (Owner: Citizenserve Development Team)
- Change Management Support for Major Upgrades (Owner: Citizenserve Support Team)

- Unlimited Customer Support (Owner: Citizenserve Support Team)

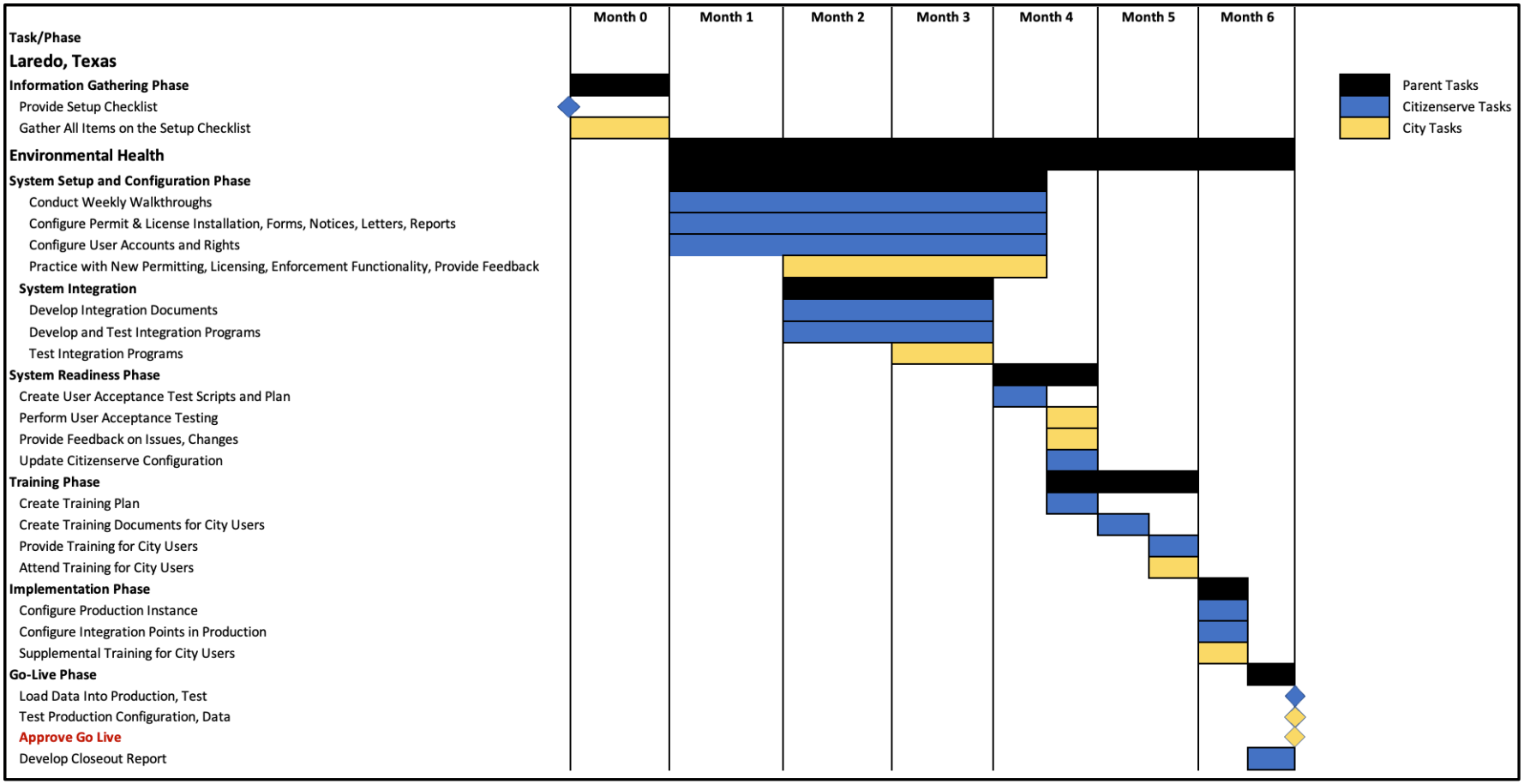
Milestones

- Release Notes Delivered
- Biweekly Updates and Enhancements Delivered
- Major Upgrades Delivered
- Major Upgrade Change Management Support Delivered
- Support Tickets Resolved and Closed

3.3 Draft Project Schedule

We have included a draft project schedule below. We made the following assumptions when developing the project schedule:

- We assume that the City team will collect the required information on the setup checklist provided by Citizenserve prior to the beginning of the project, including copies of permit and license applications, fee schedules, letters and notifications, etc. The timely start of the project depends upon the collection of this information.
- We assume that knowledgeable subject matter experts from each area will be available for the weekly walkthrough meetings as scheduled.
- We assume that City team members will complete their assignments in the days between the weekly walkthrough meetings.
- We assume the City will ensure the attendance of key end users and system administrators in training classes.
- We have labeled the schedule “draft” because it requires the City’s input.



Laredo, Texas Citizenserve Implementation

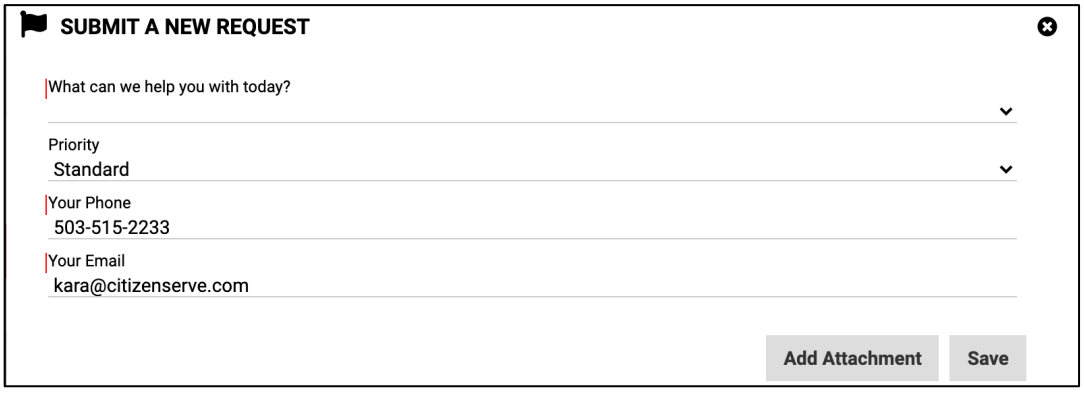
SECTION 4 – TECHNICAL SUPPORT & MAINTENANCE

4.1 Citizenserve Unlimited Support & Maintenance

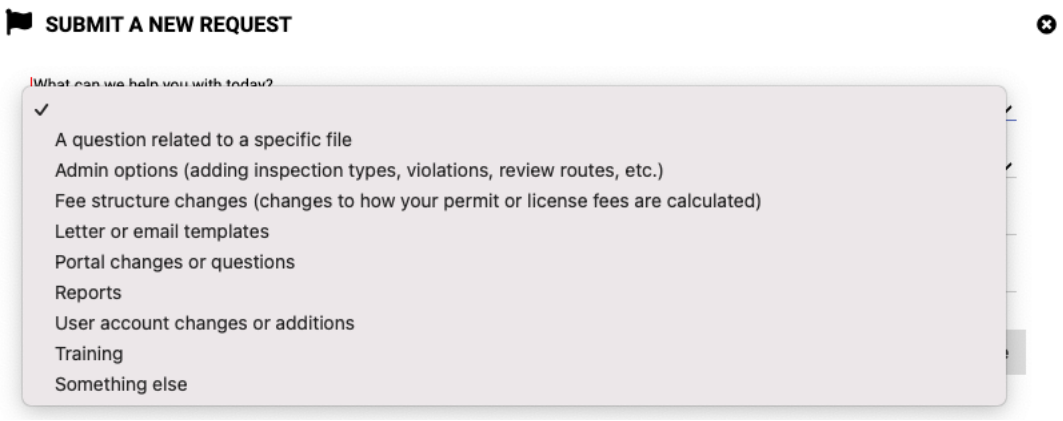
Unlimited Support and Training

Citizenserve offers unlimited support and training for the life of the subscription. The support extends to addressing any issues, adding new permits and licenses, setting up new workflows, changes in fee schedules, writing custom reports, and user training. The employees who staff the support desk are the same resources that work on project implementations; each of our implementation staff is assigned to a support shift once a week. This structure means that when you contact support, you will be working with someone who is an expert and extremely familiar with all aspects of the system.

We have a toll-free support line that any user can use to request support. The software also has a built-in Support Center and we encourage users to use this feature to submit requests for support help and enhancements. Where other vendors set the priority of support requests or rely on an algorithm to do so, Citizenserve empowers our users to identify the severity of their problem. Users can mark their request as Standard (response within 1 hour) or Urgent (response within 15 minutes). Users select from a drop-down menu of issue types to aid in describing the problem.

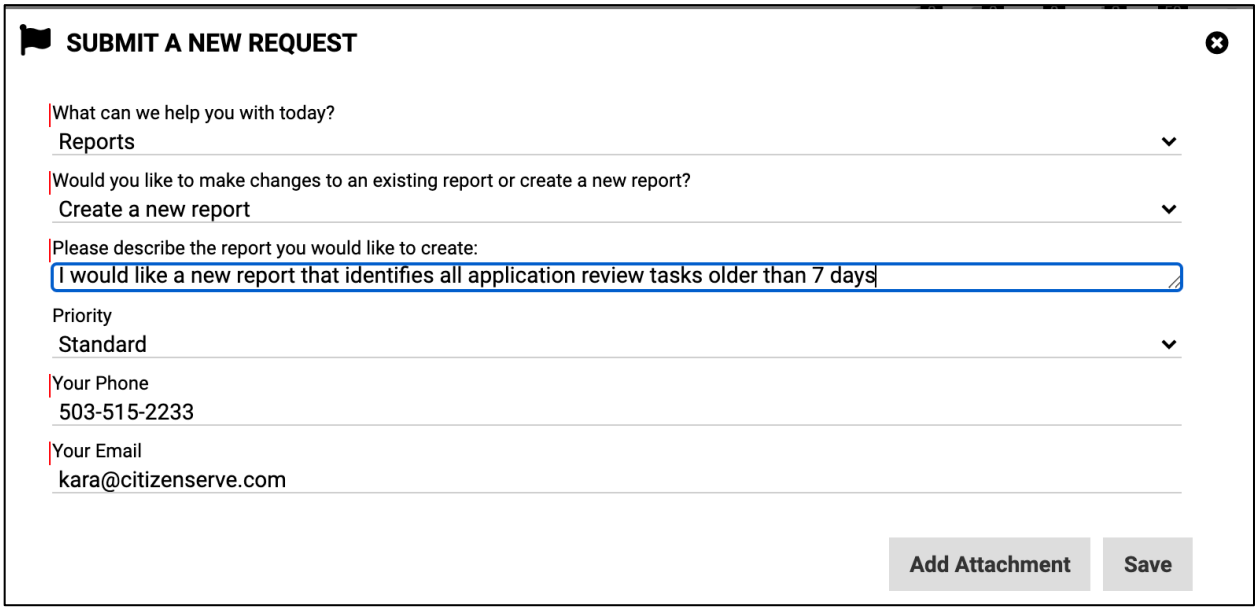


Support Center Request Submission Form (View 1)



Support Center Request Submission Form (View 2)

Once a user selects an option from the "What can we help you with today?" menu, they are presented with a field where they can type a description of the problem or request. Users can add one or more attachments to aid in diagnosing the issue or providing detail on the enhancement request.



Support Center Request Submission Form (View 3)

We have implemented artificial intelligence (AI) in our Support Center that analyzes incoming customer requests and the availability of support staff to intelligently assign the support request to the most appropriate staff member. This innovation has resulted in a reduction in the handoffs of support tickets and the time required to close them, providing more timely support for our customers.

The user who submitted the request will be notified that the ticket has been assigned; the Citizenserve support team member will contact the user for any information required to troubleshoot the issue.

As a Software-as-a-Service company, we remotely service customers who are geographically distributed. We use web conferencing, conference calls, and emails to provide support. Using web conferencing for support allows us to provide higher quality resources in a timelier fashion while providing consistency in the people with whom your staff will be working. We can also view the user's screen; the user can walk us through the issue they are experiencing, and this visibility supports rapid troubleshooting.

Citizenserve also provides full system maintenance with every subscription. You will not need a technical team to install and maintain the software, optimize the database, patch the servers, handle system security, or monitor the performance; Citizenserve provides all these services as part of the subscription. As a hosted solution, Citizenserve staff monitor the performance of the system. The application servers and database are monitored continuously with alerting to ensure the continued optimal performance of the system. Processor utilization, pages, memory utilization, and replication are all monitored. Expensive queries are easily identified and can be optimized on a continual basis.

4.2 Citizenserve Response Times

Where other vendors set the priority of support requests or rely on an algorithm to do so, Citizenserve empowers our users to identify the severity of their problem. Users can mark their request as Standard or Urgent. We respond to standard requests within one business hour and urgent requests within 15 minutes. For urgent system requests, Citizenserve staff are available 24/7/365. Urgent requests trigger notification to senior members of Citizenserve, who determine the best resources to resolve the issue.

We resolve 85% of all tickets within one day.

4.3 Escalation Procedures

Every Citizenserve customer is assigned an account manager. If escalation of an issue is required, the customer can escalate directly to the account manager. If the issue is not resolved with the account manager, the issue is escalated to the Director of Implementation and Support.

4.4 Support Hours

Support requests can be marked as standard or urgent. Users determine the priority of their requests. All support staff are seasoned Citizenserve employees.

- For standard requests, support staff are available from 7:00 a.m. Central Time through 7:00 p.m. Central Time during non-holiday business days (Monday – Friday). Response is within one business hour.
- For urgent system requests, Citizenserve staff are available 24/7/365. Response is within 15 minutes.

4.5 System Updates and Regulatory Compliance

We release new features and any fixes once to twice a month; all are included in the Citizenserve subscription. Our model is not the typical "big bang" version upgrade that combines long lists of enhancement requests that have been gathered over months or years, with no improvement to the software between versions. Citizenserve is continually improving based upon customer feedback and requested enhancements. Local and state regulatory requirements that require updates to the software are reported via Citizenserve's Support Center and prioritized for development and release.

Requests for new features and functionality (enhancements) are tracked in the Support Center that is built into citizenserve. Users can subscribe to the updates and get a list via email of all the changes and fixes in the most recent version before it is released.

A Citizenserve subscription also includes major upgrades, which occur every few years – we are currently rolling out a major upgrade to our portal. Major upgrades and the associated change management and training are offered with every subscription. With new major features, the customers who requested these features are in the vanguard of testing the feature in the test environment and in moving to the feature or upgrade, providing us with great feedback early on so we can refine the features and fix any issues without affecting other customers, all while still on one software code base.

We have 22 years of experience managing the twice monthly software updates. We test changes in a full test environment with a full database copy. When a new version is ready, we move it to production; the process happens at night and only takes an application server restart, which requires less than 5 minutes total. Full database backups are performed when each new version is released and the prior version of the software is always available if there is a critical issue with the new version and the decision is made to roll back.

When new patches are released for server operating systems, we start by patching all non-production servers to ensure there are no issues, then patch production environments last. The exception to this approach is when known issues are imminent threats; in this case everything gets patched immediately. Since we maintain one high availability multi-tenant environment rather than hosted instances for each customer, the patching process is greatly simplified.

SECTION 5 – CITIZENSERVE COST PROPOSAL

We provide fixed price bids for all our projects. We have provided a detailed description of each of the cost elements of a project. Subscriptions and implementations are priced by the number of named users, while data migration and systems integration are priced individually.

5.1 One-Time Costs

5.1.1 Implementation, Configuration, Project Management, & Online Training

Implementation, configuration, project management, and instructor-led online (web conferencing) training are provided for a flat, one-time fee of $1,500 per named user. If the City later adds users to the subscription, there will be a one-time charge of $1,500 for each new user.

5.1.2 Data Migration

We run multiple testing cycles for data migration prior to go live to catch any errors in the custom conversion scripts. The one-time cost to convert the City's legacy Tyler DHD data is $8,000.

5.1.3 System Integration

We have provided fixed pricing for the below integrations. If the City decides it does not require one or more of the listed integrations, the corresponding price can be removed from the fixed price bid.

Systems Integration	Fixed Price
ESRI GIS	$10,000
AUTH0 for Single Sign-On	$2,500
AUTH0 for Multifactor Authentication	$5,000
Quest Lab Systems	$16,000
TBD Payment Processor	$0
Total Integration Price	**$33,500**

5.2 Recurring Costs

5.2.1 Annual Subscription Fees

Citizenserve is only offered as an annual subscription. Subscription pricing is tiered based on the number of users. A subscription includes the online portal, document repository with unlimited storage, and electronic markup tool.

A subscription includes maintenance and **unlimited support**; the City will never be charged a separate maintenance or support fee. A few additional clarifications on the annual subscription pricing:

- A subscription is NOT required for the online portal; the City will not be charged for the constituents who use the portal.
- A subscription includes mobile access to citizenserve.
- Annual subscriptions are priced by named user. The City can add users at any time; subscriptions are prorated to the term of the subscription.

Number of Users	Annual Cost Per Named User
5 (5 user minimum)	$2,700
6 - 10	$2,400
11 - 24	$2,100
25 - 49	$1,800
50+	$1,500

The City specified 25 users; the annual subscription cost per user is therefore $1,800. If the City requires a different number of users, the above subscription pricing matrix can be used to determine the annual cost of Citizenserve subscriptions.

5.3 Citizenserve 4-Year Cost Matrix

The 4-year cost summary has been prepared for you based on our understanding of your needs as outlined in the RFP and responses to questions. The fixed price quotes include all the cost elements detailed above.

	Year 1	Year 2	Year 3	Year 4
Annual Citizenserve Subscription (25 users)	$45,000	$45,000	$45,000	$45,000
One-Time Initial Fees				
Citizenserve Implementation, Configuration, Project Mgmt, & Online Training (25 users)	$37,500	$0	$0	$0
Data Migration Tyler DHD	$8,000	$0	$0	$0
Integration to ESRI GIS	$10,000	$0	$0	$0
Integration to AUTH0 for Single Sign-On	$2,500	$0	$0	$0
Integration to AUTH0 for Multifactor Authentication	$5,000	$0	$0	$0
Integration to Quest Lab Systems	$16,000	$0	$0	$0
Integration to TBD Payment Processor	$0	$0	$0	$0
Total One-Time Fees	$79,000	$0	$0	$0
Total Annual Costs	$124,000	$45,000	$45,000	$45,000

Citizenserve 4-year cost summary for 25 users

Contract RFP FY25-056
ENVIRONMENTAL SOFTWARE - HEALTH DEPARTMENT

Evaluators	Inspect2go, Inc.	HS GovTech USA	Hedgerow Software	Citizenserve	Tyler Technologies
	Score	**Score**	**Score**	**Score**	**Score**
#1	69	84	75	85	86
#2	60	79	58	98	92
#3	59	94	59	98	81
TOTAL	188	257	192	281	259

Best Value Criteria Evaluation	Points
1) Ability to provide a comprehensive, integrated solution to meet the requirements	15
2) Project Implementation Plan (including timeline, milestones, and resource allocation)	10
3) User Experience & Interface Design - Evaluate the usability of the system, including its accessibility, layout, responsiveness across devices, and ease of use for inspectors, administrators, and the public.	20
4) Customization & Configurability- Assess the system's ability to support customized workflows, forms, inspection types, and reports tailored to the City's Environmental Health programs.	15
5) Total cost of ownership (including software, annual maintenance and support, implementation services, training, hardware, database, and other required resources)	20
6) Interoperability with City of Laredo systems and partners (e.g., AS400, Naviline, e-Reporting, and future system expansion)	10
7) Project Implementation Plan (including timeline, milestones, and resource allocation)	10
Total	100

* Evaluation Committee was comprised of:
Maria F. Astrain
Gilbert Garcia
Celina Ramirez

City of Laredo

City Council

Meeting Date: 6/2/2025 **Consent Agenda 28.**

SUBJECT
Consideration to authorize the City Manager to purchase an XR Fusion 400S SRS Pocket System (x-ray machine), from Brown's Medical Imaging located at 14315 "C" Circle Omaha, NE 68144 for the City of Laredo Public Health Department Tuberculosis Prevention Program in the total amount not to exceed $68,150.00. Vendor is a sole source manufacturer. Funding is available in the Public Health Department Fund.

VIVA LAREDO PLAN ALIGNMENT
Alignment Rating: Strong
Supporting goal(s)/policy(ies):

- **Policy 7.2.5:** Reduce infectious and communicable diseases and infection.
- **Policy 7.2.5 (f):** Support efforts to halt the spread of tuberculosis.
- **Goal 7.8:** Improve access to medical care.

Summary of alignment: The purchase of the XR Fusion 400S SRS Pocket x-ray system aligns strongly with the *Viva Laredo Comprehensive Plan* by enhancing the city's capacity to prevent, detect, and manage communicable diseases-specifically tuberculosis. This investment enables on-site diagnostic imaging, which improves early identification and treatment initiation, reducing TB transmission and enhancing care quality for at-risk populations.

PREVIOUS COUNCIL ACTION
None.

BACKGROUND
The City of Laredo Public Health Department wishes to purchase an XR Fusion 400S SRS Pocket System (x-ray machine) for the TB Prevention Program. The availability of an X-ray machine at the public health department is critical for the timely and effective diagnosis, treatment, and management of tuberculosis (TB). On-site imaging allows for early identification and faster initiation of treatment, which is essential for controlling the spread of TB in the community. The AMRAD Medical SRS Pocket system gives you flexibility from a room that was designed to fit into a small space (9'x9'), and yet provides the functionality of a full conventional x-ray system. The AMRAD SRS Pocket is a multi-functional interlocking tubestand and wallstand that makes positioning easy and efficient. When the need arises, the tubestand and wallstand can be separated to further improve the functionality of such a small space. A tilting cabinet (with detents ever 15 degrees) provides even more flexibility. Brown's Medical Imaging is a sole source vendor.

COMMITTEE RECOMMENDATION

N/A

STAFF RECOMMENDATION
Staff recommends that Council approve the Motion.

Fiscal Impact

Fiscal Year:	2025
Budgeted Y/N?:	Y
Source of Funds:	Public Health Fund
Account #:	226-2923
Change Order: Exceeds 25% Y/N:	N/A

FINANCIAL IMPACT:
The expenditure account is 226-2923-545-9001.

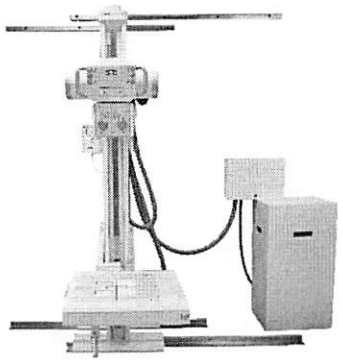
BROWN'S MEDICAL IMAGING

Sales Quote
Presented to:

Roberto Salinas, Adminstrator
City Of Laredo Health Department
2600 Cedar Ave
Laredo, TX 78040

Date:	September 3, 2024	Presented by:	Nic Huerta
Valid for:	60 days	Phone:	726-237-9820
FOB:	Delivered	Email:	nhuerta@brownsmedicalimaging.com
Terms:	20/80	Oppt#:	24826622

Amrad 400S SRS Pocket System (pdf brochure)



SOLVE THE SPACE CHALLENGE

The **AMRAD Medical SRS Pocket** is designed to tackle one of the biggest challenges that facilities face today: limited space.

Creating space for an x-ray suite is always needed in order to effectively and easily perform exams. But existing facilities often do not have extra space to devote to large equipment footprint. For new medical locations that are being built, space for x-ray is often an afterthought.

Item	Item #	Qty	Price
Amrad 400S SRS Pocket System	SRS-Pocket	1	$36,150.00
S Series Generator - Technique selections: 1) Anatomical Programming 2) kVp / mA / Time 3) kVp /mAs 4) kVp / AEC (optional) - Remote Diagnostics – Conditions, apply. - LCD display of all technique factors (mA, kVp, mAs) and messaging - Automatic line compensation ±10 %. - Maximum line regulation for maximum kVA demand: 6%. - Self-diagnosis indicators identify malfunctions in the system. - Intuitive error code indication for easy maintenance. - Independent Heat Unit storage for X-ray Tube, even after turning On/Off the equipment. - X-ray tube overload protection - 50 ft. console interconnect cable - CSA, CE	S Series	1	Included

AmRad 400S High Frequency Generator - 25 kHz Constant Potential, 40 kW High Frequency (HF) generator - kVp range: 40-125 - mA stations: 10 - 500 - mAs range: 0.1-630 mAs - Operates from 1 phase 230V - Includes step-up transformer for voltages 208 – 229V	400S	1	Included
S Series Generator integration (ON/OFF Generator Box)	08290- 007	1	Included
Hand switch- S/SE Series	07427	1	Included
Floor-to-wall rail-mounted tube stand - Platform tube mount - Fixed length angulating tube arm - Angulation dial and operator hand grips - Vertical travel: 13.5" minimum to 73" maximum (focal spot to floor) - Electric locks: vertical, horizontal, and tube arm angulation - Fully counterbalanced - Operates on 24VDC powered by - Nexus box	J017	1	Included
Floor-to-wall rail-mounted wall stand (17"x 17" image) - Rotating 17-inch grid cabinet with front panel that can be positioned from 0° (horizontal) to 105° (15° past vertical) with 15° locking increments - Grids: various 52' focal grids available for 40 and 72" shots - Electric locks: horizontal and vertical - Remote collimator light switch - Fully counterbalanced - Operates on 24VDC powered by Nexus box - Fixed DR grid cabinet	J1000-P	1	Included
Fixed DR grid cabinet	Fixed DR grid cabinet	1	Included
17.25 x 18.88, 103 LPI, 10:1, 40 in.-72 in. Focal Range	HK67	1	Included
X-Ray Tube - 0.6-1.5 mm focal spots, 200,000 heat units, 3 in. anode, 125 kVp, 14 degree target, 90 degree horns-E7242	09127	1	Included

High Voltage cables - 25 ft. High Voltage cables	J995-25	1	Included
Collimator Ralco 221 - Certified 150 kVp manual collimator with swivel mount - LED light field and tape measure - Transverse laser alignment to receptor tray	07615	1	Included
Fixed 1717 Universal DR Panel Specs: · Scintillator Type: CSI · Pixel Size: 139um · Pixel Matrix: 3072x3072 · 3.6 W lp/mm · Dimensions: 19.1x19.1x1in Software/ Hardware Specifications System Computer Specs (or better) · Lenovo P360 · Windows 10 IoT Enterprise · 12th Generation Intel Core i5-12500 vPro Processor (P-cores 3.00 GHz up to 4.60 GHz) · 16GB DDR5-4000MHz (SODIMM) · 1TB SSD Display Monitor · 24" Touchscreen monitor · Resolution 1280 X 1024; 8000:1 Ratio Ultra Software Acquisition workflow management - Automatic setting of acquisition parameters according to body part and system specific programmable APRs(Anatomically Programmed Radiography) - One console operation - generator parameters setting by the workstation as part of APR - Patient data entry, manually or automatically from the DICOM worklist (MWL optional) - Urgent patient registration - Preview image typically within 4-5 seconds after exposure - Exam specific image processing for optimized image quality - Automatic backup of operator accepted images	KIT-ULTRA-IR-1717-CSI	1	$25,000.00

Review & Processing - Patient review - CD Burning - Exam foldering - Ability to add body part or view during an exam - Touch screen post processing - Assign single or multiple technologist(s) to an exam - Add additional views and/or studies to a completed exam - Ability to suspend an exam - Built-in technique and positioning chart - Variable image rotation - Window/Level, Reverse Black/White (Window polarity inversion) - Electronic zoom with pan & scroll capabilities - Touchscreen zoom, pan, window/level and contrast capability - Magnifying glass - Multi-scale contrast enhancement and Dynamic Range - Electronic shutter for masking of image(cropping) Multiformat display (for printing)			
Installation	Install	1	Included
Applications Training- 2 days	Apps	1	Included
Warranty – 1 Year Parts and Labor	Warranty	1	Included
Total	Total		**$61,150.00**

POST WARRANTY SERVICE CONTRACT

Equipment, Terms & Coverage	Service Level	Annual Price	Check box to select service
Amrad Pocket Konica 17F Ultra System - Service begins after warranty period - This is a 4-year contract - Quarterly Payments - All Labor and travel covered Monday - Friday, 8:00 AM to 5:00 PM CST, exclusive of BMI holidays - All replacement parts (includes tube) - One (1) Preventative Maintenance Inspection per year - Software updates, commercially available during coverage term, with installation during normal business hours are included. Normal business hours M-F, 8am to 5pm local time. - Contract includes all telephone and remote support coverage M-F, 8 AM to 5 PM local time, exclusive of BMI holidays. - Discounted after-hours rates (labor and travel) will apply	Platinum	$7,000.00	☐

Terms:

a) Delivery estimated at 45 days
b) 20% due at time of order; balance due 10 days after install
c) Shipping & handling will be added at time of invoice
d) Price does not include applicable sales taxes & duties
e) Any applicable site preparation are customer responsibility and at customer expense
f) Agree to "Complete Terms & Conditions of Sale and Service" provided on following pages

A SIGNED QUOTATION SHALL CONSTITUTE A BINDING PURCHASE ORDER FROM THE CUSTOMER TO BROWN'S MEDICAL IMAGING.

BROWN'S MEDICAL IMAGING

By: _____ 9/3/24
Nic Huerta Date

CUSTOMER

By: _____
Representative Date

TERMS AND CONDITIONS OF SALE

GENERAL- This document contains the terms and conditions of sale applicable to any sales of goods ("Goods") and services ("Services") by Brown's Medical Imaging (BMI). The prices and terms and conditions on this quotation are not subject to modification, whether orally or in writing, unless such modification be approved in writing by the Home Office of BMI. The parties' agreement in connection with any sale of Goods and/or Services shall consist solely of the terms and conditions contained on the front and back of this document, together with any separate written agreement previously executed by both the Purchaser and BMI, any invoices generated in connection herewith, and any written addenda to the foregoing that are signed by Purchaser and BMI. All quotations and agreements are contingent upon the absence of any strikes, accidents, fires, unavailability of materials or other causes beyond BMI's reasonable control. Issues not specifically dealt with herein shall be governed by established trade customs. Any terms appearing on any formal order or other document submitted by Purchaser, which are additional to or inconsistent with those stated herein, shall be deemed rejected and will not be binding on BMI, unless expressly accepted by BMI in writing. Any typographical or stenographic errors herein are subject to correction without further consent of Purchaser. This quotation, which supersedes all previous quotations, may be voided by BMI thirty (30) days from the date hereof and, in the meantime, is subject to change upon notice. All orders made pursuant to this quotation are subject to approval by BMI. The Purchaser may not assign his order or any interest therein or any right herein without the written consent of BMI. Any financing options (including term, interest rate, down payment, and monthly payment) quoted herein are estimates only and subject to credit review and approval (including review of financial statements), market fluctuations in interest rates, etc. Quoted financing terms are subject to change based on these factors.

TRADE-INS Unless specifically noted otherwise above, quoted trade-in value assumes equipment is in complete working order and includes all accessories and components; including but not limited to MRI coils, working DR detectors, covers, chargers, cases, and monitors. MRI equipment shall be delivered to BMI with at least 75% helium capacity filled. BMI reserves the right to adjust trade-in value upon inspection of trade-in equipment if these conditions are not met, but in all cases shall communicate the modification of trade-in value to customer prior to removing the equipment from the customer site.

TITLE- Except as otherwise expressly agreed in writing, title to the Goods and any part thereof shall remain in BMI and shall not pass from BMI to Purchaser until all amounts due from Purchaser to BMI under any account, contract, or other obligation have been fully paid in cash. The Goods shall be and remain personal or movable property, notwithstanding their mode of attachment to realty or other property.

DEFAULT; REMEDIES- In the event that (i) Purchaser fails to pay any invoice when due; (ii) Purchaser breaches the terms and conditions set forth herein or in any other contract with BMI; or (iii) Purchaser's financial strength becomes unsatisfactory to BMI; (iv) Any warranty, representation, or statement provided by Purchaser to BMI is or becomes false or misleading in any material respect; (v) Any suit or proceeding is commenced against the Purchaser, or any judgment, restraining order, or injunction is entered against Purchaser, or any action is taken to enforce any such judgment, restraining order or injunction, which, in BMI's sole discretion, materially and adversely affects Purchaser's operations or ability to repay the amounts due to BMI or to perform Purchaser's obligations under this Agreement; (vi) The Purchaser dies, is dissolved, or becomes insolvent; a receiver is appointed over any of the Purchaser's property; an assignment is made for the benefit of creditors; or any case is brought by or against the Purchaser under any bankruptcy or insolvency laws; or, (vii) Any of the Goods are sold or otherwise disposed of by Purchaser without BMI's prior express consent; then Purchaser shall in any such event be in default, and BMI shall have the right, in its sole discretion, to do any one or more of the following: (a) cancel this Agreement and any pending orders for Goods and/or Services without further notice; (b) declare all sums owing from Purchaser to BMI to be due and payable; (c) require payment in advance of performance, in certified funds; (d) foreclose any security interest, judicially or non-judicially; (e) enter the premises where the Goods may be located and remove such Goods, as allowed by law; and (f) require other security satisfactory to BMI. If the Goods include or contain other goods not covered by these terms and conditions at the time of repossession, Purchaser agrees that BMI may take such other goods, provided that BMI makes reasonable efforts to return them to the Purchaser after repossession. The exercise of any rights under this Agreement shall not bar BMI from exercising any other rights it may have under the UCC or any other applicable law, equity, or contract. Purchaser shall pay all expenses incurred by BMI in the collection of the amounts due to BMI, including attorney's fees, whether such fees may be incurred in non-judicial collection efforts, litigation, bankruptcy or otherwise.

PRICES- All quoted prices are cash prices and include domestic packaging but do not include shipping charges, which charges shall be paid by Purchaser in addition to the prices quoted herein and shall be separately listed at the time of invoice. Prices are based on costs and conditions existing on the date of quotation and are subject to change before final approval by BMI, including for correction of errors and for adjustments to reflect BMI's prices in effect at the time of shipment. Notice of any such price adjustments will be given before shipment.

TAXES- The amount of any sales or other taxes not expressly included in this quotation, but applicable to this sale, shall be added to the prices quoted herein and shall be paid by the Purchaser.

WARRANTIES- Unless otherwise agreed in writing, BMI will provide a one (1) year labor and travel time warranty for any Services provided to Purchaser, with said warranty period being measured from the time of installation of the Goods. BMI DISCLAIMS ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, CONCERNING ANY GOODS OR SERVICES, SPECIFICALLY INCLUDING, BUT NOT LIMITED TO, ALL IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. All Goods, whether new or used, are sold "AS IS" and 'WITH ALL FAULTS" so far as BMI is concerned. Any printed manufacturer's warranty delivered to Purchaser with the Goods is not a warranty of BMI and is made solely by the manufacturer.

DELIVERY; RISK OF LOSS- Subject to paragraph 2, above, and unless otherwise agreed in writing, the Goods shall be delivered F.O.B. point of destination, and risk of loss shall pass to Purchaser at the time of delivery to Purchaser's facility. Shipping shall be by usual means and shall be at the Purchaser's sole expense. Shipping dates are approximate and are based on conditions at the manufacturer's factory at the time of quotation. BMI shall not be liable for loss, damage, detention or delay resulting from causes beyond its reasonable control or caused by fire, strike, civil or military authority, insurrection or riot, embargoes, car shortages, wrecks or delays in transportation. Delivery of major components to any point other than installation site, upon instructions from Purchaser, shall constitute delivery and any added shipping expense will be the responsibility of the Purchaser.

INSTALLATION- Unless otherwise stated on the front of this document, all installation charges (e.g., charges for the assembly, mounting, interconnection and calibration of components listed on this quotation, etc.) shall be in addition to the prices quoted herein. Any installation

performed by BMI shall be considered complete when the equipment is available for gainful use by the Purchaser's staff or authorized personnel, except that in the event that installation of the Goods is delayed for any reason for which BMI is not responsible, then the installation shall be deemed complete ten (10) days after date of shipment of the Goods to the Purchaser, and the terms of payment shall apply as of that date. Purchaser shall be solely responsible for preparing its facility for installation of the Goods sold hereunder, including, but not limited to, all electrical, carpentry, masonry, plumbing, and other such work, which Purchaser shall perform at its sole expense. Purchaser further acknowledges that it shall bring the proper electrical current for operation of the Goods to the safety switch according to specifications provided by BMI, and that it shall achieve compliance with all applicable building codes, all at its sole expense.

CLAIMS AND RETURNED GOODS- No Goods may be returned to BMI or its suppliers without BMI's prior written permission. Any permitted returns shall be made under the terms and conditions specified in writing by BMI. Claims asserted by the Purchaser shall in no way release it from its obligation to pay the amount shown herein. Such claims may not be setoff against the amounts owed to BMI by Purchaser but shall be dealt with as a separate transaction.

LIABILITY- BMI and/or its suppliers shall not be liable for and shall be held harmless by the Purchaser for any losses, injuries, expenses, or damages, whether incidental, consequential, direct or indirect, arising out of, in connection with, or resulting from the Goods, including, but not limited to, the manufacture, repair, handling, installation, possession, ownership, use, operation, maintenance, dismantling or resale of the Goods (including any claim for a defect, failure or malfunction of any such Goods) and any and all claims, actions, suits and proceedings which may be instituted in respect to the foregoing. In no event shall BMI be responsible for lost revenues for any reason.

ACCIDENTAL DAMAGE- In no event shall BMI be liable for damages to equipment caused by misuse of equipment, neglect, or attempts to use equipment in ways for which it was not designed by the manufacturer. For digital radiography detectors (DR panels) that are dropped during the warranty period and are covered by panel protection, a $5,000 deductible will apply and will be payable to BMI before repairs/replacement can take place.

CHARGES AND CANCELLATIONS- Orders that have been approved by BMI may not be changed or cancelled by the Purchaser except with BMI's prior, written consent, and only upon such terms as will save BMI from loss. In that connection, Purchaser acknowledges that manufacturers have the right to change the construction and/or design of their Goods at any time without notice to Purchaser if, in the manufacturers' judgment, such a change would not alter the general function of the Goods. In such instances, Purchaser shall not cancel its order but shall accept any changes made by the manufacturers, and neither BMI nor the manufacturers shall be liable for them.

PAYMENT TERMS- Unless otherwise stated in quote, payment terms are 20% down at time of order and balance due net 10 after installation. A service charge of 1.375% per month will be applied to all overdue accounts. Price does not include shipping and handling or applicable sales taxes & duties, unless otherwise noted. Any applicable site preparation is customer responsibility and at customer expense. Any send/receive fees for wires, ACH transactions, and returned check fees are the responsibility of customer and will be billed to the customer should BMI be charged such a fee.

SEE FOLLOWING PAGES FOR TERMS AND CONDITIONS OF SERVICE

TERMS AND CONDITIONS OF SERVICE

(a) This Agreement shall not apply to any repairs made necessary by accident, misuse, abuse, neglect, theft, fire or water damage, power surges, power outages, or to repairs made resulting from service performed by anyone other than a BMI representative.
   a. Service requested due to unauthorized modifications or unmerited reasons will be charged at our normal labor rate and will be billed separately to the customer.

(b) This agreement contains the entire agreement between the parties and supersedes all prior agreements or representations between the parties.

(c) The determination as to whether to repair, to recalibrate, or to replace a piece of equipment or any component covered by a BMI service contract to bring the equipment or component back to functionality shall be at the sole discretion of BMI.

(d) BMI shall be responsible for the repair, recalibration, or replacement of any equipment rendered unserviceable to the customer solely as the result of negligent or wrongful acts by BMI personnel in conducting service operations. In the event of such negligence, the determination of repair or replacement will be made at the discretion of BMI. In no event shall BMI be responsible or liable to the customer, or any representative of the customer, in excess of its obligation to repair, recalibrate, or replace the equipment serviced under this agreement. BMI is never responsible for damage or failure due to interruptions or anomalies caused by incoming power service, or any damage caused or implied by a failure or anomaly with any other area of customer site infrastructure.

(e) This Agreement shall apply only to service performed by BMI personnel.

(f) The coverage period is indicated on the applicable Service Quote. Prior to the end of the Coverage Period, this Agreement may be renewed at a mutually agreed upon price and Coverage Term between both Parties.
   a. Termination without cause: Either Party may terminate this Agreement after providing the other with 60 days' prior written notice. In case of such termination by Customer, Customer will be assessed a cancellation fee of 25% of the residual Agreement price, based on the effective termination date. Such fee will be due within 10 days of effective date of termination. BMI may set-off, credit, or refund any unused amounts prepaid by customer, at the sole discretion of BMI.
   b. Either Party may terminate this Agreement if the other fails to perform any duty within, limits access to Equipment, or files for bankruptcy ("Default") after providing the defaulting party written notice of its Default and allowing the defaulting party 30 days to cure such default. Customer must provide notice to BMI in case of bankruptcy. BMI may elect to suspend services upon Customer Default. BMI may terminate within 10 days if Customer breaches payment obligations.

(g) The laws of the State of Nebraska shall govern this Agreement, without regard for its conflicts of laws principles.

(h) This Agreement may not be assigned by either party without the prior written consent of the other party, which shall not be unreasonably withheld.

(i) BMI shall ensure that all employees, agents and subcontractors or other persons or entities which provide any items or services on behalf of, or at the direction of BMI under this Agreement ("Personnel") have and maintain all the skills, experience, and qualifications necessary to provide the Services, including any required training, registration, certification or licensure.

(j) Remote connectivity: Any uptime guarantees stated within this contract do not apply if customer is not set up on remote monitoring with BMI. BMI shall not be liable for any cryogen refills if customer is not connected to remote monitoring.

(k) If this Agreement is subject to the Medicare statutes and regulations governing access to books and records of subcontractors, then for a minimum of four (4) years after the expiration of this Agreement, BMI shall retain and allow the authorized representatives of Customer, the Comptroller General and the Department of Health and Human Services access to this Agreement and to the books, records, and other documents of BMI that are necessary to verify the nature and costs paid to BMI pursuant to this Agreement. If BMI carries out any duties of this Agreement by means of a subcontractor, including any organization related by ownership or control with BMI, and the cost or value of which is $10,000 or more over a twelve (12) month period, then BMI shall require the subcontractor to comply with the provisions of this Section. In the event BMI receives a request for access, BMI agrees to promptly notify Customer.

(l) BMI shall maintain in force, at BMI's sole cost and expense, the insurance coverage described below.

i. General liability insurance, covering bodily and personal injury, property damage, and contractual liability, in a minimum amount of One Million Dollars ($1,000,000) per claim and Five Million Dollars ($5,000,000) in the annual aggregate.

ii. Automobile liability insurance covering use of all owned, non-owned and hired automobiles in a minimum amount of One Million Dollars ($1,000,000) per claim and in the annual aggregate.

iii. Worker's compensation insurance in amounts required in accordance with Applicable Laws within the State work is being performed.

(m) BMI and Customer will attempt to settle any claim or controversy arising from this Agreement through negotiation in good faith. The dispute will be escalated to appropriate higher-level managers of the parties, if necessary. Unless either party has issued a notice of termination, the parties will continue to fulfill their obligations under this Agreement while working towards resolution of any dispute.

(n) To ensure equipment availability, inspections will be performed by prior appointment. Time spent waiting on the availability of equipment for preventive maintenance will be charged at our normal labor rate and will be billed separately to the customer.

(o) In no event shall BMI be responsible for lost revenues for any reason.

(p) For service agreements that include glassware coverage; glassware will be replaced in the event of a catastrophic failure, a physicists documented requirement, or upon the recommendation of BMI service personnel.
   a. For agreements not specifically covering glassware replacement, or in cases where the customer requests glassware be replaced outside of catastrophic failure, or without a BMI or physicist recommendation, glassware materials and replacement labor will be charged at the applicable BMI labor rate and then-current BMI price for parts.

(q) BMI provides 24/7 service dispatch through an after-hours paging service. Call 1-800-701-9729 and select prompt #3 for access to after-hours support. BMI will respond to customer's request for service within 2 hours by telephone. Customer will be charged .25 hours of the prevailing BMI Remote Diagnostic Support hourly rate for the return call.

(r) This Agreement may be amended at any time by mutual agreement of the parties, provided that before any amendment will be operative or valid, it will have been reduced to writing and signed by both parties.

(s) Each party agrees to indemnify, defend, and hold harmless the other party, and its affiliates, subsidiaries, officers, directors, agents, and employees, against any loss, claim, damage, liability, cost or expense, including but not limited to attorneys' fees and court or other costs, that may result from any third party claim if and to the extent caused by any breach of this Agreement by such party, its agents, or employees.

(t) BMI reserves the right to refuse service on this contract if the customer is greater than 30 days past due on billings under this contract. Contract service will resume as soon as practicable after customer account is made current. Service contract payment terms are net 10 days. Balances greater than 30 days past due will accrue finance charges at 1.5% per month or the maximum amount allowed by state and federal law.

V6

pmi healthcare solutions

BROWN'S MEDICAL IMAGING

Date:	3/5/2025	Submitted By:	Nic Huerta
Expires:	4/5/2025	Phone:	726-237-9820
FOB:	Delivered	Email:	nhuerta@brownsmedicalimaging.com
Customer:	City of Laredo Health Department 2600 Cedar Ave. Laredo, TX 78040	Fax:	402-330-1120

QUOTE # CLHD030525

Essential Enterprise Imaging Software Solution - PACS

Item	Item Number	Qty	Price
EESi Imaging Software Solution - A Web-Based Image Manager / Image Archive - Customer Hardware must meet EESi minimum specifications - Web Administration - DICOM Auto Routing - Delayed Send of Studies - Unlimited Modality Connections	ISS	1	Included
RemotEye Diagnostic Viewer License BASIC - 1 each Concurrent License(s) - RemotEye Viewer: A web-based, cross-platform, full-featured, diagnostic-level, certified, DICOM-compliant medical image viewer software - CD/DVD Production - DICOM Print - Paper Print - Smart Worklists - Hanging Protocols - Store/Retrieve Annotations	NL-REBSC-1U-V9 NL-PCONNBSC-V1	1	Included
RemotEye Lite HTML5 Viewer License - 1 Concurrent Licenses - RemotEye Lite: A web-based, lightweight, DICOM-compliant medical image reviewing solution, mainly dedicated to portable smart devices, such as tablets or smartphones, but also working on desktop clients.	RELT1	1	Included
Server - Dell Micro Server - Operating System - Windows 11 Pro - Storage - 2TB	SERVER	1	Included

EESi Imaging Cloud Connector - Amazon Web Services S3 Storage - Secure, Redundant Servers provided by Amazon - Designed for 99.99% durability and availibility - No added fee to pull images from the cloud - Database Backup - HIPAA Compliant	ICC	1	Included
Remote Installation	INSTALL	1	Included
Remote Application Days - As Needed	APPS	1	Included
Warranty - 1 year	WARR	1	Included
TOTAL			**$ 9,000.00**

Service Contract

Item	Item Number	Qty	Price
EESi Imaging Software Solution (Annual Renewal) - Service begins after 1 year warranty - This is a 4 year contract - Pricing is good for 4 years after warranty - Amazon Web Services S3 Storage - All labor and travel coverage Monday through Friday, 8:00 AM to 5:00 PM exclusive of BMI holidays - Server replacement if needed - Software updates - RemotEye license and support renewal - M - F, 8:00 - 5:00 CST remote support - M - F, 8:00 - 5:00 CST phone support - After hours labor rate for Saturday is $375/hour - After hours labor rate for Sunday & Holiday is $413/hour	PLATINUM	1	$ 2,250.00 4year total = $ 9,000.00

OPTION

Item	Item Number	Qty	Price
Viewing Workstation - Dell PC with CD/DVD, keyboard, mouse and 24" monitor	SINGLE	1	$ 1,800.00

Standard Term:

Delivery Terms: 30 days after receipt of order. Payment terms for equipment: Net 10 days after installation. A service charge of 1.375% per month will be applied to all overdue accounts. Price includes shipping & handling. Price does not include applicable sales taxes & duties. Any applicable site preparations are customer responsibility and at customer expense.

A SIGNED QUOTATION SHALL CONSTITUTE A BINDING PURCHASE ORDER FROM THE CUSTOMER TO PMI/BMI.

PMI/BMI

By: _____

Nic Huerta Date

City of Laredo Health Department

By: _____

Representative Date

City of Laredo Sole Source Affidavit

Compliance with Texas Local Government Code Chapter 252.021 is not required for purchases that are available from only one source, including: An item for which competition is precluded because of a patent, copyright, secret process, or monopoly. The item is a film, manuscript, or book. The item is a utility service, including electricity, gas, or water. The item is a captive replacement part or component for equipment. The sole source exception does not apply to mainframe data processing equipment and peripheral attachments with a single-item purchase price in excess of $15,000.

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1. My name is (Print Name) Chad Edason
   I am over the age of 18, have never been convicted of a felony and am competent to make this affidavit.
   I am authorized to sign contracts for the following company or firm:

   Company: Browns Medical Imaging
   Address: 14315 C Circle
   City, State, Zip Code: Omaha NE 68144
   Telephone Number: ((800) 701-9729)
   Fax Number: ( )
   E-mail Address: cedason@brownsmedicalimaging.com

2. The above-named company or firm is the sole source of the following item(s) and no other company or firm in the United States of America sells or distributes the products listed below:
   XRFusion Digital X-Ray System and Essential Enterprise Imaging Software PACS

3. Competition in providing the above-named item(s) is precluded due to:

   _____ A patent
   X A copyright
   _____ A secret process
   _____ A monopoly
   _____ It is a film
   _____ It is a manuscript
   _____ It is a book
   _____ It is a utility service, including electricity, gas, or water (does not apply to parts *used for* utility services)
   _____ It is a captive replacement part or component for equipment
   _____ Other circumstances provided by Texas Local Government Code 252.022 (provide details above)

4. There is/are no other like item(s) or product(s) available for purchase that would serve the same purpose or function and there is only one price for the above-named item(s) or product(s) because of exclusive distribution or marketing rights.

5. This affidavit is valid for a period of one year, or until changed circumstances render it inaccurate, whichever occurs first.

Signature of Authorized Official	Title of Authorized Official	Date
	General Manager South-Central Region	5/9/2025

Approved
DLW
5/14/25

City of Laredo Sole Source Affidavit

NOTARY USE ONLY

Subscribed and Sworn to before me this 9 day of May 2025 State of Texas, County of Bexar

Signature of Applicant

Brenda Acosta

Signature of Notary Public

BRENDA ACOSTA
Notary Public, State of Texas
Comm. Expires 09-21-2027
Notary ID 134569233

Purchasing Department Use ONLY

Approved

Not Approved Return to Using Department _____

Purchasing Agent Signature

Date 5/16/25

City of Laredo

City Council

Meeting Date: 6/2/2025 **Consent Agenda 29.**

SUBJECT
Discussion with possible action to approve the proposed changes to the medical insurance rates for the City of Laredo Health and Benefits Plan for all employees, retirees and dependents. Funding will be available in the Health and Benefits fund.

VIVA LAREDO PLAN ALIGNMENT
Alignment Rating: Strong

Supporting goal(s)/policy(ies):
Policy 7.2.1: “Support and enhance access to preventive care and wellness services through employer-sponsored health benefits and incentives.”
(Page 7.22, Viva Laredo City of Laredo Comprehensive Plan)
Policy 7.2.3: “Encourage healthy behaviors and provide incentives for wellness within public employee programs.”
(Page 7.22, Viva Laredo City of Laredo Comprehensive Plan)
Goal 7.2: “Promote health equity by supporting health care access and preventive health practices for all residents.”
(Page 7.22, Viva Laredo City of Laredo Comprehensive Plan)
Policy 7.3.1: “Ensure affordability of care and access to insurance coverage for vulnerable populations.”
(Page 7.22, Viva Laredo City of Laredo Comprehensive Plan)
Policy 7.4.1: “Incorporate health into city budgeting and decision-making, particularly with respect to city staff programs.”
(Page 7.22, Viva Laredo City of Laredo Comprehensive Plan)

Summary of alignment:
The agenda item proposing changes to medical insurance rates for FY25-26 exhibits strong alignment with the Viva Laredo Comprehensive Plan. By adjusting premium spreads and dependent coverage contributions while introducing an HSA incentive, the City of Laredo is directly supporting policies that advocate for equitable access, affordability, and incentivized wellness in employee health care.

These proposed actions reflect a deliberate integration of health considerations into city operations and budgeting-an approach emphasized in Goal 7.2 and Policy 7.4.1. Additionally, the item reinforces broader planning themes such as public health, equity, fiscal responsibility, and sustainability of municipal services.

PREVIOUS COUNCIL ACTION
N/A

BACKGROUND
In response to rising healthcare expenditures and evolving member needs, the City's benefits consultants, local insurance broker and City staff conducted a comprehensive review of the current medical compensation plan. Their analysis considered factors including increased medical and prescription drug costs, higher member utilization, and the growing frequency of high-cost claims. Based on this evaluation, the consultants recommended a series of strategic amendments to the City's existing compensation plan to ensure its continued affordability, sustainability, and competitiveness.
These recommendations were presented to the City Council during Budget Workshop No. 2 on May 28, 2025. At this time, the City Manager requested authorization to return to the Council on June 2, 2025, for formal action on the proposed changes. The purpose of these updates is to proactively manage the financial health of the City's self-funded plan while maintaining equitable access to healthcare for employees, retirees, and their dependents.

The proposed amendments include:

A 12.5% premium spread between plan tiers (High Deductible Health Plan, Health Maintenance Organization, Preferred Provider Organization)

A uniform application of the 50% dependent contribution policy has been implemented across both civilian and emergency personnel active employee plans (excluding retirees)

An 11% spread for civilian retiree premiums across plan types

A $750 incentive for employees who participate in the Health Savings Account (HSA)

These changes are critical to ensuring long-term fiscal stability and preserving quality benefits for all plan participants.

COMMITTEE RECOMMENDATION
N/A

STAFF RECOMMENDATION
Staff recommends Council approve the changes to the medical health plan as presented.

Fiscal Impact

Fiscal Year:	2026
Budgeted Y/N?:	N/A
Source of Funds:	Health & Benefits
Account #:	660
Change Order: Exceeds 25% Y/N:	N/A

FINANCIAL IMPACT:
No financial impact at this time.

Medical Contributions
Civilian Retirees

Current

Retiree					
	Monthly Premium	EE Monthly Contribution	EE Bi-Weekly Contribution	ER Monthly Contribution	ER Monthly Percentage
Employee Only:	$ 511.08	$ 511.08	$ 235.86	0.00	0%
Spouse:	$ 900.14	$ 900.14	$ 415.45	0.00	0%
Children:	$ 900.14	$ 900.14	$ 415.45	0.00	0%
Family:	$ 900.14	$ 900.14	$ 415.45	0.00	0%

Retiree Incentive Plan					
	Monthly Premium	EE Monthly Contribution	EE Bi-Weekly Contribution	ER Monthly Contribution	ER Monthly Percentage
Employee Only:	$ 511.08	$ 86.67	$ 40.00	$ 424.41	83%
Spouse:	$ 900.14	$ 900.14	$ 415.45	0.00	0%
Children:	$ 900.14	$ 900.14	$ 415.45	0.00	0%
Family:	$ 900.14	$ 900.14	$ 415.45	0.00	0%

Proposed

Retiree						
	Monthly Premium	EE Monthly Contribution	EE Bi-Weekly Contribution	ER Monthly Contribution	ER Monthly Percentage	EE Bi-Weekly Change
Employee Only:	$ 567.30	$ 567.30	$ 261.83	0.00	0%	$ 25.95
Spouse:	$ 999.16	$ 999.16	$ 461.15	0.00	0%	$ 45.70
Children:	$ 999.16	$ 999.16	$ 461.15	0.00	0%	$ 45.70
Family:	$ 999.16	$ 999.16	$ 461.15	0.00	0%	$ 45.70

Retiree Incentive Plan						
	Monthly Premium	EE Monthly Contribution	EE Bi-Weekly Contribution	ER Monthly Contribution	ER Monthly Percentage	EE Bi-Weekly Change
Employee Only:	$ 567.30	$ 140.00	$ 64.62	$ 427.30	75%	$ 24.62
Spouse:	$ 999.16	$ 999.16	$ 461.15	0.00	0%	$ 45.70
Children:	$ 999.16	$ 999.16	$ 461.15	0.00	0%	$ 45.70
Family:	$ 999.16	$ 999.16	$ 461.15	0.00	0%	$ 45.70

EE = Employee
ER = Employer (City)

Medical Contributions
Preferred Provider Organization (PPO)

Current

Civilian					
	Monthly Premium	EE Monthly Contribution	EE Bi-Weekly Contribution	ER Monthly Contribution	ER Monthly Percentage
Employee Only:	$ 628.85	$ 86.67	$ 40.00	$ 542.18	86%
Spouse:	$ 692.67	$ 367.32	$ 169.53	$ 325.35	47%
Children:	$ 461.74	$ 244.86	$ 113.01	$ 216.89	47%
Family:	$ 1,364.79	$ 723.75	$ 334.04	$ 641.04	47%

Police & Fire					
	Monthly Premium	EE Monthly Contribution	EE Bi-Weekly Contribution	ER Monthly Contribution	ER Monthly Percentage
Employee Only:	$ 628.85	$ 86.67	$ 40.00	$ 542.18	86%
Spouse:	$ 692.67	$ 346.34	$ 159.85	$ 346.34	50%
Children:	$ 461.74	$ 230.87	$ 106.56	$ 230.87	50%
Family:	$ 1,364.79	$ 682.40	$ 314.95	$ 682.40	50%

Proposed

Civilian						
	Monthly Premium	EE Monthly Contribution	EE Bi-Weekly Contribution	ER Monthly Contribution	ER Monthly Percentage	EE Bi-Weekly Change
Employee Only:	$ 675.88	$ 168.97	$ 77.99	$ 506.91	75%	$ 37.99
Spouse:	$ 811.04	$ 405.52	$ 187.16	$ 405.52	50%	$ 17.63
Children:	$ 540.73	$ 270.37	$ 124.78	$ 270.37	50%	$ 11.77
Family:	$ 1,598.16	$ 799.08	$ 368.81	$ 799.08	50%	$ 34.77

Police & Fire						
	Monthly Premium	EE Monthly Contribution	EE Bi-Weekly Contribution	ER Monthly Contribution	ER Monthly Percentage	EE Bi-Weekly Change
Employee Only:	$ 675.88	$ 168.97	$ 77.99	$ 506.91	75%	$ 37.99
Spouse:	$ 811.04	$ 405.52	$ 187.16	$ 405.52	50%	$ 27.32
Children:	$ 540.73	$ 270.37	$ 124.78	$ 270.37	50%	$ 18.23
Family:	$ 1,598.16	$ 799.08	$ 368.81	$ 799.08	50%	$ 53.85

EE = Employee
ER = Employer (City)

Medical Contributions
Health Maintenance Organization (HMO)

Current

Civilan					
	Monthly Premium	EE Monthly Contribution	EE Bi-Weekly Contribution	ER Monthly Contribution	ER Monthly Percentage
Employee Only:	$ 591.41	$ 65.00	$ 30.00	$ 526.41	89%
Spouse:	$ 655.31	$ 339.45	$ 156.67	$ 315.86	48%
Children:	$ 436.89	$ 226.31	$ 104.45	$ 210.58	48%
Family:	$ 1,291.19	$ 668.85	$ 308.70	$ 622.34	48%

Police & Fire					
	Monthly Premium	EE Monthly Contribution	EE Bi-Weekly Contribution	ER Monthly Contribution	ER Monthly Percentage
Employee Only:	$ 591.41	$ 65.00	$ 30.00	$ 526.41	89%
Spouse:	$ 655.31	$ 327.66	$ 151.23	$ 327.66	50%
Children:	$ 436.89	$ 218.45	$ 100.82	$ 218.45	50%
Family:	$ 1,291.19	$ 645.60	$ 297.97	$ 645.60	50%

Proposed

Civilian						
	Monthly Premium	EE Monthly Contribution	EE Bi-Weekly Contribution	ER Monthly Contribution	ER Monthly Percentage	EE Bi-Weekly Change
Employee Only:	$ 600.78	$ 90.12	$ 41.59	$ 510.67	85%	$ 11.59
Spouse:	$ 720.93	$ 360.46	$ 166.37	$ 360.46	50%	$ 9.70
Children:	$ 480.65	$ 240.33	$ 110.92	$ 240.33	50%	$ 6.47
Family:	$ 1,420.58	$ 710.29	$ 327.83	$ 710.29	50%	$ 19.13

Police & Fire						
	Monthly Premium	EE Monthly Contribution	EE Bi-Weekly Contribution	ER Monthly Contribution	ER Monthly Percentage	EE Bi-Weekly Change
Employee Only:	$ 600.78	$ 90.12	$ 41.59	$ 510.67	85%	$ 11.59
Spouse:	$ 720.93	$ 360.46	$ 166.37	$ 360.46	50%	$ 15.14
Children:	$ 480.65	$ 240.33	$ 110.92	$ 240.33	50%	$ 10.10
Family:	$ 1,420.58	$ 710.29	$ 327.83	$ 710.29	50%	$ 29.86

EE = Employee
ER = Employer (City)

Medical Contributions
High Deductible Health Plan (HDHP)

Formally Consumer Driven Health Plan (CDHP)
PPO Plan

Current

Civilian					
	Monthly Premium	EE Monthly Contribution	EE Bi-Weekly Contribution	ER Monthly Contribution	ER Monthly Percentage
Employee Only:	$ 508.60	0.00	0.00	$ 508.60	100%
Spouse:	$ 610.31	$ 305.15	$ 140.84	$ 508.60	50%
Children:	$ 406.90	$ 203.45	$ 93.90	$ 305.16	50%
Family:	$ 1,202.61	$ 601.08	$ 277.42	$ 203.45	50%

Police & Fire					
	Monthly Premium	EE Monthly Contribution	EE Bi-Weekly Contribution	ER Monthly Contribution	ER Monthly Percentage
Employee Only:	$ 508.60	0.00	0.00	$ 508.60	100%
Spouse:	$ 610.31	$ 305.15	$ 140.84	$ 508.60	50%
Children:	$ 406.90	$ 203.45	$ 93.90	$ 305.16	50%
Family:	$ 1,202.61	$ 601.08	$ 277.42	$ 203.45	50%

EE = Employee
ER = Employer (City)

Proposed

Civilian						
	Monthly Premium	EE Monthly Contribution	EE Bi-Weekly Contribution	ER Monthly Contribution	ER Monthly Percentage	EE Bi-Weekly Change
Employee Only:	$ 534.03	0.00	0.00	$ 534.03	100%	0.00
Spouse:	$ 640.83	$ 320.41	$ 147.88	$ 320.41	50%	$ 7.04
Children:	$ 427.25	$ 213.62	$ 98.60	$ 213.62	50%	$ 4.70
Family:	$ 1,262.74	$ 631.37	$ 291.40	$ 631.37	50%	$ 13.98

Police & Fire						
	Monthly Premium	EE Monthly Contribution	EE Bi-Weekly Contribution	ER Monthly Contribution	ER Monthly Percentage	EE Bi-Weekly Change
Employee Only:	$ 534.03	0.00	0.00	$ 534.03	100%	0.00
Spouse:	$ 640.83	$ 320.41	$ 147.88	$ 320.41	50%	$ 7.04
Children:	$ 427.25	$ 213.62	$ 98.60	$ 213.62	50%	$ 4.70
Family:	$ 1,262.74	$ 631.37	$ 291.40	$ 631.37	50%	$ 13.98

- Proposed $750 Incentive for FY2025-2026 HSA (Health Savings Account) (if eligible)

City of Laredo

City Council

Meeting Date: 6/2/2025 **Consent Agenda 30.**

SUBJECT
Consideration to approve the purchase of IT communication circuit and equipment to provide basic technology services at the Buena Vista Sports Complex for a total combined cost of $274,232.23. The IST department will integrate all the systems with eight vendors using various governmental discount programs. Funding is available in the Sports & Community Venue/Buena Vista Operations.

PREVIOUS COUNCIL ACTION
None

BACKGROUND
Basic network communication infrastructure will be laid out at the Sports complex to initially host basic local Wi-Fi service and a video surveillance system to protect city assets. Local Wi-Fi will cover a basic space around the first two concession stands, which will open July 2025. Surveillance cameras will be installed in the concession stands and parking lots.

The cost distribution and purchasing program mechanism are presented as follows:

SYSTEM	PROVIDER/VENDOR	PURCHASING Governmental Program	Cost
Telecom circuit	AT&T	AT&T's Service Agreement	$ 25,000.00
Inter-building Cabling (Fiber and Copper)	Computer Solutions	OMNIA2370 - GRAYBAR)	$ 95,000.00
Network infrastructure, Wi-Fi Hotspots	Computer Solutions	Texas DIR CPO-5347	$ 55,920.00
Outdoor-rated network switches	Insight	OMNIA Partners # 23-6692-03)	$ 4,942.94
Video Surveillance Server	Dell	TX DIR-TSO-3763	$ 18,247.73
Indoor Surveillance Cameras	STS	Texas DIR CPO-4770	$ 13,615.88
Outdoor Surveillance Cameras	Transnet	TIPS-USA Contract: 230105	$ 19,249.92
Backup Power Supply	SCW	TIPS-USA Contract: 230105	$ 22,256.46
Access Control for IT rooms	H&H Doors	Goodbuy Contract 25-26 4U000	$ 20,000.00
			$ 274,232.93

COMMITTEE RECOMMENDATION
N/A

STAFF RECOMMENDATION
Staff recommends approval.

Fiscal Impact

Fiscal Year:	2025
Budgeted Y/N?:	Yes
Source of Funds:	N/A
Account #:	256-7914
Change Order: Exceeds 25% Y/N:	N/A

FINANCIAL IMPACT:
Funding for this purchase is available in the Buena Vista Sports Complex.

COUNCIL COMMUNICATION

DATE: 06/16/25	**SUBJECT: Motion** Consideration to approve the purchase of IT communication circuit and equipment to provide basic technology services at the Buena Vista Sports Complex for a total combined cost of $274,232.23. The IST department will integrate all the systems with eight vendors using various governmental discount programs. Funding is available in the Buena Vista Sports Complex project.
INITIATED BY: Jose A. Valdez, Jr., Assistant City Manager	**STAFF SOURCE:** Joe Rivera, Information Services & Telecommunications Director

PREVIOUS COUNCIL ACTION: None

BACKGROUND:

Basic network communication infrastructure will be laid out at the Sports complex to initially host basic local Wi-Fi service and a video surveillance system to protect city assets. Local Wi-Fi will cover a basic space around the first two concession stands, which will open July 2025. Surveillance cameras will be installed in the concession stands and parking lots.

The cost distribution and purchasing program mechanism are presented as follows:

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Inter-building Cabling (Fiber and Copper)	Computer Solutions	OMNIA2370 - GRAYBAR)	$ 95,000.00
Network infrastructure, Wi-Fi Hotspots	Computer Solutions	Texas DIR CPO-5347	$ 55,920.00
Outdoor-rated network switches	Insight	OMNIA Partners # 23-6692-03)	$ 4,942.94
Video Surveillance Server	Dell	TX DIR-TSO-3763	$ 18,247.73
Indoor Surveillance Cameras	STS	Texas DIR CPO-4770	$ 13,615.88
Outdoor Surveillance Cameras	Transnet	TIPS-USA Contract: 230105	$ 19,249.92
Backup Power Supply	SCW	TIPS-USA Contract: 230105	$ 22,256.46
Access Control for IT rooms	H&H Doors	(Cost Estimate)	$ 20,000.00
			$ 274,232.93

FINANCIAL IMPACT: Funding for this purchase is available in the Buena Vista Sports Complex line items 276-3196-553-3110 and 276-3196-552-0700.

Quote: 25133 / Date: 4/4/2025
Project Number: 25.133

Transnet Communications LLC
11500 Northwest Fwy, Suite 270
Houston, TX
77092, US
(832) 615-3542

Prepared By:
Hector Mendez
(832) 615-3542
hmendez@transnet-co.com

Customer

City of Laredo

Miguel A. Gutierrez Partida
956-727-6548
magutierre@ci.laredo.tx.us

Project: **25.133 - City of Laredo Buena Vista Bosch Cameras**

Scope of Work

Provide Bosch Cameras and Accessories Only

Bosch Cameras & Accessories

	Quantity	Unit Cost	Total Cost
NDE-8703-RXL	12 ea	$1,484.10	$17,809.20
NDA-8000-WPIR	12 ea	$44.10	$529.20
NDA-U-PMAL	12 ea	$75.96	$911.52

Included (+)

1. TIPS-USA Contract: 230105 Technology Solutions Products and Services

Notes

Summary

Subtotal	$19,249.92

$19,249.92

Accepted By .....

Date .....

STS360 SECURITY TECHNOLOGY SOLUTIONS

TURNKEY SECURITY INTEGRATION

ADVANCED END-TO-END SECURITY SOLUTIONS



We have prepared a quote for you

Buena Vista Sport Complex

Quote # STS360STS002684
Version 1

Prepared for:

City of Laredo

Miguel Gutierrez
magutierre@ci.laredo.tx.us

14229 Proton Rd
Dallas, Texas 75244
sts360.com
(972) 392-3635

DIR-CPO-4770

Part Number	Mfg.	Description	Qty	MSRP	DIR Disc	Price	Ext. Price
PNM-C9022RV	Hanwha	Panoramic Multi-sensor camera, FoV: H209 , V:60 , 8MP @ 20fps, Alpha Blending, triple codec H.265/H.264/MJPEG with WiseStream III technology, extreme WDR 120dB, Wise NR II, IR viewable length 65' (20m), Analytics events based on AI engine: Object detectio	8	$2,050.00	45.01%	$1,127.30	$9,018.40
SBP-300WMW1	Hanwha	Wall Mount Accessory (white), Compatible with white hanging caps	8	$79.00	45.03%	$43.43	$347.44
SBP-276HMW	Hanwha	Cap adaptor for the PNM-9084QZ (Will fit the following accessories: SBP-300WMW1, SBP-390WMW1, SBP-300LMW, SBP-300CMW)	8	$75.00	45.03%	$41.23	$329.84
QVM-A-ADV-1C-SMA-EI	OnSSI/Qognify	1st Yr. Enterprise SMA for Qognify VMS AdvancedCamera Extension	20	$37.80	20.90%	$29.90	$598.00
QVM-A-ADV-1C	OnSSI/Qognify	Qognify VMS Advanced Camera Extension	20	$210.00	20.90%	$166.11	$3,322.20

Subtotal: **$13,615.88**

14229 Proton Rd
Dallas, Texas 75244
sts360.com
(972) 392-3635

STS360 SECURITY TECHNOLOGY SOLUTIONS

Buena Vista Sport Complex

Prepared by:

STS360

Chandler Rawlings
940-366-5831
Fax (866) 223-8167
Chandler@sts360.com

Prepared for:

City of Laredo

5512 THOMAS AVENUE
LAREDO, TX 78041
Miguel Gutierrez
(956) 791-7308
magutierre@ci.laredo.tx.us

Quote Information:

Quote #: STS360STS002684

Version: 1
Delivery Date: 05/05/2025
Expiration Date: 04/16/2025

Quote Summary

Description	Amount
DIR-CPO-4770	$13,615.88
Total:	**$13,615.88**

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors. Net 30-Day Payment standard.

STS360

Signature: _____

Name: Chandler Rawlings

Title: Executive Account Manager/Sales

Date: 05/05/2025

City of Laredo

Signature: _____

Name: Miguel Gutierrez

Date: _____

Get In Touch

WE ARE HERE TO HELP MAKE
GREAT SECURITY ACCESSIBLE



sts360.com

(972) 392-3635

@sigma-sts-360

info@sts360.com

14229 Proton Rd,
Dallas, TX 75244

Inc5000

DIR-CPO-4770

654-21

1202542335600

B10434601

680

Southern Computer Warehouse
1395 S. Marietta Parkway
Building 300
Marietta, Georgia 30067
United States
http://www.scw.com
(P) 877-GOTOSCW
(F) 770.579.8937

Quote (Open)

Date
Apr 07, 2025 03:09 PM EDT

Modified Date
Apr 07, 2025 04:14 PM EDT

Quote #
1863805 - rev 1 of 1

Description
Buena Vista Sport Complex - Eaton 9PX 11kVA 10kW 208V Online Double-Conversion UPS 9PX11KTF5

SalesRep
Reardon, Josh
(P) 770-579-8927 ext. 291

Customer Contact
Gutierrez, Miguel
magutierre@ci.laredo.tx.us

Customer
City of Laredo TX (CT4418)
Gutierrez, Miguel
1110 Houston St
Laredo, TX 78040
United States

Bill To
City of Laredo TX
ACCOUNTS, PAYABLE
PO BOX 210
Laredo, TX 78042-0210
United States

Ship To
City of Laredo TX
REF, PO
1102 BOB BULLOCK LOOP
CITY HALL ANNEX
Laredo, TX 78043
United States

Customer PO:	**Terms:** Undefined	**Ship Via:** GROUND
Special Instructions:		**Carrier Account #:**

#	Image	Description	Part #	List Price	% off List	Qty	Unit Price	Total
1		Eaton - Eaton 9PX 11kVA 10kW 208V Online Double-Conversion UPS Hardwired Input, 18x 5-20R, 2 L6-30R Outlets, Network Card, Extended Run, 9U Rack/Tower Battery Backup - UPS - AC 200/208/220/230/240 V - 10 kW - 11000 VA - Ethernet 10/100, RS-232, USB - PFC - 9U - 19" - black, silver - with 11 kVA Extended Battery	9PX11KTF5	$14,816.00	44.46%	2 (Avail. 0)	$8,228.69	$16,457.38
2		Eaton - Eaton 9PX EBM 240V Extended Battery Module (EBM) for Select 8kVA to 11kVA UPS, 3U Rack/Tower Battery enclosure - lead acid - 3U - 19" - for 9PX 9PX11K, 9PX11KHW, 9PX11KTF11, 9PX8K, 9PX8KHW, 9PX8KTF5	9PXEBM240RT	$2,429.00	44.46%	4 (Avail. 67)	$1,349.05	$5,396.20
3		Eaton - Eaton Tripp Lite Series PDU Metered ATS 120V 20A 5-15/20R 16 Outlet L5-20P Horizontal 1U Horizontal rackmount - power distribution unit (rack-mountable) - 20 A - AC 120 V - 1.9 kW - 2400 VA - input: NEMA L5-20 - output connectors: 16 (NEMA 5-15/20) - 1U - black	PDUMH20AT	$754.42	46.60%	1 (Avail. 247)	$402.88	$402.88

Note: _
Input Hardwired
Input nominal voltage 208V default (200/208/220/230/240/250V)

Output (18) 5-20R, (2) L6-30R
Output nominal voltage 208V default (200/208/220/230/240V)

Package contents
9PX11KPM 11 kVA 3U UPS power module
9PXEBM240RT 3U extended battery module
MBP11K208 rear-mount maintenance bypass
9PXTFMR5 5K 120V Stepdown Transformer
Gigabit Network Card (Network-M3)
4-post rail kit
Quick start guide
Tower pedestals
RS-232 serial cable
USB cable
Cable gland for hardwire connection

Contract
TIPS - 230105 - Tech Products, Software, Services - Technology Solutions Products, Software & Ser

Contract
TIPS - 230105 - Tech Products, Software, Services - Technology Solutions Products, Software & Ser

Note: _

Input NEMA L5-20/5-20P, 120V
Outputs (16) 5-20R

Contract
TIPS - 230105 - Tech Products, Software, Services - Technology Solutions Products, Software & Ser

Quote valid for 30 days unless formal bid provides different term. Promotional pricing is valid only during term of promotion and while supplies last. All returns must be authorized and clearly marked with a valid RMA number. RMA's are subject to restock fees when applicable.

These prices may not include applicable taxes, insurance, shipping, delivery, setup fees, or any cables or cabling services or material unless specifically listed above. Please note that expedited shipping charges are estimated, and could decrease or increase when invoiced. All prices are subject to change without notice. Supply subject to availability.

Subtotal:	**$22,256.46**
Tax (.0000%):	$0.00
Shipping:	$0.00
Total:	**$22,256.46**
(List Price:	*$40,102.42)*

INSIGHT PUBLIC SECTOR, INC.
2701 E INSIGHT WAY
CHANDLER AZ 85286-1930
Tel: 800-467-4448

Account name: 10127203

CITY OF LAREDO
PO BOX 579
LAREDO TX 78042-0579

SHIP-TO

CITY OF LAREDO
1102 BOB BULLOCK LOOP
CITY HALL ANNEX
LAREDO TX 78043-9800

Quotation

Quotation Number	:	0228353382
Document Date	:	10-APR-2025
PO Number	:	
PO Release	:	
Sales Rep	:	Lupe Perez
Email	:	LUPE.PEREZ@INSIGHT.COM
Phone	:	+17372473771
Sales Rep 2	:	Joe Pasipanki
Email	:	JOSEPH.PASIPANKI@INSIGHT.COM
Phone	:	+12036592447

We deliver according to the following terms:

Payment Terms	:	Net 30 days
Ship Via	:	Insight Assigned Carrier/Ground
Terms of Delivery	:	FOB DESTINATION
Currency	:	USD

Regarding tariff impacts on IPS contract quotes, Insight is communicating with the contracting officials on the contracts held by Insight to minimize the impact of tariffs to our clients.

Material	Material Description	Quantity	Unit Price	Extended Price
PWR-240-48	Versa Technology - Power supply - 48V - 240 Watt - Din-Rail OMNIA PARTNERS (COBB COUNTY) IT PRODUCTS AND SERVICES(# 23-6692-03) List Price: 111.99 Discount: 17.359%	8	92.55	740.40
MGB-TSX	PLANET MGB-Series MGB-TSX - SFP (mini-GBIC) transceiver module - 1GbE OMNIA PARTNERS (COBB COUNTY) IT PRODUCTS AND SERVICES(# 23-6692-03) List Price: 25.99 Discount: 7.003%	16	24.17	386.72
IGS-6325-4UP2X	Planet managed ethernet switch - industrial L3 4-port - 2.5G OMNIA PARTNERS (COBB COUNTY) IT PRODUCTS AND SERVICES(# 23-6692-03) List Price: 784.99 Discount: 7.026%	2	729.84	1,459.68
WGS-4215-8P2S	PLANET WGS-4215-8P2S - switch - 8 ports - managed OMNIA PARTNERS (COBB COUNTY) IT PRODUCTS AND SERVICES(# 23-6692-03) List Price: 422.99 Discount: 7.163%	6	392.69	2,356.14

Product Subtotal	4,942.94
TAX	0.00
Total	4,942.94

Thank you for choosing Insight. Please contact us with any questions or for additional information about Insight's complete IT solution offering.

Sincerely,

Lupe Perez
+17372473771
LUPE.PEREZ@INSIGHT.COM

Joe Pasipanki
+12036592447
JOSEPH.PASIPANKI@INSIGHT.COM

To purchase under this contract, your agency must be registered with OMNIA Partners Public Sector.

Insight Global Finance has a wide variety of flexible financing options and technology refresh solutions. Contact your Insight representative for an innovative approach to maximizing your technology and developing a strategy to manage your financial options.

This purchase is subject to Insight's online Terms of Sale unless you are purchasing under an Insight Public Sector, Inc. contract vehicle, in which case, that agreement will govern. Insight's online Terms of Sale can be found at the "terms-and-policies" link below.

SOFTWARE AND CLOUD SERVICES PURCHASES: If your purchase contains any software or cloud computing offerings ("Software and Cloud Offerings"), each offering will be subject to the applicable supplier's end user license and use terms ("Supplier Terms") made available by the supplier or which can be found at the "terms-and-policies" link below. By ordering, paying for, receiving or using Software and Cloud Offerings, you agree to be bound by and accept the Supplier Terms unless you and the applicable supplier have a separate agreement which governs.

Tariffs imposed by the United States government on technology-related products may lead to cost increases for manufacturers and suppliers, who then pass these increases on to partners like Insight. Additionally, supply constraints, production delays, component shortages, and logistical pressures have contributed to cost increases and product shipment delays from manufacturers and suppliers. Insight is actively engaged with its suppliers and partners to address these challenges. While we strive to honor initial price proposals and quotes, the fluid nature of the impact on manufacturer and supplier costs and product availability due to tariffs and supply disruptions could require a requote, subject to the contract terms if the purchase is being made under an Insight Public Sector, Inc. contract vehicle, before finalizing any subsequent or impacted proposals, quotes, and orders.
https://www.insight.com/terms-and-policies

Great South Texas Corp dba Computer Solutions
14410 Wurzbach Parkway, Suite 175
San Antonio, Texas 78216
United States
www.comsoltx.com
(P) 210-369-0300

Quote (Open)

Date	Expiration Date
May 14, 2024 11:24 AM CDT	04/30/2025

Modified Date
Apr 07, 2025 12:56 PM CDT

Quote #
1046024 - rev 1 of 1

Description
Buena Vista Sports Complex - Switching and APs

SalesRep
Balli, David
(P) 210-369-0300
(F) 210-369-0389

Customer Contact
Rivera, Joe
(P) (956) 727-6525
jcrivera@ci.laredo.tx.us

Customer
City of Laredo (15505)
Rivera, Joe
1110 Houston Street
Laredo, TX 78040
United States

Bill To
City of Laredo
Payable, Accounts
1110 Houston Street
Laredo, TX 78040
United States

Ship To
City of Laredo
Gavilanes, Arturo
1110 Houston Street
Laredo, TX 78040
United States

Contract Programs: DIRCIS5347 - CISCO DIR-CPO-5347 EXP 1/7/27
Certifications: WBE/SBE/HUB# 1942650013800 Exp: 06/28/2025
Sales Order Type: Drop Ship - Ship to customers location

Customer PO:	Terms:	Ship Via:
	Purchase Order (Net 30 Days)	FedEx Ground
Special Instructions:		**Carrier Account #:**

#	Description	Part #	List Price	Qty	Unit Price	Total
1	Cisco Catalyst 9300X Network Advantage - switch - L3 - managed - 48 x 100/1000/2.5G/5G/10GBase-T (UPOE+) - rack-mountable - UPOE+ (1690 W) Note: Estimated Lead Time 21 Days Includes - C9300-NW-A-48 - C9300 Network Advantage, 48-port license - SC9300UK9-179 - Cisco Catalyst 9300 XE 17.9 Universal - PWR-C1-1100WAC-P - 1100W AC 80+ platinum Config 1 Power Supply - (2) CAB-TA-NA - North America AC Type A Power Cable - C9300-SSD-NONE - No SSD Card Selected - TE-C9K-SW - TE agent for IOSXE on C9K - C9K-ACC-RBFT - RUBBER FEET FOR TABLE TOP SETUP 9200 and 9300 - C9K-ACC-SCR-4 - 12-24 and 10-32 SCREWS FOR RACK INSTALLATION, QTY 4 - CAB-GUIDE-1RU - 1RU CABLE MANAGEMENT GUIDES 9200 and 9300 - TE-EMBEDDED-T-3Y - ThousandEyes - Enterprise Agents (36 Months) - D-DNAS-EXT-S-3Y - Cisco DNA Spaces Extend for Catalyst Switching (36 Months) - NETWORK-PNP-LIC - Network Plug-n-Play Connect for zero-touch device deployment	C9300X-48HX-A	$17,660.36	1	$10,243.00	$10,243.00
2	Cisco Smart Net Total Care Extended service agreement - replacement - 8x5 - response time: NBD - for P/N: C9300X-48HX-A, C9300X-48HX-A= Note: 36 Months	CON-SNT-C9300XY4	$3,450.00	1	$2,760.00	$2,760.00
3	Cisco Config 1 Secondary Power Supply Power supply - hot-plug / redundant (plug-in module) - 80 PLUS Platinum - AC 115-240 V - 1100 Watt - for P/N: C9300L-24UXG4XA-RF, C9300LM-24U-4Y-E, C9300LM-48T-4Y-A, C9300X-24HX-1A	PWR-C1-1100WAC-P/2	$2,247.48	1	$1,303.00	$1,303.00
4	Cisco StackWise 480 Stacking cable - 1.6 ft - for Catalyst 3850-24, 3850-48	STACK-T1-50CM	$118.29	1	$68.00	$68.00
5	Cisco StackPower Power cable - 1 ft - for Catalyst 3750X-12, 3750X-24, 3750X-48	CAB-SPWR-30CM	$112.38	1	$65.00	$65.00
6	Cisco Digital Network Architecture Advantage Term License (3 years) - 48 ports - for P/N: C9300-48H-A, C9300-48U-A-WS, C9300-48UB-A, C9300-48UN-A, C9300-48UXM-A	C9300-DNA-A-48-3Y	$4,459.48	1	$2,586.00	$2,586.00
7	Cisco Catalyst 9300 Series Network Module Expansion module - 1Gb Ethernet/10Gb Ethernet/25Gb Ethernet SFP x 8 - for P/N: C9300X-12Y-A, C9300X-12Y-E, C9300X-12Y-EDU, C9300X-24HX-1A, C9300X-24Y-A	C9300X-NM-8Y	$3,016.36	1	$1,749.00	$1,749.00
					Subtotal	$18,774.00
8	Cisco Catalyst 9300X Network Essentials - switch - L3 - managed - 48 x 100/1000/2.5G/5G/10GBase-T (UPOE+) - rack-mountable -	C9300X-48HX-E	$17,660.36	1	$10,243.00	$10,243.00

	UPOE+ (1690 W) Note: Estimated Lead Time 14 Days Includes - C9300-NW-E-48 - C9300 Network Essentials, 48-port license - SC9300UK9-179 - Cisco Catalyst 9300 XE 17.9 Universal - PWR-C1-1100WAC-P - 1100W AC 80+ platinum Config 1 Power Supply - (2) CAB-TA-NA - North America AC Type A Power Cable - C9300-SSD-NONE - No SSD Card Selected - C9K-ACC-RBFT - RUBBER FEET FOR TABLE TOP SETUP 9200 and 9300 - C9K-ACC-SCR-4 - 12-24 and 10-32 SCREWS FOR RACK INSTALLATION, QTY 4 - CAB-GUIDE-1RU - 1RU CABLE MANAGEMENT GUIDES 9200 and 9300 - NETWORK-PNP-LIC - Network Plug-n-Play Connect for zero-touch device deployment					
9	Cisco Smart Net Total Care Extended service agreement - replacement - 8x5 - response time: NBD - for P/N: C9300X-48HX-E, C9300X-48HX-E= Note: 36 Months	CON-SNT-C9300UX4	$3,450.00	1	$2,760.00	$2,760.00
10	Cisco Config 1 Secondary Power Supply Power supply - hot-plug / redundant (plug-in module) - 80 PLUS Platinum - AC 115-240 V - 1100 Watt - for P/N: C9300L-24UXG4XA-RF, C9300LM-24U-4Y-E, C9300LM-48T-4Y-A, C9300X-24HX-1A	PWR-C1-1100WAC-P/2	$2,247.48	1	$1,303.00	$1,303.00
11	Cisco StackWise 480 Stacking cable - 1.6 ft - for Catalyst 3850-24, 3850-48	STACK-T1-50CM	$118.29	1	$68.00	$68.00
12	Cisco StackPower Power cable - 1 ft - for Catalyst 3750X-12, 3750X-24, 3750X-48	CAB-SPWR-30CM	$112.38	1	$65.00	$65.00
13	Cisco Digital Network Architecture Essentials Term License (3 years) - 48 ports - for P/N: C9300-48H-E, C9300-48UB-E, C9300-48U-E, C9300-48UN-E, C9300-48UXM-E, C9300-DNA-E-48=	C9300-DNA-E-48-3Y	$1,324.83	1	$768.00	$768.00
14	Cisco Catalyst 9300 Series Network Module Expansion module - 1Gb Ethernet/10Gb Ethernet/25Gb Ethernet SFP x 8 - for P/N: C9300X-12Y-A, C9300X-12Y-E, C9300X-12Y-EDU, C9300X-24HX-1A, C9300X-24Y-A	C9300X-NM-8Y	$3,016.36	1	$1,749.00	$1,749.00
					Subtotal	$16,956.00
15	Cisco SFP+ transceiver module - 10GbE - 10GBase-LRM - LC/PC - up to 984 ft - 1310 nm - for Nexus 93180YC-FX, 9372PX-E Note: Estimated Lead Time 14 Days	SFP-10G-LRM=	$1,397.69	12	$559.00	$6,708.00
16	Cisco Meraki MR86 Wireless access point - Wi-Fi 6 - 2.4 GHz, 5 GHz - cloud-managed Note: Estimated Lead Time 3 Days	MR86-HW	$2,898.07	6	$1,681.00	$10,086.00
17	Cisco Meraki MR Series Enterprise Subscription license (3 years) - 1 access point - hosted	LIC-ENT-3YR	$451.58	6	$261.00	$1,566.00
18	Cisco Meraki Dual-Band Omni Antenna (4/7 dBi Gain) Set Antenna - 4 dBi, 7 dBi - omni-directional (pack of 2) - for Cisco Meraki MR62, MR66, MR72 Cloud Managed 802.11ac Outdoor AP Note: Estimated Lead Time 3 Days	MA-ANT-20	$235.39	12	$136.00	$1,632.00
19	Cisco Meraki Wireless access point mounting kit - for Cisco Meraki MR76, MR86 Note: Estimated Lead Time 20 Days	MA-MNT-MR-16	$57.96	6	$33.00	$198.00
					Subtotal	$20,190.00

Invoicing and Partial Invoice Policy: Computer Solutions will invoice or partial invoice products and/or services when they have shipped or rendered complete (or Milestone Complete). By ordering or releasing a PO for this order, you agree to pay for the items that have shipped or delivered as part of the whole order.

Subscriptions/Enterprise Agreements Cancellation Policy- Computer Solutions requires a forty-five (45) day written notification from the customer based on the renewal/anniversary date in order to process the cancellation with the applicable manufacturer(s).

Cisco Purchases: By purchasing Cisco hardware, software, and/or subscriptions, you agree to be bound by the terms and conditions available at Cisco Software Terms. https://www.cisco.com/c/en/us/about/legal/cloud-and-software/software-terms.htmlThe relevant documents are attached here.

Freight charges are estimates only. Returns are subject to approval and may include a restocking fee.

Tariff Disclaimer: All prices quoted are subject to change based on fluctuations in government tariffs, taxes, and duties. Computer Solutions reserves the right to adjust the final price to reflect any such changes that may occur between the date of the quote and the delivery of goods or services.

Subtotal:	**$55,920.00**
Tax (.0000%):	$0.00
Shipping:	$0.00
Total:	**$55,920.00**
(List Price:	*$99,036.67)*

Great South Texas Corp dba Computer Solutions
14410 Wurzbach Parkway, Suite 175
San Antonio, Texas 78216
United States
www.comsoltx.com
(P) 210-369-0300

Quote (Open)

Date	Expiration Date
May 07, 2024 10:54 AM CDT	05/17/2025

Modified Date
Apr 17, 2025 03:05 PM CDT

Quote #
1045922 - rev 1 of 1

Description
Buena Vista Sports Complex - Global Tech

SalesRep
Balli, David
(P) 210-369-0300
(F) 210-369-0389

Customer Contact
Rivera, Joe
(P) (956) 727-6525
jcrivera@ci.laredo.tx.us

Customer
City of Laredo (15505)
Rivera, Joe
1110 Houston Street
Laredo, TX 78040
United States

Bill To
City of Laredo
Payable, Accounts
1110 Houston Street
Laredo, TX 78040
United States

Ship To
City of Laredo
Gavilanes, Arturo
1102 Bob Bullock Loop
Laredo, TX 78043
United States

Contract Programs: OMNIA2370 - OMNIA GRAYBAR EV2370 EXP 1/31/29
Certifications: WBE/SBE/HUB# 1942650013800 Exp: 06/28/2025

Customer PO:	Terms:	Ship Via:
	Purchase Order (Net 30 Days)	FedEx Ground
Special Instructions:		**Carrier Account #:**

#	Description	Part #	List Price	Qty	Unit Price	Total
	City of Laredo Buena Vista Sports Complex SOW : Fiber connectivity, AP & Camera Cabling					
1	Global Tech Services Note: Copper Cabling (Cameras) (22) Perimeter Cameras - 22 - CAT6 Cable OSP (8) Concession Cameras - 8 - CAT6 Cable (30) Installation of Cameras (mount) * hardware provided by customer or others - Indoor - Outdoor - Penetrate and Seal as necessary - Adjust views with customer - Lift or Bucket Truck provided by Global Technologies	GT-Services	$12,847.00	1	$10,920.00	$10,920.00
2	Global Tech Services Note: Copper Cabling (Access Points) - Pod 1 - 2 CAT6A - Pod 2 - 2 CAT6A - Soccer Field - 2 CAT6A (6) Total (6) Installation of APs (mount) * hardware provided by customer or others - Indoor - Outdoor - Penetrate and Seal as necessary	GT-Services	$4,106.00	1	$3,490.00	$3,490.00
3	Global Tech Services Note: Fiber and Cable Management (1) SM OSP Armored 24 Strand Fiber - MDF to IDF1 - Includes Panels, LC Connectors, Rack Mount Enclosures and labor (4) SR45UBWDVRT - Tripp Lite Cabinets (4) MDF to IDF1 - Cable management - wall to cabinet ladder - Threaded rod suspension at cabinet - wall mount bracket - velcro (4) Bonding - Cabinets and Ladders - #6 Ground wire - #6 Lugs - Includes Labor	GT-Services	$111,465.00	1	$94,745.00	$94,745.00

(2) Chatsworth Products 40153-020 Copper Telecom Main Grounding Busbar 20 Inch x 1/4 Inch x 4 Inch

(10) SM OSP Armored 24 Strand Fiber
- 10 Independent Runs to Altelix Enclosures
- Includes Panels, LC Connectors, Wall Mount Enclosures and labor

(10) Altelix 32x24x16 Industrial DIN Rail Steel Weatherproof Enclosures

(45) SINAGE - Flexpost Flexible Utility Markers - Outdoor durable for 15+ years, Bendable and impact resistant

(1) SINAGE- Concrete Paint - Underground Communications Cable Path

(1) Incidentals - unforeseen costs - equipment rental - labor

Invoicing and Partial Invoice Policy: Computer Solutions will invoice or partial invoice products and/or services when they have shipped or rendered complete (or Milestone Complete). By ordering or releasing a PO for this order, you agree to pay for the items that have shipped or delivered as part of the whole order.

Subscriptions/Enterprise Agreements Cancellation Policy- Computer Solutions requires a forty-five (45) day written notification from the customer based on the renewal/anniversary date in order to process the cancellation with the applicable manufacturer(s).

Cisco Purchases: By purchasing Cisco hardware, software, and/or subscriptions, you agree to be bound by the terms and conditions available at Cisco Software Terms.
The relevant documents are attached here. -->
https://www.cisco.com/c/en/us/about/legal/cloud-and-software/software-terms.html

Freight charges are estimates only. Returns are subject to approval and may include a restocking fee.

Tariff Disclaimer: All prices quoted are subject to change based on fluctuations in government tariffs, taxes, and duties. Computer Solutions reserves the right to adjust the final price to reflect any such changes that may occur between the date of the quote and the delivery of goods or services.

Subtotal:	**$109,155.00**
Tax (.0000%):	$0.00
Shipping:	$0.00
Total:	**$109,155.00**
(List Price:	*$128,418.00)*

Customer Name:
City of Laredo
Arturo Gavilanes
Buena Vista Sports Complex - ASEoD

AT&T Account Team:
Teri Maldonado
Scott Mitchell

CITY OF LAREDO TEXAS

AT&T

Address	Bandwidth CIR	Port Speed	Port Price	Interactive	Managed FatPipe	Total MRC
4501 Exodus Dr, Laredo, TX 78046	1000Mbps	1Gbps Port	$ 214.50	$ 835.49	$ 374.66	**$ 1,424.65**
	~~10 Gbps~~	~~10 Gbps Port~~	~~$ 1,401.00~~	~~$ 1,848.87~~	~~$ 898.31~~	~~$ 4,148.18~~

*** Initial Budgetary Pricing Proposal ***
Revised pricing will be delivered once final USPS address is provided.

Address	Bandwidth CIR	Port Speed	Port Price	Non Critical High	Total MRC	Business Critical Medium	Total MRC	Business Critical High	Total MRC	Interactive	Total MRC	Real Time	Total MRC	Managed FatPipe
4501 Exodus Dr, Laredo, TX 78046	2Mbps	1Gbps Port	$ 214.50	$ 91.09	**$ 305.59**	$ 94.23	**$ 308.73**	$ 113.08	**$ 327.58**	$ 133.50	**$ 348.00**	$ 144.49	**$ 358.99**	$ 176.80
	4Mbps	1Gbps Port	$ 214.50	$ 107.34	**$ 321.84**	$ 110.50	**$ 325.00**	$ 129.44	**$ 343.94**	$ 146.81	**$ 361.31**	$ 157.85	**$ 372.35**	$ 176.80
	5Mbps	1Gbps Port	$ 214.50	$ 136.62	**$ 351.12**	$ 142.97	**$ 357.47**	$ 158.85	**$ 373.35**	$ 174.74	**$ 389.24**	$ 187.45	**$ 401.95**	$ 176.80
	8Mbps	1Gbps Port	$ 214.50	$ 180.68	**$ 395.18**	$ 187.50	**$ 402.00**	$ 202.84	**$ 417.34**	$ 216.48	**$ 430.98**	$ 231.82	**$ 446.32**	$ 176.80
	10Mbps	1Gbps Port	$ 214.50	$ 105.51	**$ 320.01**	$ 110.50	**$ 325.00**	$ 135.51	**$ 350.01**	$ 165.51	**$ 380.01**	$ 180.50	**$ 395.00**	$ 176.80
	20Mbps	1Gbps Port	$ 214.50	$ 160.51	**$ 375.01**	$ 170.49	**$ 384.99**	$ 190.50	**$ 405.00**	$ 215.49	**$ 429.99**	$ 235.52	**$ 450.02**	$ 176.80
	50Mbps	1Gbps Port	$ 214.50	$ 270.49	**$ 484.99**	$ 285.52	**$ 500.02**	$ 310.51	**$ 525.01**	$ 340.50	**$ 555.00**	$ 370.52	**$ 585.02**	$ 176.80
	100Mbps	1Gbps Port	$ 214.50	$ 290.50	**$ 505.00**	$ 310.51	**$ 525.01**	$ 335.48	**$ 549.98**	$ 365.49	**$ 579.99**	$ 395.50	**$ 610.00**	$ 206.61
	150Mbps	1Gbps Port	$ 214.50	$ 530.95	**$ 745.45**	$ 557.29	**$ 771.79**	$ 582.83	**$ 797.33**	$ 607.95	**$ 822.45**	$ 652.54	**$ 867.04**	$ 206.61
	250Mbps	1Gbps Port	$ 214.50	$ 535.50	**$ 750.00**	$ 560.50	**$ 775.00**	$ 635.47	**$ 849.97**	$ 710.50	**$ 925.00**	$ 770.53	**$ 985.03**	$ 361.94
	400Mbps	1Gbps Port	$ 214.50	$ 665.92	**$ 880.42**	$ 699.51	**$ 914.01**	$ 778.55	**$ 993.05**	$ 857.59	**$ 1,072.09**	$ 920.82	**$ 1,135.32**	$ 361.94
	500Mbps	1Gbps Port	$ 214.50	$ 675.49	**$ 889.99**	$ 710.48	**$ 924.98**	$ 780.51	**$ 995.01**	$ 835.53	**$ 1,050.03**	$ 910.51	**$ 1,125.01**	$ 374.66
	600Mbps	1Gbps Port	$ 214.50	$ 809.63	**$ 1,024.13**	$ 849.73	**$ 1,064.23**	$ 939.48	**$ 1,153.98**	$ 1,002.49	**$ 1,216.99**	$ 1,073.14	**$ 1,287.64**	$ 374.66
	1000Mbps	1Gbps Port	$ 214.50	$ 675.47	**$ 889.97**	$ 710.51	**$ 925.01**	$ 780.47	**$ 994.97**	$ 835.49	**$ 1,049.99**	$ 910.46	**$ 1,124.96**	$ 374.66
	2 Gbps	10 Gbps Port	$ 1,401.00	$ 84.01	**$ 1,485.01**	$ 99.01	**$ 1,500.01**	$ 149.01	**$ 1,550.01**	$ 199.00	**$ 1,600.00**	$ 248.98	**$ 1,649.98**	$ 459.05
	2.5 Gbps	10 Gbps Port	$ 1,401.00	$ 758.80	**$ 2,159.80**	$ 784.90	**$ 2,185.90**	$ 804.00	**$ 2,205.00**	$ 823.11	**$ 2,224.11**	$ 864.12	**$ 2,265.12**	$ 459.05
	4 Gbps	10 Gbps Port	$ 1,401.00	$ 931.04	**$ 2,332.04**	$ 966.93	**$ 2,367.93**	$ 992.07	**$ 2,393.07**	$ 1,017.19	**$ 2,418.19**	$ 1,074.63	**$ 2,475.63**	$ 459.05
	5 Gbps	10 Gbps Port	$ 1,401.00	$ 579.03	**$ 1,980.03**	$ 599.00	**$ 2,000.00**	$ 674.04	**$ 2,075.04**	$ 724.06	**$ 2,125.06**	$ 824.04	**$ 2,225.04**	$ 638.59
	7.5 Gbps	10 Gbps Port	$ 1,401.00	$ 1,759.30	**$ 3,160.30**	$ 1,838.79	**$ 3,239.79**	$ 1,894.42	**$ 3,295.42**	$ 1,950.07	**$ 3,351.07**	$ 2,077.25	**$ 3,478.25**	$ 638.59
	9.5 Gbps	10 Gbps Port	$ 1,401.00	$ 2,375.10	**$ 3,776.10**	$ 2,487.00	**$ 3,888.00**	$ 2,565.33	**$ 3,966.33**	$ 2,643.66	**$ 4,044.66**	$ 2,822.70	**$ 4,223.70**	$ 638.59
	10 Gbps	10 Gbps Port	$ 1,401.00	$ 1,549.05	**$ 2,950.05**	$ 1,599.10	**$ 3,000.10**	$ 1,749.09	**$ 3,150.09**	$ 1,848.87	**$ 3,249.87**	$ 1,998.92	**$ 3,399.92**	$ 898.31

Estimated Cost Rounded to $25,000 = ($1,424.65 * 12) + (7,900 /Install based on past projects)

Estimated cost based on recent past project.

Access Control for one Concession Stand rounded to $10K.
Total for both stands - $20,000

Pricing

H&H DOOR

*** * Proposal * *** **4/21/2025**

Project Number: 002625QACB

CBB ADD

H&H Doors and Hardware - 17610 NW Zac Lentz Pkwy, Victoria, Tx 77905 - Phone (361) 578-3664 - E-mail: estimating@hhdoor.com

CITY OF LAREDO
ACCOUNTS PAYABLE
P.O. BOX 210
LAREDO, TX 78040

SCOPE OF WORK: H&H DOOR TO PROVIDE AND INSTALL AN ADDITION TO THE CITY OF LAREDO - CBB BUILDING ACCESS CONTROL SYSTEM, PER THE REQUEST OF CITY OF LAREDO TEAM.

DOOR 1 TO RECEIVE ONE CARD READER + KEYPAD, ONE DOOR CONTACT, ONE REQUEST TO EXIT, AND ONE ELECTRIC STRIKE
DOOR 2 TO RECEIVE ONE CARD READER + KEYPAD, ONE DOOR CONTACT, ONE REQUEST TO EXIT, AND ONE ELECTRIC STRIKE

INCLUSIONS:
2 - CARD READER + KEYPAD
2 - REQUEST TO EXIT
2 - DOOR CONTACT
2 - ELECTRIC STRIKE
1 - CONTROLLER
1 - CONTROLLER LICENSE
1 - POWER SUPPLY
APPROPRIATE WIRE
LABOR & INSTALL
BASIC PROGRAMMING

EXCLUSIONS:
OWNER SPECIFIC PROGRAMMING
PRICE INCREASES PAST 30 DAYS OF PROPOSAL
CONDUIT, RACEWAYS, AND PATHWAYS
120V 20AMP CIRCUITS REQUIRED IN IDFS TO BE BY OWNER
PERMITS REQUIRED FOR INSTALL
DESIGN UTILIZES EXISTING ACCESS CONTROL DEVICES - DEVICES ARE ASSUMED TO BE FUNCTIONAL
DESIGN UTILIZES EXISTING ACCESS CONTROL SYSTEM - SYSTEM ASSUMED TO HAVE THE MOST UPDATED SOFTWARE AND FUNCTIONAL

Some or all of the items quoted may be subject toátariffs, duties, or other surcharges related to changes in trade policy, none of which are reflected in the attached quote, but which will be invoiced to and the responsibility of customer if applicable.

Project Total: $ 9,454.00

City of Laredo

City Council

Meeting Date: 6/2/2025 **Consent Agenda 31.**

SUBJECT
Authorizing the City Manager to execute a contract with Hurricane Fence Company, Harlingen, Texas for the purchase and installation of an ornamental and galvanized chain link fence for the Buena Vista Sports Complex located at 4709 Cuatro Vientos Road, Laredo, Texas 78046, perimeter in the amount of $566,547.00. This purchase is utilizing the Buy Board Cooperative Purchasing Program No. 757-24. Funding is available through the Sports Venue Tax Fund - 2021 Revenue Bond.

PREVIOUS COUNCIL ACTION
None.

BACKGROUND
Staff is requesting the purchase and installation of the fence to enclose the perimeter of the sports complex to safeguard the premises and ensure the safety of attendees.
Buy Board 757-24

Measurements in the attached proposal as follows:
2719' - 6' high Ameristar Montage Plus ornamental fence, 3 rail, black standard style to be determined, 2 1/2" x 16ga. Posts
2 - 20' double swing gates with 4" gate posts
4 - 4' single swing gates with 3" gate posts
12450' - 6' high 9ga. Galv. Chain link fence

COMMITTEE RECOMMENDATION
None.

STAFF RECOMMENDATION
Staff recommends approval of this item.

Fiscal Impact

Fiscal Year:	24/25
Budgeted Y/N?:	Y
Source of Funds:	Sports Venue Tax Fund
Account #:	256-7930-515-9301
Change Order: Exceeds 25% Y/N:	N/A

FINANCIAL IMPACT:

All services will be purchased on an as need basis. The purpose of this contract is to establish prices for the commodities or services needed should the City need to purchase these commodities or services. The City's obligation for performance of an annual supply contract beyond the current fiscal year is contingent upon the availability of appropriated funds from which payments for the contract purchases can be made. If no funds are appropriated and budgeted during the next fiscal year, this contract becomes null and void.

3440 S
Hurricane FENCE COMPANY
Tel: (956) 423-8364 www.hurricanefencetx.com Fax: (956) 425-1306

Proposal

SUBMITTED TO:	DATE: 5/1/2025
COMPANY NAME: Metaform	JOB NAME: Webb County - 200 acres
CONTACT NAME: Attn: Ed Quiroga	STREET: Buy Board 757-24
STREET	CITY STATE ZIP
CITY STATE ZIP	PHONE FAX

We hereby submit estimate per the following specifications:

Total Height 6'
Post Spaced 10' or less
Style Fence chainlink
Gauge 9ga. 9 11
Knuckled
Safeguard x
Top Rail 1 5/8" sch 20 O.D.
Line Post 2" sch 40 O.D.
End Post 2 3/8" sch 40 O.D.
Corner Post 2 3/8" sch 40 O.D.
Walk Gate Post O.D.
Drive Gate Post O.D.
Gate Frames O.D.

Option #3

2719' - 6' high Ameristar Montage Plus ornamental fence, 3 rail, black standard style to be determined, 2 1/2" x 16ga. Posts
$82.00 / ft. = $ 222,958.00

2 - 20' double swing gates with 4" gate posts
$7865.00 / ea. = $ 15,730.00

4 - 4' single swing gates with 3" gate posts
$ 1,600.00 / ea. = $ 6,400.00

12450' - 6' high 9ga. Galv. Chainlink fence $25.82/ft. = $ 321,459.00

Total $ 566,547.00

WOOD FENCE

No. of Feet
Height
Wood
Style
W. Gate
Dr. Gate

Material			$391,922.00
Discount 8%		0.08	($31,353.76)
Subtotal			$360,568.24
Labor	2168 hours	95	$205,978.76
Total			$566,547.00

Tax Exempt? Yes x No Offer expires in 5 days. Terms

We hereby propose to furnish labor and materials - complete in accordance with the above specifications, for the sum of:

dollars ($)

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Our workers are fully covered by Workman's Compensation Insurance.

Please sign proposal and return upon acceptance.

Accepted By Authorized Signature Roy Garrison III

ALTERNATE EXHIBIT NOTES (REFER TO C-1.00 AND ARCH ALTERNATE / SPECS)

1. ALTERNATE BID NO. 1 INCLUDES DELETIONS OF ALL FINE GRADING, ARTIFICIAL TURF, DRAINAGE, FENCING, GATES SPORTS LIGHTING, CONCRETE SIDEWALKS, AND ALL MISCELLANEOUS COMPONENTS RELATED TO THE NORTH MULTIPURPOSE FIELDS REQUIRED FOR A COMPLETE AND FUNCTIONING INSTALLATION.

2. ALTERNATE BID NO. 2 INCLUDES DELETIONS THE PLAYGROUND EQUIPMENT, SHADE STRUCTURES, SAFETY SURFACING, DRAINAGE, CONCRETE PAVING, LANDSCAPE AND IRRIGATION, AND ALL MISCELLANEOUS COMPONENTS REQUIRED FOR A COMPLETE AND FUNCTIONING INSTALLATION.

2A. ALTERNATE BID NO. 2A INCLUDES DELETION THE PLAYGROUND EQUIPMENT WITHIN THE BASEBALL FIELD COMPLEXES, SHADE STRUCTURES, SAFETY SURFACING, DRAINAGE, CONCRETE PAVING, LANDSCAPE AND IRRIGATION, AND ALL MISCELLANEOUS COMPONENTS REQUIRED FOR A COMPLETE AND FUNCTIONING INSTALLATION.

3. ALTERNATE BID NO. 3 INCLUDES DELETION TO THE ASPHALT PAVEMENT, FLEXIBLE BASE, SUB GRADE PREPARATION, EXCAVATION/ EMBANKMENT, CONCRETE SIDEWALKS AND SWALES ASSOCIATED WITH THE WEST ROAD AND AS INDICATED ON CIVIL SHEETS.

4. ALTERNATE BID NO. 4 INCLUDES DELETION TO CURB & GUTTER, ASPHALT PAVEMENT, FLEXIBLE BASE, SUB GRADE PREPARATION, EXCAVATION/EMBANKMENT, CONCRETE SIDEWALKS , UTILITY CONDUITS, AND PAVEMENT MARKINGS ASSOCIATED WITH THE SOUTH PARKING LOT AND AS INDICATED ON SHEET C-1.00.

5. ALTERNATE BID NO. 5 INCLUDES DELETION OF CONCRETE SIDEWALKS AS INDICATED ON CIVIL SHEETS.

6. ALTERNATE BID NO. 6 INCLUDES DELETION OF THE ASPHALT PAVEMENT, FLEXIBLE BASE, SUB GRADE PREPARATION, SWALES, EXCAVATION/EMBANKMENT , FENCING, GATES, MATERIAL STORAGE BINS, STORAGE BUILDING AND ALL MISCELLANEOUS COMPONENTS RELATED TO THE SERVICE DRIVE AND YARD REQUIRED FOR A COMPLETE INSTALLATION AND AS INDICATED ON SHEET CIVIL SHEETS.

7. ALTERNATE BID NO. 7 INCLUDES DELETION OF THE ASPHALT PAVEMENT, FLEXIBLE BASE, SUB GRADE PREPARATION, EXCAVATION/ EMBANKMENT, SWALES AND PAVEMENT MARKINGS ASSOCIATED WITH THE NORTH ROAD AS INDICATED ON CIVIL SHEETS.

8. ALTERNATE BID NO. 8 INCLUDES DELETION OF THE ASPHALT PAVEMENT, FLEXIBLE BASE, SUB GRADE PREPARATION, EXCAVATION/ EMBANKMENT CONCRETE SIDEWALKS AND SWALES ASSOCIATED FOR THE WEST LOOP ROAD AND AS INDICATED ON CIVIL SHEETS.

9. ALTERNATE BID NO. 9 INCLUDES DELETION OF THE ASPHALT PAVEMENT, FLEXIBLE BASE, SUB GRADE PREPARATION, SWALES AND PAVEMENT MARKINGS ASSOCIATED WITH WORMSER ROAD (LOMAS DEL SUR BOULEVARD) AND AS INDICATED ON CIVIL SHEETS.

10. ALTERNATE BID NO. 10 INCLUDES DELETION OF THE COMPLETE AND FUNCTIONING INSTALLATION OF THE SANITARY SEWER INCLUDING LABOR MATERIALS, EQUIPMENT, AND OTHER ASSOCIATED COSTS FOR THE FUTURE WATER PARK ALONG THE SOUTH PROPERTY BOUNDARY AS INDICATED IN CIVIL SHEETS.

11. ALTERNATE BID NO. 11 INCLUDES DELETION OF THE RESTROOM/ CONCESSION BUILDING IN THE COMMUNITY PLAYGROUND ADJACENT TO THE NORTH MULTIPURPOSE FIELDS, CONCRETE PAVING CONNECTION, UTILITY CONNECTIONS, AND THE CONDITIONS AS INDICATED IN THE ARCH. SHEETS FOR THE COMPLETE AND FUNCTIONING INSTALLATION OF THE RESTROOM/CONCESSION STRUCTURE.

12. ALTERNATE BID NO. 12 INCLUDES DELETION OF THE SITE FURNISHINGS, BENCHES, PICNIC TABLES, AND TRASH CANS THROUGHOUT THE PROPOSED SITE.

13. ALTERNATE BID NO. 13 INCLUDES DELETION OF THE COMPLETE AND FUNCTIONING INSTALLATION OF THE SANITARY SEWER INCLUDING LABOR MATERIALS, EQUIPMENT, AND OTHER ASSOCIATED COSTS WITHIN THE PROJECT LIMITS AS INDICATED IN CIVIL SHEETS.

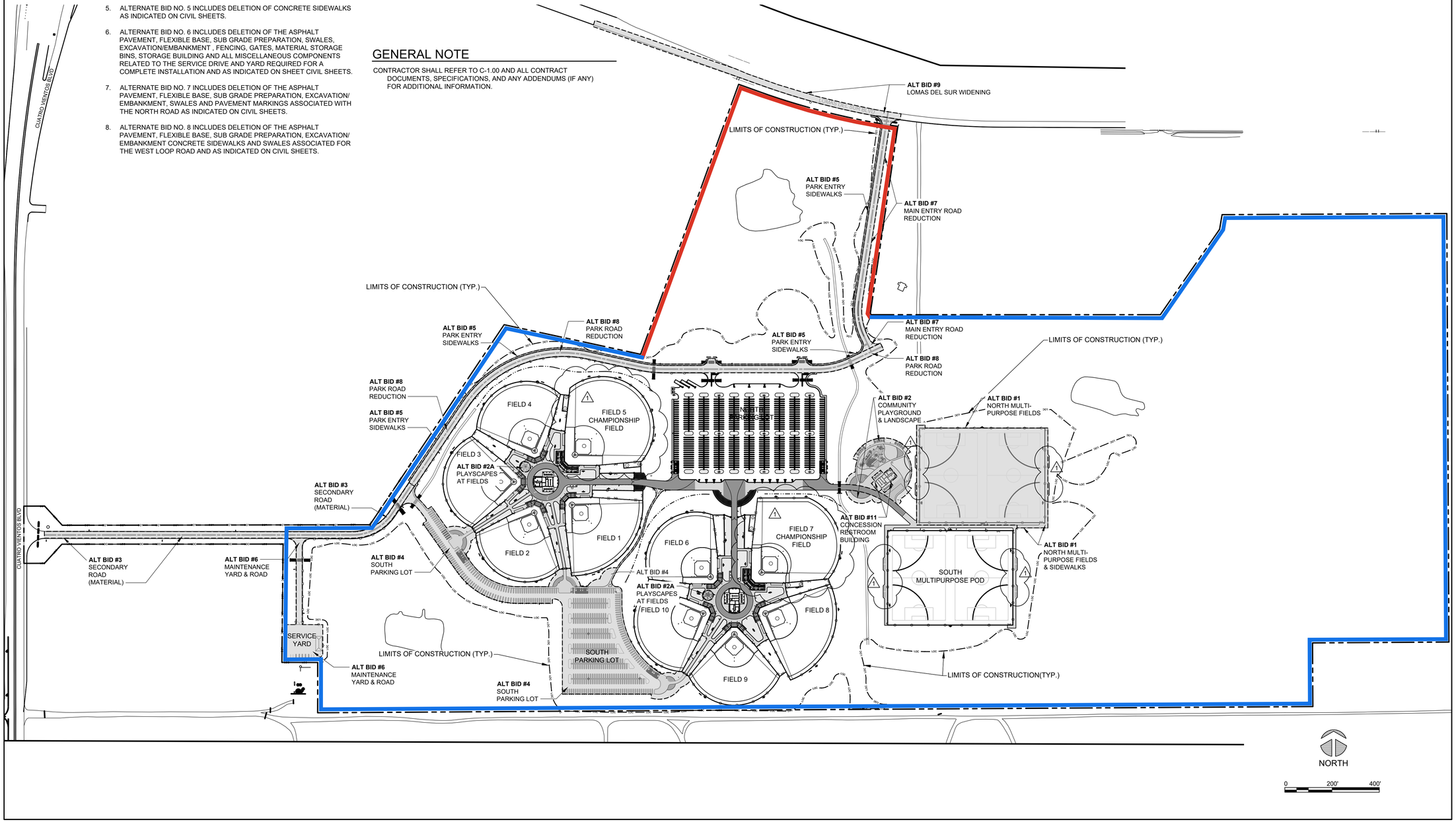
14. ALTERNATE BID NO. 14 INCLUDES DELETION OF THE RV PEDESTALS FOR FOOD TRUCK HOOKUPS.REFER TO ELECTRICAL SHEETS ESP05 & ER03.

GENERAL NOTE

CONTRACTOR SHALL REFER TO C-1.00 AND ALL CONTRACT DOCUMENTS, SPECIFICATIONS, AND ANY ADDENDUMS (IF ANY) FOR ADDITIONAL INFORMATION.

EXISTING UTILITIES
CONTRACTOR MUST VERIFY LOCATION OF ALL OVERHEAD AND UNDERGROUND UTILITIES PRIOR TO CONSTRUCTION. CONTRACTOR SHALL COORDINATE WITH CITY OFFICIALS AND UTILITY COMPANIES IN LOCATING UTILITIES. CONTRACTOR SHALL BE HELD RESPONSIBLE FOR LOSSES DUE TO DAMAGE TO UTILITIES. LOCATION FOR ALL UTILITIES SHOWN ON PLANS ARE APPROXIMATE. CONTRACTOR SHALL CALL TEXAS 811, 1-800-344-8377.

FENCING OPTION #3



ARCHITECTS

JHS ARCHITECT

6909 Springfield Ave, Suite 107
Laredo, Texas 78041
(956) 723-1360 | (956) 723-2939

Parkhill
Parkhill.com
255 N. Center, Suite 200
Arlington, Texas 76011
(817) 649-3216

CONSULTANT

TOPSITE Civil Group
6262 McPherson Rd, Suite 206
Laredo, Texas 78041
engr # F-22574 surv # 10194686
(956) 725-5057

SEAL

REGISTERED LANDSCAPE ARCHITECT
HENRY L. PARKER
2325
STATE OF TEXAS

6/14/2024

PROJECT

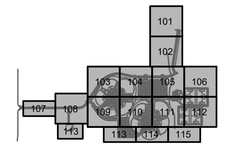
City of Laredo Buena Vista Sports Complex

ADDRESS
TX-20 Loop
Laredo, Texas 78046

CLIENT
City of Laredo

PROJECT NO.
2021-210

KEY PLAN



REVISIONS

#	DATE	DESCRIPTION
4	06/13/2024	SI012
3	04/09/2024	SI003
2	07/14/2023	ADDENDUM 6
1	07/07/2023	ADDENDUM 1
-	06/16/2023	100% CDs BID SET

OVERALL CONSTRUCTION ALT. BIDS

LC-001

BuyBoard Vendor Contract Information Summary

Vendor	HURFCO Industries Inc dba Hurricane Fence Company
Contact	ROY GARRISON
Phone	956-423-8364
Email	roy3@hurricanefencetx.com
Vendor Website	www.hurricanefencetx.com
TIN	74-2305086
Address Line 1	3440 W. Spur 54
Vendor City	Harlingen
Vendor Zip	78552
Vendor State	TX
Vendor Country	USA
Delivery Days	10
Freight Terms	FOB Destination
Payment Terms	NET 30 DAYS
Shipping Terms	Freight prepaid by vendor and added to invoice
Ship Via	Company Truck
Designated Dealer	No
EDGAR Received	Yes
Service-disabled Veteran Owned	No
Minority Owned	Yes
Women Owned	No
Certificate Number	1742305086700
Certifying Agency	TEXAS COMPTROLLER OF PUBLIC ACCOUNTS
National	No
No Foreign Terrorist Orgs	Yes
No Israel Boycott	Yes
MWBE	Yes
ESCs	1
States	Texas
Contract Name	Facility Maintenance Equipment and Services
Contract No.	757-24
Effective	12/01/2024
Expiration	11/30/2027
Accepts RFQs	Yes
Return Policy	15% RESTOCKING FEE, 4% TRANSACTION FEE ON ALL CREDIT CARD/DEBIT CARD PAYMENTS

City of Laredo

City Council

Meeting Date: 6/2/2025 **Resolution 32.**

SUBJECT
A Resolution of the City Council of the City of Laredo, Texas authorizing the City Manager to ratify the acceptance of a grant in the amount of $29,999.96 from the Texas Department of Transportation for the enforcement of Vehicle Occupant Protection during the "Click It or Ticket" (CIOT) Campaign. The grant period for FY2025 CIOT will begin May 16, 2025 through June 04, 2025. This grant funding is to pay overtime salaries for officers to conduct intense occupant protection enforcement in order to increase occupant restraint use in all passenger vehicles and trucks. The city will be responsible for a required match of $9,299.95, from General Fund, for a project total of $39,299.95. Funding is available in the Special Police Fund.

PREVIOUS COUNCIL ACTION
Resolution 2025-R-97 to submit grant application was approved by Council on May 19, 2025.

BACKGROUND
The Texas Department of Transportation has made a grant entitled "Click it or Ticket" (CIOT) available to the Laredo Police Department. These grant funds will intensify enforcement through overtime that places primary emphasis on increasing the number of citations for non-use of occupant restraints during the annual 'Click It or Ticket' Campaign mobilization. The rationale of this project is to increase occupant restraint use in all passenger vehicles and trucks by conducting an intense occupant protection enforcement and public information and education effort during the grant performance period.

COMMITTEE RECOMMENDATION
N/A

STAFF RECOMMENDATION
Recommends that Council approves this resolution.

Fiscal Impact

Fiscal Year:	2025
Budgeted Y/N?:	Y
Source of Funds:	Special Police
Account #:	229-2316
Change Order: Exceeds 25% Y/N:	N/A

FINANCIAL IMPACT:
Funding is available in the Special Police Fund, project # CLMA25

RESOLUTION 2025-R-148

AUTHORIZING THE CITY MANAGER TO RATIFY THE ACCEPTANCE OF A GRANT IN THE AMOUNT OF $29,999.96 FROM THE TEXAS DEPARTMENT OF TRANSPORTATION FOR THE ENFORCEMENT OF VEHICLE OCCUPANT PROTECTION DURING THE "CLICK IT OR TICKET" (CIOT) CAMPAIGN. THE GRANT PERIOD FOR FY2025 CIOT WILL BEGIN MAY 16, 2025 THROUGH JUNE 04, 2025. THIS GRANT FUNDING IS TO PAY OVERTIME SALARIES FOR OFFICERS TO CONDUCT INTENSE OCCUPANT PROTECTION ENFORCEMENT IN ORDER TO INCREASE OCCUPANT RESTRAINT USE IN ALL PASSENGER VEHICLES AND TRUCKS. THE CITY WILL BE RESPONSIBLE FOR A REQUIRED MATCH OF $9,299.95, FROM GENERAL FUND, FOR A PROJECT TOTAL OF $39,299.95. FUDNING IS AVAILABLE IN THE SPECIAL POLICE FUND.

Whereas, there is available to the City of Laredo a grant entitled "Click It or Ticket" from the Texas Department of Transportation for a program which would pay for overtime salaries and fringe benefits for off duty police officers for the enforcement of the seat belt law; and

Whereas, the City Council finds that such application should be made and will be beneficial to the City of Laredo; and

Whereas, in order to ensure compliance and funding eligibility of said grant the Laredo Police Department is required to implement and fully comply with the requirements of our internal ethics and compliance program required by Title VI Texas Administrative Code Section 10.51 prior to award and/or disbursement of grant funds.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LAREDO THAT:

Section 1: Authorizing the City Manager to ratify the acceptance of a grant in the amount of $29,999.96 from the Texas Department of Transportation for the enforcement of Vehicle Occupant Protection during the "Click It or Ticket" (CIOT) Campaign. The grant period for FY2025 CIOT will begin May 16, 2025 through June 04, 2025. This grant funding is to pay overtime salaries for officers to conduct intense occupant protection enforcement in order to increase occupant restraint use in all passenger vehicles and trucks. The city will be responsible for a required match of $9,299.95, from the General Fund, for a project total of $39,299.95. Funding is available in the Special Police Fund.

Section 2: It authorizes the City Manager to execute all necessary documents to achieve said grant and to effectuate its terms.

PASSED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR ON THIS THE _____ DAY OF _____, 2025.

_____
DR. VICTOR D. TREVIÑO
MAYOR

ATTEST:

MARIO MALDONADO, JR.
CITY SECRETARY

APPROVED AS TO FORM:

JOAQUIN A. RODRIGUEZ
FIRST ASSISTANT CITY ATTORNEY

City of Laredo

City Council

Meeting Date: 6/2/2025 **Consent Agenda 33.**

SUBJECT
Consideration to approve an amendment to the contract of the delinquent tax attorney, Flores, Flores, & Canales, PLLC, by removing Section X, which requires the delinquent tax attorney to mail a 30 day notice (15 day notice for personal property) prior to filing a lawsuit, and the Attorney requests to relinquish this notice and file lawsuits as soon as delinquent accounts are turned over for collection in an effort to generate more revenue for the City. There is no financial impact at this time.

PREVIOUS COUNCIL ACTION
The “Contract for the Collection of Delinquent Property Taxes and Other Charges” between the City of Laredo and Flores, Flores, & Canales, PLLC was approved by the City Council on April 19, 2021.

BACKGROUND
Section X of the delinquent tax attorney contract requires the attorney to mail a 30 day notice (15 day notice for personal property) prior to filing a lawsuit when delinquent accounts are turned over for collection. The attorney requests to relinquish this notice, since by doing so they will generate more revenue for the City, because lawsuits will be filed as soon as delinquent accounts are turned over for collection on July 1 (April 1 for personal property). The City’s Tax Assessor-Collector sends the required notices each year as per Sections 33.07 and 33.11 of the Texas Property Tax Code; therefore, satisfying the code mandate to inform delinquent taxpayers that their accounts will be turn over to the delinquent tax attorney for collection.

The delinquent tax attorney indicates the following:
“This practice has left us 30 days behind the others in filing our own lawsuits or forced to intervene in other lawsuits. We are then at a disadvantage, unable to control the lawsuit, such as service, procedure, court settings, etc. Generally, whoever files first, controls the case and usually gets paid first.”

COMMITTEE RECOMMENDATION
Not Applicable.

STAFF RECOMMENDATION
Approve amendment.

Fiscal Impact

Fiscal Year:	Click or tap here to enter text.
Budgeted Y/N?:	Click or tap here to enter text.
Source of Funds:	Click or tap here to enter text.

Account #: Click or tap here to enter text.
Change Order: Exceeds 25% Y/N: Click or tap here to enter text.

FINANCIAL IMPACT:
There is no financial impact at this time.

CONTRACT FOR THE COLLECTION OF DELINQUENT PROPERTY TAXES AND OTHER CHARGES

STATE OF TEXAS

COUNTY OF WEBB

This contract hereinafter called "the Contract" is made and entered into by and between the **City of Laredo** acting herein by and through its City Manager, hereinafter called "City", and **Flores, Flores, & Canales, PLLC**, 5517 McPherson Rd, Suite 15, Laredo, Webb County, Texas, hereinafter called "Attorney."

I.

The City agrees that Attorney shall act as the attorneys responsible for collecting all delinquent property taxes, penalties, interest, and costs owing the City. The legal services to be performed by the Attorney shall include all legal actions, including appeals, necessary to collect delinquent ad valorem taxes, including writ of possession, and to advise City on ad valorem tax matters.

Attorney shall act in accordance with, and otherwise adhere to, generally accepted standards applicable to delinquent ad valorem tax collection and comply with all applicable state, federal, and local laws, ordinances, rules and regulations relating to the services and other obligations to be performed hereunder.

II.

Current year taxes that become delinquent within the period of this Contract shall become subject to the terms of this contract on the first day of July of the year in which the same shall become delinquent, unless otherwise subject to suit because of prior year taxes due on current year accounts which shall become subject to this contract on the first day of February in which the current year taxes shall become delinquent.

Current personal property accounts are to be pursued in accordance with the Texas Tax Code, Section 33. 21 Sub Chapter B, et seq. On current year personal property accounts with balances in excess of $500, where a prior year delinquency exists, Attorney shall obtain and may execute a tax warrant on or after February 1st of the year in which same shall become delinquent. On personal property current tax year accounts with balances in excess of $500, where no prior year delinquency exists, Attorney shall obtain and may execute a tax warrant on or after April 1st of the year in which same shall become delinquent. Tax Assessor-Collector may authorize Attorney to obtain and execute tax warrants on current year personal property accounts with no prior year delinquency between February 1 and April 1 of each year upon the written recommendation of Attorney.

III.

City shall furnish delinquent tax information to Attorney on all property within its taxing jurisdiction. To the extent that such information is available to City, City will furnish the necessary data and information as per the Webb County Appraisal District Records as to the account number, name, identity, and location of the necessary parties, and legal description of the property to be sold. To the extent such information is unavailable to City; attorney shall obtain such information at no expense to City.

Attorney shall maintain an on-line system where both City and Attorney can view all assessments, payments, outstanding balance, and law suit status on each taxpayer or customer account.

IV.

Attorney shall file suit on, and reduce to judgment and sell any property located within the City against which a tax lien would prevail, when requested by the City or which owe $500 or more in delinquent taxes. In determining whether to file suit, "taxpayer" shall include the aggregate of each taxpayer's account, added together to include one amount due.

Attorney shall sue for recovery of all court costs as provided for in Section 33.48 of the Texas Property Tax Code. Attorney agrees to intervene on behalf of City in all suits for taxes hereafter filed by any taxing unit on property located within the City's corporate limits.

Attorney shall submit a report to the City noting all lawsuits filed by their office, upon filing of same. This report should include account number, account name, cause number, date notice mailed, notice of non delivery, and payment agreement status, if applicable. Report will also identify and list lawsuits filed by other taxing entities where the City intervened in the suit.

V.

Attorney shall submit monthly progress reports to the City as well as other progress reports as may be requested by the Tax Collector. Such monthly reports shall be due no later than the 20th day of each month and shall include number of lawsuits filed by activity (taxes, Hotel Motel, Paving Assessments, etc.), interventions, judgments, dismissals for payment, paid judgments, number of collection letters mailed, amounts collected by activity, and status of properties posted for foreclosure (by attorney & where available other law offices).

In addition, attorney will submit an annual status report noting all accounts as of June 1st of each year. This report will itemize each account, sorted in descending order by amount due, and show total payments received for the year, and status of each account; such as, cause number, status of suit, under payment arrangement, over 65, homestead, bankruptcy, deferral, etc.

VI.

Address changes or corrections on delinquent accounts subject to this contract, including

those which were returned as undeliverable, shall be documented by Attorney and shall be submitted to the Webb County Appraisal District and City at the end of each month.

Attorney shall report to the Tax Assessor-Collector and Webb County Appraisal District any errors, double assessments or other discrepancies discovered.

VII.

Attorney agrees to publish on or about November 1st of each year a list of all accounts with delinquent tax balances of more than $1,000, not including bankruptcy accounts or taxpayer homestead accounts who are over 65 or disabled.

VIII.

Attorney shall be responsible for performing all of the procedural steps during the course of foreclosing a tax lien on delinquent property or entering into contract for payment of delinquent taxes pursuant to the Property Tax Code. Therefore, Attorney shall be responsible for the following work, including but not limited to:

(a) Research title
(b) File suit
(c) Issue citations
(d) Publish citations
(e) Make personal inspection of the property
(f) Verify age of homestead owners if over sixty-five
(g) Investigate addresses of absentee owners
(h) Litigate cases in court
(i) Obtain judgment
(j) Prepare order of sale
(k) File notice of sale and other legally required notifications
(l) Prepare sheriff's deed
(m) Prepare redemption deed
(n) Document delinquent taxpayer's ability to pay
(o) Prepare collection agreement contracts between the City and taxpayers and recommend same to City Tax Assessor-Collector.
(p) Monitor payments on accounts under contract and take necessary action in the event of default.
(q) Writ of possession
(r) Maintain subsidiary ledgers for each account showing all fees assessed and payments received by Attorney, whether sent to City or kept by Attorney in payment of allowed fees.
(s) Pursue all tax accounts in bankruptcy proceedings.
(t) Assume all pending litigation involving delinquent tax suits, upon the City's request.
(u) Serve all tax warrants and report to City Tax Assessor-Collector results of service or if warrant was unable to be served and for what reason.

IX.

Attorney shall advise the City Manager, City Council, and the Tax Assessor- Collector on all matters, within the course and scope of this Contract, involving property tax, new legislation, or any other related matters.

X.

Attorney shall, prior to instituting suit, mail a 30-day written notice to each taxpayer or customer (except personal property accounts which will be 15 day) stating their intent, consequences, and estimated amount of litigation costs that may be incurred if suit is filed. These notices will be in English and Spanish and shall include essential data such as property legal description, amount owed, tax year, property tax number, and name of owner.

XI.

No fee will be paid to Attorney on Agricultural Rollback taxes collected for prior years unless said taxes are delinquent as defined by the Property Tax Code.

XII.

All delinquent tax collection expenses will be paid or borne by Attorney, including but not limited to:

(a) Stationary
(b) Legal blanks or forms
(c) Related computer services
(d) Postage and envelopes
(e) Clerical labor
(f) Office rent, utilities, furniture, etc.
(g) Tax notices and reminders
(h) Abstractor's fees
(i) Title search
(j) Publication costs relating to lawsuit citations
(k) Cost of on-line system for Attorney to access City records and City to access Attorney's records.

If abstractor or title search fees are recovered from the taxpayers, as provided by law, Attorney shall be entitled to reasonable and customary costs of fees for those items. This fee, and any other fee assessed to the taxpayer, shall be customary to the industry and not exceed the amount charged by other taxing units in the area.

XIII.

All payments by taxpayers or other customers of the City whether before, during or after litigation, and whether including penalties, interest, and attorneys' fees shall be paid to the City of

Laredo and shall be revenue of the City of Laredo, except for abstractor fees, title research fees and court costs obtained after litigation has been instituted. Payments received by Attorney shall be proportionally applied based on percent of total outstanding balance due City and Attorney; with the exception of court cost which need to be paid first. City agrees to do same to the extent that Attorney provides City with the information necessary to do so. Attorney shall deliver all payments to the City on a daily basis.

XIV.

For the first delinquent collection year (July-June) of this contract, Attorney shall collect a minimum of fifty percent of the July 1 Delinquent Roll. Each subsequent delinquent collection year (July-June), attorney shall increase this collection rate by no less than 1%. (For example, if the previous year delinquent collection rate was 50.08%, then the minimum for the next delinquent collection year will be 50.58%.) The Attorney will meet monthly with the Tax Assessor-Collector to review pending cases and review the collection efforts to ensure collections are on track to meet these minimums.

XV.

In addition to collecting the City's delinquent taxes, Attorney shall, at the City's written request, collect, notice and file suit to recover amounts due to the City by delinquent customers according to city records of forced lot cleaning, demolition and paving liens, delinquent hotel-motel occupancy tax, water/sewer assessment liens, and delinquent hazardous material spill charges, at no additional cost to City. Provided that if attorney fees and costs are authorized by the court or state law and collected from said delinquent payers, Attorney will be entitled to same. Subject to same notice requirements identified in Section X.

XVI.

Attorney shall reimburse the City the cost of postage and supplies (paper/forms, envelopes, ink toners) for mailing the February Delinquency notices and notice required by Sections 33.11 and 33.07 of the Property Tax Code. In addition, Attorney shall mail four (4) inclusive mailings to all delinquent accounts each year, in addition to all other necessary mailings. Inclusive mailings are to be sent in April, July, September and November.

XVII.

Attorney shall, at Attorney's expense, provide for City Tax Department employees with two (2) seminars or training classes per year conducted by a person certified by the State Board of Tax Professional Examiners designed to assist the employees of the tax office in obtaining their board certification, complying with continuing education units required by the Texas Department of Licensing and Regulation or improving their knowledge of the state property tax system. Unless otherwise requested by the City, one seminar will be scheduled in April and the other in November, subject to the availability of a qualified instructor and/or conference.

XVIII.

Attorney shall prepare a policy manual to be used in the collection of property taxes. This manual shall include detailed procedures, notice requirements, payment arrangement guidelines, fee schedules and sample forms to be used. This manual, and any changes thereof, must be reviewed and approved by Tax Assessor-Collector.

XIX.

Attorney will be subject to unannounced audits by the City's Tax Department or Internal Audit Division.

XX.

Attorney shall obtain and maintain in effect during the terms of this contract insurance coverage as set out below, and shall furnish appropriate certificates of insurance, in duplicate form, prior to the effective date of this contract. All liability policies shall be issued by a company authorized to do business in Texas. The firm shall maintain the following insurance coverage in the following amounts:

1. Commercial General Liability insurance at minimum combined single limits of $500,000 per-occurrence and $1,000,000 general aggregate for bodily injury and property damage, which coverage shall include products/completed operations ($1,000,000 products/completed operations aggregate). Coverage must be written on an occurrence form. Contractual Liability must be maintained covering the Contractors obligations contained in the contract.

2. Workers Compensation insurance at statutory limits, including Employers Liability coverage a minimum limits of $500,000 each-occurrence each accident/$500,000 by disease each-occurrence/$500,000 by disease aggregate.

3. Commercial Automobile Liability insurance at minimum combined single limits of $1,000,000 per-occurrence for bodily injury and property damage, including owned, non-owned, and hired car coverage.

4. Errors & Omissions coverage may not be required for all services. If the City of Laredo deems such coverage necessary, the following conditions will apply:

    a. Professional Liability with minimum limits of $1,000,000 or higher, depending on the type, size, and scope of services.
    b. This coverage must be maintained for at least two (2) years after the project is completed. If coverage is written on a claims-made basis, a policy retroactive date equivalent to the inception date of the contract (or earlier) must be maintained during the full term the contract.

The required limits may be satisfied by any combination of primary, excess, or umbrella liability insurances, provided the primary policy complies with the above requirements and the excess umbrella is following-form. The Contractor may maintain reasonable and customary

deductibles, subject to approval by the City of Laredo.

Any Subcontractor(s) hired by the Contractor shall maintain insurance coverage equal to that required of the Contractor. It is the responsibility of the Contractor to assure compliance with this provision. The City of Laredo accepts no responsibility arising from the conduct, or lack of conduct, of the Subcontractor.

A Comprehensive General Liability insurance form may be used in lieu of a Commercial General Liability insurance form. In this event, coverage must be written on an occurrence basis, at limits of $1,000,000 each-occurrence, combined single limit, and coverage must include a broad form Comprehensive General Liability Endorsement, products/completed operations, XCU hazards, and contractual liability.

With reference to the foregoing insurance requirement, Contractor shall specifically endorse applicable insurance policies as follows:

1. The City of Laredo shall be named as an additional insured with respect to General Liability and Automobile Liability.

2. All liability policies shall contain no cross-liability exclusions or insured versus insured restrictions.

3. A waiver of subrogation in favor of the City of Laredo shall be contained in the Workers Compensation, and all liability policies.

4. All insurance policies shall be endorsed to require the insurer to immediately notify the City of Laredo of any material change in the insurance coverage.

5. All insurance policies shall be endorsed to the effect that the City of Laredo will receive at least sixty- (60) days' notice prior to cancellation or non-renewal of the insurance.

6. All insurance policies, which name the City of Laredo as an additional insured, must be endorsed to read as primary coverage regardless of the application of other insurance.

XXI.

Attorney shall maintain an office, equipment, and staff which adequately meets the needs of this contract; as well as, the work plan outlined in the Attorney's Response to the Request for Qualifications.

XXII.

City shall pay Attorney as compensation for the services to be provided as specified herein according to Texas State Property Tax Code, Sections 33.11 and 33.07, fifteen percent (15%) of all delinquent taxes, penalties and interest collected on accounts turned over to Attorney for collection pursuant to the Contract, and actually received by the City, provided that the amount of Attorney's fees payable to Attorney under this Contract shall not exceed the amount actually

received by the City as collection costs from delinquent taxpayers pursuant to Sections 33.11 and 33.07 of the Texas Property Tax Code, or received by law pursuant to the institution of legal action for the collection of delinquent taxes. In this regard, the City agrees to mail out the required Sections 33.11 and 33.07 notices and Attorney will pay cost pursuant to Section XVI of this contract.

Provided that the Attorney meets the following collection rates for any given delinquent collection year (July-June), then for the subsequent Tax Year attorney shall be entitled the following compensation rate *(of all delinquent taxes, penalties and interest collected on accounts turned over to Attorney for collection pursuant to the Contract, and actually received by the City, provided that the amount of Attorney's fees payable to Attorney under this Contract shall not exceed the amount actually received by the City as collection costs from delinquent taxpayers pursuant to Sections 33.11 and 33.07 of the Texas Property Tax Code, or received by law pursuant to the institution of legal action for the collection of delinquent taxes.):*

Collection Rate for any given delinquent collection year (July-June)	Compensation Rate for the subsequent Tax Year
Less than 65%	15%
65% or more but less than 70%	16%
70% or more but less than 80%	17%
80% or more	18%

For example, if the attorney obtains a 70% collection rate on delinquent collection year July 1, 2012-June 30, 2013, the attorney's increased compensation, and corresponding collection penalty, shall be attached to Tax Year 2013 which would be billed October 2013. Collection penalties for prior tax years will not be affected.

XXIII.

This Contract is for a term of three (3) years, beginning October 1, 2021 and ending September 30, 2024, with a two (2) year option to extend commencing on the first day after the expiration date of the previous term. The City will exercise the option to extend, if at all, by giving Attorney written notice of such exercise not less than six (6) months prior to the expiration of current term. Upon the exercise of the option to extend, the term of this Contract shall be extended through the expiration date of the renewal term on the same terms and conditions as contained herein, except that there shall be no option to extend the term of this Contract beyond the second renewal term. Provided however that upon termination of contract (by term or otherwise) Attorney shall have an additional six (6) months to reduce to judgment and collect on all suits filed prior to the end of the contract term or termination date, and Attorney shall be compensated in accordance with Section XXII during this six-month period. At the end of the six-month period, contract and all collections will cease. The Attorney shall retain no interest, neither equitable nor legal, neither contingent nor fixed, in any tax cases belonging to the City of Laredo whether reduced to judgment or otherwise, that are subject to this contract. It is further understood that upon the end of the six (6) month period all collection activities by attorney shall stop and all case files (including without limit; any and all documents, contact information, court cost and abstract fee balances, excel spreadsheet providing status of all active cases, etc.) remaining in the possession of the attorney shall be surrendered to the City or the City's agent, as designated thereby.

City may terminate this Contract if there is a material breach of the underlying contract. City will provide Attorney written notice of such breach. Notice shall specifically state the facts that constitute the underlying material breach.

If at any time during the term of this Contract the City determines that Attorney's performance is unsatisfactory, the City shall notify the Attorney in writing of the City's determination. The notice from the City shall specify the particular deficiencies that the City has observed in the Attorney's performance. Attorney shall have thirty (30) days from the date of the notice to explain or rectify the cause outlined by the City in said notice. Cause and sufficiency shall be determined exclusively by the City. In the event that Attorney's Contract is terminated, Attorney shall be entitled to receive and retain all compensation earned and due up to the date of said termination.

XXIV.

This Contract is for professional services of Attorney and cannot be assigned in any manner. Attorney shall not subcontract any segment of the work to be accomplished under this Contract to any corporation, professional group or individual except such work as does not involve professional judgment or required legal training.

XXV.

The terms of this Contract shall be read separately, and the invalidity of any individual provision of this Contract shall not affect the validity of the remainder of this Contract.

XXVI.

It is understood and agreed that the relationship of the Attorney to the City is that of an independent contractor. Under no circumstances shall either party be deemed an employee of the other, nor shall either party act as an agent of the other party.

XXVII.

Attorney shall indemnify, defend and hold the City, its agents, officers, or employees harmless from and against any and all claims, demands, liability, loss, cost, damage or expenses of any nature whatsoever including all costs and attorney's fees made against the City, its agents, officers or employees on account of any willfully tortuous or negligent acts or omissions of Attorney or its agents, servants, employees, contractors or subcontractors in exercise of the rights granted to Attorney by this contract.

XXVIII.

Any notices which are required hereunder, or which either City or Attorney may desire to serve upon the other shall be in writing and shall be deemed served when deposited in the United States Mail, postage prepaid, return-receipt requested, addressed as follows:

Attorney:

Flores, Flores, & Canales, PLLC
A Professional Limited Liability Company
5517 McPherson Rd., Suite 14
Laredo, Texas 78041

City:

City of Laredo
A Municipal Corporation
c/o Robert A. Eads, City Manager
P. O. Box 579
Laredo, Texas 78042-0579

cc:

City of Laredo City Attorney
1110 Houston Street
Laredo, Texas 78040

cc:

Dora A. Maldonado, Tax Assessor-Collector
P.O. Box 6548
Laredo, Texas 78042-6548

XXIX.

This contract is executed on behalf of City by the City Manager who has been authorized to do so by motion heretofore passed by the City Council on the 19th day of April, 2021.

SIGNED in duplicate originals on this the 6th day of September, 2021.

City of Laredo

By: _____
Robert A. Eads
City Manager

Flores, Flores, & Canales, PLLC

By: _____
Christina Flores
Attorney at Law

ATTESTED:

_____
Jose A. Valdez, Jr.
City Secretary

APPROVED AS TO FORM:

_____
~~Alyssa J. Castillon~~ Valeria E. Reyes
~~Interim~~ City Attorney
Assistant

City of Laredo

City Council

Meeting Date: 6/2/2025 **Consent Agenda 34.**

SUBJECT
Authorizing the City Manager to purchase one 250 Horsepower (HP) KSB submersible pump from Pump Solutions, Inc. (PSI) of New Caney, Texas, in the amount of $128,702.00 utilizing the Inter-local Purchasing System (TIPS) Account ID # 8755, Contract # 23010401. Funding is available in the Sewer System Fund - 2015B Sewer Revenue Bond.

PREVIOUS COUNCIL ACTION
Authorized participation in the TIPS Cooperative Contract Pricing Program.

BACKGROUND
With the expansion of the South Laredo Wastewater treatment plant in 2014, four 250-hp pumps were installed. These pumps are reaching the end of their useful life of 8 to 10 years. Two pumps have been replaced, the last two will be replaced as they break down. This equipment operates continuously, 24 hours a day, 7 days a week, and 365 days a year. This operation is critical in maintaining discharge permit requirements with TCEQ and EPA.

COMMITTEE RECOMMENDATION
None

STAFF RECOMMENDATION
It is recommended that this purchase be approved.

Fiscal Impact

Fiscal Year:	2025
Budgeted Y/N?:	Yes
Source of Funds:	2015B Sewer Revenue Bond
Account #:	559-4292-535-9001
Change Order: Exceeds 25% Y/N:	No

FINANCIAL IMPACT:
Funding is available in the Sewer System Fund- 2015B Sewer Revenue Bond, project ID SW 18EQ.

Pump Solutions

18594 US Hwy. 59
New Caney, Texas 77357
Phone: 281-399-9400
Fax: 281-399-9401

THIS TRANSMITTAL CONSISTS OF _1_ PAGE(S) INCLUDING THIS PAGE.

TO: City of Laredo – Mr. Tomas Hernandez
FROM: Phil Korenek
DATE: 5/9/25
RE: Laredo South Waste Water Treatment Plant – KSB Replacement Pump Quote
250 HP

Pump Solutions Inc. is pleased to offer the following equipment:

One (1) KSB Model KRT K350-500/R1906 XNG-S 14", 250 HP, 460 Volt, 3 Phase, Explosion Proof, Electric submersible pump, with 100' cables, and Lifting Bail designed for the City's existing "Deep Lift System". This is a bare pump with claw and bail only. (7 Year Pro-Rated Warranty is Included)

Standard Net Price: $143,002.00 with NO State Sales Tax Included.

Sell Price through TIPS: $128,702.00
Delivery: 24-26 Weeks
F.O.B. Jobsite with Start Up Included

TIPS INFORMATION
Name: Pump Solutions, Inc.
ACCOUNT ID #: 8755
CONTRACT #: 23010401

Thank you for your consideration of the proposed equipment.

Sincerely,

Phil Korenek
President
Pump Solutions, Inc.

Data sheet

Customer item no.:
Communication dated: 16/05/2024
Doc. no.: Co Laredo - Replac. For SN 99735872
Quantity: 1

Number: ES 8002976230
Item no.: 100
Date: 08/08/2024

KRTK 350-500/R1906XNG-S

Version no.: 2

Operating data

Requested flow rate	8333.00 US GPM	Actual flow rate	8333.65 US GPM
Requested developed head	83.29 ft	Actual developed head	83.30 ft
Pumped medium	Wastewater, municipal untreated	Efficiency	77.0 %
		Power absorbed	234.57 HP
Pumped medium details	Not containing chemical and mechanical substances which affect the materials	Pump speed of rotation	1191 rpm
		Shutoff head	135.20 ft
		Design	Single system 1 x 100 %
Ambient air temperature	68.0 °F	Performance test	No
Fluid temperature	104.0 °F		
Fluid density	64.175984 lb/ft³		
Fluid viscosity	0.0010 in²/s		
Max. power on curve	240.31 HP		Tolerances to ISO 9906 Class 3B; below 10 kW acc. to paragraph 4.4.2

Design

Design	Close-coupled submersible	Impeller type	Multivane radial flow impeller (K)
Orientation	Vertical		
Suction flange pump drilled according to(DN1)	unmachined	Wear ring	Casing/impeller wear ring
		Impeller diameter	17.56 in
Discharge flange pump drilled according to(DN2)	EN 1092-2 / DN 350 / PN 10	Free passage size	4.3 in
		Direction of rotation from drive	Clockwise
Shaft seal	2 mech. seals in tandem arrangement with oil reservoir	Ex protection	Explosion protection to NEC Class1, Div 1, Gr.C, D T3
Shaft seal manufacturer	KSB	Temperature sensor PT100 inboard	With
Type	MG		
Material code	SIC/SIC/NBR		

Driver, accessories

Driver type	Electric motor	Motor winding	460 V
Model (make)	KSB	Number of poles	6
Motor const. type	KSB Sub. motor	Starting mode	Direct-on-line starting
NEMA code letter	F	Connection mode	Delta
Frequency	60 Hz	Motor cooling method	Surface cooling
Rated voltage	460 V	Motor version	X
Rated power P2	250.00 HP	Cable design	Rubber hose
Available reserve	5.70 %	Cable entry	Sealed along entire length
Rated current	275.0 A	Power cable	AWG 3/0-4
Starting current ratio	6	Number of power cables	2
Insulation class	H according IEC 34-1	Control cable	AWG 15-10
Type of protection	XP/I/1/CD	Number of control cables	1
Motor enclosure	IP68	Moisture sensor	With
Cos phi at 4/4 load	0.91	Float switch mechanical seal	With
Motor efficiency at 4/4 load	93.7 %	Cable length	98.43 ft
Motor service factor	1.15		
Temperature sensor	Bimetal switch / PTC		

Customer item no.:
Communication dated: 16/05/2024
Doc. no.: Co Laredo - Replac. For SN 99735872
Quantity: 1

Number: ES 8002976230
Item no.: 100
Date: 08/08/2024

KRTK 350-500/R1906XNG-S

Version no.: 2

Materials G

Pump casing (101)	Cast iron A 48 Class 35 B	Casing wear ring (502.1)	Cast iron A 48 Class 35 B
Discharge cover (163)	Cast iron A 48 Class 35 B	Impeller wear ring (503)	Wear resistant duplex stainless steel
Shaft (210)	Chrome steel ASTM A276 Type 420 T	Shaft protecting sleeve (524)	Chrome steel A 276 Type 420
Impeller (230)	Cast iron A 48 Class 35 B	Motor housing (811)	Cast iron A 48 Class 35 B
Bearing bracket (330)	Cast iron A 48 Class 35 B	Motor cable (824)	Chloroprene rubber
O-Ring (412)	Nitrile rubber NBR	Screw (900)	Stainless steel A 193 B8M

Packaging

Packaging category	A0 Packing acc. to KSB choice	Packaging for transport	Truck
		IPPC Standard ISPM 15	Yes
Packaging for storage	Indoor		

Nameplates

Nameplates language	International	Duplicate nameplate	With

Installation parts

Installation type	Stationary with guide wire
Scope of supply	Pump with installation parts
Installation depth	14.76 ft
Material concept	G
Duckfoot bend	Without

Claw

Design	Straight
Size	DN 350
Lifting chain / -rope	Without

Coating

KSB coating code	S2 to AA-0080-06-01 / 2	Final coating	2-component epoxy resin high solid
Surface preparation	Free from dirt, grease, rust		
Primer	Zincphosphate synthetic resin	Color	Ultramarine blue (RAL 5002) KSB-blue
Intermediate coating	2-component epoxy resin high solid	Total film thickness approx.	0.0117 in

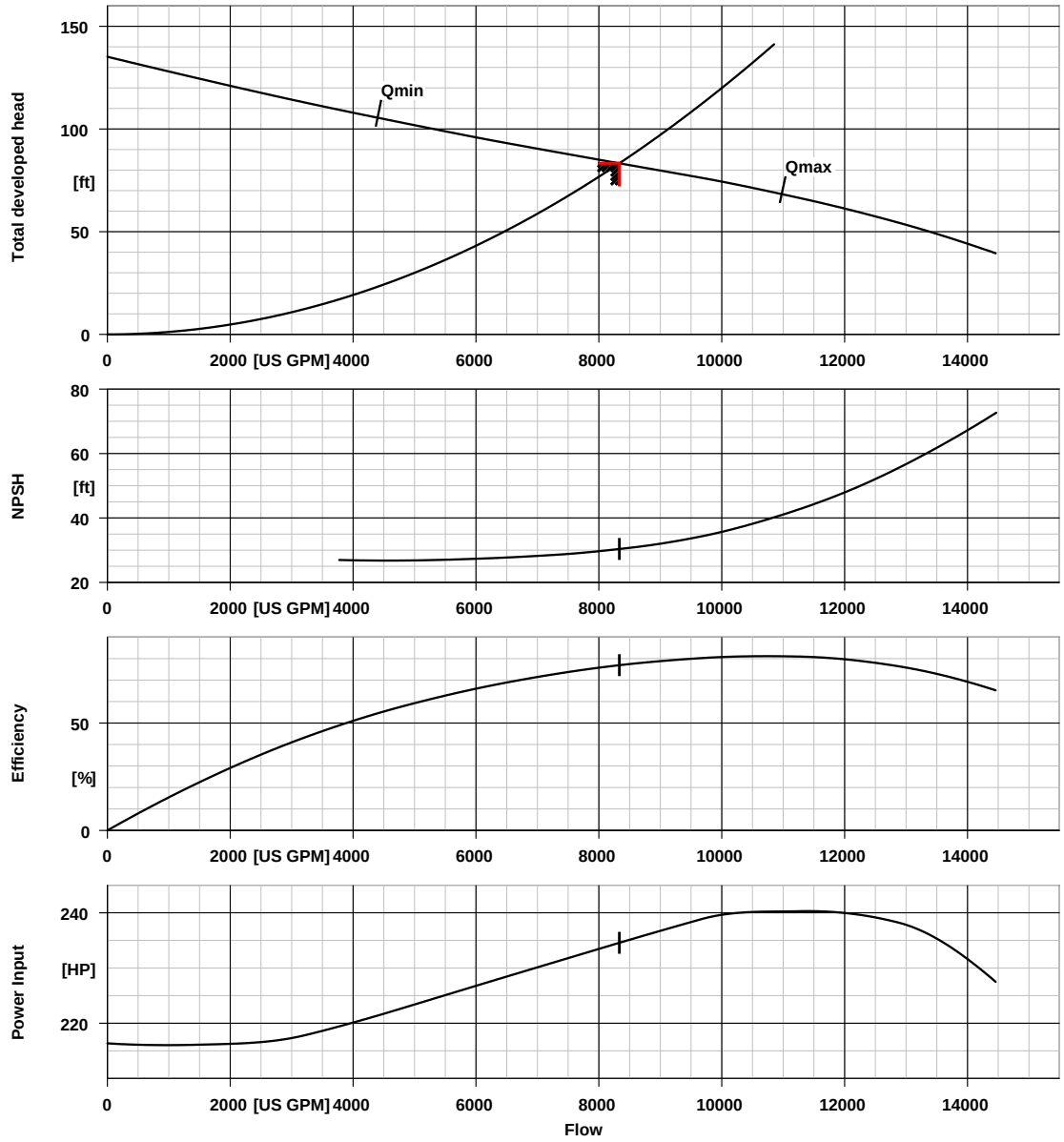
Performance curve

Customer item no.:
Communication dated: 16/05/2024
Doc. no.: Co Laredo - Replac. For SN 99735872
Quantity: 1

Number: ES 8002976230
Item no.:100
Date: 08/08/2024

KRTK 350-500/R1906XNG-S

Version no.: 2



Curve data

Speed of rotation	1191 rpm	Efficiency	77.0 %
Fluid density	64.175984 lb/ft³	Power absorbed	234.57 HP
Viscosity	0.0010 in²/s	NPSH 3%	30.38 ft
Flow rate	8333.65 US GPM	Curve number	K41689s/5
Requested flow rate	8333.00 US GPM	Effective impeller diameter	17.56 in
Total developed head	83.30 ft	Acceptance standard	Tolerances to ISO 9906 Class 3B; below 10 kW acc. to paragraph 4.4.2
Requested developed head	83.29 ft		

Motor data sheet

Customer item no.:
Communication dated: 16/05/2024
Doc. no.: Co Laredo - Replac. For SN 99735872
Quantity: 1

Number: ES 8002976230
Item no.:100
Date: 08/08/2024

KRTK 350-500/R1906XNG-S

Version no.: 2

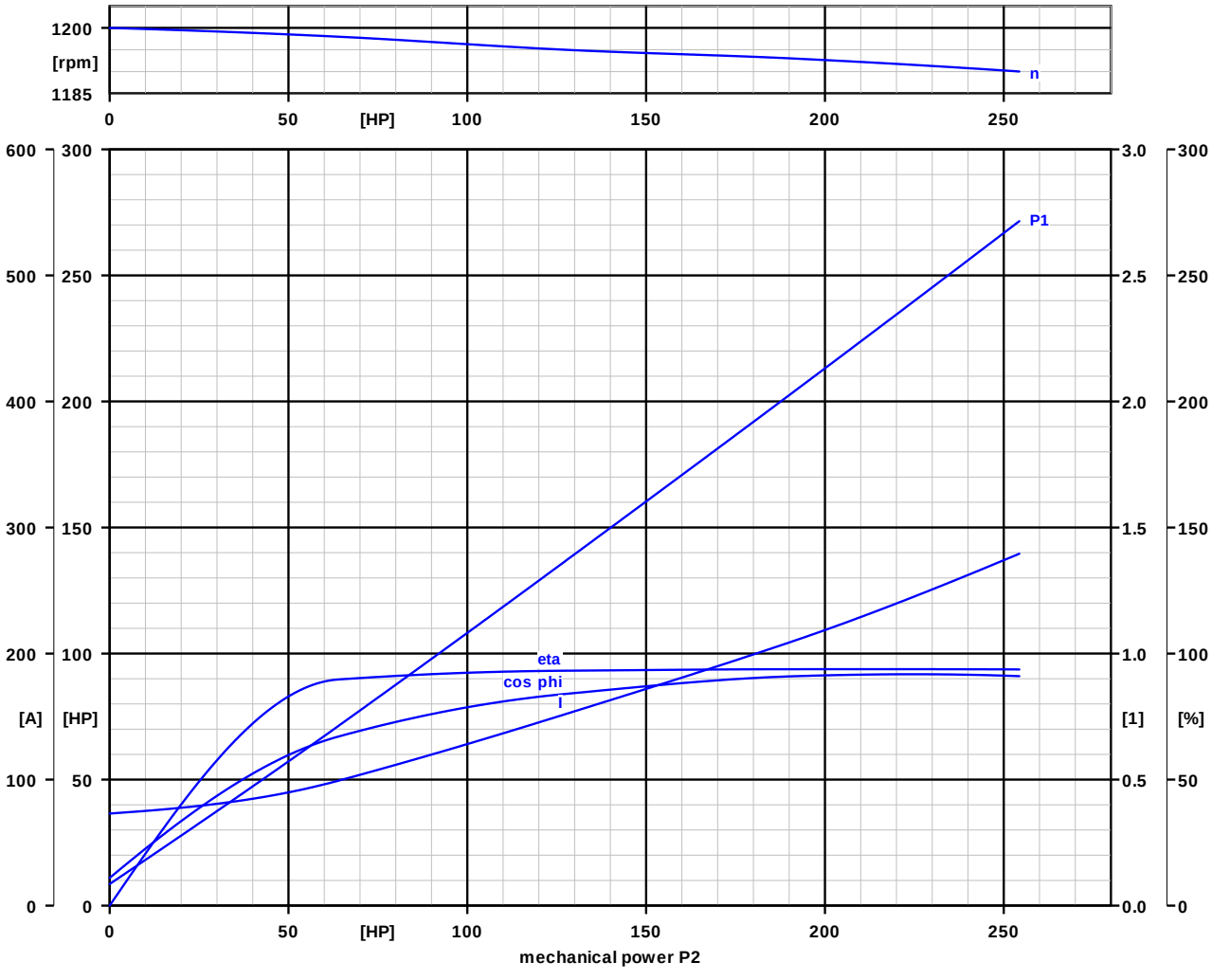
Motor data

Motor manufacturer	KSB	Starting mode	Direct-on-line starting
Motor size	190N	Power cable	AWG 3/0-4
Motor construction type	KSB Sub. motor	Number of power cables	2
Motor material	Grey cast iron EN-GJL-250	Power cable Ø min.	1.52 in
Efficiency class	not classified	Power cable Ø max.	1.64 in
Rated voltage	460 V	Control cable	AWG 15-10
Frequency	60 Hz	Number of control cables	1
Motor power	255.00 HP	Ctrl. cable diameter, min.	0.63 in
Rated current	280.0 A	Ctrl. cable diameter, max.	0.67 in
Rated speed	1190 rpm	Cable standard	NEC
Starting current ratio	5.9	Switching frequency	10.00 1/h

Curve data

The no-load point is not a guarantee point within the meaning of IEC 60034

Load	0.0 %	25.0 %	50.0 %	75.0 %	100.0 %
P2	0.00 HP	63.75 HP	127.50 HP	191.26 HP	255.00 HP
n	1200 rpm	1198 rpm	1195 rpm	1193 rpm	1190 rpm
P1	8.59 HP	71.07 HP	136.78 HP	203.84 HP	272.23 HP
I	73.1 A	99.0 A	152.0 A	210.0 A	280.0 A
Eta	0.0 %	89.7 %	93.2 %	93.8 %	93.7 %
cos phi	0.11	0.67	0.84	0.91	0.91



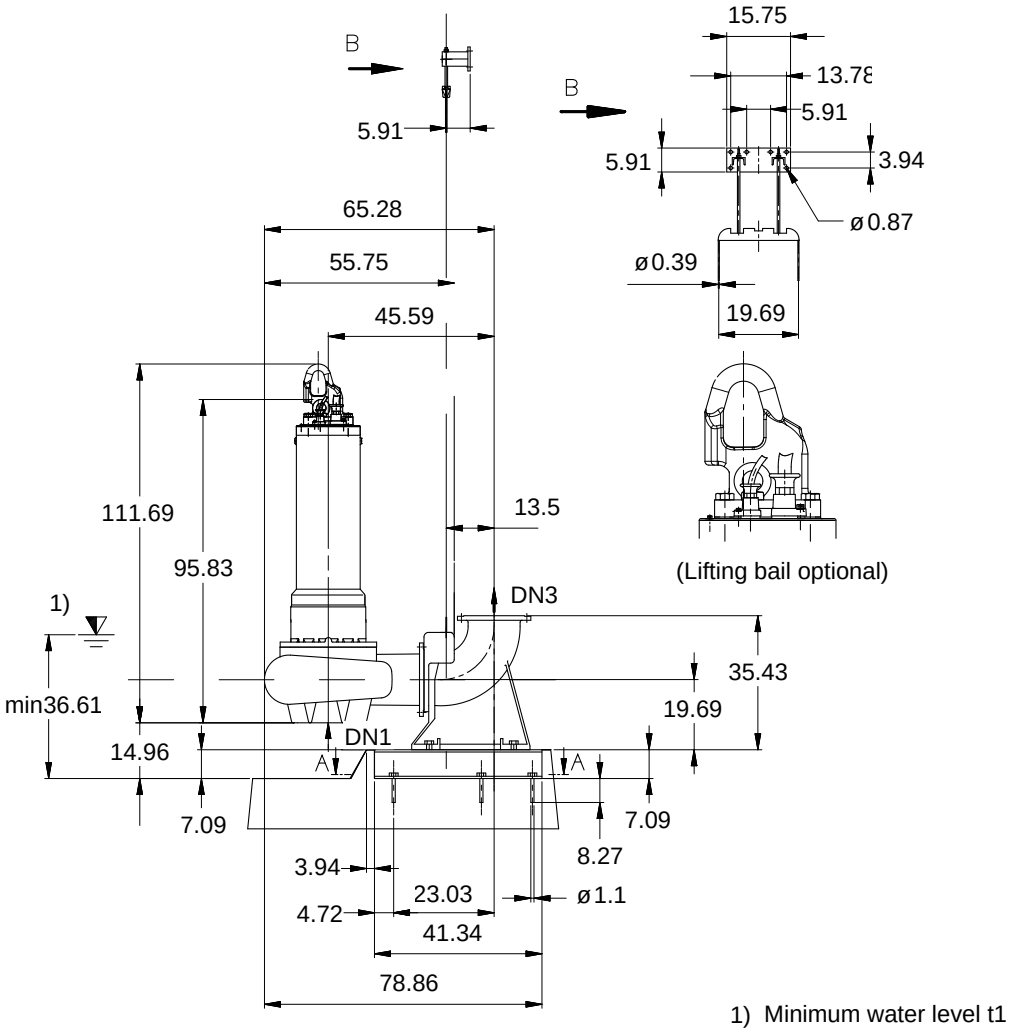
Installation plan

Customer item no.:
Communication dated: 16/05/2024
Doc. no.: Co Laredo - Replac. For SN 99735872
Quantity: 1

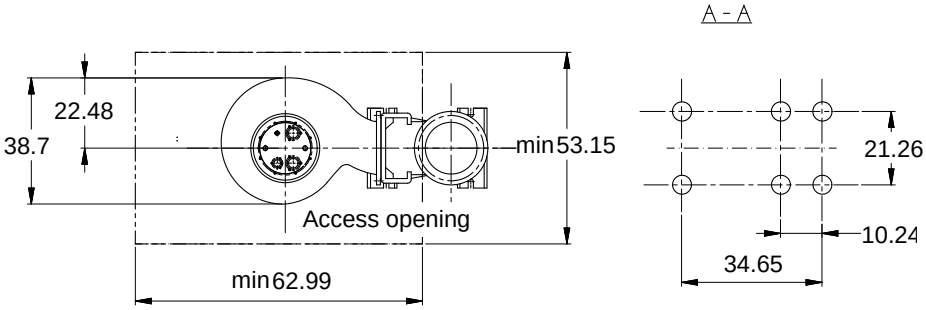
Number: ES 8002976230
Item no.:100
Date: 08/08/2024

KRTK 350-500/R1906XNG-S

Version no.: 2



1) Minimum water level t1



Drawing is not to scale

Dimensions in in

Installation plan

Customer item no.:
Communication dated: 16/05/2024
Doc. no.: Co Laredo - Replac. For SN 99735872
Quantity: 1

Number: ES 8002976230
Item no.:100
Date: 08/08/2024

KRTK 350-500/R1906XNG-S

Version no.: 2

Motor

Motor manufacturer	KSB
Motor size	R190N
Motor power	250.00 HP
Number of poles	6
Speed of rotation	1190 rpm
Motor enclosure	IP68

Connections

Suction flange pump drilled according to(DN1)	unmachined
Discharge flange pump drilled according to(DN2)	EN 1092-2 / DN 350 / PN 10

Weight net

Pump, Motor, Cable , Claw	6558 lbm
Total	6558 lbm

For auxiliary connections see separate drawing.

Connect pipes without stress or strain!

Dimensional tolerances for shaft axis height: DIN 747	
Dimensions without tolerances, middle tolerances to:	ISO 2768-m
Connection dimensions for pumps:	EN735
Dimensions without tolerances - welded parts:	ISO 13920-B
Dimensions without tolerances - gray cast iron parts:	ISO 8062-CT11
Dimensions without tolerances - stainless steel parts:	ISO 8062-CT12

Printed 19 May 2025

www.pumpsolutions.net

Pump Solutions Inc

EMAIL PO & VENDOR QUOTE TO: TIPSPO@TIPS-USA.COM PO AND QUOTE MUST REFERENCE VENDOR TIPS CONTRACT NUMBER ATTACH PO AS A PDF - ONLY ONE PO (WITH QUOTE) PER ATTACHMENT

PAYMENT TO

ADDRESS 18594 US HWY 59
CITY New Caney
STATE TX
ZIP 77357

TIPS CONTACT

NAME Charlie Martin
PHONE (866) 839-8477
FAX (866) 839-8472
EMAIL tips@tips-usa.com

DISADVANTAGED/MINORITY/WOMAN BUSINESS ENTERPRISE: N HUB: N

SERVING STATES

TX

Overview

Pump Solutions is a Municipal Pump Distributor for the state of Texas for an assortment of quality pump manufacturers as well as control panel and access cover manufacturers. Pump Solutions has service personnel on call 24 hours a day. The company also has eight (8) Maintainer Hydraulic Crane Trucks with 6000 lb. lifting capacity. Our Houston office has a full service repair shop with blast booth, paint booth, state of the art test pit, test panel, (2) 10-ton overhead cranes and (4) work stations for the (3) mechanics on staff. Our Mansfield location is a 12,000 sqft facility to house an office with our sales team, (3) service technicians, warehouse, and repair facility with blast booth, paint booth, test panel,10-ton overhead crane and (2) mechanic work stations.

AWARDED CONTRACTS "View EDGAR Doc" on Website

Contract	Comodity	Exp Date	EDGAR
23010401	Trades, Labor, and Materials (NON-JOC)	04/30/2028	See EDGAR Certification Doc.

CONTACTS BY CONTRACTS

23010401

Phil Korenek	Owner and Presidet	(281) 399-9400	phil@pumpsolutions.net
Sandy Korenek	Vice President and	(281) 399-9400	sandy@pumpsolutions.net

City of Laredo

City Council

Meeting Date: 6/2/2025 **Consent Agenda 35.**

SUBJECT
Authorizing City Manager to approve amendment No.1 to the Professional Engineering Services contract with Ardurra Group, Inc., Laredo, Texas. in the amount of $19,940.00 for the Tx-DOT IH 35 Utility Relocation. The total contract amount with amendment No.1 is $61,820.00. Funding is available in the Sewer System Fund- 2017 Sewer Revenue Bond

VIVA LAREDO PLAN ALIGNMENT
Alignment Rating:
None

PREVIOUS COUNCIL ACTION
N/A

BACKGROUND
TxDOT is currently designing IH 35 roadway improvements which requires relocating the existing utility force main under IH 35. We will be submitting a Standard Utility Agreement in order to get 100% reimbursed for the entire cost of the project.

COMMITTEE RECOMMENDATION
N/A

STAFF RECOMMENDATION
Approval of Motion

Fiscal Impact

Fiscal Year:	2025
Budgeted Y/N?:	Y
Source of Funds:	2017 Sewer Revenue Bond
Account #:	559-4298-535-9301
Change Order: Exceeds 25% Y/N:	N

FINANCIAL IMPACT:
Funding is available in the Sewer System Fund- 2017 Sewer Revenue Bond Account No. 559-4298-535-9301. Project ID:SW2515

CITY OF LAREDO
AMENDMENT NO. 1
I-35 FLYING J FORCE MAIN RELOCATION
CONSULTANT'S PROPOSAL & SCOPE OF WORK

BASIC SERVICES

TASK 1: PROJECT MANAGEMENT AND PERMITTING

1. Provide utility coordination with TxDOT and utility providers
2. Attend two (2) coordination meeting with TxDOT.
3. Assist with TxDOT RULIS Permitting and Utility Agreements.
4. Assist with TxDOT requested Abandonment Letter and Exhibit.
5. Conduct internal QA/QC prior to plan submission to TxDOT and City of Laredo.

Deliverables:

- Project Coordination
- TxDOT Utility Coordination
- Assistance with Utility Agreement Executions
- QA/QC

TASK 2: REVISED FINAL PLANS AND SPECIFCIATIONS

1. Update plans Utility and Traffic Control Plans per TxDOT consultant's comments post 100% plan submission.
2. Provide existing utility abandonment quantities per TxDOT's request.
3. Update TxDOT Standard and Technical Specifications.
4. Provide updated Construction Costs per TxDOT Standard Tool.
5. Assist with approval of plans by TxDOT for bidding.

Deliverables:

- Revised 100% Submittal

ADDITIONAL SERVICES

This section defines the scope of additional services that may only be included as part of this contract if authorized by the City. The Consultant may not begin work on any services under this section without specific written authorization by the City. The Consultant shall, with written authorization by the City, perform the following:

TASK 3: *CONSTRUCTION PHASE SERVICES*

1. Ardurra to develop a scope and fee for construction phase services, at the City's request.

SCHEDULE:

The CONSULTANT agrees to complete the various phases of work under this contract in accordance with the schedule set forth as follows:

BASIC SERVICES		COMPLETION DATE
TASK 1	PROJECT MANAGEMENT AND PERMITTING	3 WEEKS FROM NTP*
TASK 2	REVISED FINAL PLANS AND SPECIFICATIONS	3 WEEKS FROM NTP*
ADDITIONAL SERVICES		
TASK 3	CONSTRUCTION PHASE SERVICES	TBD

*Contingent on TxDOT Approval

FEES:

A. Fee for Basic Services

The City will pay the Engineer a fixed fee for providing all "Basic Services" authorized as per the table below. The fees for Basic Services will not exceed those identified and will be full and total compensation for all services outlined in above, and for all expenses incurred in performing these services. The Engineer will submit monthly statements for basic services rendered. The monthly statements will be based upon Engineer's estimate (and City Concurrence) of the proportion of the total services actually completed at the time of billing. City will make prompt monthly payments in response to Engineer's monthly statements.

B. Fee for Additional Services

For services authorized by the City under the "Additional Services" section, the City will pay the Engineer a not-to-exceed fee as per the table below or as negotiated and approved at a later date

C. Summary of Fees

ORIGINAL CONTRACT		**$ 41,880.00**
	CONTRACT SUBTOTAL:	**$ 41,880.00**
BASIC SERVICES		
TASK 1	**PROJECT MANAGEMENT AND PERMITTING**	**$ 6,860.00**
TASK 2	**REVISED FINAL PLANS AND SPECIFICATIONS**	**$ 13,080.00**
	AMD NO. 1 BASIC SERVICES SUBTOTAL:	**$ 19,940.00**
ADDITIONAL SERVICES		
TASK 3	**CONSTRUCTION PHASE SERVICES**	**TBD**
	AMD NO. 1 ADDITIONAL SERVICES SUBTOTAL:	**TBD**
	AMD NO. 1 SUBTOTAL:	**$ 19,940.00**
	CONTRACT TOTAL:	**$ 61,820.00**

ATTACHMENT "E"
CITY OF LAREDO
RECOMMENDED INSURANCE PROVISIONS
FOR PROFESSIONAL SERVICES CONTRACTS

The following insurance provisions shall modify Section VIII of the contract, and the Contractor shall comply with each and every condition contained herein. The Contractor shall provide and maintain, until the work covered in the contract is completed and accepted by The City of Laredo, the minimum insurance coverages as follows:

1. Commercial General Liability insurance at minimum combined single limits of $1,000,000 per-occurrence and $2,000,000 general aggregate for bodily injury and property damage, which coverage shall include products/completed operations ($1,000,000 products/completed operations aggregate), and XCU (Explosion, Collapse, Underground) hazards. Coverage must be written on an occurrence form. Contractual Liability must be maintained covering the Contractors obligations contained in the contract.

2. Workers Compensation insurance at statutory limits, including Employers Liability coverage a minimum limit of $1,000,000 each-occurrence each accident/$1,000,000 by disease each-occurrence/$1,000,000 by disease aggregate.

3. Commercial Automobile Liability insurance at minimum combined single limits of 1,000,000 per-occurrence for bodily injury and property damage, including owned, non-owned, and hired car coverage.

4. Errors & Omissions coverage may not be required for all services. If the City of Laredo deems such coverage necessary, the following conditions will apply:

a. Professional Liability with minimum limits of $1,000,000 or higher, depending on the type, size, and scope of services.
b. This coverage must be maintained for at least two (2) years after the project is completed. If coverage is written on a claims-made basis, a policy retroactive date equivalent to the inception date of the contract (or earlier) must be maintained during the full term the contract.

PLEASE NOTE: The required limits may be satisfied by any combination of primary, excess, or umbrella liability insurances, provided the primary policy complies with the above requirements and the excess umbrella is following form. The Contractor may maintain reasonable and customary deductibles, subject to approval by the City of Laredo.
Any Subcontractor(s) hired by the Contractor shall maintain insurance coverage equal to that required of the Contractor. It is the responsibility of the Contractor to assure compliance with this provision. The City of Laredo accepts no responsibility arising from the conduct, or lack of conduct, of the Subcontractor.

A Comprehensive General Liability insurance form may be used in lieu of a Commercial General Liability insurance form. In this event, coverage must be written on an occurrence basis, at limits of $1,000,000 each-occurrence, combined single limit, and coverage must include a broad form Comprehensive General Liability Endorsement, products/completed operations, XCU hazards, and contractual liability.

With reference to the foregoing insurance requirement, Contractor shall specifically endorse applicable insurance policies as follows:

1. The City of Laredo shall be named as an additional insured with respect to General Liability and Automobile Liability.

2. All liability policies shall contain no cross-liability exclusions or insured versus insured restrictions.

3. A waiver of subrogation in favor of the City of Laredo shall be contained in the Workers Compensation, and all liability policies.

4. All insurance policies shall be endorsed to require the insurer to immediately notify the City of Laredo of any material change in the insurance coverage.

5. All insurance policies shall be endorsed to the effect that the City of Laredo will receive at least sixty- (60) days' notice prior to cancellation or non-renewal of the insurance.

6. All insurance policies, which name the City of Laredo as an additional insured, must be endorsed to read as primary coverage regardless of the application of other insurance.

7. Required limits may be satisfied by any combination of primary and umbrella liability insurances.

8. Contractor may maintain reasonable and customary deductibles, subject to approval by the City of Laredo.

9. Insurance must be purchased from insurers that are financially acceptable to the City of Laredo.

All insurance must be written on forms filed with and approved by the Texas Department of Insurance. Certificates of Insurance shall be prepared and executed by the insurance company or its authorized agent and shall contain provisions representing and warranting the following:

1. Sets forth all endorsements and insurance coverages according to requirements and instructions contained herein.
2. Shall specifically set forth the notice-of-cancellation or termination provisions to the City of Laredo.

Upon request, Contractor shall furnish the City of Laredo with certified copies of all insurance policies.

All contractors and subcontractors must be meeting minimum OSHA safety requirements as applicable to their operations.

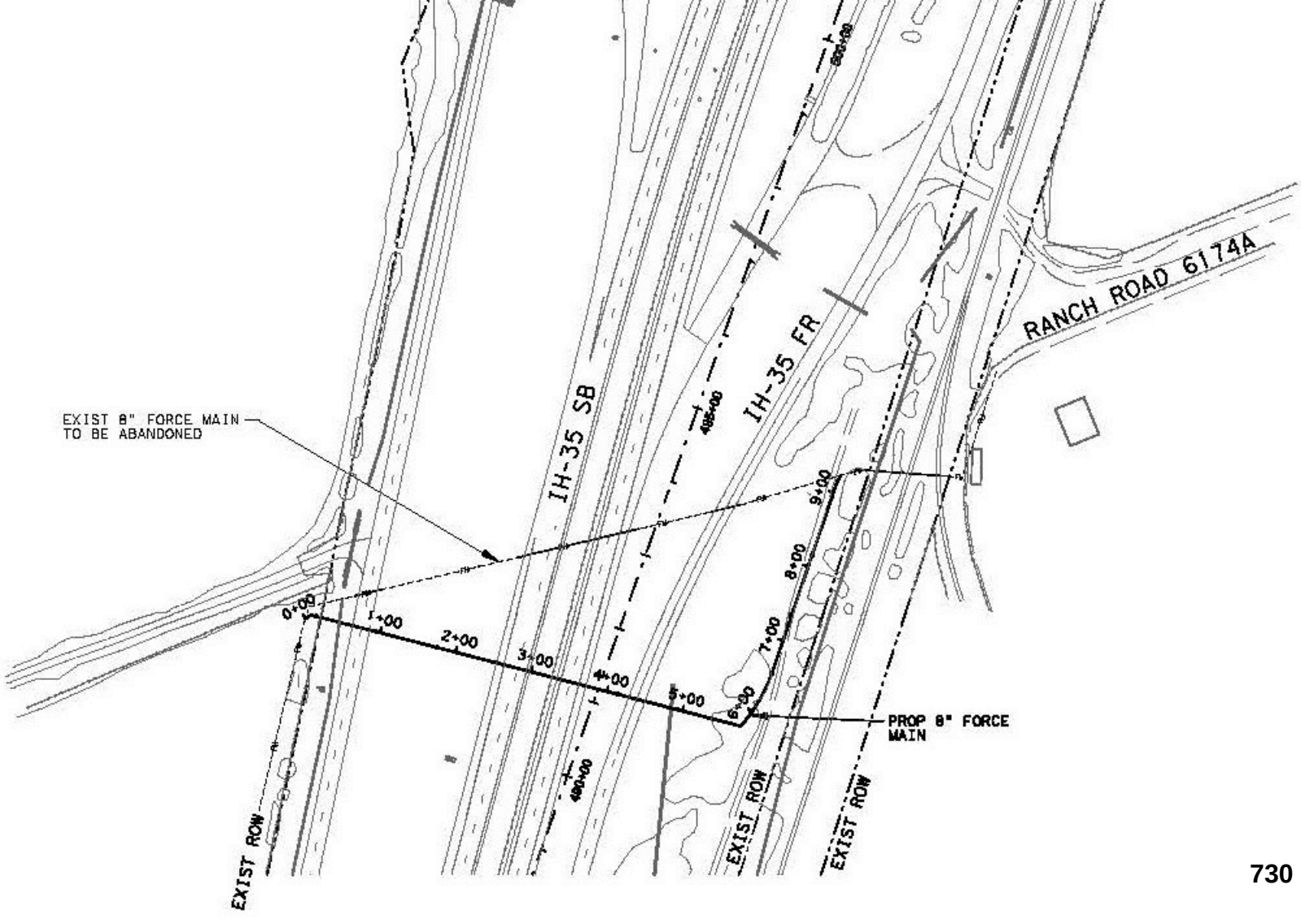
		STAFF CATEGORIES						Total Project Compensation
		Staff Classification	CAD Tech	Eng I	Proj. Eng	SR. Eng	PM	
		Billing Rate	$90.00	$110.00	$150.00	$260.00	$260.00	
		Total Hours	**44**	**0**	**58**	**10**	**18**	**$19,940**
Laredo								
1		**PROJECT MANAGEMENT AND PERMITTING**	**0**	**0**	**18**	**8**	**8**	**$6,860**
	1.1	Utility Coordination			2		1	$560
	1.2	Coordination with TxDOT			4		1	$860
	1.3	Internal QA/QC				8	2	$2,600
	1.4	TxDOT RULIS Assistance			6		2	$1,420
	1.5	Utility Agreement Assistance			6		2	$1,420
2		**REVISED FINAL PLANS AND SPECS**	**44**	**0**	**40**	**2**	**10**	**$13,080**
	2.1	Revise FM Plans	16		8		2	$3,160
	2.2	Existing Utilities/Abandonment Quantification (TxDOT Request)			8		2	$1,720
	2.3	Provide Cost Estimate per TxDOT Standard Tool			8		1	$1,460
	2.4	Traffic Control Plan	24		8		1	$3,620
	2.5	Standards	4		2		1	$920
	2.6	Technical Specifications			4	2	1	$1,380
	2.7	FINAL Submission (TxDOT)			2		2	$820

Force Main Relocation

Legend

- IH 35 Force Main

Renfrinnger Pkwy
Mercury Dr
Mercury Dr
Interstate 35 Frontage Rd
Interstate 35 Frontage Rd
Interstate 35 Frontage Rd
Padilla Import Sales & Marketing
Old CBP Inspection Station (Parking Area)
GIGG Express Inc. - Laredo, Texas
Mercury Dr
American Cleaning Supply
TM Transportation 2
Copper Dr
Copper Dr
Humphrey Rd
WELLDEX LOGISTICS
PALLISER
VUS Laredo
Cool House Distribution Center
Oshkosh Corporation
35
35
Google Earth
Image © 2025 Airbus
1000 ft
729


EXIST 8" FORCE MAIN
TO BE ABANDONED
IH-35 SB
IH-35 FR
RANCH ROAD 6174A
0+00
1+00
2+00
3+00
4+00
5+00
6+00
7+00
8+00
9+00
PROP 8" FORCE
MAIN
EXIST ROW
EXIST ROW
EXIST ROW

City of Laredo

City Council

Meeting Date: 6/2/2025 **Staff Report 36.**

SUBJECT
Introduction of the Public Art Program Manager, Vanessa Filazzola. Followed by a review of key points from the Laredo Art Master Plan (LAMP) and an overview of the Standard Operating Procedures for proposing public art projects. Provide an update on current projects, including one that requires specific committee representation from each district through the Fine Arts and Culture Committee. A summary of funding sources from Certificates of Obligation since the adoption of Ordinance 2019-O-177. The item will conclude with information on upcoming public art initiatives for the City of Laredo that align with the LAMP.

VIVA LAREDO PLAN ALIGNMENT
Alignment Rating:
Supporting goal(s)/policy(ies):
Goal:
10.2: Recognize local and regional arts and culture as the foremost indicator of the community's unique identity and support its development to cultivate civic pride and identity and as an essential component to economic development and for attracting and retaining talent.

Policies:
10.2.4: Support creative and professional growth of the arts community.

10.2.11: Create a standard policy for selection of artists for public art through RFQ's and paid competitions to encourage the development of the industry and to help the recruitment of more artists into the local community.

Summary of alignment:

PREVIOUS COUNCIL ACTION
Click or tap here to enter text.

BACKGROUND
Click or tap here to enter text.

COMMITTEE RECOMMENDATION
Click or tap here to enter text.

STAFF RECOMMENDATION
Click or tap here to enter text.

Fiscal Impact

Fiscal Year:	Click or tap here to enter text.
Budgeted Y/N?:	Click or tap here to enter text.
Source of Funds:	Click or tap here to enter text.
Account #:	Click or tap here to enter text.
Change Order: Exceeds 25% Y/N:	Click or tap here to enter text.

FINANCIAL IMPACT:
Click or tap here to enter text.

CITY OF LAREDO

STANDARD OPERATING PROCEDURE

Laredo Public Art Program

Project Guidelines

May 2025
Version No. 1

Internal Document

For official use only. Not for public distribution.

PREPARED BY :
UP Art & City of Laredo – Arts & Culture Division

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ARTS & CULTURE LAREDO 733 TEXAS

Table of Contents

Introduction **4**

Purpose 4

Scope 4

Objectives 4

Target Audience 5

Process 5

Procedure for Public Art Proposal Submission and Evaluation **7**

1. Timeline 7

2. Roles and Responsibilities 7

3. Art Proposal Submission 9

4. Acknowledgment of Receipt 11

5. Initial and Departmental Review 11

6. Art Proposal Evaluation 12

7. Final Approval and Notification 13

8. Implementation and Monitoring 14

9. Completion of Project or Timeline Extension 16

10. Documentation and Reporting 17

11. Artist Insurance Requirements 17

12. Revision and Review 18

Next Steps **19**

Protocols for Collaboration with Relevant City Departments **20**

Protocols for Collaboration with Private Property Owners **22**

Project Proposal Design Guidelines **24**

Supplies & Materials 25

Ineligible Entries 25

Proposal Intake Form **26**

Artist Mentorship Program Intake Form **27**

Public Art Proposal Evaluation Criteria **28**

Evaluation Committee Members Selection 28

Evaluation Scoring 28

Evaluation Steps 30

Project Summary Timeline 31

Evaluation Timeline for Non-Site Specific Proposals 31
Evaluation Timeline for Public Art Call to Artists Submissions 33
Standard Operating Procedures for Murals 36
Standard Operating Procedures for Murals on Utility Cabinets (Mini Muralism).....38
Standard Operating Procedures for Ground Painting 40
Standard Operating Procedures for Sculpture and Installation Art Projects 42
Standard Operating Procedures for Light Art Installation Projects 45

City of Laredo
Standard Operating Procedures for Public Art Projects

Introduction

UP Art Studio and the City of Laredo – Public Art Division is pleased to present the Standard Operating Procedures (SOPs) for Public Art Proposal Submission and Evaluation to the City of Laredo. This proprietary document, prepared exclusively for the City of Laredo, includes some public-facing documents.

These guidelines have been meticulously developed to provide a clear and structured process for the submission, evaluation, and implementation of public art proposals. By adhering to these SOPs, the City of Laredo can streamline its public art program, ensure fairness, and maximize the artistic and cultural impact of each project.

Public art includes, but is not limited to, any paintings, sculptures, or other two- or three-dimensional special aesthetic enhancements placed in or along public spaces or on public structures, including but not limited to pavement, walls, retaining walls, slope walls, bridge structures and other infrastructure, medians, or traffic signal boxes.

We believe that public art plays a pivotal role in shaping the cultural landscape and fostering community engagement. We are excited to collaborate with the City of Laredo to bring this vision to life.

The SOPs outlined here cover the essential steps and considerations involved in the submission and evaluation of public art proposals. They offer a framework for efficiently managing the intake process, assessing the artistic merit and feasibility of proposals, and making informed decisions aligned with the city's public art vision. By adopting these SOPs, the City of Laredo can foster a thriving public art ecosystem that enriches the community and elevates its cultural landscape.

Purpose

The purpose of these SOPs is to create a standardized framework for submitting, evaluating, and implementing public art proposals within the City of Laredo, including best practices for different art forms. Our procedures aim to ensure consistency, fairness, and clarity throughout the entire process, from initial proposal submission to the completion of the public art project.

Scope

These SOPs encompass a broad spectrum of public art initiatives, including:

1. Murals
2. Utility cabinet (traffic signal control cabinet) art
3. Ground painting (e.g. crosswalks, trails, sidewalks)
4. Sculptures and Installations
5. Lighting projects
6. and Artwork on private property

They provide clear instructions and guidelines for submitting proposals, ensuring each submission is complete, informative, and aligned with the City’s public art objectives. This SOP is a living document intended to evolve alongside the City’s cultural and artistic growth, with its scope expanding accordingly**.**

Objectives

The objectives of these SOPs are as follows:

1. To establish a standardized intake process that captures essential information required for the evaluation of public art proposals. The intake form will be comprehensive and user-friendly.
2. To provide a fair and transparent evaluation process, considering artistic merit, feasibility, community impact, and adherence to the city's cultural values and guidelines.
3. To define departmental procedures, fostering effective collaboration between artists/organizations and various city departments involved in public art projects, such as Parks and Recreation, Engineering, Planning and Zoning, and Environmental Services, Convention and Visitors Bureau – facilitating the exchange of ideas, clarification of requirements, and addressing any questions or concerns.
4. To establish clear timelines and expectations for the proposal review process, ensuring efficient evaluation and decision-making.
5. To establish clear expectations and guidelines for artists painting murals, painting art on utility cabinets, creating ground paintings, submitting digital art, and implementing lighting projects, sculptures and installations —outlining artistic, technical, and safety considerations.
6. To provide opportunities to established and emerging artists/organizations.
7. To establish mandatory check-ins and project feedback sessions with the artist, organization, or contractor to ensure the approved proposal aligns with project progress.
8. To outline the procedures for implementing public art projects on private property, ensuring compliance with regulations, permitting, and property owner consent.
9. To promote diversity, inclusivity, and community engagement in public art projects, reflecting the multifaceted nature of the City of Laredo's cultural identity.

Target Audience

These SOPs are intended for the City of Laredo, its public art administrators, and relevant departments involved in the evaluation and implementation of public art projects. They serve as a comprehensive guide, providing step-by-step instructions, evaluation requirements, and best practices to ensure consistency and professionalism in the evaluation process.

UP Art Studio and the City of Laredo – Public Art Division is honored to present these SOPs to the City of Laredo and hopes they will serve as a valuable resource in managing public art proposals. By adopting these procedures, the city can streamline operations, enhance the quality of public art installations, and reinforce its commitment to promoting creativity, cultural enrichment, and community pride.

Some of the guidelines in these SOPs can also be used by artists, organizations, and individuals submitting public art proposals to the City of Laredo.

By adhering to these guidelines, we aspire to foster creativity, cultural diversity, and civic pride through exceptional public art projects. Together, let us transform the City of Laredo into an inspiring canvas that celebrates the artistic spirit and captures the vibrant essence of the community.

Process

The process for public art proposal submissions includes the following steps. The process will vary for

site-specific projects.

PUBLIC ART SOP PROCESS

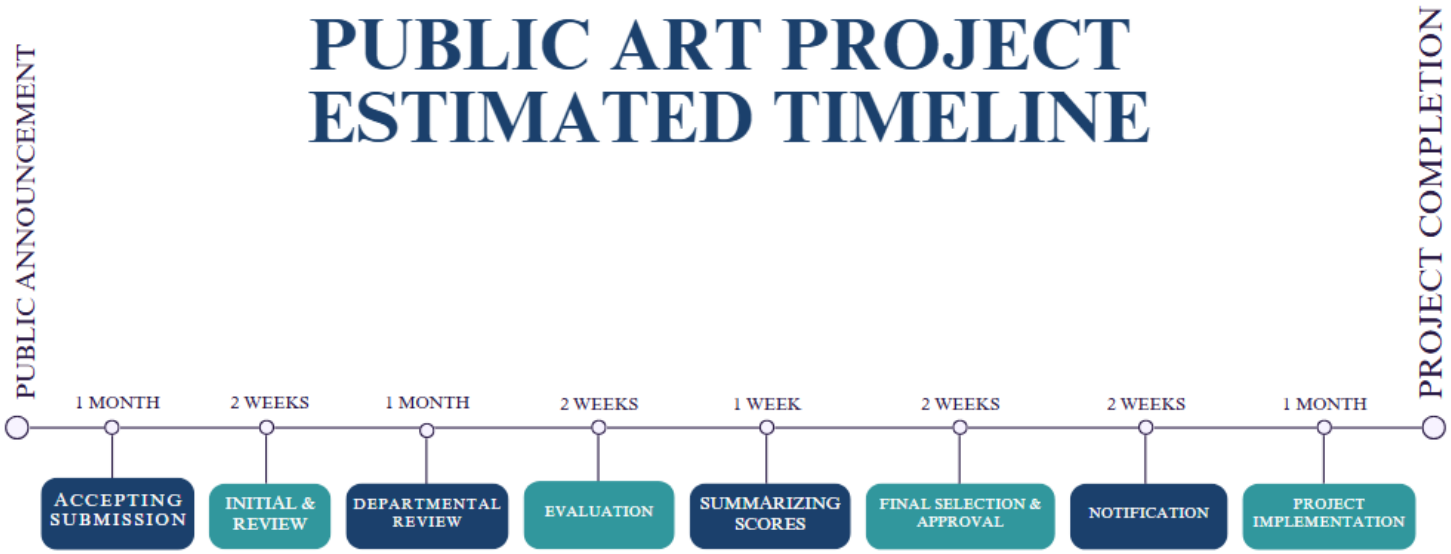


1. ***Submission:*** Artists and organizations submit their proposals through the designated intake form on the City of Laredo's website. Please note: For site-specific projects, submission details will be provided in the public announcement.
2. ***Initial Review:*** The Public Art Program Manager receives and conducts an initial review of the proposal for completeness, eligibility requirements, and alignment with submission guidelines.
3. ***Departmental Review:*** Proposals are then submitted to the Bond Counsel for funding approval, followed by review by the relevant city departments (e.g., Parks and Recreation, Engineering, Planning and Zoning, Environmental Services, Risk Management) for permitting, technical evaluation, and feasibility assessment.
4. ***Evaluation Committee:*** After receiving departmental approval, proposals are submitted to the Evaluation Committee for review and recommendations. Proposals are evaluated based on artistic merit, feasibility, and other established criteria.
    - The committee may include members of the Fine Arts & Culture Committee, designated city staff, and/or community representatives.
    - The evaluation committee members prioritize diversity of background, experience, and perspective to ensure fair and impartial evaluations.
    - Any individual serving on the committee must recuse themselves from deliberations or votes in which they have a direct or perceived financial interest or personal relationship with an artist, organization, or proposal under review.
    - Conflicts of interest include, but are not limited to, being an employee, board member, officer, or owner of an entity submitting a proposal or seeking funding.

5. ***Final Approval:*** The Evaluation Committee forwards its recommendations to the Public Art Program Manager and/or designated city staff—and, if necessary, to the appropriate authority—for final approval.
6. ***Notification:*** Successful applicants are notified and provided with next steps, including any necessary permits, agreements, gradual payment schedule contracts with clear timelines and expectations.
7. ***Monitoring:*** The Public Art Program Manager will meet with successful applicants to establish mandatory check-in dates, which will be outlined in a contract signed upon notification of selection. Check-in timelines may vary depending on the scope and nature of the project. These check-ins will include evaluation procedures, constructive feedback, and potential outcomes if project implementation differs from the approved proposal.
8. ***Completion of Project or Timeline Extension:*** Mandatory check-ins are intended to help ensure that projects stay on schedule. However, if unforeseen obstacles arise—such as extreme weather conditions, back-ordered materials, or other delays—the Public Art Program Manager must be notified immediately to assess the need for a timeline extension.
9. ***Feedback and Review of Project:*** A survey will be sent to all parties involved in the process to assess potential successes and identify areas for improvement.

Procedure for Public Art Proposal Submission and Evaluation

1. Timeline



2. Roles and Responsibilities

2.1 Artist or Organization:

1. Responsible for submitting a complete proposal.
2. Collaborating with the Public Art Program Manager and/or designated city staff to secure necessary permits and establish timelines.

3. Incorporating design modifications if required.
4. Fabricating and installing the artwork in accordance with approved designs.
5. Ensuring safe installation and adhering to the safety plan.
6. Attend official unveiling of the public art project.
7. Artists must stay in contact and communicate with the Public Art Program Manager.
    - Attend scheduled meetings, and respond to inquiries or updates.
8. Maintaining the artwork for agreed upon timeline.
9. Overseeing de-installation, if applicable.

2.2 Public Art Program Manager and/or Designated City Staff:

1. Responsible for reviewing proposals.
2. Responsible for the monthly review of non-site specific project proposals.
3. Community outreach and assisting on intake application.
4. Facilitating the approval process.
5. Securing permits.
6. Coordinating inspections.
7. Informing artist of any modifications needed on design.
8. Collaborating with relevant staff for safety plan.
9. Informing Artist and/or Organization about safety plan and insurances.
10. Checking in with progress of artwork and creating timeline of gradual payment.
11. Providing guidance and logistical support to artists throughout the project lifecycle.
12. Implement public art installations on city property after accessing recommendations and receiving final approval.
    - Depending on the project type, if necessary, prepare a report for elected officials, City Council members, and/or the designated city authority for project approval.
    - Based on the project type, final decisions regarding public art contracts or commissions are made by the Public Art Program Manager and/or designated city staff, elected officials, City Council members, and/or the designated city authority.
13. Collect feedback through post-project surveys.

2.3 Relevant City Departments:

1. Responsible for meeting with the Public Art Program Manager and/or designated city staff to discuss the proposed public art location, if the selected department oversees the property where the artwork will be installed
2. Coordinating with the Public Art Program Manager and/or designated city staff for project feasibility.
3. Inform the Public Art Program Manager and/or designated city staff on any permits need to install the public art project.
4. Collaborate with the Public Art Program Manager and/or designated city staff in creating a

safety and installation plan.

5. Responsible for reviewing and approving aspects related to structural integrity, material selection, site location, and installation methods to ensure compliance with safety and regulatory standards.

2.4 Evaluation Committee:

1. Responsible for evaluating submitted proposals.
2. Informing the Public Art Program Manager and/or designated city staff of any conflicts of interest regarding Artist or Organization.
   - Conflicts of interest include, but are not limited to, being an employee, board member, officer, or owner of an entity submitting a proposal or seeking funding.
   - Any individual serving on the evaluation committee must recuse themselves from deliberations or votes in which they have a direct or perceived financial interest or personal relationship with an artist, organization, or proposal under review.
3. Summarizing the evaluation scores.
4. Making informed recommendations to the Public Art Program Manager and/or designated city staff based on artistic merit, feasibility, and alignment with community values.
5. The evaluation committee may include members of the Fine Arts & Culture Committee, designated city staff, and/or community representatives.
   - The evaluation committee members prioritize diversity in background, experience, and perspective to ensure fair and impartial evaluations.
   - If applicable, the Fine Arts and Culture Committee member serving on the evaluation committee acts as the representative voice for public art in their district. They should engage with their City Council Member, participate in community outreach, assist participants with their proposal intake forms, and direct community members to the feedback survey.
6. The evaluation committee do not directly distribute funds or select organizations that receive city funds for public art project proposals.

2.5 Elected Officials, City Council Members and/or Designated City Authority:

1. If necessary, grants final approval for public art installations on city property, based on recommendations from the Public Art Program Manager and/or designated city staff report, the evaluation committee recommendations, and/or assessments from relevant city departments.
2. Making recommendations to the Public Art Program Manager and/or designated city staff, and the Fine Arts and Culture Committee on potential public art projects.
3. City Council Members are encouraged to meet with the Fine Arts and Culture Committee to receive updates on current public art projects, as well as reports on community outreach and communication efforts, and to discuss potential future proposals.

3. Art Proposal Submission

3.1 Public Announcement

1. City departments shall issue a public announcement regarding the acceptance of art proposals, specifying the purpose, eligibility requirements, submission requirements, and the

deadline for submissions.

2. The announcement shall be disseminated through appropriate channels, including the city's website, social media platforms, local news outlets, and any other relevant communication channels.
3. Information sessions, workshops, and/or forums on how to submit an art proposal will be conducted as needed.
4. We welcome anyone with ideas for furthering Laredo's public art. If an artist, artist organization, or community member has a general proposal or idea not tied to a specific project and/or location, a separate intake and submission form is available on the Public Art Program webpage.

3.2 Eligibility

1. Clearly define the eligibility requirements for art proposals on specified project, such as residency requirements, age restrictions, or any specific thematic or technical requirements.
2. Ensure that the eligibility requirements align with the city's cultural objectives and values.
3. Any participant under the age of 18 will require a parental or guardian signature and may only participate under adult supervision. Please note: Certain projects may have age restrictions due to safety considerations or associated risks. Please refer to the public announcement for specific age requirements.
4. Applicants must be U.S. citizens or possess a Federal Tax ID or Social Security Number.
5. Depending on the project type, eligibility may be limited to individuals or organizations residing in Laredo or the surrounding area. Official documentation—such as a utility bill or insurance policy—showing a City of Laredo address and the applicant's or organization's name will be required. Refer to the public announcement to verify specific eligibility requirements.
6. Individuals without applicable experience may be eligible for the Artist Mentorship Program (AMP). To apply, emerging artist must complete the AMP Intake Form. Please note that not all projects may have mentorship opportunities available, which may be due to, but not limited to, project requirements, timelines, scope, or mentor capacity. A waitlist will be established for all mentee applicants.

3.3 Submission Requirements

1. Specify the required documentation and information to be submitted with the art proposal, which may include:

   1.1 Project description and objectives.

   1.2 Visual representations, such as sketches, renderings, or photographs.

   1.3 Artist's resume, Artist's CV, or organization's portfolio.

   1.4 If applicable, artists or organizations must include the title and date of completed or in-progress projects with the Public Art Program.

   - If an artist or organization is awarded more than one project within the city's fiscal year, or two projects within the past three fiscal years, they may be required to mentor a mentee for each additional project thereafter.
   - Assignment will depend on the project scope and the availability of qualified mentee applicants.

The Artist Mentorship Program is designed to provide meaningful opportunities for emerging artists.

- Include potential Artist Mentorship Program Intake Application, if you do not have person/s listed for mentee program, one will be designated to the selected artist or organization.
- It is the sole responsibility of the mentee to actively engage in the process, communicate effectively, and coordinate meetings with the assigned mentor.

2. Implementation timeline.
3. Potential site(s) for installation. Please note that some projects may already have a predetermined location—refer to the public announcement for site-specific details.
4. All submissions must be made electronically by completing the online form provided in the public announcement. No physical copies will be accepted.
5. If artists or organizations wish to submit multiple proposals for a specific project, an additional online form must be completed for each.
6. Each submission will receive a unique reference number.
7. Incomplete proposal submissions may result in disqualification.
8. For general proposals or ideas not tied to a specific project and/or location, a separate intake and submission form is available on the Public Art Program webpage.
9. Online forms will be designed to be screen reader–friendly to support ADA accessibility; however, participants experiencing any accessibility issues can contact the Support Desk for assistance.
    - This support will include a FAQ sheet, a designated Support Desk contact with their available hours, and contact information. Both resources will be provided in the public-facing intake packet.

4. Acknowledgment of Receipt

1. Upon receiving an art proposal, an automated acknowledgment of receipt will be sent to the submitting individual or organization and/or appear on the completed submission webpage.
2. If the proposal is incomplete, the applicant will still receive an automated acknowledgment.
3. It is the responsibility of the submitter to ensure that the application and all required documents, as outlined in the public announcement, are complete.
4. The acknowledgment will include a reference number or unique identifier for tracking purposes. It is the sole responsibility of the submitting individual or organization to retain and track their reference number.

5. Initial and Departmental Review

5.1 Initial Review

1. The Public Art Program Manager and/or designated city staff will conduct an initial review of the proposal to ensure completeness and alignment with submission guidelines. They will verify that all required documentation and guidelines are met for the designated project.
2. Review of applications will be conducted according to the specific project deadlines outlined in the project announcement. A minimum of monthly reviews will be initiated.

3. If applicable, review the mentee applications.

5.2 Departmental Review

1. Proposals are forwarded to relevant city departments (e.g., Parks and Recreation, Engineering, Planning and Zoning, Environmental Services) for technical evaluation and feasibility assessment.
2. Determine and list any permits required for the type of public art projects. This may include zoning permits, construction permits, traffic control permits, and permissions from property owners.

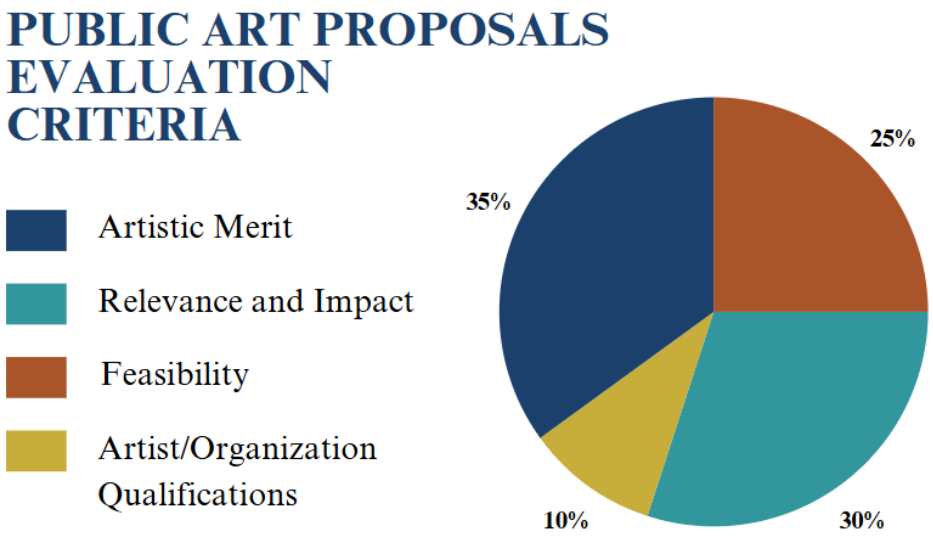
6. Art Proposal Evaluation

6.1 Evaluation Committee

1. Establish an evaluation committee composed of qualified individuals, such as artists, cultural experts, representatives from relevant city departments, and community members.
2. The committee may include members of the Fine Arts & Culture Committee, designated city staff, and/or community representatives with relevant experience, as assigned by city staff.
   - If applicable, the Fine Arts and Culture Committee member serving on the evaluation committee acts as the representative voice for public art in their area. They should engage in community outreach, assist with intake applications, and direct community members to the feedback survey.
3. Ensure diversity and impartiality within the evaluation committee.
   - Any individual selected to serve on the committee must recuse themselves from votes on matters where they have a direct or perceived financial interest or conflict of interest with the artists or organizations submitting proposals.
   - This includes votes on the awarding of contracts, commissions, or city funds to an organization or company with which the committee member is an employee, owner, officer, or board member.
   - The member must immediately inform the Public Art Program Manager and/or designated city staff of any conflicts of interest related to an artist or organization to ensure transparency and allow for the timely selection of an alternate evaluation committee member.
4. Members of the evaluation committee do not directly distribute funds or select organizations that receive city funds. The final decision rests with Public Art Program Manager and/or designated city staff , elected officials, City Council members, and/or Designated City Authorities.

6.2 Evaluation Criteria

1. Clearly communicate the evaluation criteria to the evaluation committee members.
2. The evaluation of public art proposals will be based on the following criteria:



- **Artistic Merit:** Creativity, originality, and artistic quality of the proposed work.
- **Feasibility:** Practicality of the proposal, including budget, timeline, and technical considerations.
- **Community Impact:** Potential of the artwork to engage, inspire, and benefit the local community.
- **Cultural Relevance:** Alignment with the cultural values and vision of the City of Laredo.
- **Safety and Accessibility:** Compliance with safety standards and accessibility for all community members.
- **Sustainability:** Consideration of environmental impact and durability of the artwork.

6.3 Review Process

1. Distribute the art proposals, along with all necessary documentation, to the evaluation committee members.
2. Incomplete art proposals will be excluded from the review process. It is the responsibility of the submitter to ensure that all documentation and proposal materials are complete.
3. Allocate a reasonable timeframe for committee members to review and evaluate/score the proposals.
4. If a committee member is unable to meet the reasonable timeframe for completing the review process, they will be asked to recuse themselves, allowing a new member to be assigned.
5. Ensure that committee members maintain confidentiality and avoid conflicts of interest during the evaluation process. If any arise the member or members will need to recuse themselves from the process.

6.4 Evaluation Meeting

1. Conduct an evaluation meeting where committee members discuss and score each art proposal based on the established evaluation criteria.
2. Encourage open and constructive dialogue among committee members to reach a consensus.

6.5 Selection of Art Proposals

1. Based on the evaluation scores and discussion, the committee shall select the art proposals that demonstrate the highest artistic merit, feasibility, and community impact.
2. The selected proposals will be documented and recommended for approval to the relevant city authorities.
3. Non-selected, incomplete, or excluded proposals will be documented for future reference and review.

7. Final Approval and Notification

7.1 Approval Process

1. Submit the recommended art proposals to the designated city authorities for final approval.
2. Ensure that the approval process is conducted in a timely manner to facilitate the implementation of selected projects.
3. Depending on the project type, relevant departments will be notified. This may include Department Heads, as well as assigned staff from the Traffic Division, Finance, and Risk Management Departments for public art projects.
    - Upon final approval and based on the project type, certain departments may require permits and/or a Traffic Control Plan.
    - For instance, the Building Department may require a Right-of-Way Permit, and the Traffic Division may require an application along with a Traffic Control Plan, if applicable.

7.2 Notification of Applicants

1. Notify all applicants of the outcome of their proposals, providing feedback where possible.
2. For selected proposals, provide detailed instructions and requirements for the next steps in the implementation process.

8. Implementation and Monitoring

8.1 Coordination with Selected Artists/Organizations

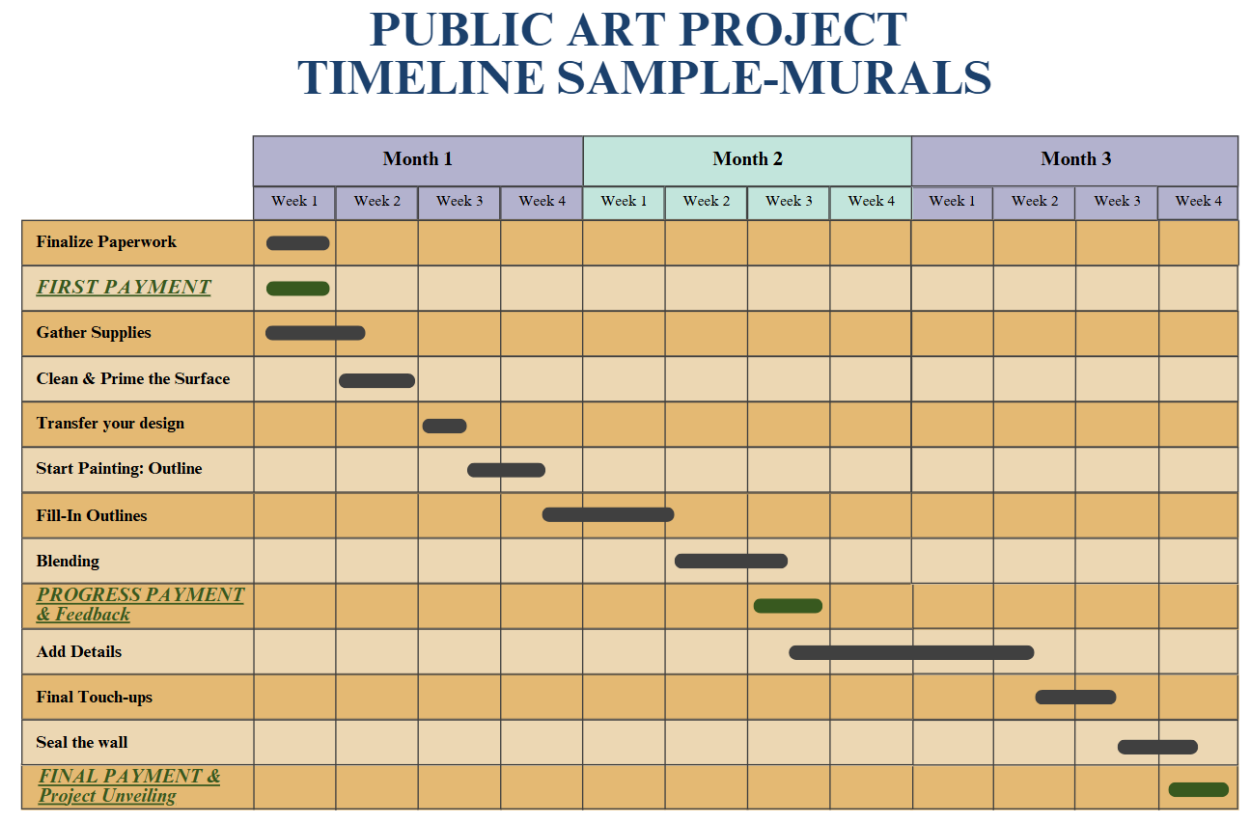
1. Coordinate with the selected artists or organizations to finalize project details, including site permissions, permits, and any other logistical considerations. Depending on the scope of the project, these may include, but are not limited to:
    - For the artist's safety, they must also comply with the insurance requirements outlined in **Section 11: Artist Insurance Requirements**.
    - Depending on the project type, artists will need a Right-of-Way permit while working on-site, which will be handled by the Public Art Program Manager.
2. The Public Art Program Manager and/or designated city staff will provide support and resources as needed to facilitate the successful implementation of the art projects.
3. Ensure selected artists or organizations receive the Public Art Program Manager’s contact information.
    - Any project-related questions or concerns should be directed to the Public Art Program Manager.

- A signed email confirming receipt of this contact information will be required.
- The selected artist or organization is responsible for keeping the Public Art Program Manager informed of any project-related questions or concerns to ensure the project is completed within the allotted timeline. Miscommunication or failure to meet responsibilities may affect gradual payment schedule and future eligibility for public art opportunities with the City of Laredo.

4. Establish gradual payment schedule contracts with clear timelines and expectations.

8.2 Monitoring and Evaluation:

1. Estimated timeline of the project lifecycle:



2. Artists and/or organizations will be provided a project timeline template to help track milestones and the corresponding payment schedule.
3. Establish a monitoring plan to oversee the progress of the art projects and require mandatory check-in dates. Check-in timelines may vary depending on the scope and nature of the project.
4. Conduct regular evaluations to ensure that the projects are being implemented according to the approved plans and timelines. These check-ins will include evaluation procedures, constructive feedback, and potential outcomes if project implementation differs from the approved proposal.
5. Address any issues or challenges that arise during the implementation phase.
6. Establish the gradual payment schedule timeline.
   - ***Upfront Payment:*** Covers materials, initial work, and development of preliminary concepts and renderings.

- ***Progress Payment:*** Made at the halfway point of the project, following constructive feedback intended to ensure the project aligns with the initially accepted proposal, along with any necessary revisions.
- ***Final Payment:*** Issued upon completion and delivery of the final project.
- Lack of communication or delays in project progress may impact the gradual payment schedule, including the release of progress and final payments.

8.3 Implementation of Artist Mentorship Program (AMP)

1. If applicable, review the Artist Mentorship Program (AMP) Intake Form. Depending on the project scope and availability of qualified applicants, this initiative provides opportunities for emerging artists interested in public art to gain practical experience and begin building their professional portfolio.
2. If there is a pre-selected mentee, the completed **Artist Mentorship Program Intake Form** of the emerging artist should be attached to Proposal Intake Form submission as a supporting document.
3. If no mentee is identified by the artist or community organization, a mentee may be assigned by the Public Art Program Manager in coordination with the mentor.
4. Not all projects may have mentorship opportunities available
5. If needed, a waitlist will be established for all mentee applicants.
6. The AMP may include partnerships with local school districts, institutions of higher education, or individuals seeking to build experience and a professional resume in public art.
7. Participation in AMP is voluntary and subject to selection through the application process by Public Art Program Manager and/or designated city staff.
8. It is the sole responsibility of the mentee to actively participate, maintain professional communication, and coordinate meetings with their assigned mentor.
9. Mentees will be provided with clear guidelines and expectations.
10. Failure to fulfill responsibilities or complete the program will be documented and may impact eligibility for any future public art projects with the city of Laredo.
11. If an artist or community organization experiences issues with a mentee, they must promptly notify the Public Art Program Manager for evaluation and potential resolution.
12. When applicable, the Public Art Program Manager may contact appropriate staff, instructors, or program coordinators to recommend potential mentees or to inform them of a mentee's lack of participation.
13. A Post-Project Evaluation will be included for program to assess the impact and effectiveness of the Artist Mentorship Program.

9. Completion of Project or Timeline Extension

1. Upon Project completion artist or organization will receive last gradual payment. Any unexpected delays in project completion may result in delay of final gradual payment.
2. Allowances will be made for unforeseen obstacles—such as extreme weather conditions, back-ordered materials, or other unexpected delays. The Public Art Program Manager must be notified immediately to assess the need for an appropriate timeline extension.
3. ***Timely Communication:*** Project timeline changes should be communicated promptly and

responsibly to the Public Art Program Manager, including a clear explanation and a revised expected completion date.

4. ***Method of Communication*:** All updates or adjustments must be shared via email, phone call, and/or texting with the Public Art Program Manager for proper documentation and coordination.
5. ***Proactive Updates:*** If delays or changes are anticipated, notify the city before deadlines are missed to allow for collaborative problem-solving and schedule adjustments.
6. Timelines are dependent on the project's medium, size, location, and, if applicable, weather conditions.

10. Documentation and Reporting

10.1 Documentation*:*

1. Maintain comprehensive records of all submitted art proposals, evaluation scores, meeting minutes, approvals, evaluation committee members, mentee documents, and communications with applicants.
2. Ensure that all documentation is readily accessible for future reference and audit purposes.
3. Maintain an electronic database as a historical archive to ensure Laredo's public arts collection is properly documented and available for future use.

10.2 Reporting:

1. Prepare periodic reports on the status of accepted art projects for submission to city authorities.
2. Include updates on project progress, community impact, and any recommendations for future art proposal processes.

11. Artist Insurance Requirements

11.1 Applicants/vendors are required insurance.

Below are the insurance requirements that are needed. The workers' compensation will be the Hold Harmless Agreement attached; one agreement is required per sole proprietor, individual, partner – if the contract is a partnership, officer – if the contract is a corporation. NOTE: Any other worker needs to be covered by workers' compensation insurance.

Insurance requirements for vendors/contractors:

1. Commercial General Liability insurance at minimum combined single limits of $1,000,000 per-occurrence and $2,000,000 general aggregate for bodily injury and property damage, which coverage shall include products/completed operations ($1,000,000 products/completed operations aggregate).
2. Workers' Compensation insurance at statutory limits, including Employers Liability coverage a minimum limit of $1,000,000 each-occurrence each accident/$1,000,000 by disease each-occurrence/$1,000,000 by disease aggregate.
3. Commercial Automobile Liability insurance at minimum combined single limits of $1,000,000 per-occurrence for bodily injury and property damage, including owned, non-owned, and hired car coverage.
4. The City of Laredo shall be named as an additional insured with respect to liability policies.
5. A waiver of subrogation in favor of the City of Laredo shall be contained in the Workers Compensation, and all liability policies.

6. The City of Laredo needs to be Certificate Holder:

   City of Laredo

   1102 Bullock Loop

   Laredo, Texas, 78043

12. Revision and Review

12.1 Periodic Review

1. Conduct periodic reviews of this SOP to ensure its continued relevance and effectiveness, at least once every two years.
2. Meet with relevant departments to update the SOP as needed to reflect changes in city policies, cultural objectives, or operational procedures.
3. Update the SOP to include new Public Art Project mediums and best practices for those mediums.

12.2 Feedback Mechanism

1. Establish a mechanism for receiving feedback from applicants, members of the community, committee members, and other stakeholders regarding the art proposal process.
2. Conduct online feedback surveys that include questions about the proposal process, such as how applicants or community members learned about the project.
3. We encourage any feedback and value input in shaping public art in Laredo. However, all feedback must be submitted through the official online feedback survey. Proper documentation is required to ensure transparency, consistency, and accountability in the decision-making process.
4. Any participant providing feedback on the proposal process must include their reference number to ensure the feedback corresponds to an official submission.
5. Community members wishing to provide feedback on projects must do so through the official online feedback survey to ensure proper documentation.
   - Each district's Fine Arts and Culture Committee member serves as the representative voice for public art in their area. We recommend reaching out to them directly to ensure your perspective is acknowledged and considered.
   - Feedback is encouraged throughout all stages of the project, not only in cases of dissatisfaction with the final outcome.
   - Please include specific project details, the location of the artwork, and your City Council district when submitting feedback.
6. All feedback should remain respectful and constructive in tone and content.
7. Use the feedback to make continuous improvements to the SOP.
8. An annual State of Public Art report summarizing insights from collected community feedback.
9. Procedural improvements for:
   - **Artists:** Gather feedback on the clarity and efficiency of the proposal intake and review process—identify if submission forms, timelines, or expectations need refinement.
   - **Community Members**: Invite input on how public art locations are chosen—assess whether the site selection process includes enough community voice and transparency.

- **Artist Mentorship Program:** Solicit feedback from both mentors and mentees about the structure and support of the program—determine if additional guidance, materials, or orientation steps are needed.

By following this SOP, city departments can efficiently manage the intake, evaluation, and implementation of art proposals, ensuring that the process is fair, transparent, and beneficial to the community.

Next Steps

To implement the SOPs effectively, the following steps should be taken:

1. **Create Submission Form**: Finalize and integrate a comprehensive public art proposal submission form on the City of Laredo's website.
2. **Identify Permit Requirements**: Determine and list any permits required for different types of public art projects. This may include zoning permits, construction permits, traffic control permits, and permissions from property owners.
3. **Publicize the Program**: Advertise the new SOPs and submission process through various channels, including social media, city newsletters, and community events.
4. **Training and Workshops**: Conduct training sessions and workshops for artists, organizations, and city staff to familiarize them with the new SOPs and submission process.
5. **Selection Committee Formation**: Establish a diverse and knowledgeable Public Art Selection Committee to review and evaluate proposals. The committee may include members of the Fine Arts & Culture Committee, designated city staff, and/or community representatives with relevant experience, as assigned by city staff.
6. **Regular Review and Updates**: Set a schedule for regular review and updates of the SOPs to ensure they remain relevant and effective.
7. **Community Engagement:** The Fine Arts and Culture Committee will assist in these efforts by organizing community meetings and feedback sessions, gathering input, and supporting the collection of data specific to their district representation, for which an online survey will be provided.
8. **Monitoring and Evaluation**: Implement a system for monitoring the progress of approved projects and evaluating their impact on the community.

By following these steps, the City of Laredo can effectively manage its public art proposals, enhance the quality of public art installations, and promote cultural enrichment and community pride.

Protocols for Collaboration with Relevant City Departments

Effective collaboration with various departments is essential for the successful implementation of public art projects within the City of Laredo. These protocols outline the steps and considerations involved in working with different city departments to ensure seamless coordination and adherence to regulations, policies, and procedures.

By following these protocols, artists, organizations, and individuals submitting public art proposals can foster productive relationships and navigate the collaborative process more efficiently.

1. Initial Project Proposals

1. Before submitting a public art proposal, artists or the project applicant are encouraged to schedule a meeting with the Public Art Program Manager, designated city staff, or attend a Fine Arts and Culture Committee meeting.
    - 1.1 During this meeting, the artist or the project applicant will receive guidance on the proposal and be informed whether it aligns with the City's Public Art Initiative.
    - 1.2 Staff can assist in answering questions related to the **Public Art Proposal Intake Form** and **Site Assessment Form**.
    - 1.3 It is recommended to have at least a project concept and proposed location prepared in order to complete the form accurately.
    - 1.4 This initial meeting helps streamline the process; otherwise, the proposal will need to wait for the next monthly intake form review cycle.
2. Once the Public Art Project Intake Form is submitted, it will be assessed.
    - 1.1 Approved submissions will move forward for a review of funding sources and project feasibility before being routed to the appropriate city departments.

2. Concept Development and Review

1. After the initial review and funding approval the Public Art Program Manager and/or designated city staff will present the project to the Fine Arts and Culture Committee for recommendations to move forward.
2. The Public Art Program Manager and/or designated city staff will coordinate with relevant departments to ensure the proposed public art project complies with all applicable requirements. This includes, but is not limited to:
    - Planning and Zoning (zoning regulations)
    - Engineering (structural feasibility)
    - Risk Management (safety plans)
    - Any applicable design guidelines for the selected location
3. If the project involves installation on city-owned infrastructure or buildings, the Public Art Program Manager and/or designated staff will also collaborate with the responsible departments—such as Public Works, Economic Development, etc.—to address technical considerations, and secure necessary approvals.
4. Additional input and feedback will be gathered from relevant city departments, including

Convention and Visitors Bureau, Parks and Recreation, Public Works, and Fleet. This will help evaluate project feasibility, safety requirements, and the overall impact on the surrounding community.

3. Permitting and Approvals

1. The Public Art Program Manager and/or designated staff will work closely with the appropriate city departments to obtain any necessary permits or approvals required for the proposed public art project.
2. The Public Art Program Manager and/or designated staff will provide all required documentation, including **Public Art Proposal Intake Form, Site Assessment Form,** project plans, renderings, and technical specifications, as requested by the relevant departments.
3. The Public Art Program Manager and/or designated staff will address with the artist, organization, or contactor any concerns or modifications requested by the departments during the permitting and approval process, ensuring compliance with applicable regulations and guidelines.

4. Implementation and Execution

1. The Public Art Program Manager and/or designated city staff will inform the artists, organization or contractor of implementation and execution of the project while coordinating with the relevant departments to establish a timeline for project implementation, including scheduling site preparation, installation, and any necessary inspections.
2. The Public Art Program Manager and/or designated city staff will maintain regular communication with the departments involved to address any logistical or technical challenges that may arise during the execution phase with the updates from the artists, organization or contractor during mandatory check-in.
3. The Public Art Program Manager and/or designated city staff will ensure artists are aware of safety protocols and guidelines established by the city departments, ensuring the well- being of artists, contractors, and the public throughout the project's implementation.

5. Maintenance and Long-term Care

1. A Maintenance Plan will be developed as part of the Display and Preservation Agreement with the City of Laredo. This plan will:
    1.1 Clearly define responsibilities for routine maintenance, repairs, and addressing any issues that may arise post-installation.
    1.2 Establish protocols for the ongoing care, preservation, and conservation of public art installations.
2. The Public Art Program Manager and/or designated staff will work collaboratively with the departments responsible for housing the artwork to ensure its proper care.
3. The Public Art Program Manager and/or designated staff will keep departments informed of any updates related to the artwork, including conservation efforts, necessary repairs, or modifications.

By following these protocols for collaboration with various departments, artists, organizations, and individuals can foster effective communication, streamline processes, and ensure compliance with the City of Laredo's regulations and requirements. This collaborative approach will contribute to the successful realization of public art projects that enhance the city's aesthetic appeal, cultural vibrancy, and community pride.

Protocol for Collaborating with Private Property Owners

Collaborating with private property owners is a crucial aspect of implementing public art projects within the City of Laredo.

These protocols outline the steps and considerations involved in working with private property owners to ensure clear communication, obtain necessary permissions, and comply with regulations. By following these protocols, the City of Laredo can establish productive relationships with property owners and facilitate the integration of public art on private property.

1. Initial Engagement

1. Identify potential private property owners who may be interested in hosting public art installations. This can include new construction, buildings, walls, fences, other suitable surfaces or spaces.
2. Initiate communication with property owners to gauge their interest in participating in public art initiatives.
3. Provide property owners with information on the benefits of public art, including its potential to enhance property value, promote community engagement, and contribute to the city's cultural identity.

2. Proposal Presentation

1. Present detailed information about the proposed public art project to the property owner, including the artistic concept, design renderings, and the expected timeline for installation.
2. Discuss the potential impact of the artwork on the property, considering factors such as visual aesthetics, maintenance requirements, and any necessary structural modifications.
3. Address any concerns or questions raised by the property owner, ensuring a comprehensive understanding of the project's scope and objectives.

3. Agreement and Permissions

1. The Public Art Program Manager and/or designated city staff, together with the appropriate departments, will work with the property owner to establish a formal agreement outlining the terms and conditions for hosting the public art installation. This may include permissions, responsibilities, and any necessary legal documentation.
2. They will also define the duration of the installation, including any provisions for extension or removal in the future.
3. Maintenance responsibilities will be clearly outlined to ensure mutual understanding of expectations for preserving the artwork over time.
4. Additionally, insurance requirements will be addressed to safeguard both the property owner and the City against potential liabilities related to the artwork installation.

4. Technical Considerations

1. The Public Art Program Manager and/or designated city staff, alongside relevant departments, will conduct a joint assessment of the site to identify technical requirements for the installation,

including surface preparation, structural support, and lighting needs.

2. They will collaborate with the property owner to implement any modifications or improvements needed to ensure the artwork is installed safely and securely.
3. They will ensure all installations will comply with applicable building codes, regulations, and permitting requirements.

5. Ongoing Communication and Maintenance

1. The Public Art Program Manager and/or designated city staff will maintain regular communication with the property owner throughout the installation process, providing updates on progress, timelines, and any additional requirements.
2. A Maintenance Plan will be developed as part of the property owner's agreement with the City of Laredo.
3. This plan will ongoing maintenance and care of the artwork, clarifying the responsibilities of the property owner and the city.
4. Clearly define responsibilities for routine maintenance, repairs, and addressing any issues that may arise post-installation.
5. Establish protocols for the preservation and conservation of public art installations.
6. Keep the property owner informed about any changes or updates related to the artwork, such as maintenance needs, conservation efforts, or repair work.

By following this protocol for collaborating with private property owners, the City of Laredo can build positive relationships and secure the necessary permissions to integrate public art on private properties.

This collaborative approach will contribute to the growth of the city's public art program, enhancing its visual appeal, community pride, and cultural vibrancy.

Project Proposal Design Guidelines

1. All art must be original. The artwork cannot quote, appropriate or adapt imagery created by other artists, unless that artist's permission is obtained in writing in advance and submitted to us. The adaptation of other imagery (e.g. photographs) is allowed if the images are in the public domain, or used with permission.
2. The rendering may be hand-drawn, or digital, but **must be in color, or have an explanation of the colors being used**, including but not limited to warm, cool, complementary, analogous color palette.
3. The artwork must have a title and narrative description.
4. Remember, the murals will be in public areas and must be suitable for all ages, races, etc. There should be nothing offensive, vulgar, scary, etc.
5. Logos, advertisements, organization names, and other promotional content are not permitted in the artwork.
6. **Utility Cabinet Dimensions:** The artist should be prepared to adjust artwork as the size of the cabinet may vary. Utility Cabinets vary greatly in size. Artists are expected to paint all four sides of the cabinet, as well as the top and concrete base.
7. The design may not include any fields of solid white or color, as these invite tagging/graffiti. The artwork proposed should fully occupy all surfaces, with complex or overall patterning, to assist with graffiti prevention. Artist may be asked to adapt proposed design so that all surfaces meet this rule.
8. The design must ensure artists do not paint over essential control functions, including keyholes, locks, identification numbers, and safety information. **These elements must remain visible and unaltered, and should be masked off before painting begins.** Artists are required to mask and paint around them.
9. To avoid overheating of the cabinet the image should include mostly light colors. Images with more than 20% dark colors may not be considered.
10. Artists must be careful of keeping the area around the traffic signal control cabinet clean and must always allow access for wheelchairs and pedestrians.
11. The vents should never be covered even temporarily. Ventilation is critical and keeps the cabinet from overheating. When painting the cabinet please make sure the paint does not drip inside the vents. There are also highly sensitive electronic components in the cabinet and are an important part of public safety. Damage to the utility cabinets needs to be reported immediately to the Public Art Program Manager and/or designated city staff.
12. Department of Traffic and Signals must have access to these controllers at any given time, for servicing, or repairs. Artists must work with these city employees to ensure safety of the community and allow the technician access to the cabinet immediately.
13. Artists and others associated with the project are required to wear safety vests since they will be working in close proximity to the roadway. Hardware stores sell safety vests, typically, for under $20 each.
14. All work must be completed off the roadway. Lane closures are not permitted.
15. Proposals should include the Artist's signature as it would appear on the Utility Cabinet. Signatures

must not exceed 2 inches x 8 inches in actual size and cannot include the copyright sign©. Websites, phone numbers, social media handles, etc. are not allowed.

SUPPLIES & MATERIALS

1. Artists must supply their own materials. They must protect the surrounding area from paint, and clean it up afterwards.
2. Artists are required to paint the cabinet with high quality materials. Recommended paint types include: exterior latex paint, or high-quality aerosol paint. NO MARKERS OF ANY KIND MAY BE USED.
3. The final artwork painted on the cabinet must closely adhere to the rendering submitted.
4. The Public Art Program Manager or designated city staff will be setting up a mandatory check-in and project feedback with the artist to ensure the approved proposal aligns with project progress.
5. The City of Laredo reserves the right to remove the artwork at any time, including but not limited to if it does not conform to the rendering, or serious issues with the completed work or the cabinet itself arise.

INELIGIBLE ENTRIES

A proposal/rendering will be ineligible if it contains any of the following:

6. Copyrighted or trademarked image or logo; a brand or business name.
7. Art that is plagiarized, stolen or copied or partially appropriated from another source (i.e. somebody else's idea and/or imagery).
8. It requires anything to be glued to the cabinet or attached by any means; only direct paint is allowed.
9. Anything that defames or invades the rights of any person, living or dead. Anything that could be construed as harmful to a third party.
10. Work that is not suitable for viewing by all ages and cultures, in a public location, as determined by the City of Laredo at its sole discretion.
11. City of Laredo reserves the right to reject a proposal for reasons not stated above.

PROPOSAL INTAKE FORM

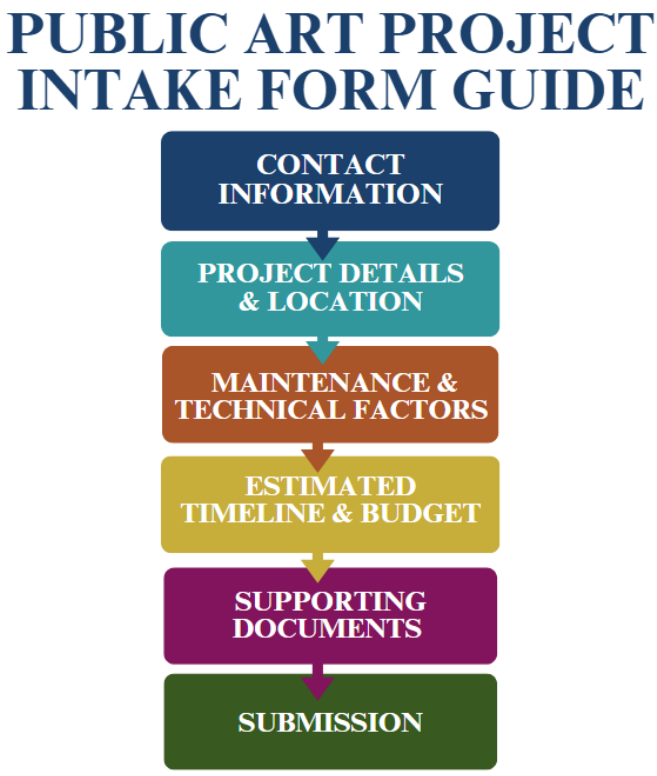
The form has been designed to streamline the submission process and provide you with essential information about each proposed project, including murals, utility cabinet art, ground painting, sculptures and installations, and light installations.

The purpose of this intake form is to serve as a comprehensive tool that will enable you to collect and organize crucial details about each proposed public art project. By utilizing this form, we aim to ensure clarity, efficiency, and transparency throughout the evaluation and selection process, while maximizing the collaboration with the City of Laredo.

Additionally, the intake form will allow the City of Laredo to establish a comprehensive database of proposed public art projects. This database will not only aid in the current project evaluation but also serve as a valuable resource for future endeavors, such as grant applications, community engagement initiatives, and long-term planning for the enhancement of Laredo's public spaces.

By utilizing this intake form, the City of Laredo can effectively assess each project's artistic quality, feasibility, and potential impact on the community. It will provide a structured approach to evaluate proposals, compare different projects, and make well-informed decisions that contribute to the ongoing development and beautification of the city's public spaces.

We encourage the City of Laredo to embrace this intake form as a collaborative tool, enhancing communication and fostering a stronger partnership with artists, organizations, and community groups. By leveraging the information gathered, you will be able to actively support the local creative community, encourage cultural exchange, and promote the city's identity through public art.



Access the complete Intake Form in the Public-Facing Standard Operating Procedures (SOP).

Artist Mentorship Program INTAKE FORM

This application is designed to streamline the submission process and provide essential information about the expectations, goals, and outcomes of the City of Laredo's Public Art Mentorship Program, should you be selected. The program offers a unique opportunity for emerging artists, creatives, and community members to gain hands-on experience in the creation of public art—including murals, utility cabinet designs, ground paintings, sculptures, and installations. Whether you're a student, early-career artist, or someone passionate about creative expression and community engagement, this mentorship fosters artistic growth, collaboration, and skill-building.

Participants will develop creative abilities, form meaningful connections with established local artists, and contribute to Laredo's evolving cultural identity. This experience is about more than technique—it's a chance to explore how art tells stories, builds community, and reflects the people and history of our city. Mentors are selected for their significant contributions to Laredo's public art scene and are committed to guiding others through every stage of the creative process.

By completing this form, you're expressing interest in joining that journey and becoming part of a community-driven approach to public art. We invite you to share your goals, background, and what art means to you—no matter your level of experience. Public art is for everyone, and your voice can help shape the future of creative expression in Laredo.



Access the Mentorship Intake Form in the Public-facing Standard Operating Procedures (SOP).

PUBLIC ART PROPOSAL EVALUATION CRITERIA

Evaluation Committee Member Selection

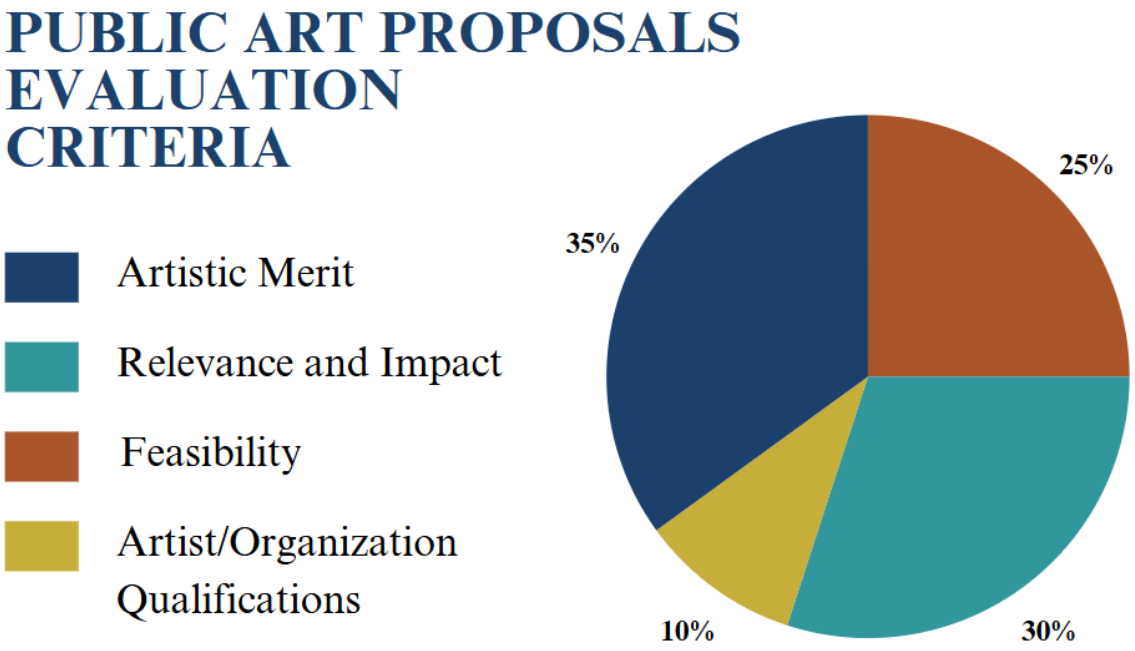
Each member on the committee will appointed based on relevant experience, as appointed by the Public Art Program Manager and/or designated city staff.

1.1 Evaluation Committee Members

1. The Evaluation committee is composed of qualified individuals, such as artists, cultural experts, representatives from relevant city departments, and community members.
2. The committee may include members of the Fine Arts & Culture Committee, designated city staff, and/or community representatives.
    - Selection of committee members prioritizes diversity of background, experience, and perspective to ensure fair and impartial evaluations.
    - Any individual serving on the committee must recuse themselves from deliberations or votes in which they have a direct or perceived financial interest or personal relationship with an artist, organization, or proposal under review.
    - Conflicts of interest include, but are not limited to, being an employee, board member, officer, or owner of an entity submitting a proposal or seeking funding.
3. Members of the evaluation committee do not directly distribute city funds.
4. Depending on the project type, final decisions regarding funding, contracts, or commissions are made by the Public Art Program Manager and/or designated city staff, elected officials, City Council members, and/or the designated city authority.

Evaluation Scoring

Each completed proposal will be evaluated by an objective Evaluation Committee based on four key criteria, with a maximum possible score of 100 points.



1. Artistic Merit (35 points)

1.1 Creativity and Originality (15 points)

1. Does the proposal demonstrate a high level of creativity and originality?

1.2 Quality of Previous Work (10 points)

1. Does the artist/organization have a portfolio of high-quality previous work?
2. If the artist/organization has worked with the City of Laredo previously, how was the overall execution and outcome of the project?
3. Did the project finish on time?
4. Was there clear and effective communication throughout the project?
5. Was the artist/organization comfortable receiving constructive feedback and adjusting their work accordingly?
6. How many public art projects has the artist/organization completed in the past 3 years?

1.3 Artist's Vision (10 points)

1. Is the artist's vision for the project clear and compelling?

2. Relevance and Impact (30 points)

2.1 Community Engagement (10 points)

1. Does the proposal include plans for community engagement and participation?
2. Does the project foster community interaction, dialogue, or civic pride?

2.2 Cultural Significance (10 points)

1. Does the project reflect or enhance the cultural identity of the community?
2. Does the artwork reflect or celebrate the identity, values, or diversity of the community?

2.3 Educational Value (10 points)

1. Does the project have educational components or benefits?
2. Are there educational or awareness-raising goals associated with the artwork?

3. Feasibility (25 points)

3.1 Technical Feasibility (10 points)

1. Is the project technically feasible within the proposed timeline?
2. Is the proposed project have an accurate budget allocation?

3.2 Maintenance (15 points)

1. Is there a clear and ongoing maintenance plan for the proposed project?
2. What is the expected longevity of the artwork?
3. Were there contingencies or alternative applications of the project?

4. Artist/Organization Qualifications (10 points)

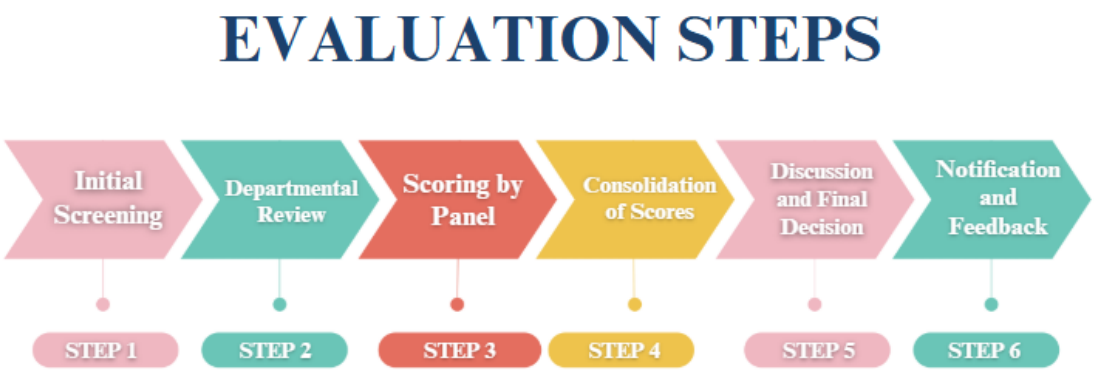
4.1 Experience (5 points):

1. Does the artist/organization have relevant experience in public art projects?

4.2 References and Reputation (5 points):

1. Does the artist/organization have positive references and a good reputation?

Evaluation Steps



Step 1: Initial Screening

1. Ensure all required documents and information are provided in the application.
2. Check for completeness and adherence to submission guidelines.

Step 2: Departmental Review

1. Proposals are then submitted to the Bond Counsel for funding approval.
2. If approved, proposals are forwarded to relevant city departments (e.g., Parks and Recreation, Engineering, Planning and Zoning, Environmental Services) for technical evaluation and feasibility assessment.

Step 3: Scoring by Panel

1. Assemble a review panel of diverse stakeholders, including city workers, art professionals, community representatives, and subject matter experts.
2. Each panel member scores the proposal based on the criteria outlined above with a maximum score of 100 points.

Step 4: Consolidation of Scores

1. Compile the scores from all evaluation panel members.
2. Calculate the average score for each criterion and the total score for each proposal.

Step 5: Discussion and Final Decision

1. Convene a meeting with the review panel to discuss the highest-scoring proposals.
2. Consider qualitative factors and additional insights that emerge during the panel discussion.
3. Make a final decision based on a combination of quantitative scores and qualitative feedback.
4. Incorporate departmental review insights to assess feasibility, maintenance requirements, and the technical evaluation of the proposed project.

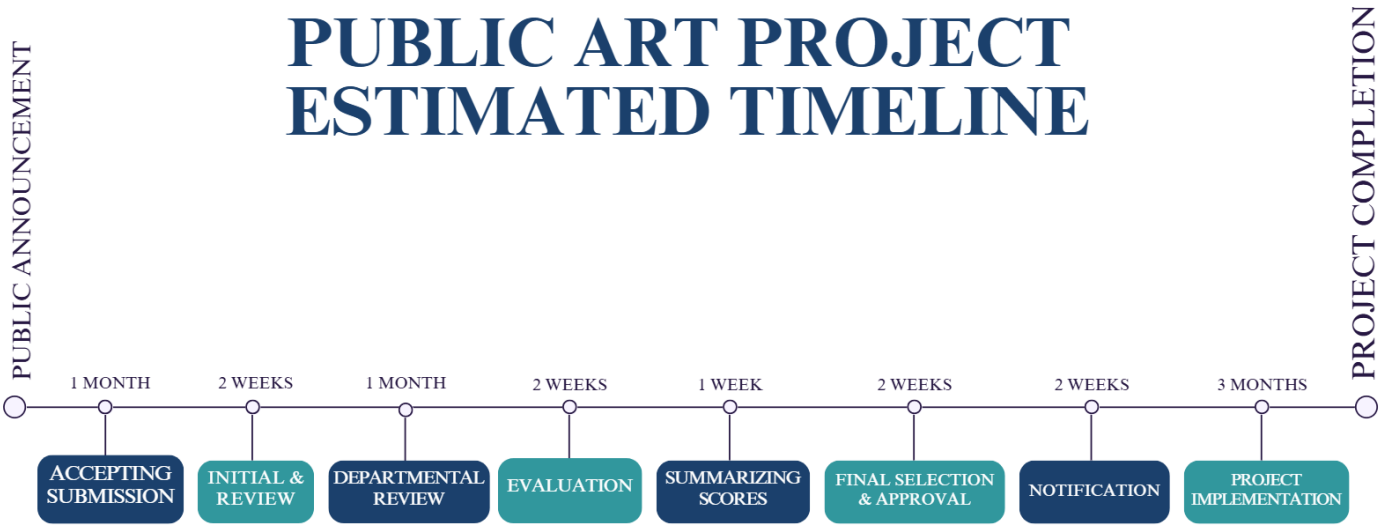
Step 6: Notification and Feedback

1. Notify the applicants of the decision.
2. Provide constructive feedback to unsuccessful applicants to help them improve future proposals.

Project Summary Timeline

The summary may vary depending on the project's medium, scale, location, weather conditions, and other influencing factors.

The Public Art Project Intake Form will remain open year-round for proposals that are not associated with specific project public announcements. Applications will be monitored and screened at least once a month for initial review.



Evaluation Timeline for Non-Site Specific Proposals

The detailed timeline provided is an estimate. While efforts are made to advance the process efficiently, timelines may be extended due to scheduling or unforeseen factors beyond administrative control.

1. One Month: Submission Period

1.1 Application Submission

1. The Public Art Project Intake Form will remain open year-round.
2. Open call announcements will be posted on the Public Art website and shared through official communication channels.
3. The application portal will remain accessible for ongoing submissions.

1.2 Application Submission Reviewed

1. Collect independent Public Art Proposals on a monthly basis.
2. Ensure all submissions are received by the last calendar day of each month.

2. Two Weeks: Initial Screening

2.1 Initial Screening

1. Public Art city workers review each submission for completeness and adherence to submission guidelines.
2. Incomplete applications are disqualified, and applicants are notified.

3. One Month: Departmental Review

3.1 Bond Counsel Review

1. Completed proposals are then submitted to the Bond Counsel for funding approval.
2. Applicants are notified if proposals not approved by Bond Counsel.

3.2 Relevant City Department Review

1. Proposals are then forwarded to relevant city departments (e.g., Parks and Recreation, Engineering, Planning and Zoning, Environmental Services) for technical evaluation and feasibility assessment.
2. Applicants who are unable to pass departmental assessment will be notified.

4. Two Week: Evaluation Committee Scoring

4.1 Assemble Review Panel

1. Identify and invite panel members, including city workers, art professionals, community representatives, and subject matter experts.
2. Provide panel members with evaluation criteria and scoring sheets.

4.2 Proposal Review and Scoring

1. Panel members independently review and score each proposal based on the established criteria.
2. Scores are submitted to the coordinating body.

5. One Week: Summarization of Scores

5.1 Compile Scores

1. Compile scores from all panel members.
2. Calculate average scores for each criterion and total scores for each proposal.

6. Two Weeks: Discussion and Final Decision

6.1 Panel Meeting

1. Hold a meeting with the review panel to discuss the highest-scoring proposals.
2. Consider qualitative factors and additional insights from the panel discussion.
3. Incorporate departmental review insights to assess feasibility, maintenance requirements, and the technical evaluation of the proposed project.

6.2 Final Decision

1. Make the final decision based on the combined quantitative scores and qualitative input.
2. Prepare a list of selected proposals and alternates to submit for recommendation.

7. Two Weeks: Notification and Feedback

7.1 Notification

1. Notify selected applicants of their proposal selection.
2. Notify not selected applicants and provide constructive feedback.

7.2 Feedback Sessions

1. Conduct online feedback surveys (if applicable) to help not selected applicants improve for future submissions.

8. Three Months: Contracting and Planning

8.1 Contracting

1. Begin contracting process with selected applicants.
2. Finalize project details with selected applicants.
3. Provide next steps, including any necessary permits, agreements, gradual payments schedule contracts with clear timelines and expectations.

8.2 Planning

1. Coordinate with selected artists/organizations for project planning and execution.
2. Address any logistical or administrative requirements.

8.3 Implementation

1. Artists receive the first scheduled payment and begin work on the approved public art project.
2. The Public Art Program Manager and/or designated city staff conduct check-ins to ensure the project progresses on schedule and aligns with the approved proposal, with gradual payments issued accordingly.

Evaluation Timeline for Public Art Call to Artists Submissions

The detailed timeline provided is an estimate. While efforts are made to advance the process efficiently, timelines may be extended due to scheduling or unforeseen factors beyond administrative control.

1. One Month: Submission Period



1.1 Application Submission

1. The Public Art Project Intake Form will remain open year-round.
2. Open call announcements will be posted on the Public Art website and shared through official communication channels.
3. The application portal will remain accessible for ongoing submissions.

1.2 Application Submission Reviewed

1. Collect independent Public Art Proposals on a monthly basis.
2. Ensure all submissions are received by the last calendar day of each month.

2. Two Weeks: Initial Screening

2.1 Initial Screening

1. Public Art city workers review each submission for completeness and adherence to submission guidelines.
2. Incomplete applications are disqualified, and applicants are notified.

3. Two Week: Evaluation Committee Scoring

3.1 Assemble Review Panel

1. Identify and invite panel members, including city workers, art professionals, community representatives, and subject matter experts.
2. Provide panel members with evaluation criteria and scoring sheets.

3.2 Proposal Review and Scoring

1. Panel members independently review and score each proposal based on the established criteria.
2. Scores are submitted to the coordinating body.

4. One Week: Summarization of Scores

4.1 Compile Scores

3. Compile scores from all panel members.
4. Calculate average scores for each criterion and total scores for each proposal.

5. Two Weeks: Discussion and Final Decision

5.1 Panel Meeting

1. Hold a meeting with the review panel to discuss the highest-scoring proposals.
2. Consider qualitative factors and additional insights from the panel discussion.
3. Incorporate departmental review insights to assess feasibility, maintenance requirements, and the technical evaluation of the proposed project.

5.2 Final Decision

1. Make the final decision based on the combined quantitative scores and qualitative input.
2. Prepare a list of selected proposals and alternates to submit for recommendation.

6. Two Weeks: Notification and Feedback

6.1 Notification

1. Notify selected applicants of their proposal selection.
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1. Conduct online feedback surveys (if applicable) to help not selected applicants improve for future submissions.

7. Three Months: Contracting and Planning

7.1 Contracting

1. Begin contracting process with selected applicants.
2. Finalize project details with selected applicants.
3. Provide next steps, including any necessary permits, agreements, gradual payments schedule contracts with clear timelines and expectations.

7.2 Planning

1. Coordinate with selected artists/organizations for project planning and execution.
2. Address any logistical or administrative requirements.

7.3 Implementation

1. Artists receive the first scheduled payment and begin work on the approved public art project.
2. The Public Art Program Manager and/or designated city staff conduct check-ins to ensure the project progresses on schedule and aligns with the approved proposal, with gradual payments issued accordingly.

MURALS

Murals are widely accepted by stakeholders in the city. Murals have experienced a remarkable surge in popularity in recent years, captivating communities worldwide with their vibrant colors and compelling designs. These large-scale artworks have become powerful tools for self-expression, cultural representation, and urban revitalization, fostering a sense of identity and unity among local residents while attracting tourists and art enthusiasts alike.

The public-facing SOP offers detailed guidance for artists and community members interested in creating mural projects on city property. It includes step-by-step instructions, from site preparation to final sealing, to support a successful and lasting installation.



Additional Information

Intake Form Deadline

The Public Art Project Intake Form will be available year-round for individuals seeking permission to create murals on City or Private property.

Artists are asked to provide details about their mural concept, including the materials they plan to use,

painting methods, and responses to maintenance-related questions.

To ensure the longevity and integrity of public artwork, artists are strongly encouraged to:

- Carefully research and select materials appropriate for the specific surface and environmental conditions.
- Use proper techniques for surface preparation, application, and sealing.
- Follow established industry best practices throughout all stages of mural production.

Reference/Sources

In accordance with the resources below, it is always recommended to conduct your own research based on the specific project type and surface. When selecting materials, consult with experts and review relevant technical details. There is a wealth of free, accessible resources available online, including instructional videos and professional guidance.

This guide was developed using a variety of reputable sources, including:

- Skill Share: How to Paint a Mural: A Step-by-Step Guide
- Ecker Design Co.: Tips and Tricks for Painting a Mural on a Brick Wall
- The Paint Spot: 10 Mural Tips for Artists
- Canada.ca: Creating a new mural
- Greetings Tour: Mural Maintenance

To ensure the longevity and integrity of public artworks, applicants are strongly encouraged to thoroughly research their materials, follow appropriate techniques, and adhere to industry best practices.

MURALS ON UTILITY CABINET (MINI MURALISM)

The City of Laredo recognizes the value of incorporating public art into urban spaces, including utility cabinets such as traffic signal control cabinets. This initiative transforms these functional structures into canvases for artistic expression, enhancing the visual appeal of the city and promoting community pride. Utility cabinet art offers opportunities for artists to contribute to urban beautification while also protecting these cabinets from vandalism.

The public-facing SOP outlines guidelines for artists proposing to paint utility cabinets located on city property. It includes step-by-step instructions, from cabinet preparation to final sealing, to support a successful and lasting installation.



Procedural Considerations

Directly painting onto metal is not always the best long-term solution due to its non-porous nature and susceptibility to environmental factors like moisture and temperature fluctuations. In some cases, a high-quality vinyl wrap or other alternative surface treatment may offer greater durability and ease of maintenance, particularly for detailed or high-value designs where longevity is a priority.

Additionally, metal surfaces can reach temperatures significantly higher than the ambient air temperature when exposed to direct sunlight. This amplified heat can affect both the application and curing of paint layers, potentially leading to faster degradation or compromised adhesion. It's important to consider both environmental conditions and the unique thermal properties of metal when planning a mural on this type of surface.

Maintenance

A maintenance plan will be in place to address unforeseen issues such as graffiti removal, vandalism, or weather-related damage. The artist and/or organization will be responsible for the maintenance of the mural for a period of five (5) years.

While normal wear is expected over time—particularly for outdoor murals exposed to the elements—concerns arise when signs of deterioration, such as peeling, flaking, or fading, appear prematurely. This may result from improper surface preparation, incorrect layering of paint types, or inadequate weatherproofing techniques, and can reflect poorly on the artist's or organizations professional standards. Such issues may be taken into consideration when evaluating future proposals. To ensure the longevity and integrity of public artworks, applicants are strongly encouraged to thoroughly research their materials, follow appropriate techniques, and adhere to industry best practices.

As part of the maintenance plan, the mural should be inspected for signs of wear or damage at least once or twice per year, especially in spring. If deterioration of the clear coat is visible—such as cracking or flaking—gently remove any loose material and apply a fresh coat of clear sealant.

For routine cleaning, use mild soap (without ammonia), warm water, and a soft sponge to gently wash the mural by hand. Avoid pressure washing and harsh solvents. In the event of graffiti, cleaning should be conducted by or in consultation with someone experienced in mural conservation, such as a professional conservator.

Additional Considerations

Safety Plan

A safety and installation plan will be developed in collaboration with the appropriate city departments to ensure the well-being of all individuals involved.

Reference/Sources

This guide was created using a variety of sources including:

- Guidance from similar public art projects in other cities.

To ensure the longevity and integrity of public artworks, applicants are strongly encouraged to thoroughly research their materials, follow appropriate techniques, and adhere to industry best practices.

GROUND PAINTING

(also known as asphalt art, street painting, trail art, sidewalk art, etc.)

The City of Laredo recognizes the value of incorporating public art into urban spaces, including asphalt surfaces such as streets, sidewalks, plazas, and trails. This initiative transforms these functional areas into canvases for artistic expression, enhancing the visual appeal of the city and promoting community pride. Asphalt art offers opportunities for artists to contribute to urban beautification while also enhancing the pedestrian experience.

The public-facing SOP provides guidelines for artists and others interested in creating public art projects on city property. It includes step-by-step instructions, from ground preparation to final sealing, to support a successful and lasting installation. It includes step-by-step instructions, from site preparation to final sealing, to support a successful and lasting installation. Portions of this SOP were adapted from Bloomberg Associates' *Asphalt Art Guide.*



Additional Considerations

Traffic Control Plan: If the project requires a temporary traffic detour, a Traffic Control Plan will be in place. IF paint will be over existing traffic markings this plan will need to be looked at by applicable city departments, designs that impact the flow of traffic or safety will be subject for approval. This plan will clearly indicate the area closed to vehicles and provide safe detour routes for drivers and

pedestrians using appropriate traffic control devices (e.g., cones, signs, barricades). The installation will be scheduled during hours of low traffic volume, and adequate drying time will be allowed before the roadway is reopened.

If the paint is applied over existing traffic markings, the design and traffic control plan must be reviewed by the appropriate city departments. Designs that affect traffic flow or safety will require approval.

The plan will also include:

- Temporary signage to inform the public about the project.
- Volunteer training to respond to community inquiries.
- Copies of all relevant permits kept on-site, if applicable.

Approvals for relevant city department:

- Use of low-VOC or non-toxic paint, especially in areas frequented by children, pets, or food vendors.
- Painting over expansion joints or paver seams that are designed to move—this can crack the paint prematurely.
- Schedule during off-peak hours to minimize disruption to public life and businesses.
- Consider water drainage patterns—avoid blocking natural runoffs with impermeable coatings.

Planning for Longevity: Before implementing the project, decide how long the project will last, if it will be allowed to fade, if it will be maintained, or if it will be replaced by another project after a predetermined amount of time. Decide who will be responsible for maintenance and removal. Options include the artist or designer, the site owner or manager, city staff, or community volunteers.

Construction Documents: For asphalt art projects, it is highly recommended to produce a set of construction documents that describe both the final design and the traffic control needed to implement them. These documents will allow the project leaders to instruct the on-site crew and volunteers and include instructions for how to lay out the design, dimensions of the site, and other important design measurements, as well as a color key.

Reference/Sources

See Bloomberg Associates' Asphalt Art Guide in Appendix A for more detail about the ground painting process.

The guide was created using a variety of sources including:

- Bloomberg Associates' Asphalt Art Guide
- Guidance from similar public art projects in other cities.

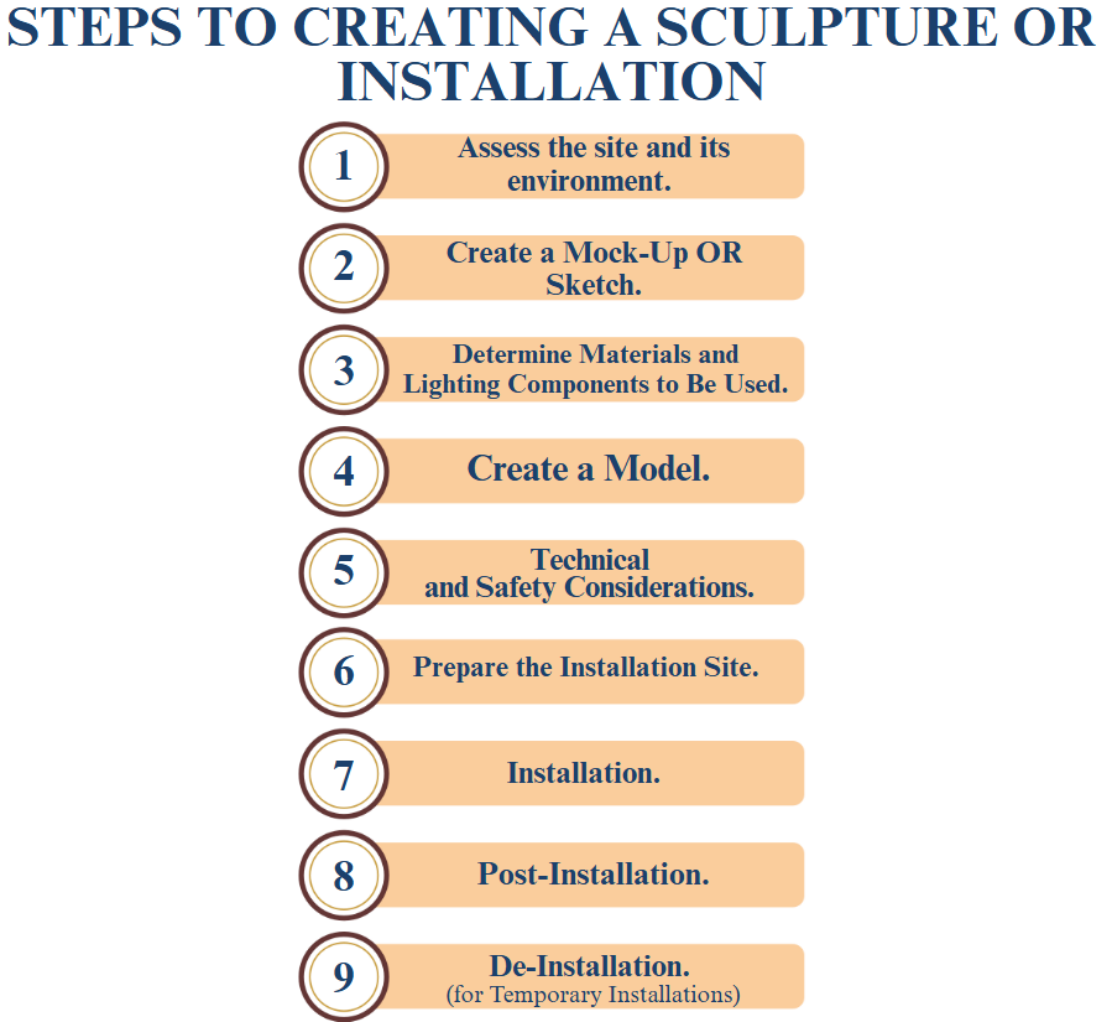
To ensure the longevity and integrity of public artworks, applicants are strongly encouraged to thoroughly research their materials, follow appropriate techniques, and adhere to industry best practices.

SCULPTURE AND INSTALLATION ART PROJECTS

The City of Laredo recognizes the value of incorporating public art into urban spaces, including both temporary and permanent sculptures and installations on city property. These artistic expressions enhance the visual appeal of the city, promote community pride, and contribute to urban beautification. Sculptures and installations offer opportunities for artists to create impactful pieces that engage the community and enrich public spaces.

The public-facing SOP provides guidelines for artists and others interested in creating public art projects involving sculptures or installations on city property. covering the entire process from proposal submission to post-installation maintenance. It includes step-by-step instructions, from ground preparation to final sealing, to support a successful and lasting installation.

When undertaking sculpture and installation-based public art projects, it is essential to recognize that, beyond the visual and conceptual elements, primary emphasis must also be placed on structural integrity and public safety. Due to the three-dimensional and often interactive nature of these works, the majority of fabrication typically occurs off-site in a studio, workshop, or other production facility, with final installation taking place on City of Laredo property. This Standard Operating Procedure (SOP) outlines critical guidance regarding both the structural aspects of the artwork and the protocols for on-site installation.



Departmental Approvals

Engineering Department: The Engineering Department will be consulted on aspects of any sculpture or installation it is critical to ensure both stability and public safety. Before any proposals are selected, the City of Laredo's Public Art Program Manager and/or designated city staff must submit the design for structural feasibility review and gain approval from the City's Engineering Department. This step ensures that all structural requirements have been met and that the project is safe for public interaction.

Potential Considerations for the Engineering Department:

1. Artists and/or organizations selected material should consider the expected load-bearing capacity of the site and structure.
2. This includes evaluating how the sculpture will be anchored or supported and confirming whether the foundation or surrounding infrastructure can support the weight and stress of the piece.
3. Potential external forces such as wind loads, seismic activity, and exposure to weather or environmental conditions.
4. All proposed materials should be assessed for their durability, weather resistance, and long-term maintenance needs—particularly as they relate to the local climate and site-specific environmental factors.
5. Conduct a final inspection with the Public Art Program Manager and/or designated city staff, along with other relevant city departments, if electrical work is involved, possibly an Electrical Engineer or the Utilities Department.
6. Collaborate with the Public Art Program Manager to prepare a Maintenance Plan, this will include inspection and any possible repairs or safety considerations.
7. Address any final adjustments or concerns identified during the inspection.

Risk Management: Additionally, the project might need to be submitted to the Risk Management Department, which will conduct a safety and risk assessment. This evaluation identifies any potential hazards and outlines public safety measures, such as the need for protective barriers, warning signs, or anti-vandalism features.

Installation Site Details

The Public Art Program Manager will coordinate with relevant city departments to ensure that site preparation complies with all applicable city regulations and safety standards.

For above-ground installations, artists will be responsible for preparing the site, which includes removing debris, cleaning the ground, power washing if needed, and ensuring the area is safe and accessible.

If ground-breaking or excavation is required, this must be clearly indicated in the **Site Assessment Form** in advance. Preparation may involve leveling the area or installing necessary infrastructure to ensure a stable and secure foundation for the artwork.

Post-Installation Details

Upon completion of the installation, the focus must shift to the ongoing preservation and care of the artwork, as outlined in the Maintenance Plan established during the **Display and Preservation Agreement** with the City of Laredo.

Regular inspections and upkeep are essential to address any issues that arise, such as weather-related damage, vandalism, or wear from public interaction. Safety signage might be installed where necessary to protect the public and ensure that the artwork remains safe for viewing and interaction.

Routine cleaning and minor repairs should be documented, and major repairs or alterations must be approved by the Public Art Program Manager and/or designated city staff before proceeding for funding approval. Ensure that safety protocols remain in place and any public access points are clearly marked to avoid potential hazards.

To support long-term documentation and public transparency, submit photographs and/or videos of the installed artwork to the Public Art Program Manager and/or designated staff. This helps maintain a visual record of the installation's condition over time.

De-Installation for Temporary Installations

At the end of the temporary installation of the project's designated display period, the sculpture or installation must be safely and responsibly deinstalled in accordance with the terms outlined in the

Display and Preservation Agreement

The Public Art Program Manager will begin planning the deinstallation process in advance, ensuring that all required personnel are present. Artist must have insurances in order in case of injuries.

Carefully dismantle the artwork—working from the highest point to the lowest when applicable—while taking appropriate precautions to prevent injury, minimize environmental impact, and avoid damage to the surrounding area or artwork itself. If the piece is intended for storage or relocation, use proper packing and labeling procedures to preserve its condition.

Artists are responsible for ensuring that the site meets city standards upon project closeout.

Reference/Sources

This guide was created using a variety of sources including:

- Boise State University: Sculpture and Installation

LIGHT ART INSTALLATION PROJECTS

The City of Laredo recognizes the value of incorporating public art into urban spaces, including light art installations on city property. These artistic expressions enhance the visual appeal of the city, promote community pride, and contribute to urban beautification. Light art installations offer opportunities for artists to create dynamic and impactful pieces that engage the community and enrich public spaces.

This Standard Operating Procedure (SOP) provides guidelines for artists and others interested in creating public art projects involving light installations on city property, covering the process from proposal submission to post-installation maintenance.



Departmental Approvals

Engineering Department: The City of Laredo's Public Art Program Manager and/or designated city

staff must submit the design for engineering review. An electrical engineer is essential for light installations involving complex electrical systems.

They are responsible for designing and integrating the electrical infrastructure, determining power needs, ensuring safety, and making sure the project complies with local electrical codes and regulations. In addition to overseeing installation, they may also assist with ongoing maintenance to ensure the safe and reliable operation of the artwork. If any structural, technical, or safety concerns arise during this review, the proposal may need to be revised to minimize risk while maximizing visual impact.

Potential Considerations for the Engineering Department:

1. Identifying the power source.
2. Calculating electrical load capacity.
3. How the lighting elements will be mounted or anchored, especially if they are elevated, freestanding, or integrated into existing infrastructure.
4. Determining safe routing for wiring and conduits.
5. Potential external forces like wind exposure, heat, moisture, and seasonal weather changes must be evaluated to determine the durability of both the materials and the supporting structures.
6. Lighting components—such as LED arrays, projectors, or fiber optics—must also be rated for outdoor use, heat tolerance, and UV protection to prevent early failure or safety issues.
7. Collaborate with the Public Art Program Manager to prepare a Maintenance Plan, this will include inspection and any possible repairs or safety considerations.
8. Address any final adjustments or concerns identified during the inspection.

Utilities Department: The Utilities Department plays a vital supporting role in the implementation of light installations, particularly when the artwork connects to public power sources. They assist with identifying safe and accessible electrical access points, ensuring compliance with municipal infrastructure standards, and coordinating energy supply logistics. Their involvement ensures the installation does not interfere with existing utilities and functions safely within the public space.

The engineering and technical aspects of a light installation are critical to ensuring its safety, stability, and long-term functionality. Before proceeding, it is essential to address the structural requirements of the installation—such as

Risk Management: Additionally, the project might need to be submitted to the Risk Management Department, which will conduct a safety and risk assessment. This evaluation identifies any potential hazards and outlines public safety measures, such as the need for protective barriers, warning signs, or anti-vandalism features.

Prepare the Installation Site

The Public Art Program Manager will coordinate with relevant city departments to ensure that site preparation complies with all applicable city regulations and safety standards.

For above-ground installations, artists will be responsible for preparing the site, which includes removing debris, cleaning the ground, power washing if needed, and ensuring the area is safe and accessible.

If ground-breaking or excavation is required, this must be clearly indicated in the **Site Assessment Form** in advance. Preparation may involve leveling the area or installing necessary infrastructure to

ensure a stable and secure foundation for the artwork.

Post-Installation Details

After the installation is complete, the focus must shift to the ongoing preservation and care of the light instillation, as outlined in the Maintenance Plan established during the **Display and Preservation Agreement** with the City of Laredo.

Regular inspections and maintenance are critical for preserving the safety, functionality, and visual impact of light installations. These inspections help identify and address issues such as weather-related damage, vandalism, electrical malfunctions, or wear resulting from public interaction. Due to the electrical nature of light-based artworks, these installations often require more frequent evaluations than static or two-dimensional pieces.

Safety measures should be maintained and updated as needed. This may include installing or refreshing safety signage, securing exposed electrical components, and clearly marking public access points to prevent accidents or misuse.

Routine cleaning, inspections, and minor repairs must be documented. Major repairs or modifications require prior approval from the Public Art Program Manager and/or designated city staff, and in some cases, the City Engineering Department, particularly when structural or electrical components are affected. Funding approval may also be necessary for major interventions.

To support long-term documentation and public transparency, submit photographs and/or videos of the installed artwork to the Public Art Program Manager and/or designated staff. This helps maintain a visual record of the installation's condition over time.

Lastly, ongoing communication with the appropriate department housing the artwork and the Public Art Program Manager ensures timely coordination of maintenance needs, safety concerns, and community feedback related to the installation.

De-Installation (for Temporary Installations)

At the end of a temporary light installation's designated display period, the work must be safely and responsibly deinstalled in accordance with the terms outlined in the **Display and Preservation Agreement** with the City of Laredo.

The Public Art Program Manager will begin planning the deinstallation process in advance, ensuring that all required personnel are present. Artist must have insurances in order in case of injuries.

The deinstallation process must begin with the safe disconnection and removal of all electrical systems. All power sources should be turned off and properly secured before dismantling any structural or artistic components. Follow safety protocols to prevent electrical hazards, injury, or property damage.

Restore the site to its original or improved condition. This may involve backfilling holes, removing residue or debris, reseeding vegetation, cleaning surfaces, or repairing any disrupted infrastructure. The artist or installation team is responsible for ensuring the site meets all city requirements upon project closeout.

A final report must be submitted to the Public Art Program Manager and/or designated city staff. This report should document the deinstallation process, highlight any challenges or risks encountered, outline lessons learned, and include feedback gathered from the community, stakeholders, or city departments during the project's duration.

Additional Considerations

Lighting Designer: A lighting designer plays a crucial role in the creation and installation of light-based art, particularly for projects requiring advanced lighting techniques, color effects, or interactive features. While not always necessary for simpler projects, their involvement is highly recommended for more complex installations to ensure the lighting enhances the artistic intent while maintaining functionality, visual impact, and safety.

Inspections: Prior to opening to the public the light installation will need to be inspected.

- The artist, Public Art Program Manager and/or designated city staff, along with other relevant city departments, such as Engineering, Electrical Engineering and/or the Utilities Department will conduct a final inspection.
- Address any final adjustments or concerns identified during the inspection.
- The Public Art Program Manager and/or designated city staff will also meet with the Risk Management Department to verify that the artwork meets all safety and regulatory standards before it is opened to the public.

Reference/Sources

This guide was created using a variety of sources including:

- Paso Del Norte Community Foundation
- Portland State University

CITY OF LAREDO

STANDARD OPERATING PROCEDURE

Laredo Public Art Program

Project Guidelines

May 2025
Version No. 1

Public Document

This document is intended for informational purposes and public use. Please refer to the City of Laredo for the most up-to-date version.

PREPARED BY :
UP Art & City of Laredo – Arts & Culture Division

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ARTS & CULTURE LAREDO 781 TEXAS

Table of Contents

Intake Form Introduction 4

1. General Proposal Guidelines 4

2. Roles and Responsibilities 5

3. Proposal Requirements 6

4. Community Engagement 7

5. Maintenance and Longevity 7

6. Engineering and Technical Considerations 7

7. Submission Format 7

8. Acknowledgement and Evaluation 7

9. Project Implementation and Monitoring 8

10. Artist Mentorship Program (AMP) Intake Form 9

11. Completion of Project or Timeline Extension 9

12. Restrictions and Requirements 9

Proposal Design Guidelines 11

Supplies and Materials 12

Ineligible Entries 12

Project Proposal Intake Form 13

Introduction to the Artist Mentorship Program 19

1. Purpose 19

2. Objective 19

3. Mentor Selection and Eligibility 20

4. Mentee Selection and Eligibility 20

5. Mentor Guidelines and Expectations 21

6. Application & Documentation 21

7. Mentor Responsibilities 22

8. Mentee Guidelines and Expectations 23

Artist Mentorship Program Intake Form 26

Artist Mentorship Program Mentor Onboarding Packet **31**

Site Assessment Form: Mural Installation **32**

Site Assessment Form: Mural on Utility Cabinets **35**

Site Assessment Form: Ground Painting **37**

Site Assessment Form for Sculpture or Installation, including Lighting Installation **40**

Evaluation Criteria **43**

Standard Operating Procedures for Public Art Projects: Murals **45**

Standard Operating Procedures for Public Art Projects: Murals on Utility Cabinet **58**

Standard Operating Procedures for Public Art Projects: Ground Painting **65**

Standard Operating Procedures for Public Art Projects: Sculpture and Installation Art **76**

Standard Operating Procedures for Public Art Projects: Light Art Installation **84**

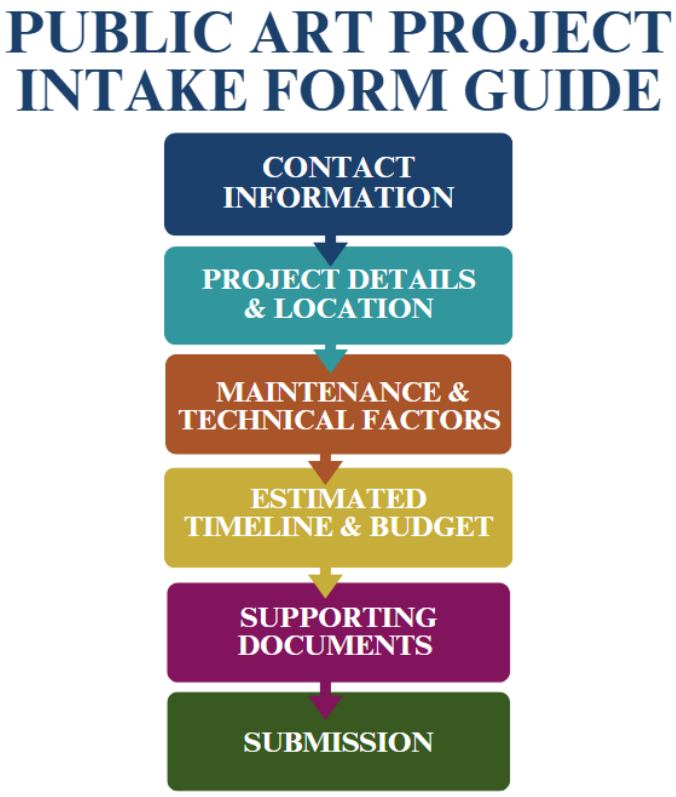
Laredo Public Art Program – FAQ Sheet **90**

Laredo Public Art Program – Support Desk **93**

Introduction to the Art Project Intake Form

Thank you for your interest in contributing to the cultural and artistic landscape of our city. We welcome public art proposals from individual artists, artist collectives, organizations, and community groups that aim to enrich our community through creative expression. Public art includes, but is not limited to, any paintings, sculptures, or other two- or three-dimensional special aesthetic enhancements placed in or along public spaces or on public structures, including but not limited to pavement, walls, retaining walls, slope walls, bridge structures, medians, or traffic signal boxes.

To ensure a fair and transparent process, we have established clear guidelines for submitting art proposals. Please review these guidelines carefully to ensure that you or your organization meet the requirements before completing the intake form.



General Proposal Guidelines

1. Eligibility

1. Individual artists, artist collectives, organizations, and community groups may propose public art by submitting a Project Proposal Intake Form. General proposals or concepts not tied to a specific project or location must complete a separate intake and submission form, available on the Public Art Program webpage.
2. The applicant must be the individual or organization participating the public art project and/or the party responsible for the installation and maintenance of the proposed public art.

3. Applicants must meet the eligibility requirements specified in the public announcement, which may include, but are not limited to, age restrictions, residency requirements, thematic alignment, or other specific qualifications.

2. Roles and Responsibilities

2.1 Artist or Organization:

1. Responsible for submitting a complete proposal.
2. Collaborating with the Public Art Program Manager and/or designated city staff to secure necessary permits and establish timelines.
3. Incorporating design modifications if required.
4. Fabricating and installing the artwork in accordance with approved designs.
5. Ensuring safe installation and adhering to the safety plan.
6. Attend official unveiling of the public art project.
7. Artists must stay in contact and communicate with the Public Art Program Manager.
   - Attend scheduled meetings, and respond to inquiries or updates.
8. Maintaining the artwork for agreed upon timeline.
9. Overseeing de-installation, if applicable.

2.2 Public Art Program Manager and/or Designated City Staff:

1. Responsible for reviewing proposals.
2. Responsible for the monthly review of non-site specific project proposals.
3. Community outreach and assisting on intake application.
4. Facilitating the approval process.
5. Securing permits.
6. Coordinating inspections.
7. Informing artist of any modifications needed on design.
8. Collaborating with relevant staff for safety plan.
9. Informing Artist and/or Organization about safety plan and insurances.
10. Checking in with progress of artwork and creating timeline of gradual payment.
11. Providing guidance and logistical support to artists throughout the project lifecycle.
12. Implement public art installations on city property after accessing recommendations and receiving final approval.
    - If necessary, prepare a report for City Council Members and/or the designated city authority for project approval.
13. Collect feedback through post-project surveys.

2.3 Evaluation Committee:

1. Responsible for evaluating submitted proposals.
2. Informing the Public Art Program Manager and/or designated city staff of any conflicts of

interest regarding Artist or Organization.

- Conflicts of interest include, but are not limited to, being an employee, board member, officer, or owner of an entity submitting a proposal or seeking funding.
- Any individual serving on the evaluation committee must recuse themselves from deliberations or votes in which they have a direct or perceived financial interest or personal relationship with an artist, organization, or proposal under review.

3. Summarizing the evaluation scores.
4. Making informed recommendations to the Public Art Program Manager and/or designated city staff based on artistic merit, feasibility, and alignment with community values.
5. The evaluation committee may include members of the Fine Arts & Culture Committee, designated city staff, and/or community representatives.
   - The evaluation committee members prioritize diversity in background, experience, and perspective to ensure fair and impartial evaluations.
   - If applicable, the Fine Arts and Culture Committee member serving on the evaluation committee acts as the representative voice for public art in their district. They should engage with their City Council Member, participate in community outreach, assist participants with their proposal intake forms, and direct community members to the feedback survey.
6. The evaluation committee do not directly distribute funds or select organizations that receive city funds for public art project proposals.

2.4 Elected Officials, City Council Members, and/or Designated City Officials:

1. If necessary, grants final approval for public art installations on city property, based on recommendations from the Public Art Program Manager and/or designated city staff report, the evaluation committee recommendations, and/or assessments from relevant city departments.
2. Making recommendations to the Public Art Program Manager and/or designated city staff, and Fine Arts and Culture Committee member on potential public art projects.
3. City Council Members are encouraged to meet with the Fine Arts and Culture Committee to receive updates on current public art projects, as well as reports on community outreach and communication efforts, and to discuss potential future proposals.

3. Proposal Requirements

Proposal requirements may vary depending on the project type. Applicants should refer to the specific public announcement for detailed project requirements to ensure their proposal and submission is complete.

1. All proposals must include a detailed project description, including the objectives and intended impact of the art project.
2. Visual representations of the proposed project, such as sketches, renderings, or photographs, are required to provide a clear understanding of the concept.
3. A resume, CV, or portfolio demonstrating the artist’s and organization’s previous work and experience in the arts should be included.
4. For upcoming artists, a mentorship program is available, please see the Mentee Intake Form provided.

5. If proposal is not tied to a specific project, an estimated budget outlining all costs associated with the project must be provided.
6. Installation process and materials list, unless a design template is provided in the public announcement.
7. A proposed timeline for the implementation of the project, including completion date, is required. Please see public announcement for specific project timelines.
8. Information about the proposed site for the art installation, including any specific site considerations or limitations, should be included (please use the provided site assessment form), unless the public announcement specifies a designated site.

4. Community Engagement

1. Proposals should outline how the project will engage and benefit the local community.
2. Interactive or participatory elements are encouraged to foster community involvement and enhance the cultural experience.

5. Maintenance and Longevity

1. For non-site specific proposals, applicants must detail the maintenance requirements for the art project, including the frequency and nature of required activities.
2. The anticipated lifespan or duration of the project should be specified, along with any factors that may impact its longevity.

6. Engineering and Technical Considerations

1. If the project requires engineering expertise for design, structural considerations, or installation, please provide detailed information.
2. Ensure that all technical requirements are addressed to facilitate the successful implementation of the project.

7. Submission Format

1. Proposals should be submitted online, as indicated in the public announcement.
2. Ensure that all required documents and information are included in the submission.
    - It is the sole responsibility of the submitter to ensure that the application and all required documents, as outlined in the public announcement, are complete.
    - Incomplete proposal submissions may result in disqualification.
3. Online forms are designed to be screen reader–friendly to support ADA accessibility; however, participants experiencing any accessibility issues can contact the Support Desk for assistance.
    - The **Support Desk** section includes the available hours and contact details of the Public Art Program Manager and/or designated city staff.
    - For common questions, refer to the **FAQ sheet** section.

8. Acknowledgment and Evaluation

1. Upon submission, applicants will receive an automated acknowledgment of receipt, including a reference number, and sent to the email address provided by the individual or organization.
2. In the case of incomplete submissions, applicants will still receive an automated acknowledgment and reference number.

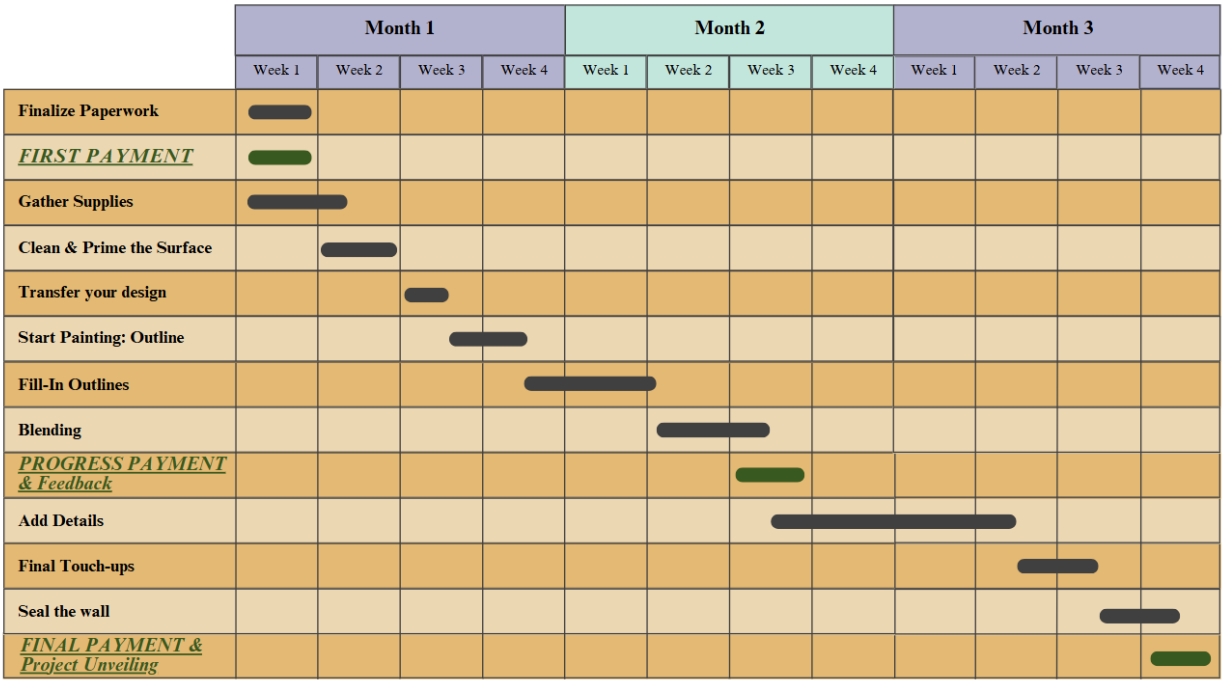
- Receiving an acknowledgment and reference number does *not* confirm that the submission is complete.

3. It is the sole responsibility of the applicant to retain and track their reference number and keep it readily available for reference.
4. Proposals will be evaluated based on artistic merit, feasibility, community impact, and alignment with the city's cultural vision.

9. Project Implementation and Monitoring

1. A monitoring plan to oversee the progress of the art projects and require mandatory check-in dates.

PUBLIC ART PROJECT
TIMELINE SAMPLE-MURALS



2. Check-in timelines may vary depending on the scope and nature of the project.
3. Artists and/or organizations will be provided a project timeline template to help track milestones and the corresponding payment schedule.
4. Regular check-ins to see the project is being implemented according to the approved plans and timelines.
   - Check-ins will include evaluation procedures, constructive feedback, and potential outcomes if project implementation differs from the approved proposal.
   - Address any issues or challenges that arise.
   - Establish the gradual payment schedule timeline.

     Upfront Payment: Covers materials, initial work, and development of preliminary concepts and renderings.

     Progress Payment: Made at the halfway point of the project, following constructive feedback.

     Final Payment: Issued upon completion and delivery of the final project.

- Lack of communication or delays in project progress may impact the gradual payment schedule, including the release of progress and final payments.

10. Artist Mentorship Program (AMP) Intake Form

1. Depending on the project scope and availability of qualified applicants, this initiative provides opportunities for emerging artists interested in public art to gain practical experience and begin building their professional portfolio.
2. If you have someone in mind, include the completed Artist Mentorship Program Intake Form of the perspective emerging artist you selected.
3. If no applicant is identified by the artist or organization, a mentee may be designated by the Public Art Program Manager in coordination with the artist or organization.
4. Not all projects may have mentorship opportunities available.
5. A waitlist will be established for all mentee applicants.
6. AMP may include partnerships with local school districts, institutions of higher education, or individuals seeking to build experience and a professional resume in public art.
7. Participation in the AMP is voluntary and subject to selection through the application process by Public Art Program Manager and/or designated city staff.
8. It is the sole responsibility of the mentee to actively participate, maintain professional communication, and coordinate meetings with their assigned mentor.
9. Mentees will be provided with clear guidelines and expectations.
10. If an artist or organization experiences issues with a mentee, they must promptly notify the Public Art Program Manager for evaluation and potential resolution.

11. Completion of Project or Timeline Extension

1. When the project is complete the artist or organization will receive **final payment**. Any unexpected delays in project completion may result in delay of final gradual payment.
2. For unforeseen obstacles—such as extreme weather conditions, back-ordered materials, or other unexpected delays. The Public Art Program Manager must be notified immediately to assess the need for an appropriate timeline extension.
3. **Timely Communication:** Project timeline changes should be communicated promptly and responsibly to the Public Art Program Manager, including a clear explanation and a revised expected completion date.
4. **Method of Communication:** All updates or adjustments must be shared via email, phone call, and/or texting with the Public Art Program Manager for proper documentation and coordination.
5. **Proactive Updates:** If delays or changes are anticipated, notify the city before deadlines are missed to allow for collaborative problem-solving and schedule adjustments.
6. Timelines are dependent on the project's medium, size, location, and, if applicable, weather conditions.

12. Restrictions and Requirements

NOTE: An application for a proposed public art project may be denied based on any of the following prohibited characteristics, design parameters and requirements: The City reserves the right to reject a proposal for any reason.

1. Proposed art must not contain characteristics that will distract drivers, pose a safety risk, or impact

traffic flow.

2. Proposed art must not reduce or interfere with intersection sight distance, stopping sight distance, and passing sight distance for drivers.
3. Proposed public art must not resemble a traffic control device (a sign, signal, marking, or other device to regulate, warn, or guide traffic).
4. Proposed public art should not protrude into pedestrian access routes (e.g., sidewalks, shared use paths), but may be allowed if it does not impede access to persons with disabilities or otherwise pose a safety hazard.
5. Proposed public art must not impede water drainage from the public right-of-way.
6. Proposed public art must not interfere with the City's ability to perform routine maintenance or cause additional maintenance for the City.
7. The size and scale of a proposed public art installation should be relative to its context and location and be designed to enhance the surroundings.
8. Proposed public art shall not be installed on a historic bridge or structure, within an ecologically sensitive area, and must not conflict with any state or federal environmental or historical commitments, policies and regulations.
9. Proposed public art that includes painted murals or other art on pavement, retaining walls or slope walls shall use anti-skid or anti-slip paint materials for the safety of pedestrians and maintenance workers. Other paint specifications may be applicable to particular proposed public art installations, at the City's discretion.
10. Proposed public art must not contain an advertisement in any form, actual or perceived, including a message, text, slogan, logo, graphic, distinctive emblem, trademark, web address, or phone number that identifies a commercial business or a product or service offered by businesses, business complexes, schools, attractions, historical or tourist locations, malls, or other organizations (charitable, non-profit, fraternal, religious, political organizations, etc.).
11. Provided, however, the City may allow the public art to include a logo, emblem or trademark to acknowledge the Sponsor of the public art so long as the inclusion thereof does not alter the message that the City intends to convey by allowing the public art and its primary purpose is not to serve as an advertisement for the Sponsor's products or services or in violation of City sign ordinances.
12. Proposed public art must not be designed with the sole intention to provide greater visibility to existing or future businesses or advertisements.
13. Proposed public art must adhere to community standards. Any artwork that is deemed inappropriate, lewd, or obscene is subject to rejection at the City's discretion.

If you have any questions or need further information, please contact Vanessa Filazzola, Public Arts Program Manager for the City of Laredo's Arts & Culture Division, Public Library Department, at (956) 795-2400 OR submit a question: https://www.laredolibrary.org/contact-ask-librarian/.

By following these guidelines, you help ensure that your proposal is reviewed efficiently and fairly, contributing to the vibrant cultural fabric of our city. Thank you for your participation and creativity.

Proposal Design Guidelines

1. All art must be original. The artwork cannot quote, appropriate or adapt imagery created by other artists, unless that artist's permission is obtained in writing in advance and submitted to us. The adaptation of other imagery (e.g. photographs) is allowed if the images are in the public domain, or used with permission.
2. The rendering may be hand-drawn, or digital, but **must be in color, or have an explanation of the colors being used**, including but not limited to warm, cool, complementary, analogous color palette.
3. The artwork must have a title and narrative description.
4. Remember, the murals will be in public areas and must be suitable for all ages, races, etc. There should be nothing offensive, vulgar, scary, etc.
5. Logos, advertisements, organization names, and other promotional content are not permitted in the artwork.
6. **Utility Cabinet Dimensions:** The artist should be prepared to adjust artwork as the size of the cabinet may vary. Utility Cabinets vary greatly in size. Artists are expected to paint all four sides of the cabinet, as well as the top and concrete base.
7. The design may not include any fields of solid white or color, as these invite tagging/graffiti. The artwork proposed should fully occupy all surfaces, with complex or overall patterning, to assist with graffiti prevention. Artist may be asked to adapt proposed design so that all surfaces meet this rule.
8. The design must ensure artists do not paint over essential control functions, including keyholes, locks, identification numbers, and safety information. **These elements must remain visible and unaltered, and should be masked off before painting begins.** Artists are required to mask and paint around them.
9. To avoid overheating of the cabinet the image should include mostly light colors. Images with more than 20% dark colors may not be considered.
10. Artists must be careful of keeping the area around the traffic signal control cabinet clean and must always allow access for wheelchairs and pedestrians.
11. The vents should never be covered even temporarily. Ventilation is critical and keeps the cabinet from overheating. When painting the cabinet please make sure the paint does not drip inside the vents. There are also highly sensitive electronic components in the cabinet and are an important part of public safety. Damage to the utility cabinets needs to be reported immediately to the Public Art Program Manager and/or designated city staff.
12. Department of Traffic and Signals must have access to these controllers at any given time, for servicing, or repairs. Artists must work with these city employees to ensure safety of the community and allow the technician access to the cabinet immediately.
13. Artists and others associated with the project are required to wear safety vests since they will be working in close proximity to the roadway. Hardware stores sell safety vests, typically, for under $20 each.
14. All work must be completed off the roadway. Lane closures are not permitted.
15. Proposals should include the Artist's signature as it would appear on the Utility Cabinet. Signatures must not exceed 2 inches x 8 inches in actual size and cannot include the copyright sign©. Websites, phone numbers, social media handles, etc. are not allowed.

SUPPLIES AND MATERIALS

1. Artists must supply their own materials. They must protect the surrounding area from paint, and clean it up afterwards.
2. Artists are required to paint the cabinet with high quality materials. Recommended paint types include: exterior latex paint, or high-quality aerosol paint. NO MARKERS OF ANY KIND MAY BE USED.
3. The final artwork painted on the cabinet must closely adhere to the rendering submitted.
4. The Public Art Program Manager or designated city staff will be setting up a mandatory check-in and project feedback with the artist to ensure the approved proposal aligns with project progress.
5. The City of Laredo reserves the right to remove the artwork at any time, including but not limited to if it does not conform to the rendering, or serious issues with the completed work or the cabinet itself arise.

INELIGIBLE ENTRIES

A proposal/rendering will be ineligible if it contains any of the following:

1. Copyrighted or trademarked image or logo; a brand or business name.
2. Art that is plagiarized, stolen or copied or partially appropriated from another source (i.e. somebody else's idea and/or imagery).
3. It requires anything to be glued to the cabinet or attached by any means; only direct paint is allowed.
4. Anything that defames or invades the rights of any person, living or dead. Anything that could be construed as harmful to a third party.
5. Work that is not suitable for viewing by all ages and cultures, in a public location, as determined by the City of Laredo at its sole discretion.
6. City of Laredo reserves the right to reject a proposal for reasons not stated above.

If you have any questions or need further information, please contact Vanessa Filazzola, Public Arts Program Manager for the City of Laredo's Arts & Culture Division, Public Library Department, at (956) 795-2400 OR submit a question: https://www.laredolibrary.org/contact-ask-librarian/.

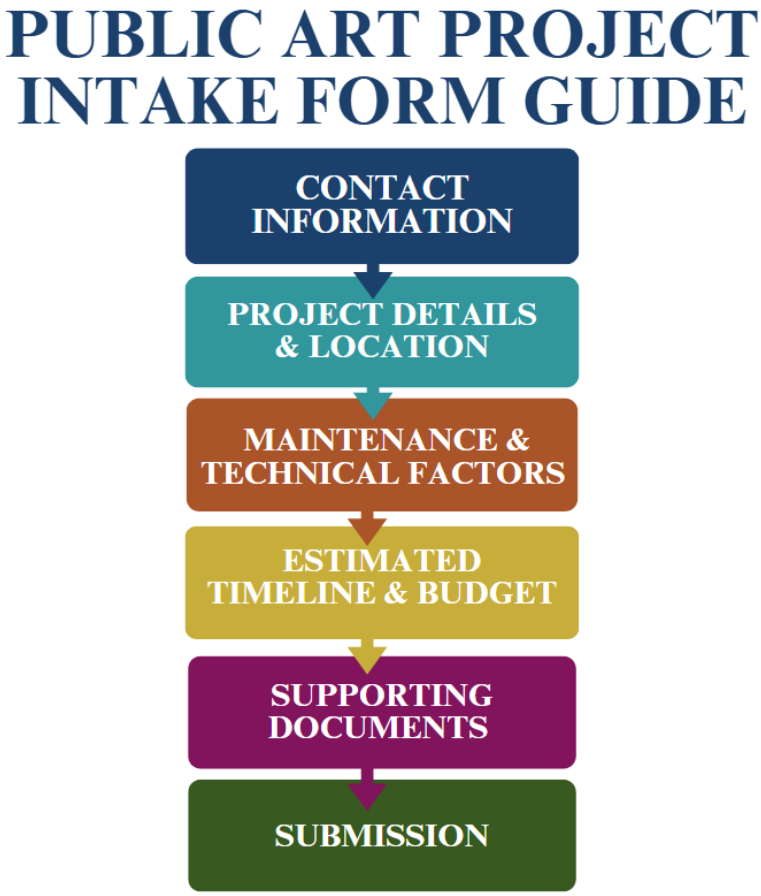
By following these guidelines, you help ensure that your proposal is reviewed efficiently and fairly, contributing to the vibrant cultural fabric of our city. Thank you for your participation and creativity.

Project Proposal Intake Form

Thank you for your interest in submitting a proposed public art project to the City of Laredo. To ensure that we have all the necessary information to review and evaluate your project, please complete the following intake form and attach all necessary documents.

Failure to provide the required documents listed in the public announcement and/or proposed project may result in an incomplete intake form submission.

Please note that this form is applicable to artists, organizations, and community groups proposing murals, murals on utility cabinets, ground painting, sculptures, installations, light installations, and other projects.



1. Contact Information

Please ensure your contact information is accurate and correctly spelled.

An automated acknowledgment and reference number will appear on screen and/or be sent to the email address provided.

1. Name:
2. Organization/Community Group (if applicable):
3. Address:
4. City:

5. State/Province:
6. ZIP/Postal Code:
7. Phone Number:
8. Email Address:
9. Website, CV, or Portfolio (if applicable):

Note: The City is not responsible for missed communications due to inaccurate or misspelled contact details.

2. Project Details

1. Type of Public Art:

   Please indicate the type of public art you are proposing:

   - Mural
   - Mural on utility cabinet
   - Ground painting
   - Sculpture or Installation
   - Light Installation
   - Other (please specify):

2. Project Title:
3. Project Description:

   3.1 Provide a brief description of your proposed public art project, including but not limited to its objectives, theme, and any relevant details about the artwork:

   3.2 What impact do you hope this project will have on the community or space it inhabits?

   3.3 Define the intended purpose of the public art, such as enhancing the aesthetics of the area, conveying a message, or promoting a specific theme.

4. Materials, Techniques, Implementation Tools and Processes:

   4.1 Describe the materials, techniques, and implementation tools and processes you intend to use for the project. Be as specific as possible.

The artist and/or organization is responsible for all supplies, protective equipment, accommodations, travel, and all related materials related to and during the execution of the mural.

3. Project Proposal

1. Project Objectives:

   1.1. What do you aim to achieve with this art project?

   1.2. What emotions, ideas, or conversations do you intend to spark through this work?

   1.3. How does the artwork reflect or celebrate the identity, values, or diversity of the community?

   1.4. Are there educational or awareness-raising goals associated with the artwork? If applicable, please describe them.

   1.5. Does the project aim to foster community interaction, dialogue, or civic pride? If so, please explain how.

1.6. In what ways does this project contribute to the vision or identity of Laredo?

1.7. Does this project align with the cultural, historical, or social context of the area? If so, please explain how.

2. Proposed Dimensions:

2.1. What are the dimensions of the artwork?

2.2. How will the artwork interact with the surrounding space (e.g., wall-mounted, freestanding, suspended)?

2.3. Are there any considerations related to scale, proportion, or viewing angles?

2.4. Will the dimensions impact pedestrian traffic, visibility, or accessibility?

2.5. *For 2D works:* What surface or structure will the artwork be applied to (e.g., wall, panel, fence)?

2.6. *For 3D works:* Will the artwork require a pedestal, foundation, or structural support?

3. Community Engagement:

3.1. How will the project engage and benefit the local community?

3.2. Will the project include interactive or participatory elements?

3.3. If so, how does it engage with various age groups within the community, such as:

- Children:
- Teenagers:
- Adults:
- Older adults:

4. Site Information: (if applicable)

Please complete this section if your proposal or idea is not tied to a specific project or location, or if you are proposing a new location for an existing project.

1. Proposed Site for Installation: ***NOTE: Site Assessment form must be submitted in Supporting Documents section***

1.1 Are there any existing structures or features at the site?

1.2 Are there any specific site considerations or limitations?

2. Proposed Location:

2.1 Provide a written description of the site for installation or display, using landmarks or GPS coordinates.

2.2 Specify any special requirements for the location, such as equipment, facilities, or assistance needed.

5. Maintenance

1. To the best of your knowledge are there any specific maintenance requirements or considerations?
2. A description of foreseeable components of maintaining the proposed public art, including inspection of structural elements, litter removal and vegetation control:
3. What is the estimated frequency and nature of required maintenance activities?
4. If unforeseen maintenance is required (e.g., graffiti removal, vandalism, or weather-related damage),

would you be willing to be hired for repairs? Please note this may be part of the contractual selection process, and compensation would be provided if services are needed.

5. What sources, experience, or methods did you use to research best practices for maintaining materials or components used in your project?
6. Have you or your team received any specific training or consulted with professionals regarding long-term care and preservation of the proposed work? If so, please describe.

6. Longevity

1. Is this a temporary or permanent installation?
2. What is the anticipated lifespan or duration of the proposed project?
   - 2.1 Are there any factors that may impact its longevity (e.g., weather, materials used)?
   - 2.2 How will the design and materials of the project adapt to environmental changes or unforeseen challenges over time?

7. Engineering Requirements

1. Does the project require engineering expertise for design, structural considerations, or installation?
   - 1.1 If yes, please provide details of the engineering requirements:

8. Implementation Timeline

If your proposal or idea is not already tied to a specific project, please provide an implementation timeline. For proposals related to an announced project, projected timelines with required check-ins and milestones will be provided.

1. Start Date:
2. End Date:
   - 2.1 Please provide a proposed timeline for project milestones:

* **The Public Art Program Manager and/or designated city staff will provide you project timeline template and coordinate with you to ensure milestones, scheduled payments, and mandatory check-in timelines are established, based on the specific project type. ***

9. Estimated Budget

If your proposal or idea is not already tied to a specific project, please provide estimated budget.

3. Estimated Budget
   - 3.1 Provide an estimated budget for the project, including materials, labor, and any other relevant expenses:
4. Funding Sources (if any):
   - 4.1 Do you have funding or sponsorship for this project? Yes/No
   - 4.2 Will you be seeking additional funding or sponsorship? If yes, please provide details:

10. Supporting Documents

Please attach the following documents to support your proposal. The documents should be labeled appropriately for clarity and documentation purposes.

If uploading multiple images, please scan or combine them into a single file for the respective document type and/or if applicable provide URLs.

Use the following format for all documents: LastNameFirstInitial_DocumentType

Please Note: Failure to submit documents and/or use the proper format may result in an incomplete application.

Example: for applicant John Doe:

i: DoeJ_Resume.pdf

ii: DoeJ_Portfolio.pdf

iii: DoeJ_Sketches+Renderings.pdf

1. Artist/Group Resume or Bio:
2. Portfolio of Previous Works and/or CV:
   - 2.1 Please include if you have done any projects with the City of Laredo [Yes/No].
   - 2.2 If yes: Project title, type, month & year of the project/s completion.
3. Attach Visual representation (such as sketches, renderings, or photographs or provide URLs).
4. Letters of Support (if available).
   - 4.1 Letters could be from individuals who can speak to your artistic abilities, character, mentors, professionals, educators, and/or clients who have commissioned you for similar projects.
   - 4.2 Site Assessment Form (if applicable).

     * Please submit the following, along with the appropriate projects completed site assessment form, if your proposal or idea is not tied to a specific project or location, or if you are proposing a new location for an existing project. *
   - 4.3 Photographs of existing site conditions of the location at time of application submission.
   - 4.4 An aerial image or site plan indicating the location of the placement of proposed art.
5. Attach completed **Artist Mentorship Program Intake Form** (if applicable)

11.Additional Information

1. Are you familiar with documenting your work (e.g., photos, journals, process notes)?
2. Are you comfortable receiving constructive feedback and adjusting your work accordingly?
3. Is there any other information or considerations you would like to provide regarding your art project?

12.Review and Selection Process

Please note that all proposals will be reviewed by the Public Art Program Manager and/or designated city staff, along with an evaluation committee. The committee details and evaluation criteria are outlined in the **Evaluation Criteria section of the SOP**.

If selected, the applicant/s will be required to sign a liability and indemnity agreement, enter into a contract with the Public Art Program Manager and/or designated city staff, and comply with all requirements set forth for successful completion of the proposed Public Art Project.

Declaration: By submitting this intake form, I acknowledge that I have read and understood the guidelines and requirements for proposing public art projects in the City of Laredo. I affirm that all information provided is true and accurate to the best of my knowledge, and that all necessary supporting documentation has been included with this submission. I understand that submission of this form does not guarantee the acceptance or approval of my proposed project. I understand that it is my responsibility to

retain my reference and/or tracking number and ensure all contact information provided is accurate to the best of my knowledge.

Signature: _____

Date: _____

13. Confirmation:

Thank you for your interest in contributing to the public art landscape of the City of Laredo. We look forward to reviewing your proposal. If you have any questions or need further information, please contact Vanessa Filazzola, Public Arts Program Manager for the City of Laredo's Arts & Culture Division, Public Library Department, at (956) 795-2400 OR submit a question: https://www.laredolibrary.org/contact-ask-librarian/.

We encourage participants to submit feedback on the proposal process through the online feedback survey. Please remember to be respectful in all communications and to include your reference number

Introduction to the Artist Mentorship Program

Thank you for your interest in participating in the City of Laredo's emerging Artist Mentorship Program (AMP) and contributing to a public art project.

To ensure a complete and thorough review of your application, please fill out the intake form below and attach all required supporting documents. Incomplete submissions, including missing or mislabeled documents, may not be considered.



1. Purpose

This form is for emerging artists, organizations, and community members seeking hands-on experience in public art and looking to build their professional portfolios. Participation in AMP is voluntary and designed to provide practical, mentorship-based experience in the development and installation of public art.

2. Objective

The objectives of the Artist Mentorship Program (AMP) are as follows:

1. To establish a standardized intake and application process for all participants in the AMP.
2. To create a pathway for individuals without prior public art experience to gain practical knowledge and access the field through mentorship.

3. To provide meaningful, hands-on opportunities for emerging artists to gain experience in public art and build their professional portfolios.
4. To create a clear selection process which is based on project needs and mentor availability; a waitlist may be established.
5. To foster collaboration between emerging and established artists through structured mentorship, skill-sharing, and project-based learning.
6. To outline clear procedures for participation and program completion, ensuring expectations and responsibilities are transparent for both mentors and mentees.
7. To encourage community engagement and appreciation of public art through collaborative projects and inclusive participation.
8. To promote professional development by equipping emerging artists with the tools, resources, and networks necessary to pursue careers in public art.
9. To promote diversity, equity, and inclusion by supporting artists from underrepresented backgrounds and reflecting the multifaceted cultural identity of the City of Laredo.
10. To gather feedback and assess the successes of the Artist Mentorship Program through a required post-project evaluation, ensuring continuous improvement and effectiveness of the program.

3. Mentor Selection and Eligibility

1. Based on the approved proposals from established artists or organizations.
2. Artists or organizations awarded more than one project within the city's fiscal year, OR those who received two projects in the past three years, will be required to incorporate a mentee into each additional project thereafter, subject to program guidelines and applications.
3. Mentee assignment will be determined based on the complexity of the project, safety requirements, and the availability of qualified applicants.
4. Final matches will be coordinated by the Public Art Program Manager or city staff.
    4.1 Mentors may be asked to complete a feedback survey to evaluate the overall program.
    4.2 If an artist or organization experiences issues with a mentee, they must promptly notify the Public Art Program Manager for evaluation and potential resolution.
5. *NOT* all projects may have mentorship opportunities available.
6. A waitlist will be established for all mentee applicants.

4. Mentee Selection and Eligibility

1. Mentees will be selected based on the strength of their Artist Mentorship Program Application, including responses to application questions, relevant qualifications, portfolio samples, and any letters of support submitted.
2. Artists or organizations may nominate a preferred mentee, provided that the artist's/mentor’s intake form is submitted along with the nominee’s completed Artist Mentorship Program Application.
3. In the absence of a nominated applicant, the Public Art Program Manager or designated city staff will assign a mentee from the qualified applicant pool, ensuring alignment with the project scope, learning objectives, and compatibility with the selected artist or organization.
4. The Artist Mentorship Program may include partnerships with local school districts, institutions of higher education, or individuals seeking to build experience and a professional resume in public art.

5. Any participant under the age of 18 will require a parental or guardian signature and may only participate under adult supervision.
6. Please note: Certain projects may have age restrictions due to safety considerations or associated risks. Please refer to the public announcement for specific age requirements.
7. Not all projects may have mentorship opportunities available, which may be due to, but not limited to, project requirements, timelines, scope, or mentor capacity. A waitlist will be established for all mentee applicants.
8. Demonstrated commitment to completing the full duration of the project, including active participation throughout all phases of the public art process, from planning and site prep to installation and final review.
9. Willingness to adhere to all safety guidelines, program expectations, and City of Laredo public art procedures.
10. All mentee placements are subject to final approval by the Public Art Program Manager and/or designated city staff, based on alignment with program goals, project needs, and available resources.
11. Mentees may be eligible to receive **a stipend and/or formal recognition** for their participation in the program, depending on available resources and level of involvement.

5. Mentor Guidelines and Expectations

Being selected as a mentor is something to be proud of—your leadership shapes not only the final artwork, but also the future of Laredo's vibrant and inclusive arts community. Your guidance helps diversify participation, spark public interest in art, and foster creative expression that resonates across generations.

Through this mentorship program, you are facilitating hands-on learning, encouraging collaboration, and building the confidence of emerging artists. Your influence goes beyond the mural—you are helping cultivate the next generation of talent and ensuring that Laredo's stories, skills, and cultural identity continue to be honored and passed down through community-driven public art.

Mentors are selected based on demonstrated artistic excellence and experience—having successfully completed multiple proposals and public art pieces in Laredo. With this in mind, you serve as both a role model and a vital link between the community, the creative process, and the artists of tomorrow.

View **Mentor Onboarding Packet** for additional details.

6. Application & Documentation

1.1 Mentorship Selection

1. If an artist or organization is awarded more than one project within the city's fiscal year—or two projects within the past three fiscal years—they may be selected to mentor an assigned mentee for each additional project thereafter.
2. Please note not all projects may have mentorship opportunities available, which may be due to, but not limited to, project requirements, timelines, scope, or mentor capacity. A waitlist will be established for all mentee applicants.

1.2 Documentation and Communication

1. If an artist or organization experiences issues with a mentee, they must promptly notify the Public Art Program Manager for evaluation and potential resolution.
2. When applicable, the Public Art Program Manager may contact appropriate staff, instructors, or

program coordinators to recommend potential mentees or to inform them of a mentee's lack of participation.

2.1 This ensures accountability and reinforces the mentee's commitment to the program.

3. Program participation, feedback, and outcomes will be included in project monitoring and evaluation to assess the impact and effectiveness of the Artist Mentorship Program.

7. Mentor Responsibilities

1. Core Responsibilities

1. Demonstrate techniques clearly by providing step-by-step demonstrations of the project process (e.g., priming, outlining, sealing) to guide participants with confidence.
2. Share your experience openly by passing on your creative or technical knowledge in a way that's approachable and meaningful.
3. Foster open dialogue by creating a welcoming space where participants feel comfortable asking questions and offering ideas. Learning thrives through communication and collaboration.
4. Give constructive, supportive feedback by focusing on growth rather than perfection.
5. Encourage progress while honoring individual voices and styles.
6. Connect art to place and meaning. When relevant, help participants explore how the work reflects Laredo's culture, identity, or history.
7. Your perspective is part of why your proposal was selected—your contribution is not only artistic, but deeply meaningful to the city.
8. Mentors are expected to dedicate a minimum of **two hours per week**, though this may vary depending on the type project and deadlines.
9. Flexibility is encouraged to accommodate both the mentor's and mentee's schedules while ensuring meaningful engagement.
10. Mentors may be eligible to receive **a stipend and/or formal recognition** for their participation in the program, depending on available resources and level of involvement.

2. Core Expectations

1. Maintain a professional, respectful tone with all mentees, volunteers, and participants.
2. Provide accurate, researched guidance (e.g., on materials, safety, and surface preparation).
3. Uphold safety standards and model proper tool usage.
4. Be aware of weather/environmental challenges unique to Laredo (e.g., heat, stucco walls, paint compatibility).
5. Keep open communication with the Public Art Program Manager and/or designated city staff, and report any concerns promptly.

3. Active Participation

Your presence is more than showing up—it's about staying engaged:

1. Guide mentees through unfamiliar tasks with patience and clarity.
2. Offer encouragement while still holding participants accountable to quality and deadlines.

3. Actively work to include all participants. Keep in mind that mentees may have varying levels of experience, ages, and backgrounds—so it's important to remain patient, adaptable, and supportive throughout the process.
4. Model inclusive language and behavior that creates a welcoming space.
5. Encourage teamwork and mutual respect among all participants.
6. Help spark curiosity in public art and local history—art is the entry point to deeper connection.

4. Safety & Site Responsibilities

Mentors are co-responsible for maintaining a safe and organized workspace:

1. Ensure all participants use proper PPE (gloves, masks, goggles, etc.).
2. Monitor ladder use, scaffold setup, and other site safety protocols.
3. Assist with or lead clean-up procedures at the end of each session.
4. Keep walkways clear and materials labeled.
5. Be the first line of response for any safety concern or incident.

8. Mentee Guidelines and Expectations

Participation in the Artist Mentorship Program is voluntary and designed to foster hands-on experience in the creation and installation of public art. All mentees must be selected through the official application process, and participation is contingent upon meeting the following requirements:

1. Application & Documentation

1.1 Submission Requirements

1. Completion and submission of the online Artist Mentorship Program Intake Application is required for consideration.
2. All supporting documents must be provided, see Artist Mentorship Program Intake Application
3. supporting documents section to view requires forms.
4. All documents should be labeled appropriately for clarity and documentation purposes

   4.1 **Use** the **following format for all documents:** ***LastNameFirstInitial_DocumentType***

   Please Note: Failure to submit documents and/or use the proper format may result in an incomplete application.

   Example: for applicant John Doe:

   i: DoeJ_AMPIntakeApplication.pdf

   ii: DoeJ_LettersofSupport.pdf
5. For artists or organizations proposing a mentee, the completed mentee application must be submitted as a supporting document with the artist's Public Art Intake Form or Call to Artists proposal.

2. General Expectations

Once selected, mentees will be notified and required to meet with the Public Art Program Manager and/or designated city staff, followed by an introductory meeting with their assigned mentor to discuss

expectations for successful completion of the Artist Mentorship Program. These expectations include, but are not limited to:

1. Selected mentee will receive the Public Art Program Manager's contact information.
2. A signed email confirming receipt of this contact information will be **required**.
3. Mentee is responsible for keeping the Public Art Program Manager informed of any questions or concerns regarding their mentor.
4. Any questions or concerns regarding their mentor should be directed to the Public Art Program Manager immediately.
5. ***Method of Communication:*** can be via email, phone call, and/or texting with the Public Art Program Manager.
6. Any miscommunication or failure to meet responsibilities may affect future eligibility for public art opportunities with the City of Laredo.

3. Active Participation

1. Your presence is more than showing up it's about staying engaged.
2. Listen and take direction from your mentor.
3. Mentees are expected to take initiative, communicate effectively, and coordinate directly with their assigned mentor to support the progression of the project.
4. This includes, but is not limited to, all phases of the public art project such as surface preparation, sealing, and installation. The process will vary depending on the medium used and project scope.
5. Receive feedback with openness—part of this program is centered on giving and receiving constructive feedback. Growth happens through experience and a willingness to learn from others.
6. Encourage teamwork and mutual respect among all participants.

4. On-Site Engagement:

1. Mentorship is conducted in-person and on-site.
2. Mentees must be physically present during agreed-upon phases of the project.
3. Ask for guidance through unfamiliar tasks
4. Assist in on-site clean up daily and at project completion.
5. Participate and observe the different approaches.

5. Scheduling:

1. It is the mentee's responsibility to collaborate with their mentor to establish a consistent meeting schedule.
2. Projects will require a minimum number of weekly meetings, determined by the scope of work.

6. Reliability:

1. It is the mentee's responsibility to communicate effectively and inform their mentor if they cannot attend on-site for agreed upon scheduling.
2. Repeated failure to communicate, attend scheduled meetings, or actively participate in the mentorship process may result in dismissal from the Artist Mentorship Program.

2.1 If applicable, the Public Art Program Manager or city staff may contact appropriate staff, instructors, or program coordinators to recommend potential mentees or to inform them of a

mentee's lack of participation.

2.2 Participation in the mentorship program is a privilege, and the City of Laredo reserves the sole discretion to remove a mentee from the program if necessary—based on, but not limited to, factors such as lack of commitment, poor communication, failure to meet program expectations, disruptive behavior, or conduct that does not align with the values and goals of the Public Art Mentorship Program.

2.3 This may affect future eligibility for public art opportunities with the City of Laredo.

7. Professional Conduct:

1. Mentees are expected to uphold professionalism, adhere to safety protocols, and comply with all public art program policies set forth by the City of Laredo.

8. Confidentiality & Respect:

1. Mentees are expected to respect all project information, collaborators, and community members involved.
2. Any misuse of sensitive information or disrespectful behavior may result in removal from the program.

9. Post-Project Evaluation & Feedback:

1. Mentees may be asked to complete a feedback survey or participate in a program evaluation upon project completion aimed at improving the Artist Mentorship Program and evaluating its overall effectiveness and successes.
2. Please remember to be respectful in all communications.

If you have any questions or need further information, please contact Vanessa Filazzola, Public Arts Program Manager for the City of Laredo's Arts & Culture Division, Public Library Department, at (956) 795-2400 OR submit a question: https://www.laredolibrary.org/contact-ask-librarian/.

By following these guidelines, you help ensure that your application is reviewed efficiently and fairly, contributing to the vibrant cultural fabric of our city. Thank you for your participation and creativity.

Artist Mentorship Program Intake Form

Thank you for your interest in participating in the City of Laredo's emerging Artist Mentorship Program (AMP) and contributing to a public art project. To ensure a complete and thorough review of your application, please fill out the intake form below and attach all required supporting documents. Incomplete submissions, including missing or mislabel documents, may not be considered.

This form is intended for emerging artists, organizations, and community members seeking hands-on experience in public art and looking to build their professional portfolios. Participation in AMP is voluntary and designed to provide practical, mentorship-based experience in the development and installation of public art.



1. Contact Information

An automated acknowledgment will be sent to the email address provided.

1. Name:
2. Organization/Community Group (if applicable):
3. Address:
4. City:

5. State/Province:
6. ZIP/Postal Code:
7. Phone Number:
8. Email Address:
9. Website, CV, or Portfolio (if applicable):

The City is not responsible for missed communications due to inaccurate or misspelled contact details.

2. Personal Details:

1. Gender: [Female/Male/Other/Prefer not to Say]
2. Age Range:
   - Below the age of 18: [Yes/No]
     - If yes, specify: _____
   - Age 18-21: [Yes/No]
   - Age 22-30: [Yes/No]
   - Age 31-40: [Yes/No]
   - Age 41-50: [Yes/No]
   - Age 51-60: [Yes/No]
   - Age 61+: [Yes/No]
3. If you're under the age of 18, what is your current grade level (If not applicable please indicate "N/A")? _____
   3.1 What school do you attend (If not applicable please indicate "N/A")? _____
4. Are you currently in an institution of higher education? [Yes/No]
   4.1 If yes, provide the institution and your level (Freshmen-Senior): _____
5. What is your highest level of education: _____

Any participant under the age of 18 will require a parental or guardian signature and may only participate under adult supervision.

3. Experience

The following questions are intended to help determine appropriate placement within the program

Indicating "no experience" is a valid response, purpose of the program is to provide opportunities for individuals who are eager to learn and gain experience in public art.

1. Are you currently employed? [Yes/No] If yes, specify:
2. What experience do you currently have in the visual arts?
   2.1 If applicable, please provide details of your experience.
3. Have you worked on any public art projects in the past? [Yes/No] If yes, specify:
4. How familiar are you with materials and tools commonly used in public art installations (e.g., scaffolding, sealants, mural paints, safety gear)?
5. What are some challenges you think come with creating art in a public space, and how would you

approach them?

6. Have you completed any safety training or participated in safety-oriented projects (e.g., school, volunteer work, other jobs)?
7. Do you have any experience interpreting or following a project timeline or schedule?

4. Project Details

1. What type of Public Art Project would you be interested in learning?
   - Mural
   - Mural on utility cabinet
   - Ground painting
   - Sculpture or Installation
   - Light Installation
   - Other (please specify):
2. If you had to select one type of Public Art Project which would it be and why?
3. What artistic mediums are you most comfortable working with (e.g., painting, digital media, sculpture)?
4. Are you comfortable using basic tools or ladders if required during the project?
5. If selected, are you willing to help with both creative and logistical aspects of the project (e.g., material handling, community outreach, safety check-ins)?
6. Do you understand that each public art project may involve collaboration with the city, local organizations, and the general public? How do you feel about this?

5. Scheduling

If selected mentees are required to attend a minimum of 2 meetings a week. Mentees are responsible of establishing and maintaining a consistent schedule.

1. What is your availability?
   - School/Semester: _____
   - Work: _____
   - Other obligations: _____
2. Are you aware that it is the mentee's responsibility to communicate and coordinate scheduling with their assigned mentor? [Yes/No]
3. Do you understand that missing project meetings—may result in dismissal from the Artist Mentorship Program and could impact your eligibility for future public art opportunities? [Yes/No]
4. Are there any known scheduling conflicts or time commitments that may limit your availability to fully participate in the mentorship program? If so, please explain. (e.g., extracurricular activities, birthdays, holidays)

If your availability changes after submitting your application, you must notify the Public Art Program Manager to update your scheduling information.

6. General Application Questions

1. Why are you interested in participating in the Artist Mentorship Program?
2. What do you hope to gain from this experience?
3. How does public art align with your personal or professional goals?
4. What strengths do you bring to a collaborative art project?
5. What areas do you hope to improve through this mentorship?
6. How do you define success for yourself in this program?
7. How do you handle feedback and constructive criticism?
8. What motivates you to complete long-term projects or commitments?
9. Is there a specific medium, theme, or type of public art you are most interested in exploring?

7. Supporting Documents

Please attach the following documents to support your application. The documents should be labeled appropriately for clarity and documentation purposes.

If uploading multiple images, please scan or combine them into a single file for the respective document type and/or if applicable provide URLs.

Use the following format for all documents: LastNameFirstInitial_DocumentType

Please Note: Failure to submit documents and/or use the proper format may result in an incomplete application.

Example: for applicant John Doe:

i: DoeJ_Portfolio.pdf

ii: DoeJ_LettersofSupport.pdf

1. Portfolio of Previous Works and/or CV in either in a single document or provide URL:
2. Provide a minimum of three (3) original visual representations of completed works (e.g., drawings, paintings, sculptures, digital art, photographs, etc.).
3. Maximum of (7) original visual representations of completed works
4. Each submission must include the title of the piece, type of project, and year of completion.
5. Letters of Support (if available)
6. Letters may include, but are not limited to, those from individuals who can speak to your artistic abilities, character, mentors, professionals, educators, and/or clients who have commissioned you for similar projects.

8. Additional Information:

1. Is there any other information or considerations you would like to provide regarding your art project?

9. Review and Selection Process

Please note that all applications will be reviewed by the Public Art Program Manager and/or designated city staff. Applicants will be evaluated based on responses to application questions, relevant

qualifications (if applicable), portfolio samples, and any letters of support submitted.

If selected, the applicant will be required to sign a liability and indemnity agreement, enter into a contract with the Public Art Program Manager, and comply with all requirements set forth for successful completion of the Artist Mentorship Program.

Declaration: By submitting this intake form, I acknowledge that I have read and understood the guidelines and requirements for participating in the emerging Artist Mentorship Program (AMP) for the City of Laredo. I affirm that all information provided is true and accurate to the best of my knowledge, and that all required supporting documentation has been included with this submission.

I understand that submission of this form does not guarantee acceptance into the Artist Mentorship Program. I also understand that it is my responsibility to update my application as needed and to ensure all contact information provided is accurate.

Signature: _____

Date: _____

10. Confirmation

Thank you for your interest in the Artist Mentorship Program (AMP) with the City of Laredo.
We appreciate your commitment to gaining hands-on experience in public art and look forward to reviewing your application. If you have any questions or need additional information, please contact Vanessa Filazzola, Public Arts Program Manager for the City of Laredo's Arts & Culture Division, Public Library Department, at (956) 795-2400 OR submit a question: https://www.laredolibrary.org/contact-ask-librarian/.

We welcome your input and encourage all applicants to submit feedback on the AMP application process through our online feedback survey. Please remember to be respectful in all communications.

City of Laredo
Standard Operating Procedure

Artist Mentorship Program Mentor Onboarding Packet

Welcome & Purpose

Thank you for joining the City of Laredo's Public Art Mentorship Program. Your expertise and guidance are vital to supporting artists and enriching our city's cultural landscape. This program connects experienced professionals with emerging artists to foster skill development, encourage community collaboration, and support the creation of impactful public art.

Mentor Roles & Responsibilities

1. **Support Mentees:** Provide guidance throughout the development of their public art proposals or creative projects.
2. **Offer Feedback:** Help mentees build and refine their skills, assure they complete. Complete a feedback survey to evaluate the overall effectiveness and successes of the program.
3. **Share Expertise:** Offer insight on creative development, technical considerations, and project feasibility.
    - Reflect on when you were just starting out on your first public art project.
    - Think about what art and the act of creating has done for you—how has it shaped your life, your identity, or your connection to community?
    - What helped you learn?
    - What information do you wish you had known earlier?
    - How that insight can support others now. Sharing not just the how, but the why behind your work can deeply inspire mentees and help them see themselves in the process.
4. **Encourage Community Impact:** Help mentees explore how the work reflects Laredo's culture, identity, or history, including how they can create a future public art project on their own.
5. **Maintain Communication:** Be responsive and accessible to mentees, city staff, and collaborators.

Time Commitment

1. **Estimated minimum:** 2 hours per week
2. Time may vary depending on the scope of the project.

City Support for Mentors

1. **Orientation & Training:** We provide a brief onboarding session to familiarize you with city procedures and mentorship expectations.
2. **Ongoing Guidance:** The Public Art Program Manager and city staff are available to assist with questions, coordination, and project alignment.
3. **Resource Access:** Mentors will receive project materials, proposal templates, and access to relevant city contacts.
4. **Recognition & Stipends:** Mentors may be eligible to receive a **stipend and/or formal recognition** based on program resources and level of involvement.

Collaboration

Whether you prefer to work individually with a mentee in your district or team up with others we encourage a flexible, collaborative approach. Your insights will help shape the future of Laredo's public art archive and inspire the next generation of creators.

City of Laredo
Standard Operating Procedures for Mural Site Assessment

Site Assessment Form: Mural Installation

Complete form only if you are proposing a new mural site location.

Date: _____

1. Project Details

1. Applicant Name:
2. Project Title:
3. Artist (if known):
4. Contact Person:
5. Phone Number for Contact Person:
6. Installation Timeline (if known, how long will it take to install the mural):
7. Permanent Mural: Yes/No
8. Estimated frequency of maintenance:
9. Estimated Duration, if temporary:

2. General Information

1. Site Location / Address:
2. Site Coordinates (latitude longitude, google maps plus codes):
3. Assessment Date:

3. Site Description/Location Overview

1. Describe the location of the mural installation, including the surrounding environment, architectural features, and any unique considerations.

4. Mural Area Dimensions

Record the approximate dimensions of the mural area.

1. Height: __ O __ in
2. Width: __ O __ in
3. Depth: __ O __ in

5. Surface Type and Condition

Assess the condition of the surface where the mural will be installed.

1. Identify the type of surface (e.g., brick, concrete, cinderblock, stucco, wood, metal, drywall, other)
2. What is the wall coated with now, if known?
3. Evaluate the surface for its suitability for mural installation. Note any specific requirements or modifications needed for the chosen materials:
4. Note any irregularities, damage, or necessary repairs:
5. Describe the ground in front of the wall (e.g. dirt, grass, concrete, pavers, etc.):

6. Describe the ground condition (e.g. debris etc.):
7. Note any environmental challenges (e.g. bird droppings, stray dogs, unhoused people, etc.):

6. Type of Mural and Exposure: (check all that apply)

1. Mural on exterior wall
2. Mural on interior wall
3. Will the mural be exposed to direct sunlight for an extended period each day? [Yes/No]
4. Will the mural be exposed to extreme weather conditions? [Yes/No] If yes, specify:

7. Type of Material Used on Mural

1. Coatings System (note type and brand for each)
    - Primer:
    - Decorative Coating (i.e. paint):
    - Clear Coat:
2. Tile or hardware affixed to wall:
3. Parachute cloth affixed to wall:
4. Other material:

8. Site Accessibility

Determine the ease of access to the mural installation site.

1. Proximity to parking areas:
2. Pedestrian traffic considerations:
3. Type of equipment to be used to install the mural (ladder, scaffolding, scissor lift, aerial boom lift):
4. Available space for lift equipment or scaffolding:

9. Right of Way

1. Is the site in the Right of Way?
2. Is the mural site highly visible from the public Right of Way (street, highway or railway)?
3. Are there utilities to be concerned about?
4. Will the painting installation protrude into the public right of way?

10. Lighting Conditions

Evaluate the lighting conditions around the mural site.

1. Natural and artificial lighting sources:
2. Impact of lighting on mural visibility:
3. Nighttime lighting conditions:

11. Climate Considerations / Environmental Factors

Assess the climate conditions of the area during the time of year you will be installing.

1. Temperature ranges:
2. Humidity levels:

3. Exposure to direct sunlight or extreme weather:
4. Note any potential impacts on the longevity or preservation of the mural:

12. Safety Considerations

Identify any safety hazards or concerns related to the mural installation.

1. Nearby electrical fixtures:
2. Is the utility cabinet located in a high-traffic area? [Yes/No]
3. How close to the road is the proposed surface?
4. Areas with limited visibility:
5. On a slope or ceiling:
6. Potential vandalism risks:

13. Permits (if known)

1. Are any permits required? [Yes/No/ I don't know] (if yes, which kind?)
2. Is the project address in a special zone?
    - Historic
    - Other

14. Additional Notes and Comments

1. Please check ALL that apply, if known:
    - The mural site is a chronic target for graffiti: [Yes/No/ I don't know]
    - The mural site has never been tagged but will make a great site because:
    - The mural site currently has another mural on display that has been previously vandalized or is faded
2. Why do you want a mural at this location?
3. Any additional comments, observations, or recommendations:

15. Site Assessor Information

1. Name:
2. Position:
3. Signature:

Please complete this form to the best of your ability and attach it to your application. Thank you for your cooperation.

City of Laredo
Standard Operating Procedures for Utility Cabinet Site Assessment

Site Assessment Form: Mural on Utility Cabinets

Complete form only if you are recommending a new location.

Date:

1. Project Details

1. Applicant Name:
2. Project Title:
3. Artist (if known):
4. Contact Person:
5. Phone Number for Contact Person:
6. Installation Timeline (if known, how long will it take to install the mural):
7. Permanent Mural: Yes/No
8. Estimated frequency of maintenance:
9. Estimated Duration, if temporary:

2. General Information

1. Site Location/Address (cross streets):
2. Site Coordinates (latitude longitude, google maps plus codes):
3. Assessment Date:

3. Utility Cabinet Information

1. **Utility Cabinet ID/Number** (if available): [Enter ID/number of the utility cabinet]
2. **Utility Cabinet Dimensions**:
   Height: ____ O ____ in
   Width: ____ O ____ in
   Depth: ____ O ____ in
3. **Utility Cabinet Material (base)**: [Enter the material of the utility cabinet base (e.g., concrete, pole)]

4. Site Assessment

1. **Site Description/Location Overview**: Describe the location of the utility cabinet for the utility cabinet art installation, including the surrounding environment, architectural features, and any unique considerations.
2. **Surface Type and Condition**: Assess the condition of the utility cabinet where the mini mural will **be** installed.
   - What is the cabinet coated with now?
   - Is the utility cabinet surface suitable for painting a mural? [Yes/No] If no, specify the issues: [Surface issue description]
   - Note any irregularities, damage, or necessary repairs:

- Describe the ground around the cabinet (condition, debris, etc.):

5. **Type of Mural:** (check all that apply)
    1. Mural painted on exterior of utility cabinet and base:
    2. Mural consisting of vinyl wrap or other material affixed to exterior of utility cabinet:

6. **Accessibility**
    1. Is the utility cabinet easily accessible for artists to work on? [Yes/No]
    2. Are there any obstacles or obstructions (e.g. vegetation, poles, power lines, position near fence, ant mounds, etc.) that could hinder the painting process? [Yes/No] If yes, specify:
        - [Obstacle/Obstruction description]:
        - [Location of obstacle/obstruction]:
    3. Are there any safety concerns or hazards associated with the utility cabinet? [Yes/No] If yes, describe:

7. **Surroundings**
    1. Is the utility cabinet located in a high-traffic area? [Yes/No]
    2. How close to the road is the cabinet?

8. **Exposure**
    1. Is the utility cabinet exposed to direct sunlight for an extended period each day? [Yes/No]
    2. Does the utility cabinet experience extreme weather conditions? [Yes/No] If yes, specify:

9. **Additional Notes/Comments**
    1. Please check ALL that apply, if known:
        - The mural site is a chronic target for graffiti: [Yes/No/ I don't know]
        - The mural site is highly visible from the street: [Yes/No]
        - The mural site has never been tagged but will make a great site because:
        - The mural site currently has another mural on display that has been previously vandalized or is faded
        - Why do you want a mural at this location?
        - Any additional comments, observations, or recommendations:

10. **Site Assessor Information**
    1. Name:
    2. Position:
    3. Signature:

Please complete this form to the best of your ability and attach it to your application. Thank you for your cooperation.

City of Laredo
Standard Operating Procedures for Ground Painting Site Assessment

Site Assessment Form: Ground Painting

Complete form only if you are recommending a new location for a ground painting.

Date:

1. Project Details

1. Applicant Name:
2. Project Title:
3. Artist (if known):
4. Contact Person:
5. Phone Number for Contact Person:
6. Installation Timeline (if known, how long will it take to install the ground painting):
7. Permanent Ground Painting: Yes/No
8. Estimated frequency of maintenance (if known):
9. Estimated Duration, if temporary:

2. General Information

1. Site Location / Address:
2. Site Coordinates (latitude longitude, google maps plus codes):
3. Assessment Date:

3. Artwork Area Dimensions

Record the approximate dimensions of the artwork area.

1. Height: _____ O ____ in
2. Width: _____ O ____ in
3. Depth: _____O ____ in

4. Surface Type (Select the most appropriate option)

1. Asphalt
2. Black Top
3. Concrete (bare, coating, or sealed?)
4. Paved Brick
5. Cobblestone
6. Other:

5. Existing Conditions: (Check all that apply)

1. New surface
2. Smooth and even surface
3. Rough or uneven surface
4. Cracked or damaged surface
5. Other:

6. Location Type

1. Crosswalk
2. Street
3. Embankments (e.g. curbs)
4. Sidewalk
5. Trail
6. Pedestrian Plaza
7. Other:

7. Materials

1. Tempera Paint
2. Water-Based Field-Marking Paint
3. Latex or Acrylic Household Paint
4. Traffic Marking Paint (water or oil based)
5. Epoxy-based pavement coating
6. MMA (Methyl Methacrylate)
7. Thermoplastic
8. Other:

8. Site Assessment

8.1 Surface Condition

1. Is the surface clean and free from debris? [Yes/No]
2. Are there existing marked crosswalks, curb extensions, or other traffic pavement markings? [Yes / No]. If yes, describe:
3. Are there any significant cracks, potholes, or other damages that need to be addressed? [Yes/No]
4. Are there other street design elements such as: ADA ramps, bus stops, electrical poles, on-street parking, or driveway curb cuts? [Yes/No] If yes, describe:

8.2 Surrounding Environment

1. Is there heavy traffic or foot traffic in the area? [Yes/No]

   If yes, describe: (high-low foot traffic):
2. Are there any obstacles or obstructions near the painting area that may impact the artwork or access? [Yes/No] If yes, describe:
3. Are there any trees, lampposts, or other features that may affect the painting process? [Yes/No] If yes, describe:
4. Is the area well-lit during the day? [Yes/No]
5. Is the area well-lit during the night? [Yes/No]

9. Accessibility

1. Is there convenient access to the painting site for equipment and materials? [Yes/No]

   If no, please describe the possible approach to accessing the site with equipment and materials?

2. Are there any restrictions or permits required for working on the site, if known? [Yes / No / Not Sure]
3. Are there any nearby parking facilities for project team members or contractors? [Yes / No / Not Sure]

10. Safety Considerations

1. Do you have an artwork installation plan? [Yes/No] If yes, describe:
2. Are there any safety hazards in the vicinity of the painting area (e.g., busy roads, construction sites)? [Yes/No] If yes, describe:
3. Are there any potential risks to pedestrians or vehicles during the painting process? [Yes/No] If yes, describe:

11. Weather Conditions

1. Are there any specific weather conditions that may affect the painting process?

   [Yes/No] If yes, describe:
2. Is there a need for protective measures in case of rain, strong winds, or extreme temperatures? [Yes/No] If yes, describe:

12. Additional Notes and Comments

1. Please check ALL that apply, if known:
   - The ground painting site is a chronic target for graffiti: [Yes/No/ I don't know]
   - The mural site has never been tagged but will make a great site because:
   - The mural site currently has another mural on display that has been previously vandalized or is faded:
2. Why do you want artwork at this location?
3. Any additional comments, observations, or recommendations:

13. Site Assessor Information

1. Name:
2. Position:
3. Signature:

Please complete this form to the best of your ability and attach it to your application. Thank you for your cooperation.

City of Laredo
Standard Operating Procedures for Sculpture or Installation Site Assessment

Site Assessment Form for Sculpture or Installation, including Lighting Installation

Complete form only if you are recommending a new location for a sculpture or installation.

Date:

1. Project Information

1. Applicant Name:
2. Project Title:
3. Artist (if known)
4. Contact Person:
5. Phone Number for Contact Person:
6. Installation Type – please describe in detail:
    - Sculpture or Installation:
    - Light Installation:
    - Other (please specify):
7. Installation Timeline (if known, how long will it take to install):
8. Permanent Installation: Yes/No
9. Estimated Duration, if temporary installation:

2. General Information

1. Site Location / Address:
2. Site Coordinates (latitude longitude, google maps plus codes):
3. Assessment Date:

3. Site Assessment

3.1 Site Conditions

1. Describe the overall site conditions (e.g., urban, rural, indoor, outdoor):
2. Note any potential challenges or restrictions related to the site (e.g., historical site, protected area, limitations on access):

3.2 Site Topography

1. Describe the terrain, elevation, slopes, and any notable features:
2. Note any potential impact on installation stability:

3.3 Surroundings

1. Identify nearby structures, landscape elements, or significant features that may affect the installation (e.g., trees, light poles, power lines, buildings, bodies of water):
2. Are there any potential interactions or visual relationships between the installation and its surroundings?

4. Climate and Environmental Factors

1. What are the typical weather conditions, including temperature ranges, precipitation, wind patterns, etc.?
2. Are there any specific environmental considerations (e.g., coastal exposure, high humidity, extreme temperatures, pollution) that may impact the materials, structural integrity, or long-term maintenance of the installation?

5. Accessibility

1. How accessible is the site for installation, transportation of materials, and equipment?
2. Are there any restrictions or requirements related to vehicle access, loading/unloading areas, and pathways to the installation site?

6. Utilities and Services

1. What is the availability and proximity of utilities such as electricity, water, and drainage?
2. Is there a need for power supply, lighting, or any specialized services for the installation?

7. Electrical Infrastructure (if applicable)

7.1 Power Source

1. Identify the available power source(s) near the installation site:
2. Specify the voltage and phase of the power source(s), if known:
3. How do you plan to supply your own power source, if needed?

7.2 Electrical Load Capacity

1. Determine the electrical load capacity of the power source(s) to support the lighting installation:
2. Note any limitations or requirements regarding load capacity:

7.3 Electrical Connections

1. Assess the feasibility of connecting the lighting installation to the power source(s):
2. Identify any necessary electrical wiring or conduits required:

8. Engineering Considerations (if applicable)

8.1 Structural Requirements

1. Given the chosen medium, what is the estimated weight of the installation?
2. What is the expected load-bearing capacity and anchoring needs for the installation?
3. What type of foundation or structural support is required based on the weight, size, and design of the sculpture/installation?
4. Are there any potential impacts of wind loads, seismic activity, or other external forces on the stability of the installation?

8.2 Materials and Durability

1. What materials are proposed for the sculpture/installation?

2. How durable and weather-resistant are the materials, and what are their maintenance requirements in relation to the site's climate and environmental factors? _____
3. What is the expected longevity of the installation, and are there any necessary protective coatings or treatments to ensure its preservation.

9. General Safety and Risk Assessment

1. What are the potential hazards and safety considerations associated with the installation?
2. Are there any public safety measures, including required barriers, warning signs, hand railings, or measures to prevent accidents or vandalism?

10. Installation Process

1. What is the step-by-step installation process, including any specialized equipment or expertise required?
2. Are there any specific timeframes, logistical considerations, or coordination needed with site personnel or contractors?

11. Lighting Design (if applicable)

11.1 Objectives

1. Outline the desired lighting objectives for the installation (e.g., light art project, accentuate artwork, enhance visibility, create ambiance):
2. Specify any specific color schemes, lighting effects, or programmable features:

11.2 Light Fixtures (if known)

1. Determine the number and type of light fixtures needed for the installation:
2. Describe the desired placement and arrangement of the fixtures:

11.3 Light Levels (if known)

1. Determine the desired light levels for different areas within the installation site:
2. Identify any specific areas requiring different light levels (e.g., pathways, seating areas):

11.4 Controls (if known)

1. Identify the preferred control system for the lighting installation (e.g., manual switches, dimmers, automated programming):
2. Specify any special control requirements or features:

12. Additional Notes and Comments

1. Any additional observations or recommendations:

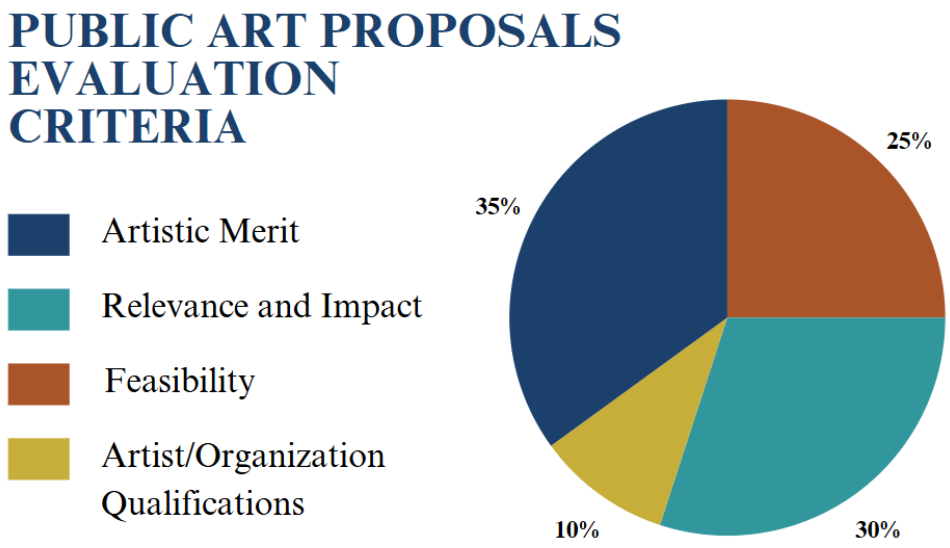
13. Site Assessor Information

1. Name:
2. Position:
3. Signature:

Please complete this form to the best of your ability and attach it to your application. Thank you for your cooperation.

Evaluation Criteria

Each completed proposal will be evaluated by an objective Evaluation Committee based on four key criteria, with a maximum possible score of 100 points.



Evaluation Committee Members:

1. The committee is composed of qualified individuals, such as artists, cultural experts, representatives from relevant city departments, and community members.
2. The committee is appointed by the Public Art Program Manager and/or authorized city personnel.
   - 2.1 Members selection prioritize diversity of background, experience, and perspective to ensure fair and impartial evaluations.
   - 2.2 If applicable, the Fine Arts and Culture Committee member serving on the evaluation committee acts as the representative voice for public art in their area. They should engage in community outreach, assist with intake applications, and direct community members to the feedback survey.
   - 2.3 *Individual serving on the committee must recuse themselves from deliberations or votes where they may have a direct or perceived conflict of interest.*
   - 2.4 Conflicts of interest include, but are not limited to, being an employee, board member, officer, or owner of an entity submitting a proposal or seeking funding.
3. The evaluation committee do not directly distribute funds or select organizations that receive city funds for public art project proposals.
   - 3.1 The evaluation committee make informed recommendations to the Public Art Program Manager and/or designated city staff based on artistic merit, feasibility, and alignment with community values.

4. Depending on the project type, final decisions regarding funding, contracts, or commissions are made by the Public Art Program Manager and/or designated city staff, elected officials, City Council members, and/or the designated city authority.

1. **Artistic Merit (35 points)**
    - Creativity and Originality (15 points)
    - Quality of Previous Work (10 points)
    - Artist's Vision (10 points)
2. **Relevance and Impact (30 points)**
    - Community Engagement (10 points)
    - Cultural Significance (10 points)
    - Educational Value (10 points)
3. **Feasibility (25 points)**
    - Technical Feasibility (10 points)
    - Maintenance (15 points)
4. **Artist/Organization Qualifications (10 points)**
    - Experience (5 points):
    - References and Reputation (5 points):

MURALS

Murals are widely accepted by stakeholders in the city. Murals have experienced a remarkable surge in popularity in recent years, captivating communities worldwide with their vibrant colors and compelling designs. These large-scale artworks have become powerful tools for self-expression, cultural representation, and urban revitalization, fostering a sense of identity and unity among local residents while attracting tourists and art enthusiasts alike.

Murals add color and life to private and public spaces. Outdoors, murals can also improve dark or neglected spaces or even become a focal point of a neighborhood.

Murals can also be immensely satisfying projects for established and emerging artists who want to see their work on a grand scale. You don't have to be a professional to paint a mural, but it's important to have substantial painting or illustrating experience, be comfortable working with paint, and be prepared to create drafts and work at a large scale.

There are many things to consider when painting a mural:

1. What Kind of Mural? — Interior or Exterior
2. What Kind of Paint? — Optimal Mural Paint
3. What Else is Needed? — Artist Supplies
4. Anything Else? — Hardware Supplies
5. Surface Preparation
6. Environment
7. Surface Protection
8. Maintenance
9. Budget
10. Planning and community engagement

In this SOP, we provide guidelines for artists and anyone interested in creating public art projects on city property. While this guidance focuses on outdoor murals, many of the same techniques and processes can generally be applied to indoor murals as well.

To ensure the longevity and integrity of public artworks, applicants are strongly encouraged to thoroughly research their materials, follow appropriate techniques, and adhere to industry best practices.



Step-by-Step Instructions for Painting a Mural

Step 1. Assess the wall and its environment.

When creating an outdoor mural, it is important to consider weather conditions and other environmental factors that may impact the longevity of the artwork. Durability can be affected by variables such as the building material, paint type, color selection, directional exposure, and surrounding environment Using sun and weatherproof paint is an important step, but murals in places with heavy foot traffic or exposed to harsh elements, pollution, or exhaust fumes may discolor and get old faster.

The surface you are working on may include brick, masonry, cement, stucco, latex-painted walls, unfinished surfaces, or walls that are new and clean—or old and weathered. Each surface requires different preparation and may affect how paint adheres and ages over time. When planning, preparing, and painting your mural, the qualities of surfaces become important considerations. Early in your thinking, it might be prudent to consider painting on panels rather than directly onto the surface at hand, especially if the wall you are working on is rough, dirty, patchy, or heavily textured.

See Exhibit A (Wall Assessment Form) for a complete set of environmental and production factors.

Step 2. Draft a scaled concept.

Whatever you're painting, you'll need a strong concept and several preliminary sketches before applying paint to any wall. Creating scaled mock-ups is a crucial step—accurate proportions in your small-scale design help ensure the mural looks correct when transferred to a large surface.

One effective method is to assign a consistent ratio—for example, each inch in your sketch could represent one foot on the wall. This means a 10-inch by 8-inch drawing would scale to a 10-foot by 8-foot mural. Using this approach, artists can transfer their design to a large surface accurately by marking out a corresponding grid on both the sketch and the wall to ensure correct placement and proportions.

Some artists use digital projectors to trace their designs directly onto the wall. However, this method isn't always accessible. Outdoor locations may lack nearby electrical outlets, and setting up the projector in the exact same position over multiple days can be challenging—slight shifts can throw off proportions. For this reason, understanding how to scale your work manually is an essential skill for muralists working in varied environments.

Step 3. Gather supplies.

To complete an outdoor mural, the following materials—organized into applicable categories—are typically required, though additional items may be necessary depending on the specific project and site conditions.
The applicant (artist and/or organization) is responsible for all supplies, protective equipment, accommodations, travel, and all related materials related to and during the execution of the mural.

Surface Preparation & Protection

1. Wire brushes or scrapers – remove old paint/debris
    - Power Drill, Drill batteries, & Drill Brush for quicker removal
2. Power washer – for cleaning large surfaces
3. Soap or appropriate surface cleaner – dependent on surface type, helps remove dirt, oils, or residues before priming
4. Primer and sealants – for proper adhesion and longevity
5. Masking tape/painter's tape – for sharp edges and masking areas
6. Drop cloths/plastic sheeting – protect surroundings from paint
7. Tarp – for ground protection or covering supplies
8. Rags/paper towels – for wiping surfaces and cleaning

Measuring, Layout & Design Transfer Tools

1. Measuring tape
2. Chalk line – for straight, long lines
3. Laser level OR Meter Stick – for accurate horizontal alignment
4. String – for measuring or using guidelines
5. Pencil or erasable chalk – for sketching outlines or grid
6. Clipboard or sketchpad – for notes and referencing the design
7. Printed scaled design/mock-up – for accuracy
8. **Projector (optional)** – for projecting the design directly on the wall
    - Extension cord – to power a projector or other tools

Painting Tools & Materials

1. Paints: (Silicate/Mineral, Enamel, Acrylic, Acrylic Latex, Industrial, and/or Aerosol (spray paint))
2. Brushes and rollers
3. Roller extension poles
4. Paint sprayer & Water to thin out paint if needed
5. Paint trays, buckets
6. Several buckets of water – for cleaning brushes/tools

Equipment & Support Tools

1. Stepladder, ladder, scissor lift or boom lift (and plywood for leveling on uneven surfaces)

2. Canopy or tent – for shade and shelter, if needed
3. **Fan** – to help paint dry faster or provide airflow in hot conditions

Safety Gear & Personal Protection

1. Gloves
2. Safety goggles
3. Safety vest
4. Respirator with filters – if using aerosol or industrial paints
5. Hard hat – if working in/around construction areas
6. High-visibility vest – if working near roads or public areas
7. Non-slip footwear
8. Clamp light – for working in low-light conditions (morning/night) or cloudy days
9. **Weather-appropriate protective clothing**:
    - Breathable, long-sleeve shirts and pants for sun exposure
    - Layered clothing for cold weather
    - Wide-brim hat or cap for sun protection
    - Sunscreen
    - Hydration (water bottle/cooler)

Documentation

1. Camera or smartphone – for before, during, and after photos
2. Sketches or digital renderings – for stakeholder reference and approval

Selection of Material: Consideration

You will need a variety of brushes—larger ones and smaller detail brushes in both flat-edged and chisel tipped brushes are useful. Different brushes are necessary for enamel, acrylic, and latex paints. You may also need a sponge roller (and a paint tray or paint bucket) for covering larger surfaces with a single color. You never know what nook or cranny you might need to get into. Having a wide range of brushes will really help you.

Roll anything larger than four inches in width. By rolling you get a better coat of paint on the wall that will last many years longer than filling things in with a brush. You will save time and energy and not have to work so hard painting the inside gaps as a thick grade roller should get most of these spaces. This also goes for using paint sprayers. If using a paint sprayer, be sure to follow the manufacturer's instructions for the specific type of paint. Paint sprayers often require water or other thinning agents and are best used in light, even layers. Always clean the sprayer thoroughly between colors to avoid clogging and ensure color accuracy.

For outdoor murals, you'll need **hard-wearing water and weatherproof paints** appropriate for the type of wall, like enamel, acrylic or latex paints suitable for outdoor use. If you're comfortable with a spray can, you can also use spray paint for indoor and outdoor murals. If using them indoors, ensure the room is well-ventilated, and in both locations, wear a mask to prevent inhalation of the paint and safety goggles. Spray paint allows for good blending but one can doesn't cover much wall area.

Oil paint isn't recommended for outdoor art and mural painting. It continues to oxidize, becoming harder, more brittle, and less flexible overtime. Oil paint does not breathe. Moisture cannot be transmitted away from a painted wall if it becomes wet. The oil-painted surface requires more attentiveness and protection than is practical in an outdoor setting.

If you're painting a very large wall (such as the side of a multi-story building), it will be best to use

industrial-level paints that are self-priming.

Concrete or brick walls are the most common surface to see outdoor murals on, but you may also want to paint on metal (such as garage doors) or wood walls. You might even need to know how to paint a mural on a wood fence. While concrete and brick walls are suitable for almost any kind of paint, metal or wood walls are a bit trickier, and it's important to look for paints that are suitable for these surfaces.

If your design includes metallics or other specialty finishes, keep in mind that these paints are typically more expensive, though they are often available in smaller quantities. When working within a budget, it's important to consider the type and amount of paint needed during the design phase. Planning a large, shimmering metallic element—like a radiant sun rendered in enamel—may not be cost-effective. This may be a better opportunity to incorporate spray paint, which offers a wider variety of specialty finishes, including metallics, and can be applied more efficiently for detailed or textured effects.

Step 4. Planning the mural.

If you're working on a massive scale, spend some time carefully planning the perspective and scaling the design before you get into the painting phase. When you're first learning how to paint a mural on a wall, it's even more important to take your time planning, your approach to type of paint.

You will also need to factor in the weather when painting outside. You can't paint when it's raining, but you probably don't want to stand outside all day in the mid-summer sun, either. Work in the cooler mornings and evenings, or when there's some cloud cover, if possible. If you're working in low-light conditions (morning/night) or cloudy days it is suggested to use clamp lights.

When working on a mural, it's essential to understand the compatibility of different paint types to ensure the longevity and integrity of your work. If you plan to layer or combine paints—such as acrylics and oils—take care to apply them in the correct order. **For example**, oil-based paint can be applied over a fully dried acrylic layer. *Conversely,* acrylic paint should *not* be applied over oil-based paint, as it will not adhere properly and can lead to peeling or flaking over time. A seasoned muralist is typically familiar with these techniques and should still plan ahead, but anyone newer to mural painting is strongly encouraged to research the specific materials they plan to use. Understanding proper layering, compatibility, and drying times is crucial, as improper mixing can compromise both the durability and appearance of the final piece.

Step 5. Prep the wall.

Prepping is a crucial step for painting outdoor walls. Water leaks, moss or mold, and other moisture can affect how the paint adheres to the wall, and ultimately how long a mural will last.

The primary enemy is moisture. Moisture in the wall, combined with the freeze/thaw cycles occurring in northern winters, can cause flaking of paint layers and sometimes spalling of the wall surface. Murals that are painted on old brick and concrete walls are particularly prone to this kind of damage.

Moisture can originate from many sources:

1. The ground (rising damp)
2. Within the building if the wall structure or insulation is inadequate
3. Openings such as cracks or joints that do not have adequate flashings or caulking
4. Deteriorated mortar
5. Water run-off from the roof, etc.

Before painting a mural on a wall, inspect the wall carefully to ensure it does not have a moisture problem:

1. Is there salt efflorescence or other signs of moisture damage?
2. How does water move over the wall during rainfall — does it flow over the surface or is it directed away?
3. Is a "wetting" pattern or area visible?
4. Are improvements necessary to divert water flow and drainage?
5. Do the caulking or flashing need improvements?
6. Have modifications to the wall resulted in areas of local instability?
7. Is there staining/rusting from metal attachments?
8. Are bathroom, laundry, or kitchen vents present?

Cleaning

We would recommend pressure washing to remove any flaking existing paint or loose debris. Use a lower pressure setting so you don't damage the grout.

Proper cleaning of the wall is the *MOST* important step in preparing for a mural. We would recommend pressure washing to remove any flaking existing paint or loose debris. Use a lower pressure setting to avoid damaging the grout. In addition to power washing, wire brushes and soapy water should be used to remove dust, cobwebs, and other dirt. If you have access to a power drill with a wire brush attachment, it may make the process easier and more efficient. Depending on the condition of the surface, you may even need to scrape off any stubborn debris. Pressure washing is recommended to thoroughly clean the surface and ensure adhesion.

In some cases, sandblasting may be required, especially for surfaces like concrete, stucco, or masonry that are heavily soiled or have multiple layers of old paint. Sandblasting provides a more aggressive cleaning method to prepare the surface for painting, ensuring proper adhesion and a longer-lasting mural.

For wood or metal surfaces, proper preparation is also crucial. Wood should be sanded down to remove any rough spots, old paint, or stains, and it may require a wood primer to prevent moisture damage. For metal surfaces, rust should be removed, and the surface may need to be primed to ensure that the paint adheres properly. Cleaning and sanding these surfaces beforehand will provide a solid base for your mural and help ensure that your artwork lasts.

All walls are different, so prepping may take different forms, but ultimately, you want to turn the wall into a clean canvas for your art.

Repairs

You might find that your wall has chips, holes, or other imperfections. Some textural irregularities might be covered up by your mural, especially if it's a detailed design with lots of colors and patterns, while other imperfections will look better if you fix them at the prepping stage.

Small holes should be repaired using a spackling compound or patching plaster, depending on the surface. It's important to research the appropriate method for your specific surface type. These materials should be applied to the holes, allowed to dry, and then sanded smooth. Once prepared, you can paint over the patched area, ensuring a smooth, even surface for proper paint adhesion.

Fix any existing gutter leaks or structural issues noticed after the cleaning. This could include mortar repair, stucco, caulking seams, etc. Color matching is not as important in areas that will be painted

over. Please allow adequate time for any masonry repairs to properly cure before priming.

Priming

Once the surface is cleaned and repaired, we recommend using a high-quality primer. Unless noted otherwise, using a WHITE color base for all primers is best, but depending on the design gray may suffice. It is recommended that the entire background be primed and painted first. Doing so will give you an easier surface to work on when you have to paint those fine details.

For a wall that has never been painted previously, a primer is absolutely required. A commercial-grade primer is best, appropriate for the wall surface (concrete, brick, wood, metal, etc.). Brick surfaces may require a brick sealer primer. If budget allows, for a surface that has graffiti underneath or a faded mural, a block primer may be needed.

If your mural requires a base layer in a uniform color, use a roller or a paint sprayer to paint the whole surface. The primer can also be sprayed and then back rolled with a thicker nap to really get into the grooves. If you don't have access to a sprayer, you can just roll it as well.

It is recommended the always apply two coats of primer. Wait a sufficient amount of time for the paint to dry before going to the next step—possibly overnight. If budget allows, this can be done by a contractor as they can get this done quickly.

Assuming that the surface is masonry (concrete, stucco, cinderblocks, bricks, etc.) here are some quality products that we recommend:

- Sherwin Williams LOXON Concrete & Masonry Primer
- ZINSSER Bulls Eye 1-2-3 Water Based Primer

The following is a brief overview of methods for preparing various surface types before priming.

More specific and detailed information is available through a Web search of particular surfaces and problems. It is strongly recommended to conduct thorough research on any unforeseen surface preparation requirements that may not be explicitly covered.

Concern yourself with the nature of the surface

Consider the kind of paint and its physical condition. Painting over an existing coat is never as permanent as a stripped and freshly coated surface. If the paint is a water-based polymer, chances are good that the recommended paints will adhere sufficiently. Always abrade or remove high-gloss paint—especially if it is oil-based—to ensure proper adhesion of new paint layers. If the existing paint film is deteriorating, then it is best to have it removed (sandblasted, power-washed, scraped, etc.). It is critical to wash any painted surface, even a newly painted surface, with soap and water prior to application of acrylic products. A major coatings manufacturer states that as much as 80% of all coating's failure can be directly related to insufficient surface preparation.

Outdoor unpainted wood

Prime clean, dry unpainted wood as soon as possible. Ideally, temperatures are between 65 degrees F and 75 degrees F, not lower than 50 degrees F, and never if it is rainy or foggy. Sand and spot-prime knots. Mend cracks and splits with acrylic caulk before spot-priming. Follow with wood primer or gesso.

Painted wood

Remove loose, peeling paint; sand rough patches smooth. Use commercial cleaners and detergent solutions to clean deposits of dirt, grease, and oil. Power washing is another option. Remove mold and mildew with bleach or appropriate commercial cleaner. Take precautions: wear rubber gloves, protect eyes, avoid getting on skin. Never mix bleach with any substance with ammonia content. Abrade, use household abrasive cleaner or liquid de-glosser on glossy surfaces, and clean well with soapy water. Always rinse thoroughly and allow surface to dry completely before continuing.

Bare masonry

Verify whether the masonry has a glazed finish, as paint will not adhere properly to glazed surfaces. Clean and treat mature masonry with a masonry conditioner to improve adhesion. If the surface's porosity is reduced, a filler may be blocked—so ensure proper preparation before applying a latex primer suitable for masonry. Use a breathable, alkali-resistant masonry primer designed to accommodate expansion and contraction.

Newly constructed masonry must fully cure—*typically for 28 days*—before applying any coatings. Premature priming can trap moisture and cause peeling or efflorescence. Masonry must be completely dry. Use a moisture meter if needed, especially if the area has recently been cleaned or rained on.

White, chalky mineral deposits should be removed with a stiff brush and appropriate masonry cleaner before priming. Failure to do so may prevent proper adhesion.

Painted masonry

Begin by removing all loose, peeling, or flaking paint using a scraper, wire brush, or power washer. Ensure the surface is free of dirt, grease, oils, waxes, and any resistant substances that could interfere with adhesion. Old coatings should be abraded—either by sanding or, if necessary, sandblasting—to create a surface profile suitable for bonding.

If the existing paint has a glossy finish, especially if it is oil-based, it must be dulled or removed to allow for proper adhesion of new coatings. Always test a small area to confirm adhesion before proceeding.

Inspect the masonry for signs of efflorescence (white powdery deposits), which should be scrubbed off with a stiff brush and an appropriate masonry cleaner. Moisture problems must be addressed at the source before painting, as trapped moisture can lead to failure of the new coating.

Use a breathable, alkali-resistant masonry primer that's compatible with the existing paint type. Special primers from industrial or specialty suppliers may improve adhesion and may eliminate the need for aggressive abrasion, depending on the condition of the painted surface.

Proper surface prep is especially critical for exterior masonry, where exposure to weather can accelerate deterioration if the new paint is not bonded securely.

Metal surfaces

All metal surfaces must be completely clean, dry, and lightly abraded to promote proper paint adhesion. Surface preparation is essential to prevent premature peeling, rust, or poor bonding. Remove all rust, mill scale, grease, oils, and old flaking paint using a wire brush, sandpaper, degreaser, or appropriate solvents. For heavily rusted areas, consider using a rust converter or rust-inhibitive primer before applying paint.

Each type of metal (e.g., aluminum, galvanized steel, iron) requires specific preparation and compatible primers. For example:

- **Aluminum** should be degreased and lightly sanded, and may benefit from an etching primer.

- **Steel** often requires rust removal and a rust-inhibitive primer.
- **Galvanized metal** needs degreasing and potentially a special galvanized metal primer to prevent peeling.
- **Iron** should be thoroughly cleaned of rust using a wire brush or sandpaper, then treated with a rust converter (if needed), and primed with a rust-inhibitive metal primer formulated for ferrous metals to prevent corrosion.

Check manufacturer recommendations and consult product labels or online technical sheets for guidance specific to the metal you are working with.

A DTM (Direct-to-Metal) primer is often recommended for convenience and durability, but ensure it is appropriate for the type of metal and environmental exposure. If the mural will be outdoors, select a primer rated for exterior use and compatible with your chosen topcoat paint (e.g., acrylic, enamel).

Be sure to follow proper drying and recoat times. Failure to do so can compromise adhesion and reduce the longevity of the mural.

That said, painting directly onto metal is not always the best long-term solution due to its non-porous nature and susceptibility to environmental factors like moisture and temperature fluctuations. In some cases, a high-quality vinyl wrap or other alternative surface treatment may offer greater durability and ease of maintenance, particularly for detailed or high-value designs where longevity is a priority.

Additionally, metal surfaces can reach temperatures significantly higher than the ambient air temperature when exposed to direct sunlight. This amplified heat can affect both the application and curing of paint layers, potentially leading to faster degradation or compromised adhesion. It's important to consider both environmental conditions and the unique thermal properties of metal when planning a mural on this type of surface.

Brick

Brick, especially old brick, tends to be absorbent. Use masonry conditioner on brick surfaces and a masonry sealer. If there are doubts about how to prepare any surfaces or about what sort of materials to use on them, consult with experts (such as a sales rep at a commercial paint store) before you begin.

They will have current information about products and suggestions on how to use them. They will understand the kinds of problems you may encounter with the kinds of surfaces you are covering.

Stucco

Before painting on a stucco wall, it's essential to properly prime the surface to ensure good paint adhesion and longevity. Start by cleaning the wall thoroughly to remove dirt, debris, or loose particles—use a stiff brush or pressure washer if needed, but allow the surface to dry completely. Apply a high-quality masonry or acrylic primer using a roller or brush designed for textured surfaces. For very rough or porous stucco, two coats of primer may be necessary. Be sure to let the primer dry thoroughly according to the manufacturer’s instructions before beginning any painting.

Step 6. Scale Your Design

If you have a detailed mural design, it’s important to scale it appropriately to fit the larger surface area of your wall. Without proper scaling, you risk distorting the perspective or proportions of key elements. This is why Step 2: Draft a Scaled Concept is essential in your design process. Scaling is less critical if you're working with abstract or decorative patterns that don’t require precise proportions or alignment.

The easiest and fastest way to scale your design is by using a projector, if available. Project the image onto the wall and trace it with chalk or paint. Be mindful of maintaining consistent projector placement to ensure accurate proportions, especially when tracing intricate designs that may span multiple days of work.

If a projector is not available, there are alternative methods such as the grid method and the doodle grid method:

1. **Grid Method:** Divide your design into proportional squares that match the scale of your wall. Use light chalk lines or string to mark out the same grid on the wall, then carefully transfer your image square by square. This method is time-consuming but very effective for achieving accurate scaling without technology.
2. **Doodle Grid Method:** This modern technique replaces the traditional grid with a wall full of random, easily identifiable doodles or shapes. Take a photo of the wall once the doodles are complete, then digitally overlay your design. This reference helps guide placement and proportions as you sketch the design directly onto the wall. It's a creative and flexible approach especially useful for complex or organic compositions.

Step 7. Paint the wall.

As you work, regularly step back to assess the piece from a distance, as it's easy to lose perspective or get sizing wrong when viewing up close. Taking this step ensures the overall composition remains balanced. However, for your safety, NEVER step back into the street.

When painting, work from background to foreground elements to avoid smudging and to ensure visual depth and clarity in the design.

It's advisable to work from the top down during each step of painting. This approach accounts for gravity, allowing any drips to fall onto areas you haven't finished yet, making touch-ups easier as you progress toward the bottom of the wall.

Keep your phone, sketches, and/or renderings on hand for reference.

1. **Outline the Large Shapes:** After prepping your wall, start by painting the larger shapes or designs first. This provides a clear framework for the overall mural.

2. **Block in Base Colors:** Once the large shapes are outlined, begin blocking in the base colors within those shapes. This will serve as the backdrop for any finer details. Use larger brushes, paint sprayers, or rollers for more efficient coverage, but remember to stay within the lines of the larger shapes.

3. **Blending:** If your design calls for smooth, transitional blends (such as creating a 3-dimensional effect or gradient), use the appropriate brush size to achieve the desired effect. This step helps in creating smooth transitions and will be important if you're working with complex lighting or shadow effects.

   If available, a paint sprayer is highly recommended for achieving even, consistent blends across larger areas. When using a sprayer, always remember to clean it thoroughly between paint colors to prevent clogging or unintended color mixing. Thin the paint as needed, according to the manufacturer's instructions, to ensure smooth application.

4. **Add Details:** After the base colors have dried, move on to adding more intricate details. A

smaller, chiseled-tip brush is ideal for these fine touches, allowing you to refine shapes, outlines, and smaller elements. Pay attention to how these details contribute to the overall composition.

5. **Final Touch-ups:** Once the major details are painted, take time to carefully examine the mural. Look for areas that may need additional layers or touch-ups to ensure smooth, even coverage and clean lines.

Step 8. Seal the wall / Surface protection.

Once your mural is fully dry, it's important to protect it to ensure its longevity and resistance to weather, pollutants, UV rays, and vandalism. Exposed paint surfaces are vulnerable and will deteriorate more quickly without proper sealing. To help preserve your work, apply a protective, durable coating suited to the surface and the environment.

Step 1: Apply an Isolation Coat

An isolation coat serves as a barrier between the painted surface and the final varnish or topcoat. It adds durability, unifies the painted surface, and protects the underlying acrylic paint in case the final varnish needs to be removed later for maintenance or graffiti removal.
Golden Paints recommends:

- **For spray application**: A 2:1 mixture of **GAC 500** with **Transparent Airbrush Extender**.
- **For brush application**: A 2:1 mixture of **Soft Gel Gloss** to water.

Allow the isolation coat to cure for **2 to 5 days** before applying any varnish or protective topcoat.

Step 2: Choose Your Protective Finish

You have several options for sealing your mural depending on your surface (brick, metal, wood, masonry) and desired durability:

Artist-Grade Varnish (Recommended for High-Quality Finish)
Apply a product such as **Golden MSA (Mineral Spirit Acrylic) Varnish**, which includes UV protection to prevent fading.

- Offers strong resistance to moisture, dirt, and pollutants.
- Removable with mineral spirits or turpentine—ideal for long-term maintenance or graffiti removal.
- Spray application recommended (1–3 thin coats for best results).

Solvent-Based Polyurethane Coating
Solvent-based polyurethanes provide a tough, industrial-grade protective barrier over painted surfaces.

- Not artist-grade; may discolor (yellow) over time, especially in direct sun exposure.
- Best suited for high-traffic or harsh environments.
- Always consult the product specifications and artist reviews before use.

Mural-Specific Anti-Graffiti or Exterior Clear Coats *(Alternative Option)*
For added protection, especially in public or high-risk areas, use an **anti-graffiti barrier coating** or **UV-stabilized exterior clear coat** specifically designed for murals or architectural finishes. These products are formulated to resist environmental degradation and facilitate cleaning if the mural is vandalized.

- Available in matte, satin, or gloss finishes.
- Designed to withstand fluctuations in temperature and humidity.
- Some products allow graffiti to be removed without damaging the mural beneath.

Note: When sealing murals on masonry, leave a small unsealed edge (breathing space) to prevent moisture or gases from becoming trapped, which can cause bubbling or peeling. This is especially important for porous walls like brick or concrete.

Also consider: Because metal surfaces retain more heat than ambient air temperatures, this can accelerate the breakdown of coatings and paints. Be especially diligent in your product selection for metal surfaces, and consider temperature-resistant sealers or alternatives like vinyl mural wraps for longer durability.

Maintenance

For any mural painted on City property, a maintenance plan and related questions are included in the intake form. A maintenance plan will be in place to address unforeseen issues such as graffiti removal, vandalism, or weather-related damage.

It's important to note maintenance planning is a required component for muralist. While normal wear is expected over time—particularly for outdoor murals exposed to the elements—concerns arise when signs of deterioration, such as peeling, flaking, or fading, appear prematurely. This may result from improper surface preparation, incorrect layering of paint types, or inadequate weatherproofing techniques, and can reflect poorly on the artist's or organizations professional standards. Such issues may be taken into consideration when evaluating future proposals. To ensure the longevity and integrity of public artworks, applicants are strongly encouraged to thoroughly research their materials, follow appropriate techniques, and adhere to industry best practices.

As part of the maintenance plan, the mural should be inspected for signs of wear or damage at least once or twice per year, especially in spring. If deterioration of the clear coat is visible—such as cracking or flaking—gently remove any loose material and apply a fresh coat of clear sealant.

For routine cleaning, use mild soap (without ammonia), warm water, and a soft sponge to gently wash the mural by hand. Avoid pressure washing and harsh solvents. In the event of graffiti, cleaning should be conducted by or in consultation with someone experienced in mural conservation, such as a professional conservator.

Ongoing care of the paint surface is essential. The Canadian Conservation Institute offers a downloadable form for tracking the condition of outdoor murals, which can be a valuable tool for anyone seeking to preserve their mural over the long term.

To ensure the longevity and integrity of public artwork, artists are strongly encouraged to:

- Carefully research and select materials appropriate for the specific surface and environmental conditions.
- Use proper techniques for surface preparation, application, and sealing.
- Follow established industry best practices throughout all stages of mural production.

Reference/Sources

In accordance with the resources below, it is always recommended to conduct your own research based on the specific project type and surface. When selecting materials, consult with experts and review relevant technical details. There is a wealth of free, accessible resources available online, including instructional videos and professional guidance.

This guide was developed using a variety of reputable sources, including:

- Skill Share: How to Paint a Mural: A Step-by-Step Guide

- Ecker Design Co.: Tips and Tricks for Painting a Mural on a Brick Wall
- The Paint Spot: 10 Mural Tips for Artists
- Canada.ca: Creating a new mural
- Greetings Tour: Mural Maintenance

MURALS ON UTILITY CABINET (MINI MURALSTM)

The City of Laredo recognizes the value of incorporating public art into urban spaces, including utility cabinets such as traffic signal control cabinets. This initiative transforms these functional structures into canvases for artistic expression, enhancing the visual appeal of the city and promoting community pride. Utility cabinet art offers opportunities for artists to contribute to urban beautification while also protecting these cabinets from vandalism. This SOP provides guidelines for artists proposing to paint utility cabinets on city property.

There are many things to consider when painting a mural on a utility cabinet:

1. Location and Environment
2. Materials and Supplies
3. Surface Preparation
4. Artistic Process
5. Surface Protection
6. Maintenance
7. Budget
8. Community engagement



Step-by-Step Instructions on how to Paint a Mural on a Utility Cabinet (Traffic Signal Control Cabinet)

Step 1. Assess the Cabinet and Its Environment.

Begin by evaluating the utility cabinet's current condition, location, and exposure to weather. Note any specific challenges, such as proximity to high-traffic areas or potential obstructions. Consider factors such as visibility, sunlight exposure, and the surrounding landscape. This assessment helps determine the best approach for preparing and painting the cabinet.

See "Site Assessment Form: Utility Cabinets" for a complete set of environmental and production factors that need to be considered.

Step 2: Modify your Design.

See DESIGN GUIDELINES in Appendix A.

Each utility cabinet varies in size and the placement of essential controls. You may need to adjust your initial design to accommodate these elements. Ensure your design maintains appropriate proportions and scale relative to the cabinet's dimensions.

While modifications might be necessary on just one side, depending on your design and the desired effect, you may need to adjust all four sides, as well as the top and base of the utility cabinet.

Once you have the specific box you are designing, ensure you do not paint over essential control functions, including keyholes, locks, identification numbers, and safety information. These elements must remain visible and unaltered, and should be masked off before painting begins. Likewise, air vents must never be covered, even temporarily, as they are critical for preventing overheating.

Step 3. Gather supplies.

Gather all necessary materials to paint a mural on a utility cabinet. The applicant (artist and/or organization) is responsible for all supplies, protective equipment, accommodations, travel, and all related materials related to and during the execution of the mural.

For longevity reasons, the following paints are recommended. You may use exterior latex paint or aerosol paint, however please **DO NOT use markers of any kind (e.g. Sharpies, acrylic paint markers, et al.) The ink quickly degrades, the artwork does not last, and the clear coat will destroy it. Therefore, NO Markers of any kind are allowed.**

Recommended paints

It is always recommended to research the specific surface type before purchasing any materials. Having all supplies ready will streamline the painting process.

1. **Exterior Latex Paints**

   These are great for projects requiring brush or roller application and offer strong weather resistance:

   - Behr Marquee – Excellent coverage and durability (Home Depot or Lowe's).
   - Sherwin-Williams Pro A100 – Durable and budget-friendly.
   - Sherwin-Williams Emerald – Premium exterior paint with advanced fade resistance.
   - Benjamin Moore True Spec – Quality latex paint with good adhesion and finish.

2. **Aerosol Spray Paints (For Detailed or Gradient Work)**

Popular for vibrant colors, smooth application, and quick drying:

- MTN 94 – Low-pressure for detailed control, wide color range.
- Montana Gold – Versatile with matte finish and excellent UV resistance.
- Montana Black – High-pressure for fast coverage, durable with a glossy finish.
- Krylon ColorMaxx or Fusion All-In-One – Bonds well to metal, often no primer needed.

3. **Direct-to-Metal (DTM) Acrylic Paints**
   - Formulated specifically for metal surfaces; excellent for durability and adhesion:
   - Sherwin-Williams DTM Acrylic Coating – Designed for direct application to metal.
   - Benjamin Moore Ultra Spec HP DTM Acrylic – Tough, waterborne enamel for indoor/outdoor metal use.
   - PPG Break-Through! – High-performance paint for hard-to-coat surfaces like metal.
4. **Oil-Based Enamel Paints**

   Known for superior hardness and rust protection:
   - Rust-Oleum Protective Enamel – Long-lasting finish ideal for primed metal surfaces.
5. **Primers (Essential for Proper Adhesion & Longevity)**
   - Rust-Oleum Clean Metal Primer – Ideal for bare or slightly rusted metal.
   - Zinsser Bulls Eye 1-2-3 Primer – Excellent bonding primer for hard surfaces.
   - Sherwin-Williams Pro Industrial Pro-Cryl – Great for commercial-grade adhesion.

Safety Gear & Personal Protection

1. Stool or chair (for breaks or low painting angles)
2. Safety vest
3. Hat or shade structure (umbrella, canopy, etc.)
4. Water bottle (stay hydrated)
5. Bug spray
6. Wasp/fire ant spray
7. Sunscreen
8. Knee pads
9. Gloves
10. First aid kit (recommended for outdoor work)

Surface Preparation

1. Cleaning supplies (wire brushes, soap, water)
2. Rags and/or paper towels
3. Buckets of water (for cleaning brushes or surface)
4. Whisk broom (for clearing debris)
5. Pruning shears (if overgrowth/weeds are present)
6. Sandpaper or sanding block (optional, for smoothing surfaces)
7. Degreaser or household cleaner (for removing oils or residues)

Painting Supplies

1. Paint brushes and rollers (various sizes)

2. Paint trays
3. Applicable Exterior Paint
4. Painter's tape or masking tape
5. Drop cloths, plastic sheeting, tarp, or old newspapers (for protecting surrounding areas)
6. Mixing sticks or stirrers
7. Paint can opener
8. Sealant or clear coat (if required by the city)

Tools & Equipment

1. Stepladder (if cabinet is tall)
2. Extension pole (for rollers or shading structures)
3. Utility knife or scissors (for tape, plastic sheeting, etc.)
4. Portable lighting (if working in dim conditions or shadows)

Step 4. Prepare the surface.

Cleaning

Prepping is a crucial step for painting on the cabinet. Thoroughly clean the cabinet to remove dirt, grease, and old paint. Use wire brushes, soapy water, or a power washer if necessary.

Priming

Once the surface is cleaned and repaired, apply a suitable direct to metal (DTM) primer to ensure good paint adhesion and durability. Using a WHITE color base for all primers is best. The entire cabinet should be primed first. Doing so will give you an easier surface to work on when you have to paint those fine details.

Allow the primer to dry completely before proceeding. Proper surface preparation is crucial for the longevity of the artwork. If your mural requires a base layer in a uniform color, use a roller or a paint sprayer to paint the whole surface. Wait a sufficient amount of time for the paint to dry before going to the next step.

All metal surfaces must be completely clean, dry, and lightly abraded to promote proper paint adhesion. Surface preparation is essential to prevent premature peeling, rust, or poor bonding. Remove all rust, mill scale, grease, oils, and old flaking paint using a wire brush, sandpaper, degreaser, or appropriate solvents. For heavily rusted areas, consider using a rust converter or rust-inhibitive primer before applying paint.

Each type of metal (e.g., aluminum, galvanized steel, iron) requires specific preparation and compatible primers. For example:

1. **Aluminum** should be degreased and lightly sanded, and may benefit from an etching primer.
2. **Steel** often requires rust removal and a rust-inhibitive primer.
3. **Galvanized metal** needs degreasing and potentially a special galvanized metal primer to prevent peeling.
4. **Iron** should be thoroughly cleaned of rust using a wire brush or sandpaper, then treated with a rust converter (if needed), and primed with a rust-inhibitive metal primer formulated for ferrous metals to prevent corrosion.

   Check manufacturer recommendations and consult product labels or online technical sheets for guidance specific to the metal you are working with.

   A **DTM (Direct-to-Metal)** primer is often recommended for convenience and durability, but

ensure it is appropriate for the type of metal and environmental exposure. If the mural will be outdoors, select a primer rated for exterior use and compatible with your chosen topcoat paint (e.g., acrylic, enamel).

Be sure to follow proper drying and recoat times. Failure to do so can compromise adhesion and reduce the longevity of the mural.

That said, painting directly onto metal is not always the best long-term solution due to its non-porous nature and susceptibility to environmental factors like moisture and temperature fluctuations. In some cases, a high-quality vinyl wrap or other alternative surface treatment may offer greater durability and ease of maintenance, particularly for detailed or high-value designs where longevity is a priority.

Additionally, metal surfaces can reach temperatures significantly higher than the ambient air temperature when exposed to direct sunlight. This amplified heat can affect both the application and curing of paint layers, potentially leading to faster degradation or compromised adhesion. It's important to consider both environmental conditions and the unique thermal properties of metal when planning a mural on this type of surface.

Step 5. Transfer the design.

Transfer your design onto the cabinet using a projector, grid method, stencils, or the newer doodle method. Ensure accurate scaling and positioning of the design elements. Outline the main components of the design using chalk, pencil, or a light base color. This step ensures that the design is correctly placed and scaled for the cabinet surface.

The easiest and fastest way to scale your design is by using a projector, if available. Project the image onto the wall and trace it with chalk or paint. Be mindful of maintaining consistent projector placement to ensure accurate proportions, especially when tracing intricate designs that may span multiple days of work.

If a projector is not available, there are alternative methods such as the grid method and the doodle grid method:

1. **Grid Method:** Divide your design into proportional squares that match the scale of the utility box. Use light chalk lines or string to mark out the same grid on the wall, then carefully transfer your image square by square. This method is time-consuming but very effective for achieving accurate scaling without technology.
2. **Stencil:** first secure the stencil firmly in place using painter’s tape, making sure it lies flat against the surface to prevent smudging or uneven lines. Using a pencil or chalk, carefully trace along the inner edges of the stencil to outline the design. Once the tracing is complete, gently remove the stencil and touch up any faint or uneven lines as needed. This method ensures clean, accurate linework for painting or further detailing.
3. **Doodle Grid Method:** This modern technique replaces the traditional grid with an outline of random, easily identifiable doodles or shapes. Take a photo of the utility box once the doodles are complete, then digitally overlay your design. This reference helps guide placement and proportions as you sketch the design directly onto the cabinet. It’s a creative and flexible approach especially useful for complex or organic compositions.

Step 6. Paint the cabinet.

As you work, regularly step back to assess the piece from a distance, as it’s easy to lose perspective or get sizing wrong when viewing up close. Taking this step ensures the overall composition remains balanced. However, for your safety, NEVER step back into the street.

When painting, work from background to foreground elements to avoid smudging and to ensure visual depth and clarity in the design.

It's advisable to work from the top down during each step of painting. This approach accounts for gravity, allowing any drips to fall onto areas you haven't finished yet, making touch-ups easier as you progress toward the bottom of the cabinet.

Keep your phone, sketches, and/or renderings on hand for reference.

1. **Outline the Large Shapes:** After prepping your cabinet, start by painting the larger shapes or designs first. This provides a clear framework for the overall mini-mural.
2. **Block in Base Colors:** Once the large shapes are outlined, begin blocking in the base colors within those shapes. This will serve as the backdrop for any finer details. Use larger brushes, paint sprayers, or rollers for more efficient coverage, but remember to stay within the lines of the larger shapes. When painting, work from background to foreground elements to avoid smudging and to ensure visual depth and clarity in the design.
3. **Blending:** If your design calls for smooth, transitional blends (such as creating a 3-dimensional effect or gradient), use the appropriate brush size to achieve the desired effect. This step helps in creating smooth transitions and will be important if you're working with complex lighting or shadow effects.

   If available, a paint sprayer is highly recommended for achieving even, consistent blends across larger areas. When using a sprayer, always remember to clean it thoroughly between paint colors to prevent clogging or unintended color mixing. Thin the paint as needed, according to the manufacturer's instructions, to ensure smooth application.
4. **Add Details:** After the base colors have dried, move on to adding more intricate details. A smaller, chiseled-tip brush is ideal for these fine touches, allowing you to refine shapes, outlines, and smaller elements. Pay attention to how these details contribute to the overall composition.
5. **Final Touch-ups:** Once the major details are painted, take time to carefully examine the mural. Look for areas that may need additional layers or touch-ups to ensure smooth, even coverage and clean lines.

Installation Safety & Etiquette

1. Anyone involved in the installation **must wear a safety vest at all times**. They can be purchased very inexpensively.
2. **Make sure to protect the surrounding area from paint,** with a tarp or other covering and clean up the area carefully when the project is completed.
3. During installation, **do not block sidewalks or block people from using informal pedestrian paths**. These areas must be kept clear to allow access for wheelchairs and pedestrians.
4. **Never stand in the street or roadway as you work**. For your safety, you must stay at least six feet away from moving vehicles, if possible. Blocking or barricading traffic lanes is **not permitted**, however cones may be placed around the box to help with visibility.
5. **Be polite and friendly** if people stop to ask you about your work. If granted permission, you are working in the public realm as a representative of the City of Laredo.

6. **Don't block the box!** The keyholes, locks, identification numbers, and safety information are essential to the control function of the cabinets. These elements cannot be obscured or painted over and should be incorporated into your design. Artists must mask off these areas before they begin painting. Similarly, the air vents should never be covered, even temporarily as they prevent overheating. Do not allow any paint to get inside the vents.
7. **The cabinet owner and public employees need continuous access to the contents of the cabinets**. They may need to access the traffic signal control system it houses. Please allow immediate access to City staff upon request, during installation.

Step 7. Apply protective coatings.

Once the painting is complete and fully dried, apply a clear protective sealant or, "clear coat". These coatings protect the artwork from UV rays, weather, and vandalism. Recommended products include anti-graffiti coatings with UV- resistant properties. Protective coatings are essential for preserving the integrity and vibrancy of the artwork.

It is important to ensure that both the clear protective sealant or "clear coat" and the paint used are compatible with each other and with the surface of the utility box. You should always read manufacturer's specs for the products you are using, including the primer, paint and clear coat.

Also consider: Because metal surfaces retain more heat than ambient air temperatures, this can accelerate the breakdown of coatings and paints. Be especially diligent in your product selection for metal surfaces, and consider temperature-resistant sealers or alternatives like vinyl mural wraps for longer durability.

Maintenance

A maintenance plan will be in place to address unforeseen issues such as graffiti removal, vandalism, or weather-related damage.

It's important to note maintenance planning is a required component for muralist. While normal wear is expected over time—particularly for outdoor murals exposed to the elements—concerns arise when signs of deterioration, such as peeling, flaking, or fading, appear prematurely. This may result from improper surface preparation, incorrect layering of paint types, or inadequate weatherproofing techniques, and can reflect poorly on the artist's or organizations professional standards. Such issues may be taken into consideration when evaluating future proposals.

To ensure the longevity and integrity of public artworks, applicants are strongly encouraged to thoroughly research their materials, follow appropriate techniques, and adhere to industry best practices.

Reference/Sources

This guide was created using a variety of sources including:

- Guidance from similar public art projects in other cities.
- Best practices for outdoor art maintenance.

This SOP aims to provide a comprehensive framework for artists and the City of Laredo to collaborate on creating vibrant, lasting utility cabinet art that enhances the city's aesthetic and cultural landscape.

GROUND PAINTING

(also known as asphalt art, street painting, trail art, sidewalk art, etc.)

The City of Laredo recognizes the value of incorporating public art into urban spaces, including asphalt surfaces such as streets, sidewalks, plazas, and trails. This initiative transforms these functional areas into canvases for artistic expression, enhancing the visual appeal of the city and promoting community pride. Asphalt art offers opportunities for artists to contribute to urban beautification while also enhancing the pedestrian experience.

In this SOP, we provide guidelines for artists and others interested in creating public art projects on city property. This guidance is for visual interventions on roadways (intersections and sidewalks) and pedestrian spaces (plazas, trails, sidewalks). A portion of this SOP was adapted directly from *Bloomberg Associates' Asphalt Art Guide*.

Considerations for Painting on the Ground:

1. Location and Environment
2. Materials and Supplies
3. Surface Preparation
4. Artistic Process
5. Surface Protection
6. Maintenance
7. Budget



Step-by-Step Instructions for Painting on the Ground

Step 1. Assess the Site and Its Environment.

Begin by evaluating the current condition of the surface, its location, and exposure to weather. Note specific challenges, such as high-traffic rates or potential obstructions. Consider factors like visibility, sunlight exposure, and the surrounding landscape. This assessment helps determine the best approach for preparing and painting the surface.

See the "Site Assessment Form: Ground Painting" for a complete set of environmental and production factors that need to be considered.

Planning for Longevity: Before developing a design and implementing the project, decide how long the project will last, if it will be allowed to fade, if it will be maintained, or if it will be replaced by another project after a predetermined amount of time. Decide who will be responsible for maintenance and removal. Options include the artist or designer, the site owner or manager, city staff, or community volunteers.

Step 2: Create and Submit Design Mock-Up.

See PROJECT DESIGN GUIDELINES.

Develop a strong concept with preliminary sketches or digital renderings of your design. Ensure the design is appropriate for public display and aligns with community values. Submit the design for approval by through the Public Art Project Intake Form, including details about color schemes and themes. This step ensures the artwork meets city standards and community expectations.

Several factors contribute to a successful and beautiful design. The first driver of a design should be the identity of the surrounding neighborhood, cultural characteristics, and diversity of the community. Another factor in the design process should be consideration of how the project will be implemented. Designers must find a balance between the complexity of a proposal and the resources available for implementation, such as paid contractor labor and stencils or volunteer help.

Scale is a key consideration in the design process. Think about how the project will be experienced by pedestrians walking over it, potentially from multiple directions—this can be incorporated into your design. Keep in mind that designs which look effective on an 8.5" x 11" sheet may not translate well at full scale. Similarly, a mural that photographs well from above may be difficult to interpret from ground level. Repetitive patterns and solid background colors can help create a design that's visually effective from various angles and distances.

For projects that impact the layout of the street, the design may need to be submitted for approval to the city's or another government entity's traffic engineering department. While the Manual of Uniform Traffic Devices (MUTCD) is the document that traffic engineers use to guide the use of pavement markings and paint colors, art on the street is not considered a traffic control device and thus is not regulated by MUTCD. However, where art is used as part of a striped crosswalk, the Federal Highway Administration has provided some guidance: "subdued-colored aesthetic treatments between the legally marked transverse crosswalk lines are permissible provided that they are devoid of retroreflective properties and that they do not diminish the effectiveness of the legally required white transverse pavement markings used to establish the crosswalk." Every city handles approval differently based on local context. It is important to have open communication with the approving traffic engineer to translate the community vision into an approved plan.

Ground painting art projects are generally not considered advertising as long as they do not incorporate commercially recognizable symbols or draw attention to a product, activity, or service. The inclusion of logos or commercial symbols and characters may be subject to regulation.

Step 3. Gather Supplies.

Selecting the right type of paint for a ground mural depends on the desired lifespan, durability, and surface conditions. Below is an overview of commonly used paints, ranging from very temporary to long-term options. Most of these can be combined with non-slip additives—such as silica sand, glass beads, aluminum oxide, or Shark Grip®—to help prevent surfaces from becoming slippery, especially in wet or high-traffic areas particularly in pedestrian areas or crosswalks:

It is always recommended to conduct your own research based on the specific project type and surface.

Below is a list of common products used for ground art projects:

- **Tempera Paint** – Very temporary: Ideal for short-term events or children's activities. Not weather-resistant and washes off easily.
- **Water-Based Field Marking Paint (e.g., Rustoleum®)** – Temporary: Typically used for grass or sports fields but can be applied to pavement for short-term use. Washes away with weather or wear.
- **Latex or Acrylic Household Paint** – Short-term: Affordable and easy to apply. Suitable for temporary installations with limited foot traffic.
- **Traffic Marking Paint (e.g., Ennis Flint)** – Mid-term: Designed for roads and parking lots. Offers good durability and visibility; appropriate for moderate wear and outdoor exposure.
- **Epoxy-Based Pavement Coating** – Mid- to long-term: Highly durable and chemical-resistant. Ideal for surfaces exposed to heavy use. Can be textured with non-slip materials.
- **MMA (Methyl Methacrylate) (e.g., Roadzilla® MMA)** – Long-term: Extremely durable, UV-resistant, and skid-resistant. Commonly used for high-traffic areas such as intersections and crosswalks.
- **Thermoplastic Materials (e.g., TrafficPatterns®, DuraTherm®, DecoMark®)** – Long-term: Heat-applied and bonded to the pavement. Offers exceptional longevity and built-in texture for slip resistance.

To enhance safety and prevent slips, it is recommended to mix in or broadcast non-slip additives like SharkGrip® into the paint or coating, especially in areas with frequent pedestrian use or exposure to water.

To ensure the paint's durability or to extend its life, consider the following methods:

- Power wash and clean the site from any debris the day before or a few hours before the installation begins, ensure that the surface has completely dried.
- Ensure the artwork area is completely closed off to vehicles and foot traffic until the paint has completely dried.
- If using light colors, consider applying a white base coat.
- Freshly paved areas will absorb more paint, so account for extra layers of paint if painting over a recently paved surface.
- Consider testing a range of installation tools before purchasing them and ensure the installation crew or volunteers receive proper training to ensure the application process matches expectations.
- If using stencils, ensure they are cleaned before reusing to avoid damaging other parts of the project.
- Set up a workstation that will hold all of your painting materials in one place by covering the surface with a large tarp.
- Utilize materials that combat particular environmental challenges, such as "cool pavements" that increase solar reflectivity or permeable concrete that can absorb water and cool the surrounding area.

For more advanced processes such as working with MMA and Thermoplastic, working with a traffic markings contractor is necessary.

If you are painting without a contractor, other supplies to consider:

Application Tools

1. Brushes (various sizes)
2. Rollers and roller frames
3. Paint trays and liners
4. Stencils (custom or pre-made)
5. Spray applicators (optional, depending on paint type)

Surface Preparation

1. Broom or push broom
2. Leaf blower
3. Wire brushes
4. Pressure washer (optional)
5. Soapy water and buckets
6. Rags and/or paper towels

Protection & Safety

1. Protective gloves
2. Face masks or respirators (especially with aerosol paints or strong coatings)
3. Safety goggles
4. Knee pads (for extended ground work)
5. Sunscreen and hat (for sun exposure)

Site Control & Workspace Setup

1. Painter's tape or masking tape (for clean edges)
2. Drop cloths or plastic sheeting (to protect nearby surfaces)
3. Traffic cones
4. Safety barriers or caution tape
5. Signage to alert pedestrians

Additional Supplies

1. Chalk or markers (for layout and guides)
2. Measuring tape or ruler
3. Water for clean-up
4. Garbage bags (for disposal)

Having all supplies ready will streamline the painting process.

The choice of paint for street, sidewalk, trail, or pedestrian plaza applications can depend on various factors such as the surface material, anticipated traffic levels, weather conditions, and project requirements. Here are some general recommendations for each:

1. **Street**
   - **Traffic Paint:** Traditional traffic paint is commonly used for street markings, including road lines, crosswalks, and symbols. It is typically formulated to adhere well to asphalt or concrete surfaces and withstand moderate to heavy traffic. Traffic paint is available in various colors and provides good visibility.
   - **MMA (Methyl Methacrylate):** MMA paints offer excellent durability and weather resistance,

making them suitable for street markings in high-traffic areas or locations with harsh weather conditions. MMA paints adhere well to asphalt and concrete surfaces and provide long-lasting performance. Professional installation is recommended.

- **Thermoplastic:** Thermoplastic materials are often used for street markings as well. They offer exceptional durability, resistance to wear, and high visibility. Thermoplastic materials are heated and applied to the surface, creating a thick, long-lasting layer. Professional installation is recommended.

	Traffic Paint	MMA (Methyl Methacrylate)	Thermoplastic
Pros	Cost-effective, quick drying, good adhesion	Superior durability, quick curing, high reflectivity, adhesion to various surfaces	Excellent durability, longevity, high visibility, adherence to surfaces
Cons	Lower durability, fading over time, limited color range	Higher cost, specialized application, limited color options	Higher cost, specialized application, limited color options, removal difficulty
Longevity	Moderate	Long-lasting	Long-lasting
Suitable For	Road markings, symbols, temporary art installations	High-traffic areas, harsh weather conditions	High-traffic areas, longevity requirement, enhanced visibility
Application	Brushes, rollers, spray guns	Specialized expertise and equipment required	Heating and specialized equipment required
Reflectivity	N/A	Can be formulated with reflective beads	Can be formulated with glass bead reflectivity

2. Sidewalk

- **Acrylic or Latex Paint:** For sidewalk art or murals, acrylic or latex paints are commonly used. They offer good adhesion to concrete surfaces and provide a wide range of colors and finishes. These paints are more flexible and can handle minor surface movements and expansions without cracking.
- **Chalk-based Paint:** Chalk-based paints are often used for temporary sidewalk art installations or for creating vibrant and easily removable designs. They provide a matte finish and are suitable for short- term projects or events.
- **Epoxy-based Paint:** For sidewalks that may have a higher-foot or even bicycle traffic might require a more durable paint solution and epoxy-bases paint could be a better choice. Additionally, if they are exposed to the elements (no shade) Epoxy-based paints provide excellent durability, chemical resistance, and adhesion to various surfaces. They can withstand heavy use and are commonly used for trail markings and signage.

3. Trail

- **Epoxy-based Paint:** Trails often require a more durable paint solution due to their exposure to foot, bicycle, or even vehicular traffic. Epoxy-based paints provide excellent durability, chemical resistance, and adhesion to various surfaces. They can withstand heavy use and are commonly used for trail markings and signage.
- **MMA (Methyl Methacrylate):** MMA paints are another suitable option for trails due to their exceptional durability and resistance to weathering. They can withstand heavy traffic, making them

ideal for high- use trail sections or areas with extreme weather conditions. Professional installation is recommended.

- **Thermoplastic:** Thermoplastic materials can also be used for trail markings, especially in high-traffic areas. They provide excellent durability, visibility, and resistance to wear, ensuring the longevity of trail markings. Professional installation is recommended.

4. **Pedestrian Plaza**
   - **Polyurethane Paint:** Polyurethane paints are highly durable and resistant to abrasion, making them an excellent choice for pedestrian plazas that experience heavy foot traffic. They offer a variety of finishes, including glossy, matte, and satin, and can be applied to both asphalt and concrete surfaces.
   - **MMA (Methyl Methacrylate):** MMA paints are also ideal for pedestrian plazas due to their outstanding durability, slip resistance, and fast curing times. They can handle high foot traffic and are resistant to weather and UV exposure.
   - **Water-based Acrylic Paint:** Water-based acrylic paints are environmentally friendly and provide good adhesion and durability for pedestrian plazas. They come in a wide range of colors and are easy to apply and maintain.
   - **Epoxy-based Paint:** For areas with extremely high traffic or where additional durability is required, epoxy-based paints are suitable. They provide a tough, long-lasting surface that is resistant to chemicals and wear.

Step 4. Site Safety & Traffic Control.

Ensure that everyone on-site has a safe, secure, and comfortable environment to work in. It is recommended that artists and/or organizations implementing the ground painting have access to a shaded area, seating, and drinking water during installation.

If the project requires a temporary traffic detour, a Traffic Control Plan will be in place. If the paint is applied over existing traffic markings, the design and traffic control plan must be reviewed by the appropriate city departments. Designs that affect traffic flow or safety will require approval.

The plan will also include:

- Temporary signage to inform the public about the project.
- Volunteer training to respond to community inquiries.
- Copies of all relevant permits kept on-site, if applicable.

Installation Safety & Etiquette

- **Safety Vests:** All personnel involved in the installation must wear high-visibility safety vests at all times.
- **Protect Surrounding Areas:** Use tarps or other protective coverings as needed. Clean up the work site thoroughly once the installation is complete.
- **Maintain Pedestrian Access:** Do not block sidewalks or pedestrian paths unless those areas are being painted. Accessible routes must be maintained for all pedestrians, including those using wheelchairs.
- **Roadway Safety:** Only enter the street or roadway if it is part of the designated painting area. Maintain a minimum distance of six feet from moving vehicles at all times.
- **Situational Awareness:** Remain alert to your surroundings, especially when working near traffic or intersections.
- **Public Communication:** Clearly display temporary signage with project information to inform and engage the public.

Step 5. Prepare the Surface.

It is always recommended to conduct your own research based on the specific project type and surface. When selecting materials, consult with experts and review relevant technical details.

Thoroughly clean the asphalt surface to remove dirt, grease, debris, and loose materials. Use wire brushes, soapy water/mild detergent, or a power washer if necessary. If the surface is rough or uneven, consider using a primer or base coat to create a smooth and even canvas for the artwork. Allow the surface to dry completely before proceeding. Proper surface preparation is crucial for the longevity of the artwork.

1. Street (Asphalt Roadway)

Surface Preparation

- Perform a full sweep and remove all dirt, oil spots, grease, tar, and loose gravel using wire brushes, soapy water and mild detergent. Power washing is often necessary for heavily trafficked areas.
- Ensure all traffic markings or thermoplastic paint in the area to be painted are either removed or sufficiently abraded to improve paint adherence.
- If you are painting over traffic markings or thermoplastic be sure the paint is compatible.
- Relevant city departments need to be contacted in advance to patch cracks or potholes, as paint will not adhere properly to unstable surfaces.
- Information about any required repairs must be included in the site assessment form.

Priming

- Use an asphalt-compatible primer for older, oxidized, or porous roads. This will seal the surface and provide better paint bonding.
- Allow the primer to cure fully before painting—timing will vary based on product and climate.

Additional Considerations

- Schedule installation during dry weather with low humidity; avoid rain forecasts within 24 hours of installation.
- You will be informed by city traffic departments in implementing a temporary street closure and detour plan.
- Confirm compliance with local ordinances and secure permits, especially if blocking public roads.
- Use traffic-rated, non-slip paint or thermoplastic materials for long-term safety and durability.
- Consider temperature: most street paints should be applied when surface temps are between 50°F–85°F. Artists and/or organizations may need to consider scheduling work during early mornings or evenings to accommodate Laredo's weather conditions.

2. Sidewalk (Concrete Surface)

Surface Preparation:

- Use brooms to remove dust, then wash with soap or degreaser. Allow to dry thoroughly—moisture trapped beneath paint causes peeling.
- Remove chewing gum or other residues with scrapers or a degreasing agent.
- Inspect for chipped or scaling concrete. Relevant city departments need to be contacted in advance to patch spalls or repair concrete.
- Information about any required repairs must be included in the site assessment form.

Priming:

- Apply a masonry primer if the concrete is smooth, sealed, or has inconsistent absorbency. This ensures even coverage and stronger adhesion.

- Always check for sealants—if the sidewalk has been sealed, abrading or etching may be required to ensure the primer adheres properly.

Additional Considerations:

- Maintain ADA compliance: ensure that no artwork impairs tactile walking indicators or ramps.
- Use anti-slip additives in the topcoat or paint, especially in high pedestrian traffic zones.
- Coordinate with building owners or city departments for access, closure notices, and business interruptions.
- Post signs during and after installation to warn pedestrians that paint is drying.

3. Trail (Asphalt or Concrete Recreational Path)

Surface Preparation:

- Clear organic material (leaves, moss, mud) thoroughly, as trails often collect debris.
- Wash with mild detergent or use pressure washing in areas with excessive grime or shade buildup.
- Identify and address any roots, buckling, or surface warping beforehand.
- If removal or corrective action is needed during surface preparation, this must be noted in the site assessment form.

Priming:

- For older or heavily worn trails, a base coat may be needed to unify the surface color and smooth texture differences.
- Choose a primer suited for recreational path materials (asphalt or concrete).

Additional Considerations:

- Trails are typically narrower than streets, so plan for staggered work zones to allow pedestrian and cyclist access.
- Inform local trail users or parks departments in advance—consider signage a few days before the work begins.
- Avoid installations during wet seasons—shaded trails often take longer to dry.
- Use reflective or UV-resistant coatings to preserve color in exposed sunlit areas.

4. Pedestrian Plaza (Pavers or Decorative Concrete)

Surface Preparation:

- Clean between joints to remove weeds, sand, and debris. Avoid displacing joint material unless necessary.
- Remove any sealant or coatings if paint is not adhering properly; test a small area to check for bonding.
- Scrub oil stains, gum, or food spills, especially near dining areas or event zones.

Priming:

- On sealed or polished pavers, apply a masonry primer compatible with decorative stone or brick.
- If not sealed, priming may not be required, but a base coat can help unify the artwork's color vibrancy.

Additional Considerations:

- Consider water drainage patterns—avoid blocking natural runoffs with impermeable coatings.
- Use low-VOC or non-toxic paint, especially in areas frequented by children, pets, or food vendors.
- Refrain from painting over expansion joints or paver seams that are designed to move—this can crack the paint prematurely.
- Schedule during off-peak hours to minimize disruption to public life and businesses.

Step 6. Implement the Artwork.

Implementing the Project: Implementing the project involves several stages, from setting up the site to applying the paint. The following guidelines will help ensure a smooth and successful implementation:

1. **Set Up the Site**
    - **Site Preparation:** Ensure the site is well-prepared as outlined in the surface preparation step. Clean the area thoroughly and let it fully dry.
    - **Secure the Area:** Use traffic cones, barriers, and signage to secure the area. Ensure pedestrian safety by clearly marking off the work zone.
    - **Material Organization:** Arrange all materials and tools in an accessible manner. Cover the ground near the painting area with a tarp to prevent paint spills and facilitate easy cleanup.
2. **Layout the Design**
    - **Design Reference:** Always have a printed or digital copy of your design, layout, and/or reference photos readily available on-site. It's recommended to digitally overlay your design onto an image of the actual surface beforehand to map out placement and scale accurately.
    - **Weather Awareness:** Choose a dry day for layout and painting. If using chalk to mark the design, keep in mind that rain or moisture can erase your work. Always check the forecast and have a backup plan.
    - **Grid System:** For large or intricate designs, use a grid system to scale the design from paper to pavement. Use chalk lines, tape, or string to mark out the grid and ensure proportions are accurate.
    - **Stencils:** If your design includes stencils, align them precisely according to your layout plan. Secure them with tape, weights, or spray adhesive to prevent movement while painting.
    - **Doodle Grid Method:** This creative method involves sketching random, easily identifiable shapes or doodles on the ground, then taking a photo of the area. Digitally overlay your final design on top of that photo to guide placement and proportion during transfer. This is especially helpful for complex or free-form designs.
    - **Surface Variations:** Take note of surface features such as drains, manhole covers, texture changes, or elevation differences. These may affect how your design appears once laid out and may require adjustments.
    - **Visibility and Orientation:** Consider how the artwork will be viewed (from which angle or direction). Design layout should ensure maximum visibility and readability for pedestrians or drivers, depending on the location.
3. **Apply the Base Coat**
    - **Base Color**: If your design includes a base color, apply it first. Use rollers or, if available, a paint sprayer for large areas, and brushes for edges or detailed sections. Ensure the base coat is applied evenly and allow it to dry completely before continuing with additional layers or details.
4. **Paint the Design**

When painting, work from background to foreground elements to avoid smudging and to ensure visual depth and clarity in the design.

- **Outline:** Once the base color has dried completely, outline the key areas of your design to guide the painting process. Use chalk, pencil, or a small brush, depending on surface texture and visibility. For crisp edges, especially between color sections, masking tape can be used to define boundaries.
- **Blending:** For designs requiring smooth, gradual color transitions, use the appropriate brush size or blending tool. A paint sprayer is recommended for large areas to achieve even, consistent

blends. Always clean the sprayer thoroughly between colors to prevent clogging or unintended mixing.
- **Detail Work:** Begin with the detailed sections of the design. Use smaller brushes for precision and larger rollers for broader strokes. Follow the design layout carefully to ensure accuracy. When painting, work from background to foreground elements to avoid smudging and to ensure visual depth and clarity in the design.
- **Layering:** Apply multiple layers if necessary, allowing each layer to dry before applying the next. This ensures better coverage and durability.
- **Non-Slip Additive:** Mix a non-slip additive like Shark Grip® into the paint, especially for areas with heavy foot traffic, to prevent slippery surfaces.

5. **Finishing Touches**

- **Touch-Ups:** After the main painting is complete, inspect the artwork for any areas that need touch-ups or additional layers of paint.
- **Clean Edges:** Remove any stencils or tape carefully and touch up the edges as needed to ensure clean lines.

6. **Drying and Curing**

- **Dry Time:** Allow the paint to dry thoroughly. Follow the manufacturer's recommendations for drying times, especially if using multiple layers of paint.
- **Protection**: Ensure the area remains closed off to vehicles and pedestrians until the paint is completely dry and cured.

7. **Clean Up**

- **Material Disposal:** Properly dispose of any used materials, such as paint cans and brushes, according to local regulations.
- **Site Cleanup:** Remove all protective coverings and barriers. Clean the surrounding area to leave the site in pristine condition.

Following these steps ensures that the artwork implementation process is efficient, safe, and successful, resulting in a vibrant and durable public art piece that enhances the urban environment and fosters community pride.

Additional Considerations

Materials Storage: Project teams should secure materials and place them in storage at least a few weeks before the installation begins. Consider longer lead times for custom or large orders of paint and think about the size of any stencils or other equipment needed for installation. Work with a local business or public facility near the project site to store supplies, materials, and personal belongings prior to and during the installation. If a space is not available, you can rent a portable storage locker for the site.
Note: The artist and/or organization is responsible for all supplies, protective equipment, accommodations, travel, material storage, and all related materials related to and during the execution of the mural.

Documents: For ground art projects, artists and organizations should have a traffic control plan and any necessary permits readily available.

Reference/Sources

See Bloomberg Associates' Asphalt Art Guide in Appendix A for more detail about the ground painting process.

This guide was created using a variety of sources including:

- Bloomberg Associates' Asphalt Art Guide
- Guidance from similar public art projects in other cities.

To ensure the longevity and integrity of public artworks, applicants are strongly encouraged to thoroughly research their materials, follow appropriate techniques, and adhere to industry best practices.

This SOP aims to provide a comprehensive framework for artists and the City of Laredo to collaborate on creating vibrant, lasting public art that enhances the city's aesthetic and cultural landscape

SCULPTURE AND INSTALLATION ART

The City of Laredo recognizes the value of incorporating public art into urban spaces, including both temporary and permanent sculptures and installations on city property. These artistic expressions enhance the visual appeal of the city, promote community pride, and contribute to urban beautification. Sculptures and installations offer opportunities for artists to create impactful pieces that engage the community and enrich public spaces.

This Standard Operating Procedure (SOP) provides guidelines for artists and others interested in creating public art projects involving sculptures or installations on city property, covering the entire process from proposal submission to post-installation maintenance.

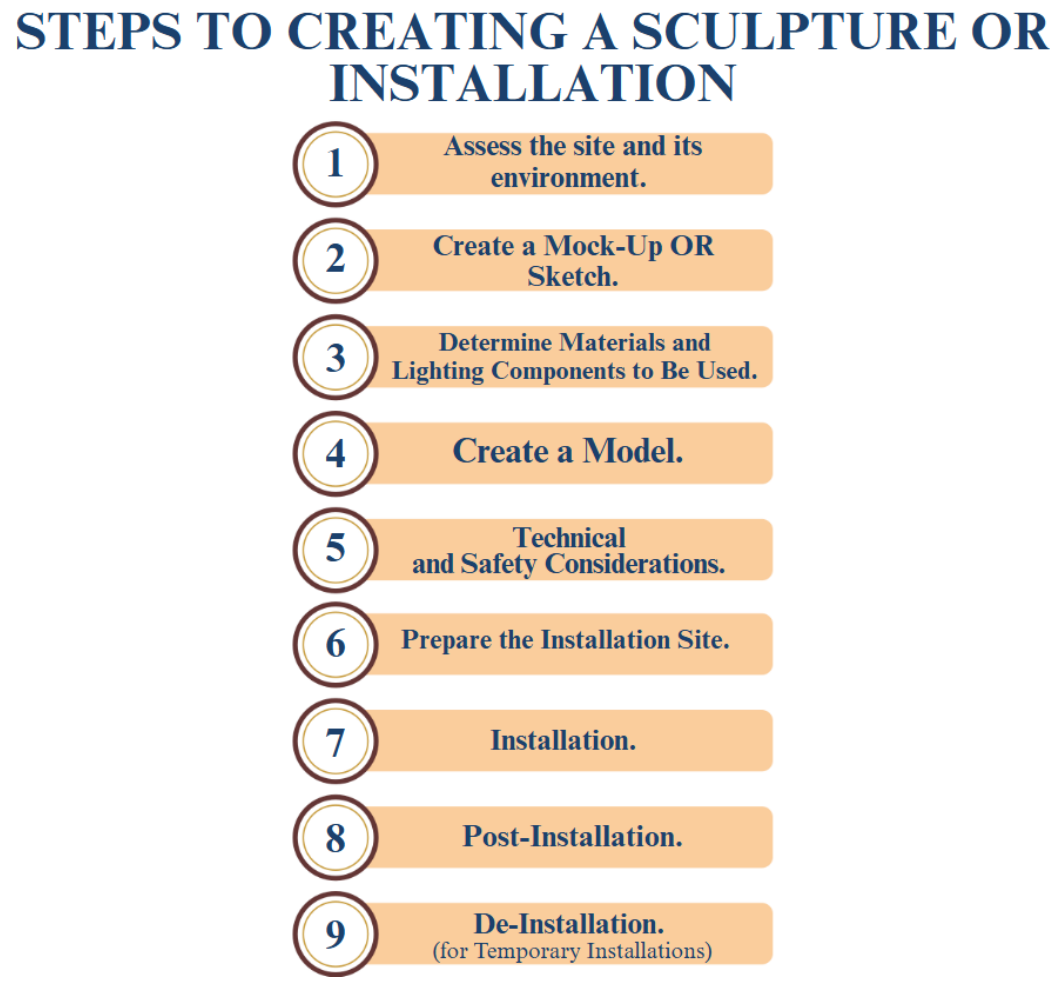
When undertaking sculpture and installation-based public art projects, it is essential to recognize that, beyond the visual and conceptual elements, primary emphasis must also be placed on structural integrity and public safety. Due to the three-dimensional and often interactive nature of these works, the majority of fabrication typically occurs off-site in a studio, workshop, or other production facility, with final installation taking place on City of Laredo property. This Standard Operating Procedure (SOP) outlines critical guidance regarding both the structural aspects of the artwork and the protocols for on-site installation.

Considerations for Sculpture and Installation Art:

- Location and Environment
- Materials and Supplies
- Safety and Stability
- Artistic Process
- Site Preparation
- Installation
- Post-Installation
- De-Installation (for temporary installations)
- Budget
- Engineering and Technical Considerations

Definitions

- **Sculpture:** A three-dimensional form of art created through techniques such as carving, casting, modeling, assembling materials, or incorporating movement in kinetic works.
- **Installation:** A work of art that may include multiple elements arranged in a specific location, often interactive or site-specific.
- **City Property**: Any land, building, or infrastructure owned or managed by the City of Laredo.



Step-by-Step Guide to Installing a Sculpture or Installation on City Property:

Step 1. Assess the Site and Its Environment.

Begin by thoroughly assessing the site and its environment. Evaluate the current condition of the site, including its location, exposure to weather, and any specific challenges such as high-traffic areas or potential obstructions. Consider factors like visibility, sunlight exposure, and the surrounding landscape to determine the best approach for preparing and installing the artwork.

Use the "**Site Assessment Form**" to document environmental and logistical factors. Plan for the longevity of the project by identifying its expected duration and outlining any maintenance needs. Responsibility for ongoing maintenance—and, for temporary installations, removal—will be addressed during the **Display and Preservation Agreement** with the City of Laredo.

Step 2. Create a Preliminary Mock-Up or Sketch.

Develop detailed sketches or digital renderings of the proposed artwork that clearly illustrate the concept, including:

- **Dimensions and Scale:** Include height, width, depth, and a scale reference in relation to the surrounding environment.
- **Color Palette**: If color is part of the design, include a proposed palette with notes on durability

and UV resistance, especially for outdoor installations.

- **Structural Considerations:** Include anchoring methods, estimated weight, and how the structure will interact with the site (e.g., ground-mounted, freestanding, integrated into existing infrastructure).
- **Conceptual Details:** Describe the inspiration or intended message behind the artwork and how it relates to the location or community.
- **Site Context:** Provide images or diagrams that show how the piece will be positioned within the space to ensure proper scale, pedestrian flow, and sightlines.

For three-dimensional work such as sculptures or installations, mock-ups and detailed sketches are essential. The added dimension introduces spatial and visual complexities that are more difficult to conceptualize without adequate preparation. These visual tools help reviewers fully understand the intent, scale, and interaction of the artwork with its surroundings.

Submit the mock-up or sketch to the City of Laredo as part of your **Public Art Project Proposal Intake Form**, which will be reviewed by the Public Art Program Manager and/or designated city staff during their monthly review. This step is essential for receiving feedback, addressing any concerns, and securing preliminary approval before proceeding to fabrication or installation planning.

These materials will also be required when the Public Art Program Manager and city staff assess the structural feasibility and safety of the proposed work.

Step 3. Determine Materials to Be Used.

When it comes to materials, each project will require a different selection based on the project's desired durability and aesthetic. Choose materials that are suitable for the environment and that will withstand exposure to weather and public interaction.

Below is a list of common materials used for sculptures and installations:

- Metals (e.g., aluminum, stainless steel, bronze)
- Stone (e.g., granite, marble)
- Wood (e.g., treated lumber, hardwoods)
- Epoxy
- Glass or acrylics
- Concrete
- Plastics and composites
- Recycled materials
- Fabric
- Mixed Media
- Paints and coatings for surface protection

Evaluate the pros and cons of each material option, including cost, availability, and ease of installation. Selecting the right materials is essential for ensuring the artwork's stability and visual impact throughout its intended lifespan.

Artists and/or organizations developing sculpture or installation art must be willing to collaborate with and take direction from city departments such as Engineering, Utilities, and Risk Management. This includes remaining open to feedback and making necessary modifications to ensure the safety and wellbeing of the community. Modifications may relate to, but are not limited to, the structural design, materials selected, site conditions, or installation methods.

Ensure all materials meet safety standards and are appropriate for outdoor use. Consider working with local suppliers and fabricators to source materials.

Types of sculptures and installations to be considered for public art projects:

1. **Carving**
   Carving is a subtractive sculptural process that involves removing material from a solid block—such as wood, stone, or other mediums—to reveal a desired form. Artists typically use sharp tools like chisels, gouges, or knives to cut away excess material and shape the artwork. While traditional carving is done in wood or stone, contemporary practices may incorporate materials such as foam, plastics, or even glass (through techniques like glass cutting or cold working).

   Carvings can take various forms, including low relief (where the design projects slightly from the background), high-relief (where elements are more deeply undercut and extend further from the surface), and sculpture in the round, which is fully three-dimensional and viewable from all sides. Each technique offers a different relationship between the artwork and the surrounding space, emphasizing depth, dimension, and craftsmanship.

   In public art, carved sculptures can be seamlessly integrated into architectural elements—such as decorative stone reliefs on building facades—or stand alone as monuments and memorials, often commemorating people or events. Carved forms are also commonly used in functional artworks, such as engraved benches, gateway signs, or plaques that combine both utility and aesthetic expression. These installations not only serve as visual focal points but also contribute to the cultural identity and accessibility of public spaces.

2. **Casting**
   Casting is an additive sculptural process, in contrast to carving, which is subtractive. In casting, an object or sculpture is first modeled—often in clay or wax—and then used to create a mold. Molds can be made from various materials such as rubber, plaster, or silicone, depending on the level of detail required and the intended casting material. Once the mold is prepared, a liquid substance—such as molten metal, resin, epoxy, plaster, or concrete—is poured into the hollow cavity of the mold and allowed to cure or harden. After the material sets, the mold is removed, revealing the final cast sculpture.

   Traditionally, bronze casting was the most common method, especially for statues and monuments. In contemporary practices, however, casting often involves two-part chemical mixtures (like epoxy or resin) that react and harden without heat. Casting is ideal for producing complex shapes, and although it can be labor-intensive, it is often more economical and scalable—particularly when using non-destructive molds that allow for multiple reproductions of the original form, similar to printmaking. Molds, depending on the material, may be reused several times before deteriorating.

   In public art, cast sculptures are frequently seen as figurative statues mounted on concrete pedestals, stone slabs, or installed directly into the landscape for a more contemporary look. Another common public art use of casting is in architectural relief panels or murals, which are embedded into building façades or retaining walls to provide a narrative or decorative element in civic spaces.

3. **Modeling**
   Modeling is a sculptural technique that can be both additive and subtractive. Artists often begin with an internal support structure, typically made from wire or metal, to help establish the basic shape and maintain stability. Using pliable materials such as clay, plaster, or wax, the artist builds

up the form by hand, employing techniques like pushing, pulling, pinching, carving, or even pouring the material into place. While primarily an additive process, some subtractive actions—such as refining by carving or trimming—may also be used depending on the desired detail and finish.

Modeling is often a preliminary step in casting, where the modeled form is used to create a mold. However, when the intention is to fire the modeled clay, it becomes a ceramic sculpture—a permanent piece in its own right rather than a prototype for casting.

In public art, ceramic modeling has been widely embraced for its expressive potential and durability when properly fired and glazed. For example, artists might create ceramic tile murals embedded into building façades, community benches, or freestanding mosaic columns in parks. Other applications include ceramic totems or sculptural columns composed of stacked, modular ceramic components, often seen in plazas or civic spaces. Artists also produce full 3D figurative sculptures or tile-covered forms that bring vibrant color and texture to public environments. These works not only showcase the hand-modeled texture and artistic expression of the artist but also engage the public in storytelling, history, or cultural celebration.

4. Construction/ Assemblage

Construction or assemblage is a sculptural technique in which artists repurpose found, manufactured, or altered objects to create a unified form. Materials may be welded, glued, bolted, or wired together, resulting in dynamic and often unexpected compositions. In more contemporary approaches, the technique, process, or transformation of the materials becomes part of the conceptual narrative of the work itself.

This method allows artists to explore themes such as consumerism, sustainability, and cultural identity by reclaiming and reimagining discarded or everyday materials. Assemblage can be both accessible and visually engaging, offering a powerful commentary through the careful selection and repurposing of objects.

In public art using this method can include large outdoor sculptures made from welded scrap metal forming abstract or animal shapes, or colorful figures created from reclaimed plastic and household items displayed in urban parks or near community centers. These pieces can also be deliberately arranged to cast unique shadows at certain times of day, integrating light and shadow into the visual experience and making the artwork interact dynamically with its environment.

When planning an assemblage-based public artwork, the selected site should be thoughtfully considered, as these types of sculptures often rely on environmental interaction to enhance their impact. For instance, the location may need to allow for natural light to cast intentional shadows that are part of the artistic experience. Additionally, because assemblage works can involve unconventional shapes or protruding elements, the site should accommodate safe viewing distances, accessibility, and structural support. Selecting a location that complements the materials, scale, and message of the work ensures the sculpture is both visually effective and safely integrated into the public space.

5. Movement

Movement or kinetic sculpture represents a modern and dynamic approach to public art, incorporating elements of motion—such as light, sound, air currents, or motorized mechanisms—to create an ever-changing visual experience. These artworks are intentionally designed to transform either autonomously or in response to environmental factors, inviting viewers to engage with the piece from multiple perspectives as time of day, weather, and surroundings shift.

When planning a kinetic sculpture, thoughtful consideration of the site is essential. The interplay of natural elements like wind or water, along with the quality and direction of ambient light, can

greatly enhance the intended effect. Additionally, the location must accommodate space requirements, ensure public safety, and account for environmental conditions that may affect the artwork's movement and durability.

Sound has long been incorporated into sculpture for spiritual or ceremonial purposes, and in contemporary public art, it adds to the sensory and narrative richness of a piece. This might include the soothing flow of water, the rustling of moving parts, or even interactive features that invite public participation. A kinetic installation may use suspended components that respond to the wind, generating melodic tones and shifting visual patterns that evolve with the environment. These works celebrate the fusion of art, nature, and technology—fostering community engagement and offering an immersive, ever-evolving experience.

Step 4. Create a Model.

Create a small-scale model, also known as a maquette, of the proposed sculpture or installation to provide a tangible and visual representation of the final artwork. This scale model allows artists to refine design elements, assess proportions, and identify potential structural or aesthetic issues before moving to full-scale fabrication. Present the maquette to the designated Public Art Program Manager and/or designated city staff for evaluation and feedback. This step is essential for incorporating practical recommendations, aligning the design with city standards, and ensuring that the final work will be structurally reviewed and approved prior to installation.

Step 5. Technical and Safety Considerations.

The engineering aspects of any sculpture or installation are critical to ensuring both stability and public safety. When selecting materials, artists and/or organizations must consider the expected load-bearing capacity of the site and structure. This includes evaluating how the sculpture will be anchored or supported and confirming whether the foundation or surrounding infrastructure can support the weight and stress of the piece.

Additionally, consider potential external forces such as wind loads, seismic activity, and exposure to weather or environmental conditions. All proposed materials should be assessed for their durability, weather resistance, and long-term maintenance needs—particularly as they relate to the local climate and site-specific environmental factors.

Before any proposals are selected, the City of Laredo’s Public Art Program Manager and/or designated city staff must submit the design for structural feasibility review and gain approval from the City’s Engineering Department. This step ensures that all structural requirements have been met and that the project is safe for public interaction.

Step 6. Prepare the Installation Site.

Artists are responsible for cleaning and preparing the site. For above-ground installations, artists will be responsible for preparing the site, which includes removing debris, cleaning the ground, power washing if needed, and ensuring the area is safe and accessible.

If ground-breaking or excavation is required, this must be clearly indicated in the **Site Assessment Form** in advance. Preparation may involve leveling the area or installing necessary infrastructure to ensure a stable and secure foundation for the artwork.

Artists are also responsible for arranging any required equipment or assistance—such as scaffolding, lifts, or cranes—to support the installation process, and must adhere to all relevant safety protocols when operating such equipment.

Step 7. Installation.

The City of Laredo reserves the right to deny approval of any sculpture or installation that does not meet the safety, engineering, or risk management recommendations and requirements set forth by the relevant departments.

The installation process is critical for ensuring the safety and success of the sculpture or installation. Follow these detailed steps to ensure a smooth and effective installation:

1. **Secure Necessary Equipment and Personnel**
   - Arrange for any required equipment such as cranes, scaffolding, or lifting devices.
   - Ensure all personnel involved in the installation are trained and briefed on safety protocols and procedures.
2. **Prepare the Site**
   - Ensure the site is clear of debris and any obstacles that could interfere with the installation process.
   - Mark the exact location for the placement of the sculpture or installation according to the approved site plan.
3. **Transport the Artwork**
   - Carefully transport the artwork to the installation site. Use protective coverings and secure transport methods to prevent damage during transit.
   - If the artwork is composed of multiple pieces, ensure each piece is properly labeled and organized for efficient assembly.
4. **Assemble the Artwork**
   - Begin the assembly process by following the detailed instructions provided in the installation plan.
   - Use appropriate tools and hardware to secure each component of the artwork. Ensure all connections are stable and secure.
   - If the artwork requires anchoring, follow the specified anchoring methods to ensure it is firmly attached to the ground or base.
5. **Ensure Stability and Safety**
   - Double-check all connections and anchors to ensure the stability and safety of the sculpture or installation.
   - Conduct a thorough inspection to identify any potential hazards or weak points, as indicated by the engineers.
   - Make any necessary adjustments or reinforcements to ensure the artwork can withstand environmental conditions and public interaction.
6. **Site Cleanup**
   - Remove any installation equipment, tools, and debris from the site.
   - Restore the surrounding area to its original condition or better, ensuring the site is clean and safe for public use.
7. **Final Inspection**
   - Be present during the final inspection conducted by the Public Art Program Manager and relevant City departments.
   - If needed, during the final inspection artists might need to adjust.
   - Address any final adjustments or concerns identified during the inspection.

Step 8. Post-Installation.

Upon completion of the installation, the focus must shift to the ongoing preservation and care of the artwork, as outlined in the Maintenance Plan established during the **Display and Preservation Agreement** with the City of Laredo.

Regular inspections and upkeep are essential to address any issues that arise, such as weather-related damage, vandalism, or wear from public interaction. Safety signage might be installed where necessary to protect the public and ensure that the artwork remains safe for viewing and interaction.

Given the interactive nature and potential safety implications of three-dimensional public artwork, these installations require increased oversight and more frequent evaluations to ensure public safety and structural integrity, particularly when compared to some two-dimensional works.

To support long-term documentation and public transparency, submit photographs and/or videos of the installed artwork to the Public Art Program Manager and/or designated staff. This helps maintain a visual record of the installation's condition over time.

Step 9. De-Installation. (for Temporary Installations)

At the end of the temporary installation of the project's designated display period, the sculpture or installation must be safely and responsibly deinstalled in accordance with the terms outlined in the **Display and Preservation Agreement**.

The Public Art Program Manager will begin planning the deinstallation process in advance, ensuring that all required personnel are present. Artist must have insurances in order in case of injuries or damage to the surrounding areas occur.

Following removal, the site must be restored to its original or improved condition, which may include backfilling holes, cleaning surfaces, reseeding grass, or repairing any disturbed infrastructure.

Finally, the Public Art Program Manager and/or designated city staff will submit a comprehensive final report. This report should include documentation of the deinstallation process, any issues encountered, lessons learned, and feedback gathered from the community or stakeholders during the life of the project.

Reference/Sources

This guide was created using a variety of sources including:

- Boise State University: Sculpture and Installation

LIGHT ART INSTALLATION

The City of Laredo recognizes the value of incorporating public art into urban spaces, including light art installations on city property. These artistic expressions enhance the visual appeal of the city, promote community pride, and contribute to urban beautification. Light art installations offer opportunities for artists to create dynamic and impactful pieces that engage the community and enrich public spaces.

This Standard Operating Procedure (SOP) provides guidelines for artists and others interested in creating public art projects involving light installations on city property, covering the process from proposal submission to post-installation maintenance.

Considerations for Sculpture and Installation Art:

- Location and Environment
- Materials and Supplies
- Safety and Stability
- Artistic Process
- Site Preparation
- Installation
- Post-Installation
- De-Installation (for temporary installations)
- Budget
- Engineering and Technical Considerations

Definitions

- **Sculpture**: A three-dimensional form of art created through techniques such as carving, casting, modeling, assembling materials, or incorporating movement in kinetic works.
- **Installation**: A work of art that may include multiple elements arranged in a specific location, often interactive or site-specific.
- **Artist**: An individual or group proposing to create and install a sculpture or installation.
- **City Property**: Any land, building, or infrastructure owned or managed by the City of Laredo.



Step-by-Step Guide to Installing a Light Art Installation on City Property:

Step 1. Assess the Site and Its Environment.

Begin by thoroughly assessing the site and its surrounding environment. Evaluate the current condition of the area, including its location, exposure to weather, and any specific challenges such as high-traffic zones, limited accessibility, or potential obstructions. Consider key factors like visibility, the surrounding landscape, and existing lighting conditions to determine the most effective approach for installing the light artwork. Be sure to assess available power sources, as the installation will likely require a reliable energy supply.

Use the **Site Assessment Form** to document environmental and logistical considerations. Additionally, plan for the long-term sustainability of the project by determining its expected duration and outlining maintenance requirements. A Maintenance Plan will be established prior to installation and discussed as part of the **Display and Preservation Agreement** with the City of Laredo. This agreement will identify who is responsible for ongoing upkeep and, in the case of temporary installations, who will manage the safe removal of the artwork.

Step 2. Create a Mock-Up/Sketch.

Develop preliminary sketches or digital renderings of the proposed light artwork, including dimensions, conceptual details, and intended lighting effects.

This visual representation should clearly communicate the concept and demonstrate that the design is suitable for public display and aligns with community values. Submit the mock-up or sketch to the City of Laredo as part of your **Public Art Project Proposal Intake Form**, which will be reviewed by the Public Art Program Manager and/or designated city staff during their monthly review.

Be as thorough as possible—especially if the project involves advanced lighting techniques, color effects, or interactive elements, which are critical to the overall experience of the installation.

This step is essential for receiving feedback and preliminary approval before advancing to detailed planning. These materials will also be required when the Public Art Program Manager and city staff assess the structural feasibility and safety of the proposed work.

Step 3. Determine Materials to Be Used.

Identify appropriate materials and lighting components for the project by considering durability, energy efficiency, safety, and compatibility with the surrounding environment. Materials must be weather-resistant, UV-stable, and able to withstand temperature fluctuations, moisture, wind, and other environmental factors common in outdoor public spaces. Common components for light installations include LEDs, fiber optics, projection equipment, solar-powered systems, and programmable lighting fixtures.

Carefully evaluate the pros and cons of each material, including expected lifespan in outdoor conditions, maintenance needs, visual performance (e.g., brightness, color rendering), and resistance to corrosion or vandalism. Also consider cost, availability, weight/load, energy consumption, and ease of replacement in the event of damage or failure. Selecting high-quality, efficient materials helps ensure the long-term success and sustainability of the artwork.

Before proceeding, the Public Art Program Manager will also evaluate the proposed materials and design. If any element is found to potentially compromise the structural safety or utility infrastructure, the proposal may need to be revised to minimize risks while still maximizing visual impact.

Step 4. Technical Considerations and Safety Considerations.

The technical aspects of a light installation are critical to ensuring its safety, stability, and long-term functionality.

Before any proposals are selected, the Public Art Program Manager and/or designated city staff will work with relevant city departments to review for approval. If any structural, technical, or safety concerns arise during this review, the proposal may need to be revised to minimize risk while maximizing visual impact. This step ensures that all structural requirements have been met and that the project is safe for public interaction.

Lighting components—such as LED arrays, projectors, or fiber optics—must also be rated for outdoor use, heat tolerance, and UV protection to prevent early failure or safety issues.

Step 5: Conduct a Lighting Test.

Before full installation, conduct a test of the lighting components. This step involves setting up a temporary version of the light installation at the actual site or a similar environment to evaluate its performance. Ensure that the lighting effects, intensity, color schemes, and overall visual impact

meet the project's objectives.

Adjustments and calibrations can be made based on the test results to optimize the final installation. This test also helps identify any potential technical issues or challenges that may arise during the actual installation. The lighting designer and electrical engineer, if involved, should oversee this process to ensure the desired effects are achieved.

Step 6. Prepare the Installation Site.

Artists are responsible for cleaning and preparing the site. For above-ground installations, artists will be responsible for preparing the site, which includes removing debris, cleaning the ground, power washing if needed, and ensuring the area is safe and accessible.

If ground-breaking or excavation is required, this must be clearly indicated in the **Site Assessment Form** in advance. Preparation may involve leveling the area or installing necessary infrastructure to ensure a stable and secure foundation for the artwork.

Artists are also responsible for arranging any required equipment or assistance—such as scaffolding, lifts, or cranes—to support the installation process, and must adhere to all relevant safety protocols when operating such equipment.

Step 7. Installation.

The City of Laredo reserves the right to deny approval of any sculpture or installation that does not meet the safety, engineering, or risk management recommendations and requirements set forth by the relevant departments.

The installation process is critical for ensuring the safety and success of the light art installation. Follow these detailed steps to ensure a smooth and effective installation:

1. **Transport the Artwork and Lighting Components:**
   - Carefully transport the artwork and lighting components to the installation site. Use protective coverings and secure transport methods to prevent damage during transit.
   - If the artwork is composed of multiple pieces, ensure each piece is properly labeled and organized for efficient assembly.
2. **Assemble the Artwork and Lighting Components:**
   - Begin the assembly process by following the detailed instructions provided in the installation plan.
   - Use appropriate tools and hardware to secure each component of the artwork. Ensure all connections are stable and secure.
   - If the artwork requires anchoring, follow the specified anchoring methods to ensure it is firmly attached to the ground or base.
   - Install the lighting components according to the design specifications, ensuring proper alignment and connection to the power source.
3. **Ensure Stability, Safety, and Electrical Integrity:**
   - Double-check all connections, anchors, and electrical wiring to ensure the stability, safety, and functionality of the light installation.
   - Conduct a thorough inspection to identify any potential hazards or weak points.
   - Make any necessary adjustments or reinforcements to ensure the artwork can withstand environmental conditions and public interaction.

4. **Site Cleanup:**
    - Remove any installation equipment, tools, and debris from the site.
    - Restore the surrounding area to its original condition or better, ensuring the site is clean and safe for public use.
5. **Final Inspection:**
    - Be present during the final inspection conducted by the Public Art Program Manager and relevant City departments.
    - If needed, during the final inspection artists might need to adjust.
    - Address any final adjustments or concerns identified during the inspection.

Step 8. Post-Installation.

Upon completion of the installation, the focus must shift to the ongoing preservation and care of the artwork, as outlined in the Maintenance Plan established during the **Display and Preservation Agreement** with the City of Laredo.

Regular inspections and upkeep are essential to address any issues that arise, such as weather-related damage, vandalism, or wear from public interaction. Safety signage might be installed where necessary to protect the public and ensure that the artwork remains safe for viewing and interaction.

Ongoing communication with the community ensures timely coordination of maintenance needs, safety concerns, and feedback related to the installation. Given the interactive nature and potential safety implications of three-dimensional public artwork, these installations require increased oversight and more frequent evaluations to ensure public safety and structural integrity, particularly when compared to some two-dimensional works.

To support long-term documentation and public transparency, submit photographs and/or videos of the installed artwork to the Public Art Program Manager and/or designated staff. This helps maintain a visual record of the installation's condition over time.

Step 9. De-Installation. (for Temporary Installations)

At the end of a temporary light installation's designated display period, the work must be safely and responsibly deinstalled in accordance with the terms outlined in the Display and Preservation Agreement with the City of Laredo.

Advance planning is essential. Coordinate the deinstallation well before the scheduled end date to ensure all necessary components—such as lighting equipment, tools, protective materials, and qualified personnel—are in place. Depending on the scale and complexity of the installation, this may involve cranes, scaffolding, safety gear, and appropriate transport vehicles.

The deinstallation process must begin with the safe disconnection and removal of all electrical systems. All power sources should be turned off and properly secured before dismantling any structural or artistic components. Follow safety protocols to prevent electrical hazards, injury, or property damage.

Handle all materials and artwork with care. If the installation is being stored or relocated, use appropriate packing materials and labeling to protect the components from damage during transport or storage.

Restore the site to its original or improved condition. This may involve backfilling holes, removing residue or debris, reseeding vegetation, cleaning surfaces, or repairing any disrupted infrastructure. The artist or installation team is responsible for ensuring the site meets all city requirements upon project closeout.

A final report must be submitted to the Public Art Program Manager and/or designated city staff. This report should document the deinstallation process, highlight any challenges or risks encountered, outline lessons learned, and include feedback gathered from the community, stakeholders, or city departments during the project's duration.

Reference/Sources

This guide was created using a variety of sources including:

- Paso Del Norte Community Foundation
- Portland State University

LAREDO PUBLIC ART PROGRAM – FAQ SHEET

GENERAL QUESTIONS

Q1: Who can apply to participate in the Public Art Program?
A: Any artist, creative, or community member interested in contributing to Laredo's public spaces can apply. This includes emerging artists, students, and established creatives. Specific eligibility details are outlined in the intake form or public announcement.

Q2: Is this program only for muralists?
A: No! The program supports a range of public art forms including murals, ground paintings, utility cabinet murals, sculptures, installations, light installations, and other mediums.

Q3: What's the difference between a site-specific and non-site-specific project?
A: A **site-specific** project responds to a specific location (e.g., a designated wall or space) and is usually part of a City-issued *"Call to Artists."*
A **non-site-specific** project is a general public art proposal that is not tied to an active public call. For example, if an artist proposes a mural for a park wall without a current announcement or designated site, the proposal may later be matched with a suitable location.

PROPOSAL INTAKE FORM QUESTIONS

Q1: I'm not sure how much detail to include in the concept section. What's expected?
A: Provide a clear vision of your concept, including your inspiration, how it relates to the community, and the general look/feel of the piece. You don't need finalized designs at this stage, but provide enough for the review team to understand your intent.

Q2: Do I need to include a full budget breakdown?
A: A full breakdown isn't required, but a basic line-item budget is needed to assess feasibility. To the best of your knowledge, include an explanation of estimated costs based on the size of the project and type of materials. Try to account for materials, labor, preparation, transportation, and any other anticipated expenses.

Q3: What if I haven't created public art before?
A: That's okay! The mentorship program is designed to support learning. Just be honest about your experience and emphasize your interest, goals, and artistic background.

EVALUATION CRITERIA QUESTIONS

Q1: How is my proposal evaluated?
A: Proposals are assessed on artistic merit, feasibility, relevance to the community, safety, and alignment with program values such as inclusion, cultural representation, and site appropriateness.

Q2: Will I receive feedback if my proposal is not selected?
A. Whenever possible, the City of Laredo aims to provide constructive feedback to support future submissions. Artists are encouraged to actively seek feedback and remain open to growth and development throughout the process.

SITE ASSESSMENT FORM QUESTIONS

Q1: What is a site assessment and why is it important for non-site-specific proposals?
A: A site assessment helps determine whether a proposed location is suitable for the type of public art being considered. It looks at factors like visibility, foot traffic, safety, surface condition, and surrounding context. For non-site-specific proposals, this step ensures the project can be thoughtfully matched to an appropriate space.

Q2: What should I consider when reviewing a potential site for my artwork?
A: Think about the size and scale of the wall or space, its condition, lighting, accessibility, and how people interact with the area. Ask yourself if the site aligns with the message or style of your piece and whether installation is feasible (e.g., is there access to electricity or protection from weather if needed?).

Q3: Can I suggest a site if I don't have one officially assigned yet?
A: Yes! Artists are encouraged to suggest possible locations in their proposal. While it may not be guaranteed, your insight can help City staff match the right art to the right place. Include photos or a brief description if possible, and explain why the location is meaningful or appropriate.

Q4: Who is the site assessor?
A: Before submitting your proposal, you must contact the Public Art Program Manager and/or designated city staff to assess whether the proposed site qualifies for inclusion in the City of Laredo's Public Art Program.

ARTIST MENTORSHIP PROGRAM QUESTIONS

Q1: What is the role of a mentor or mentee in the program?
A: Mentors guide others through the public art process, offering technical advice, feedback, and encouragement. Mentees gain hands-on experience in design, preparation, installation, and community engagement.

Q2: What kind of time commitment is expected?
A: This varies by project. Generally, participants should expect meetings, hands-on workdays, and check-ins throughout the creation and installation phases. Specific timelines will be outlined in the project plan.

Q3: What if I can't make all the meetings or site visits?
A: Consistent participation is important. If conflicts arise, communicate with the Public Art Program Manager or mentor in advance. Excessive absences or lack of communication may impact your participation status.

TECHNICAL & INSTALLATION QUESTIONS

Q1: Who handles wall prep or safety equipment?
A: Artist or organizations are responsible for surface prep and safety compliance. These responsibilities will be clearly outlined in the agreement.

Q2: What if I've never used a lift, spray paint, or exterior-grade materials?
A: That's okay! The Artist Mentorship Program allows for hands-on training. Indicate your comfort level in the intake form so mentors and coordinators can provide support.

Q3: Do I need permits?
A: The City will coordinate permitting when needed. Artists must follow safety guidelines and approved procedures.

Q4: Do I need to have insurance to participate?
A: Details about insurance requirements will be provided during the agreement phase. If you're unsure, reach out to the Public Art Program Manager for guidance or potential resources.

COMMUNITY ENGAEMENT

Q1: As a public artist, am I representing the City of Laredo?
A: Yes. When participating in a City-sponsored public art project, artists are viewed as ambassadors of the Laredo Public Art Program. Artists are expected to conduct themselves professionally, communicate respectfully with the community, and align with the program's values of inclusion, equity, and civic pride.

Q2: Are there any guidelines for public behavior or social media use while working on a City project?
A: Yes. Artists should not post the full artwork prior to the official unveiling. After the official unveiling artists are encouraged to share their work and process but should do so respectfully and avoid offensive, political, or controversial content that may conflict with City values. Any public statements or media interactions should reflect positively on the project, the community, and the City of Laredo.

Q3: What should I do if someone from the community approaches me while I'm working?
A: It's common for community members to show interest or ask questions during installation. Be courteous and respectful, but keep conversations brief so as not to disrupt the work or compromise safety. You can let them know you are part of a City project and refer them to public announcement or the Public Art Program Manager for more details.

MISCELLANEOUS

Q1: What are the expectations for communication during the project?
A: Regular, timely communication is essential. Artists must stay in contact with the Public Art Program Manager, attend scheduled meetings, and respond to inquiries or updates. Lack of communication may impact continued participation in current or future projects.

Q2: Can I collaborate with another artist?
A: Yes, collaboration is encouraged. Just make sure to indicate all team members in your proposal and clearly define roles.

Q3: What happens after my piece is installed?
A: You'll participate in a final walk-through, and may be highlighted in public materials. Participation in the unveiling event will also be required. Maintenance plans or expectations will be reviewed as part of the project closeout. Artists will also be asked to complete a brief feedback survey to help improve future program processes.

Q4: Who owns the artwork?
A: Most public artworks commissioned through the City are considered the property of the City of Laredo, though artists are credited. Details will be outlined in your agreement.

LAREDO PUBLIC ART PROGRAM – SUPPORT DESK

Need help or couldn't find an answer to your question? We're here to support you throughout the public art process.

Contact:
Vanesa C. Filazzola
Public Art Program Manager
Phone: (956) 795-2400
Submit a question: https://www.laredolibrary.org/contact-ask-librarian/

Support Hours:
Monday–Friday
9:00 AM – 12:00 PM
2:00 PM – 5:00 PM

Please allow 1–2 business days for a response. For urgent matters during active installations, contact the Program Manager directly via phone.

LAREDO PUBLIC ART PROGRAM

Presented By: Vanessa Filazzola
Public Art Program Manager



Meet Our Team





Education

- Bachelor's in Mathematics & Art
- Studied Art and Literature in Italy for two semesters

Experience

- 13 years working in Education
- 7 years Co-Owner Small Art Business

Multi-Media

- 2-D: Painting, Photography, Digital Art, Pyrography, etc.
- 3-D: Sculpture, Woodworking, Interior Design, Macramé, etc.



PURPOSE

This presentation outlines the program objectives, goals, and procedures guiding the development of Laredo's Art Master Plan.

We'll review community surveys, project timelines, and strategies for bringing accessible art into shared public spaces—enriching community life and fostering lasting engagement for Laredoans and visitors alike.

LAREDO ART MASTER PLAN

LAMP

Cultural Investment

Incorporate unique installations to draw tourism, boost local business, and create opportunities for artists in Laredo.

Community Engagement

Engage residents through interactive experiences that educate, inspire participation, foster community connection, and encourage ongoing feedback.

Collaboration

Work alongside city staff, elected officials, community members to strengthen cultural pride and build meaningful social engagement.

LOCATIONS FOR PUBLIC ART

A survey through LAMP revealed the top 3 areas Laredo residents were most interested in seeing public art.



City Buildings & Districts

Libraries, historical district, neighborhood & business centers, school campuses



Outdoor Spaces

City parks, sidewalks, planting areas, crosswalks, trailheads, biking and walking routes



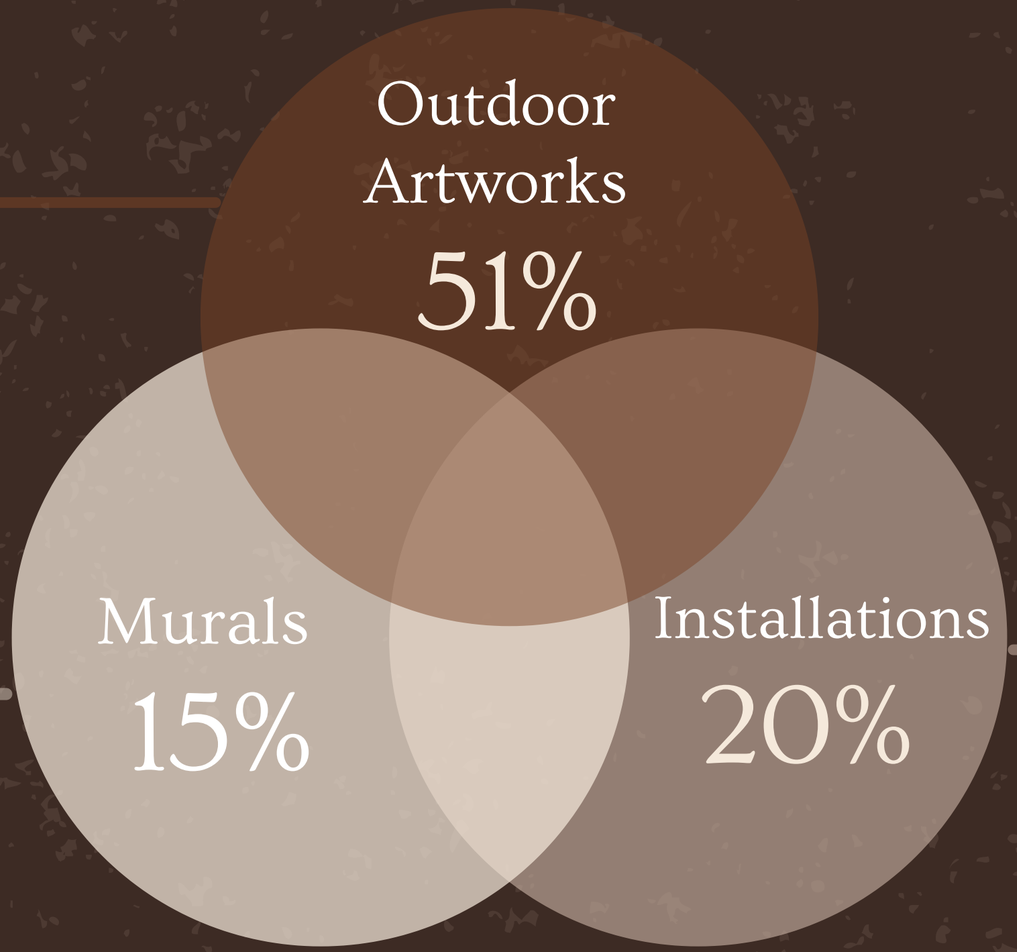
Infrastructures

Underpasses, bridges, railroad entrances, gateway entrances

TYPES OF PUBLIC ART

A survey through LAMP revealed the top 3 mediums Laredo residents were most interested in seeing in Laredo.

Any form of art in public spaces, outdoors, and participatory.



Painted walls, tile, mosaics, utility cabinets, etc.

Sculptures, light or sound installations, multi-media, traditional statues, etc.

STANDARD OPERATING PROCEDURES

Establishes a consistent and transparent process for submission, evaluation, and implementation of Laredo's Public Art Program.

Workflows

Understanding the steps and details of the project process, from proposal intake to artwork maintenance.

Efficiency

Streamlines the project process, incorporating feedback and regular check-ins during installation to minimize delays and ensure timely completion.

Responsibilities

Outlines the roles and duties of all parties involved in the project, ensuring accountability and successful implementation.



PUBLIC ART PROJECT TIMELINE

PROJECT TIMELINE



Project Launch & Proposal Submissions

Public announcement with clear guidelines and support for submitting public art proposal intake forms.

Review & Evaluation

Evaluation committee will score proposals based on artistic merit, impact, feasibility, and qualifications.

Approval & Notification

Committee's recommendations will be sent to city officials, and applicants will be notified of the decision.

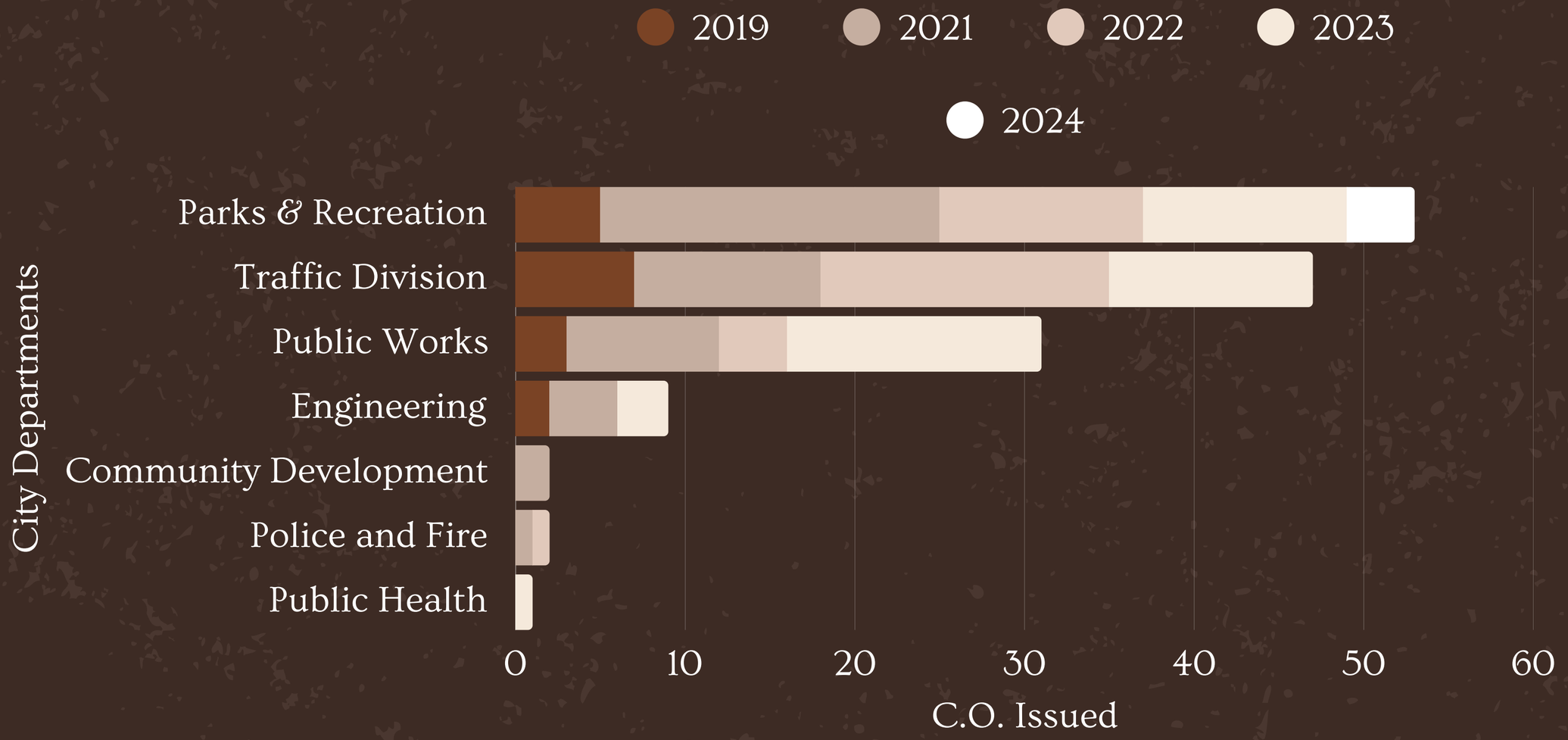
Project Implementation

Selected artists will install their artworks in designated public spaces.

Post- Project

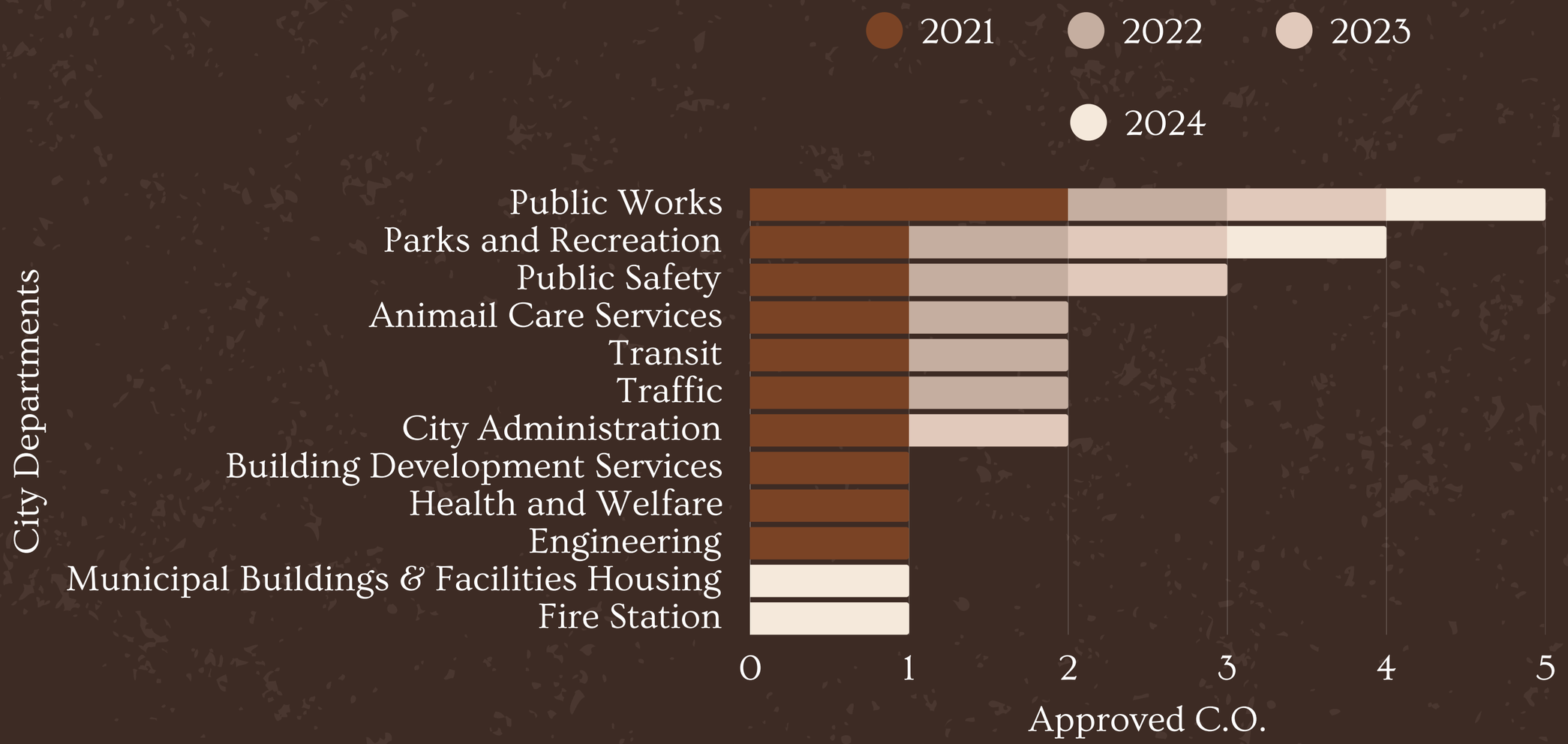
Assessing the projects impact and community feedback.

Funding Sources



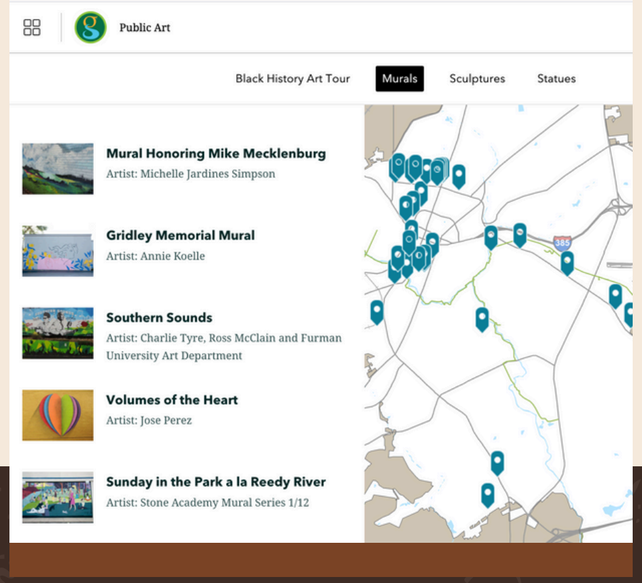
Based on District Priority Funds Report as of 4.30.25

Funding Sources



Based on Council Agenda Items & Ordinances 2021-O-126, 2021-O-127, 2022-R-163, & 2024-O-186

Next Steps Toward a More Vibrant City







Current Collaborations

- Cesar Chavez Walkway Mural
- GIS Mapping of Laredo's Public Art
- Mini-Murals Utility Cabinet Art

Interactive Projects

- Jumpstart Creativity- ground murals
- Footnotes- a literal story walk
  Sidewalk Poetry
- Gallery Walks- inspired by little libraries

Artist Mentorship Program

- Offer emerging local artists hands-on experience in public art
- Foster growth with feedback, networking, and portfolio support
- Strengthen art appreciation while enhancing Laredo's creative identity through public art

THANK YOU

Contact Information

Email

vcfilazzol@ci.laredo.tx.us

Location

Joe A. Guerra Laredo
Public Library

Phone

956.795.2400
ext. 2531

City of Laredo

City Council

Meeting Date: 6/2/2025 **Closed Session 37.**

SUBJECT
Request for Executive Session pursuant to §551.072 of the Texas Government Code, concerning a tract of land owned by the City of Laredo, located in Starr County, and interest from the federal government to acquire said land, and any other matter incident thereto.

PREVIOUS COUNCIL ACTION
NA

BACKGROUND
NA

COMMITTEE RECOMMENDATION
NA

STAFF RECOMMENDATION
NA

Fiscal Impact

Fiscal Year:	Click or tap here to enter text.
Budgeted Y/N?:	Click or tap here to enter text.
Source of Funds:	Click or tap here to enter text.
Account #:	Click or tap here to enter text.
Change Order: Exceeds 25% Y/N:	Click or tap here to enter text.

FINANCIAL IMPACT:
Click or tap here to enter text.

City of Laredo

City Council

Meeting Date: 6/2/2025 **Closed Session 38.**

SUBJECT
Request for Executive Session under Texas Government Code 551.074 (a)(1) related to possible action regarding the recent Charter amendment establishing a new full-time Municipal Judge position; consideration of letters of interest received from two applicants; and discussion on Council's preferred process for selection and appointment, including but not limited to interviews, direct appointment, or other methods; and any other matters incident thereto.

VIVA LAREDO PLAN ALIGNMENT
Alignment Rating: N/A
Supporting goal(s)/policy(ies): N/A
Summary of alignment: N/A

PREVIOUS COUNCIL ACTION
N/A

BACKGROUND
N/A

COMMITTEE RECOMMENDATION
N/A

STAFF RECOMMENDATION
N/A

Fiscal Impact

Fiscal Year:	N/A
Budgeted Y/N?:	N/A
Source of Funds:	N/A
Account #:	N/A
Change Order: Exceeds 25% Y/N:	N/A

FINANCIAL IMPACT:
No financial impact.

City of Laredo

City Council

Meeting Date: 6/2/2025 **Closed Session 39.**

City of Laredo

City Council

Meeting Date: 6/2/2025 **Laredo Mass Transit Board 40.**

SUBJECT
Authorizing the City Manager to waive bus fares for children between the ages of six (6) to seventeen (17) with a brand new initiative program to help families and children in Laredo stay connected and active during these summer months. Kids on the Go Summer Youth Transportation Program will be commencing on June 3, 2025 through August 31, 2025.

PREVIOUS COUNCIL ACTION
N/A

BACKGROUND
For the first time, El Metro Transit is rolling out a brand-new initiative program to help families and children in Laredo stay connected and active during the summer months. As part of its inaugural Kids on the Go! Summer Youth Transportation Program, El Metro is offering FREE, unlimited bus rides for kids ages six (6) to seventeen (17).

This will be the first year El Metro, Transit is providing this service to the City of Laredo, and it is aimed at giving local youth more access to recreational, educational, and cultural opportunities across the city. The program supports children enrolled in summer programs offered by the City of Laredo, through participating agencies and organizations.

Children under the age of twelve (12) must ride with an adult, but all eligible youth can hop aboard any of El Metro's Fixed Route Buses at no cost-with just a valid form of identification.

Acceptable ID Options include:
1. Active Parks and Recreation ID Card
2. Library Card
3. Official El Metro Kids on the Go ID Card

Details on how to get an ID, or participating agencies please visit www.elmetrotransit.com or contact your nearest community center.

COMMITTEE RECOMMENDATION
N/A

STAFF RECOMMENDATION
Staff recommends approval authorizing the City Manager to waive bus fares for Summer Program.

Fiscal Impact

Fiscal Year:	2025
Budgeted Y/N?:	N/A
Source of Funds:	El Metro Operations
Account #:	558
Change Order: Exceeds 25% Y/N:	N/A

FINANCIAL IMPACT:
Click or tap here to enter text.

City of Laredo

City Council

Meeting Date: 6/2/2025 **Laredo Mass Transit Board 41.**

SUBJECT
Authorizing the City Manager to Amend the executed lease agreement between the Laredo Transit Management, Inc., "El Metro" (Lessor) and Laredo Insurance Services, LLC (Lessee) for the lease of office space in the Transit Center Lobby, for a monthly sum of $2,000.00 for the first year, with a three percent (3%) increase on year two (2) and three (3), for a term of one (1) three (3) year period with the option of two (2) one (1) year extensions.

PREVIOUS COUNCIL ACTION
On February 18, 2025 this Board approved passage of this lease agreement.

BACKGROUND
Laredo Insurance Services, LLC is a Texas-based company that also operates under the assumed name of L.I.S. licensed by the Texas Department of Banking. The company's main business activity is currency exchange of Unites States dollars, Mexican pesos, Euros and Canadian dollars. Clients of the company include business that operate in both sides of the border and have international interests, "paisanos", or travelers to Mexico whom are daily commuters and tourists who visit the US. All transactions occur in person at one of our six (6) locations L.I.S has within the City of Laredo, listed below:

- Main Office: 5912 San Bernardo, Laredo TX 78041
- Farragut: 1419 Farragut St Laredo TX 78040
- Victoria: 619 Victoria St. Laredo TX 78040
- Penitas: 645 Rancho Penitas, Laredo TX 78045
- Minas: 11801 FM 1472, Laredo, TX 78041
- Zaragoza: 1301 Zaragoza, Laredo TX 78040
- Zapata: 3911 Jaime Zapata HWY 78046
- DX: 8208 TX-255, Laredo, TX 78045

COMMITTEE RECOMMENDATION
None.

STAFF RECOMMENDATION
Staff recommends passage of this ordinance.

Fiscal Impact

Fiscal Year:	2025
Budgeted Y/N?:	N

Source of Funds:	Transit Center Rent
Account #:	518 5450 361 1012
Change Order: Exceeds 25% Y/N:	N

FINANCIAL IMPACT:
Rental revenues will be deposited into the Transit Center Rent Account # 518-5450-361-1012.

LEASE AGREEMENT

THIS AGREEMENT is effective **April 1, 2025** and made between the Laredo Transit Management , Inc., hereinafter called "Lessor", and Laredo Insurance Services, LLC hereinafter called "Lessee", witnesseth:

That Lessor, for and in consideration of the rent hereinafter specified to be paid by Lessee, and the covenants and agreements hereinafter contained, by the Lessee to the kept and performed, has leased a space inside the "El Metro" downtown station lobby. Lessor covenants and agrees to allow the Lessee to occupy the premises beginning on **April 1, 2025.**

To have and to hold unto said Lessee on the following terms and conditions:

1. TERM: **The term of the lease shall be for THREE YEARS, beginning April 1, 2025, for a monthly sum of one thousand three hundred dollars and zero cents ($1300.00) for the first year, with a three percent (3%) increase on year two (2) and three (3), for a term of one (1) three (3) year period with the option of two (2) one (1) year extensions.**

2. RENTAL: Lessee covenants and agrees to pay to Lessor as rent for the said premises for a total sum of one thousand three hundred dollars and zero cents ($1300.00) monthly beginning April 1, 2025. Lessor covenants and agrees to allow the Lessee to occupy the premises beginning April 1, 2025.

3. PURPOSE: Said premises shall be used by the Lessee to provide services to the community for currency exchange of United States Dollars, Mexican pesos, Euros, and Canadian Dollars. Clients of the company include business that operate in both sides of the border and have international interests, "paisanos", or travelers to Mexico whom are daily commuters and tourists who visit the US. To include but not limited to check cashing, sending money, notary, copies, lotto, insurance, etc.

4. IMPROVEMENTS Lessee may, at Lessee's sole cost and expense, make such changes, alterations or improvements (including the construction of buildings) as may be necessary to fit existing premises, provided however, that no change, alteration or improvement may be so made without the prior approval of the City Manager, and all buildings, fixtures and improvements of every kind and nature whatever installed by the Lessee shall remain the property of the Lessee, who may remove the same upon termination of the lease, provided that such removal shall be done in such a manner as

not to injure or damage the demised premise; and that premises shall be restored to the condition in which they existed prior to such improvements, and provided further that should Lessee fail to remove said buildings, fixtures or improvements as above provided, Lessor at its option, may require Lessee to remove the same.

5. RESERVATION BY LESSOR: The Lessor reserves the right to require and make modifications to the leased premises for the benefit of the public as Lessor determines and for such purpose the Lessor shall have right of ingress to and egress from the leased premises to make any such modification. The Lessor further reserves the right to maintain all current utility lines located in the leased premises. The Lessor further franchisees in and through the leased premises, but such construction or installation of any additional utility lines must be preceded by fifteen (15) days written notice to Lessee. Any maintenance or construction work done by Lessor or its licensees or franchisees will be done with an effort to minimize any damage to or interference with any improvements hereinafter installed on the leased premises by the Lessee; however, it is understood and agreed by Lessee, that in no event shall Lessor be responsible to Lessee for any damage to the leased premises or for any interference with its use by the Lessee, arising out of any maintenance, construction or installation of utility lines on the leased premises whether by Lessor or its licensees or franchisees.

6. RESERVATION BY LESSEE: The Lessee reserves the right to terminate this Lease at any time after 90 days written notice to the Lessor.

7. REPAIRS-MAINTENANCE: Lessor agrees to provide normal building maintenance for the leased space. Lessor agrees to provide maintenance for the parking lot area. Lessor will provide all major building repairs associated with utilities of leased items necessary for daily operations by Lessee.

8. ASSIGNMENT AND MORTGAGE: Neither the leased premises nor any portion thereof shall be sublet, nor shall this lease, or nay interest therein be assigned, hypothecated or mortgaged by Lessee, and any attempted assignment, subletting, hypothecation or mortgaging of this Lease shall be of no force or effect and shall confer no rights upon any assignee, sub-lessee, mortgage or pledge.

9. LIABILITY: Lessee shall save Lessor harmless from any loss, cost or damage that may arise out of or in connection with this lease or the use of leased premises by Lessee, or its agents, or employees, or any other person using said premises; and Lessee agrees

to deliver to Lessor upon execution of this lease an executed copy of a continuing public liability and property insurance policy satisfactory to Lessor, indemnifying and holding Lessor harmless against any and all claims, in the amount as prescribed by the City of Laredo policies for such actions.

10. DEFAULT: In the event that Lessee shall be in default of any payment of rent or in performance of any of the terms or conditions herein agreed to be kept and performed by Lessee, Lessor may terminate this lease, with a 60-day notice and may enter upon said premises and remove all persons and property there from; in the event Lessor shall bring a legal action to enforce any of the terms hereof, or obtain possession of said premises by reason of any default of Lessee, or otherwise, Lessee agrees to pay Lessor all costs of such legal action, including reasonable attorney's fees.

11. WAIVER: Waiver by Lessor of any default in performance by Lessee of any of the terms, covenants or conditions contained herein, shall not be deemed a continuing waiver of the same of any subsequent default herein.

12. COMPLIANCE WITH LAWS: Lessee agrees to comply with all laws, ordinances, rules and regulations, which may pertain or apply to the leased premises and the use thereof. The federally assisted property shall be operated by the lessee to serve the best interests and welfare of the recipient, lessor and the public; the terms and conditions for operation of service imposed by the recipient shall be evidenced in a service agreement. The Lessee shall maintain the federally assisted property at a high level of cleanliness, safety and mechanical soundness under maintenance procedures out-lined by the recipient; the recipient, lessor and/or FTA shall have the right to conduct periodic maintenance inspections for the proper purpose of confirming the existence, condition and the proper maintenance of the federally assisted property purpose of inspection and for the purposes stated in Paragraph 5, above, with the understanding that said work will be performed in such a manner as to cause a minimum of interference with the use of the property of the Lessee.

The Contract is signed, in duplicate original, on this 5th day of May, 2025.

LANDLORD:
THE LAREDO MASS TRANIST BOARD FOR
THE CITY OF LAREDO, TEXAS

By: _____
Name: ROBERT J. GARZA
Title: Transit Director

TENANT:
LAREDO INSURANCE SERVICES, LLC

By: _____
Name: Agustin Martinez
Title: Manager

_____
DR. VICTOR D. TREVINO
CITY MAYOR

ATTEST:

_____
MARIO MALDONADO JR.
CITY SECRETARY

APPROVED AS TO FORM:

_____
JOAQUIN A. RODRIGUEZ
FIRST ASSISTANT CITY ATTORNEY

City of Laredo

City Council

Meeting Date: 6/2/2025 **Laredo Mass Transit Board 42.**

SUBJECT
Consideration to purchase automobile parts, transit parts, and supplies for Laredo Transit Management, Inc., (LTMI) with contract Buyboard 715-23 cooperative contract vendor Rotex Truck Center of Texas, New Braunfels, Texas for a cumulative amount $45,000.00 and to allow future purchases for an additional amount not to exceed $190,000.00, for one (1) year which will expire on November 30, 2026. Funding is available in the El Metro Maintenance accounts.

Vendor:

1. Rotex Truck Center, Inc. $190,000.00

PREVIOUS COUNCIL ACTION
none

BACKGROUND
Rotex Truck Center has been a valued vendor of El Metro Transit for the past 20 years. Throughout this longstanding relationship, Rotex Truck Center has been reliable and trusted supplier of Cummins parts, transmissions and steering gearboxes for our fleet of transit buses. Their products have consistently met Gillig's high standards, compatibility and performance, which are essential to keeping our operations running safely and efficiently.

COMMITTEE RECOMMENDATION
Click or tap here to enter text.

STAFF RECOMMENDATION
Staff recommends passage of this contract.

Fiscal Impact

Fiscal Year:	2025
Budgeted Y/N?:	Y
Source of Funds:	Maintenance Accounts
Account #:	Various
Change Order: Exceeds 25% Y/N:	N/a

FINANCIAL IMPACT:
Funding is available in the El Metro Maintenance Accounts:

Fixed Route 558 5813 582 3020
Para-Transit 558 5814 582 3020

Menu

BuyBoard Vendor Contract Information Summary

Vendor	Rotex Truck Center, Inc.
Contact	Laura Rodriguez
Phone	956-722-1250
Email	Laura@rotextrucks.com
Vendor Website	N/A
TIN	26-2723841
Address Line 1	11802 Sara Road
Vendor City	Laredo
Vendor Zip	78045
Vendor State	TX
Vendor Country	USA
Delivery Days	10
Freight Terms	FOB Destination
Payment Terms	Net 30 days
Shipping Terms	Freight prepaid by vendor and added to invoice
Ship Via	Common Carrier
Designated Dealer	No
EDGAR Received	Yes
Service-disabled Veteran Owned	No
Minority Owned	No
Women Owned	No
National	No
No Foreign Terrorist Orgs	Yes
No Israel Boycott	Yes
MWBE	No
ESCs	1, 2, 20
States	All States
Contract Name	Automotive Parts, Fluids, Equipment, Maintenance Services
Contract No.	715-23
Effective	12/01/2023
Expiration	11/30/2026
Accepts RFQs	Yes
Return Policy	All returns for parts must be submitted within 30-days from date of purchase.

City of Laredo

City Council

Meeting Date: 6/2/2025 **Council Item 43.**

City of Laredo

City Council

Meeting Date: 6/2/2025 **Council Item 44.**

City of Laredo

City Council - Supplemental Agenda

Meeting Date: 6/2/2025 **Council Item 45.**

City of Laredo

City Council

Meeting Date: 6/2/2025 **Council Item 46.**

City of Laredo

City Council

Meeting Date: 6/2/2025 **Council Item 47.**

City of Laredo

City Council

Meeting Date: 6/2/2025 **Council Item 48.**

City of Laredo

City Council

Meeting Date: 6/2/2025 **Council Item 49.**

City of Laredo

City Council

Meeting Date: 6/2/2025 **Council Item 50.**

City of Laredo

City Council

Meeting Date: 6/2/2025 **Council Item 51.**

Docusign Envelope ID: 5EB2159E-4E01-4D6C-A648-E7B6378350D9

TxDOT:					Federal Highway Administration:	
CCSJ #	0922-33-226	AFA ID	Z00009107		CFDA No.	20.205
AFA CSJs	0922-33-226				CFDA Title	Highway Planning and Construction
District #	22	Code Chart 64#	24000			
Project Name	Downtown Safe Sidewalk Improvements				*AFA Not Used For Research & Development*	

STATE OF TEXAS §

COUNTY OF TRAVIS §

ADVANCE FUNDING AGREEMENT FOR A TRANSPORTATION ALTERNATIVES SET-ASIDE (TASA) PROGRAM PROJECT

MPO-Selected On and Off-System

This Advance Funding Agreement for a Transportation Alternatives Set-Aside (TASA) Program Project ("Agreement") is made between the State of Texas (State), acting through the Texas Department of Transportation, and the City of Laredo (Local Government), acting through its duly authorized officials.

WITNESSETH

WHEREAS, federal law establishes federally funded programs for transportation improvements to implement its public purposes, and

WHEREAS, the Texas Transportation Code, Section 201.103 establishes that the State shall design, construct and operate a system of highways in cooperation with local governments, and Section 222.052 authorizes the Texas Transportation Commission to accept contributions from political subdivisions for development and construction of public roads and the state highway system within the political subdivision, and

WHEREAS, Federal law, 23 USC §134 and 49 USC §5303, requires that State and Metropolitan Planning Organizations (MPOs) develop transportation plans and programs for urbanized areas of Texas, and

WHEREAS, Federal and state laws require local governments to meet certain contract standards relating to the management and administration of State and federal funds, and

WHEREAS, the Texas Transportation Commission has codified 43 TAC, Rules 15.50-15.56 that describe federal, state, and local responsibilities for cost participation in highway improvement and other transportation projects, and

WHEREAS, the rules and procedures for the Transportation Alternatives Set-Aside Program (TASA) are established in 23 USC §133(h), and 43 Texas Administrative Code, Part 1, Chapter 11, Subchapter G, §§11.400 – 11.418, and

WHEREAS, the Local Government prepared and submitted to the State or Metropolitan Planning Organization (MPO) a project nomination package for TASA funding consideration, which is briefly described as Downtown Safe Sidewalk Improvements (Project), and

WHEREAS, the Texas Transportation Commission (Commission) passed Minute Order Number 116752 (MO) dated August 16, 2024 awarding funding for TASA projects in the TASA Program Call of the Laredo Urban Transportation Study, including Project, and

TxDOT:					Federal Highway Administration:	
CCSJ #	0922-33-226	AFA ID	Z00009107		CFDA No.	20.205
AFA CSJs	0922-33-226				CFDA Title	Highway Planning and Construction
District #	22	Code Chart 64#	24000			
Project Name	Downtown Safe Sidewalk Improvements				*AFA Not Used For Research & Development*	

WHEREAS, the governing body of the Local Government has approved entering into this Agreement by resolution or ordinance dated **03/17/2025**, which is attached to and made a part of this Agreement as Attachment C, Resolution or Ordinance. A map showing the Project location appears in Attachment A, Project Location Map, which is attached to and made a part of this Agreement, and

NOW, THEREFORE, the State and the Local Government agree as follows:

AGREEMENT

1. Period of Agreement and Performance

A. Period of Agreement. This Agreement becomes effective when signed by the last party whose signing makes the Agreement fully executed. This Agreement shall remain in effect until terminated as provided below.

B. Period of Performance.

1. The Performance Period for each phase of work begins on the date specified in the Federal Project Authorization and Agreement (FPAA) for that phase of work. Local Government may not begin work until issued the State Letter of Authority (SLOA) for that phase of work.
2. The Performance Period for each phase of work ends on the date specified in the FPAA for that phase of work.

2. Scope of Work and Use of Project

A. The scope of work for Project consists of improvements to and reconstruction of sidewalks, curb and gutter, cross-surface materials, pavement markings, lighting, landscaping, and select utility relocation with a purpose to improve pedestrian and non-motorized user safety and accessibility in downtown Laredo. This TASA project includes portions of Salinas Ave. between Iturbide St. and Water St. as shown on Attachment A.

B. Any project changes proposed must be submitted in writing by Local Government to State. Substantive changes may also require an amendment to this Agreement and the approval of the FHWA, State, MPO, or the Commission. Any changes undertaken without written approval and amendment of this Agreement may jeopardize not only the federal funding for the changes, but the federal funding of the entire Project.

3. Project Sources and Uses of Funds

The total estimated development cost of the Project is shown in Attachment B, Project Budget Estimate and Source of Funds (Attachment B).

A. If Local Government will perform any work under this Agreement for which reimbursement will be provided by or through the State, the Local Government must complete training. If federal funds are being used, the training must be completed before federal spending authority is obligated. Training is complete when at least one

individual who is working actively and directly on the Project successfully completes and receives a certificate for the course entitled “Local Government Project Procedures and Qualification for the Texas Department of Transportation” and retains qualification in accordance with applicable TxDOT procedures. Upon request, Local Government shall

TxDOT:					Federal Highway Administration:	
CCSJ #	0922-33-226	AFA ID	Z00009107		CFDA No.	20.205
AFA CSJs	0922-33-226				CFDA Title	Highway Planning and Construction
District #	22	Code Chart 64#	24000			
Project Name	Downtown Safe Sidewalk Improvements				*AFA Not Used For Research & Development*	

provide the certificate of qualification to State. The individual who receives the training certificate may be an employee of Local Government or an employee of a firm that has been contracted by Local Government to perform oversight of the Project. State in its discretion may deny reimbursement if Local Government has not continuously designated in writing a qualified individual to work actively on or to directly oversee the Project.

B. The total estimated project cost as shown in Attachment B incudes the Local Government's estimated itemized cost of real property, utilities, environmental assessments, construction, and other construction related costs. To be eligible for reimbursement or as in-kind contribution, costs must have been included in the nomination form approved by the Texas Transportation Commission or MPO in consultation with State. Local Government must submit to State evidence of payment for eligible in-kind costs at least once per calendar quarter using the State's In-Kind Match Reporting form.

C. State and the Federal Government will not reimburse Local Government for any work performed outside the Performance Period. After federal funds have been obligated, State will send to Local Government a copy of the formal documentation showing the obligation of funds including federal award information. Local Government is responsible for 100 percent of the cost of any work performed under its direction or control before the federal spending authority is formally obligated.

D. The Project budget and source of funds estimate based on the budget provided in the application is included in Attachment B. Attachment B shows the percentage and estimated dollar amounts to be contributed to Project by state and local sources, as well as the maximum amount in federal TASA funds assigned by the Commission or MPO in consultation with State. This Agreement may be amended from time to time as required to meet the funding commitments based on revisions to the TASA, FPAA, or other federal documents.

E. State will be responsible for securing the federal share of funding required for the development and construction of Project, in an amount not to exceed 80 percent of the actual cost of the work up to the amount of funds approved for Project by the Texas Transportation Commission or MPO in consultation with State. Federal funds will be reimbursed on a cost basis. Project costs incurred prior to issuance of the SLOA are not eligible for reimbursement.

F. The Local Government will be responsible for all non-federal or non-State participation costs associated with the Project, unless otherwise provided for in this Agreement or approved otherwise in an amendment to this Agreement. For items of work subject to specified percentage funding, the Local Government shall only in those instances be responsible for all Project costs that are greater than the maximum State and federal participation specified in Attachment B and for overruns in excess of the amount specified in Attachment B to be paid by the Local Government. If the Project was State-selected, the State may apply a portion of any excess program funds to cover all or a portion of any overrun based on criteria provided by 43 Tex. Admin. Code §11.411(d).

G. The budget in Attachment B will clearly state all items subject to fixed price funding, specified percentage funding, and the periodic payment schedule, when periodic payments have been approved by the State.

TxDOT:					Federal Highway Administration:	
CCSJ #	0922-33-226	AFA ID	Z00009107		CFDA No.	20.205
AFA CSJs	0922-33-226				CFDA Title	Highway Planning and Construction
District #	22	Code Chart 64#	24000			
Project Name	Downtown Safe Sidewalk Improvements				*AFA Not Used For Research & Development*	

H. When fixed price funding is used, the Local Government is responsible for the fixed price amount specified in Attachment B. Fixed prices are not subject to adjustment unless (1) differing site conditions are encountered; (2) further definition of the Local Government's requested scope of work identifies greatly differing costs from those estimated; (3) work requested by the Local Government is determined to be ineligible for federal participation; or (4) the adjustment is mutually agreed to by the State and the Local Government.

I. Following execution of this Agreement, but prior to the performance of any plan review work by State, Local Government will pay to State the amount specified in Attachment B for plan review. At least 60 days prior to the date set for receipt of the construction bids, Local Government shall remit its remaining local match as specified in Attachment B for State's estimated construction oversight and construction cost.

J. In the event State determines that additional funding is required by Local Government at any time during Project, State will notify Local Government in writing. Local Government is responsible for the percentage of the authorized Project cost shown in Attachment B and 100 percent of any overruns above the federally authorized amount. Local Government will make payment to State within 30 days from receipt of State's written notification.

K. Whenever funds are paid by Local Government to State under this Agreement, Local Government will remit a warrant made payable to the "Texas Department of Transportation". The warrant will be deposited by State and managed by State. Funds may only be applied by State to Project.

L. Upon completion of Project, State will perform a final accounting of Project costs. Any funds due to Local Government, State, or the Federal Government will be promptly paid by the owing party.

M. In the event Project is not completed, State may seek reimbursement from Local Government of the expended federal funds. Local Government will remit the required funds to State within 60 days from receipt of State's notification.

N. If any existing or future local ordinances, commissioners court orders, rules, policies, or other directives, including but not limited to outdoor advertising billboards and storm water drainage facility requirements, are more restrictive than state or federal regulations, or if any other locally proposed changes, including but not limited to plats or re-plats, result in increased costs, then any increased costs associated with the ordinances or changes will be paid by Local Government. The cost of providing right of way acquired by State shall mean the total expenses in acquiring the property interests through negotiations, including, but not limited to, expenses related to relocation, removal, and adjustment of eligible utilities.

O. The state auditor may conduct an audit or investigation of any entity receiving funds from the State directly under the Agreement or indirectly through a contract or subcontract under the Agreement. Acceptance of funds directly under the Agreement or indirectly through a contract or subcontract under this Agreement acts as acceptance of the authority of the state auditor, under the direction of the legislative audit committee, to conduct an audit or investigation in connection with those funds. An entity that is the subject of an audit or investigation must provide the state auditor with access to any information the state auditor considers relevant to the investigation or audit.

P. State will not pay interest on any funds provided by Local Government.

TxDOT:					Federal Highway Administration:	
CCSJ #	0922-33-226	AFA ID	Z00009107		CFDA No.	20.205
AFA CSJs	0922-33-226				CFDA Title	Highway Planning and Construction
District #	22	Code Chart 64#	24000			
Project Name	Downtown Safe Sidewalk Improvements				*AFA Not Used For Research & Development*	

Q. State will not execute the contract for the construction of Project until the required funding has been made available by Local Government in accordance with this Agreement.

R. Local Government is authorized to submit requests for reimbursement by submitting the original of an itemized invoice in a form and containing all items required by State no more frequently than monthly, and no later than 90 days after costs are incurred. If Local Government submits invoices more than 90 days after the costs are incurred, and if federal funding is reduced as a result, State shall have no responsibility to reimburse Local Government for those costs.

S. If Local Government is an Economically Disadvantaged County (EDC) or the State or MPO selected project meets the State's or MPO's criteria to receive Transportation Development Credits in lieu of providing a cash local match, and the State has approved adjustments to the standard financing arrangement, this agreement reflects those adjustments.

4. Termination of the Agreement

A. This Agreement may be terminated by any of the following conditions:
   1. By mutual written consent and agreement of all parties;
   2. By any party with 90 days written notice; or
   3. By either party, upon the failure of the other party to fulfill the obligations as set forth in this Agreement. Any cost incurred due to such breach of contract shall be paid by the breaching party.

B. If the potential termination of this Agreement is due to the failure of Local Government to fulfill its contractual obligations, State will notify Local Government that possible breach of contract has occurred. Local Government should make every effort to remedy the breach within a period mutually agreed upon by both parties.

C. The Agreement may be terminated by the State because the parties are not able to execute a mutually agreeable amendment when the costs for Local Government requested items increase significantly due to differing site conditions, determination that Local government requested work is ineligible for federal or state cost participation, or a more thorough definition of the Local Government's proposed work scope identifies greatly differing costs from those estimated. The State will reimburse Local Government remaining funds to the Local Government within ninety (90) days of termination;

D. If Local Government withdraws from Project after this Agreement is executed, Local Government shall be responsible for all direct and indirect Project costs as identified by the State's cost accounting system and with 2 CFR Part 200 recapture requirements.

E. A project may be eliminated from the program as outlined below. If Project is eliminated for any of these reasons, this Agreement will be appropriately terminated. A project may be eliminated from the program, and this Agreement terminated, if:
   1. Local Government fails to satisfy any requirements of the program rules cited in 43 Texas Administrative Code, Part 1, Chapter 11, Subchapter G, §§11.400 – 11.418.
   2. The implementation of Project would involve significant deviation from the activities proposed in the nomination form and approved by the Texas Transportation Commission or MPO in consultation with State.
   3. Local Government withdraws from participation in Project.

TxDOT:					Federal Highway Administration:	
CCSJ #	0922-33-226	AFA ID	Z00009107		CFDA No.	20.205
AFA CSJs	0922-33-226				CFDA Title	Highway Planning and Construction
District #	22	Code Chart 64#	24000			
Project Name	Downtown Safe Sidewalk Improvements				*AFA Not Used For Research & Development*	

4. State determines that federal funding may be lost due to Project not being implemented and completed.
5. Funds are not appropriated, in which case this Agreement shall be terminated immediately with no liability to either party. Payment under this Agreement beyond the current fiscal biennium is subject to availability of appropriated funds.
6. A construction contract has not been awarded or construction has not been initiated within three years after the date that the Commission or MPO selected the project or by a letting date determined by the state and agreed to by the Local Government.
7. Local Government fails to attend progress meetings at least twice yearly, as scheduled by State.

F. State, at its sole discretion, may terminate this Agreement if State does not receive project invoice from Local Government within 270 days of FPAA.

5. Amendments

This Agreement may be amended due to changes in the work, the amount of funding required to complete Project, or the responsibilities of the parties. Such amendment must be made through a mutually agreed upon, written amendment that is executed by the parties.

6. Remedies

This Agreement shall not be considered as specifying the exclusive remedy for any agreement default, but all remedies existing at law and in equity may be availed of by either party to this Agreement and shall be cumulative.

7. Utilities

Local Government shall be responsible for the adjustment, removal, or relocation of utilities or utility facilities in accordance with applicable State laws, regulations, rules, policies, and procedures, including any cost to State of a delay resulting from Local Government's failure to ensure that utilities or utility facilities are adjusted, removed, or relocated before the scheduled beginning of construction. At the State's discretion, State may reimburse Local Government for minor, incidental utility adjustments that are identified during the preliminary engineering phase if they are eligible for federal reimbursement. Local Government must obtain advance approval for any variance from established procedures. Before a construction contract is let, Local Government shall provide, at State's request, a certification stating that Local Government has completed the adjustment of all utilities that must be adjusted before construction begins. Additional utility work may be required due to unknown conditions discovered during construction. These costs may be eligible for TASA participation if the following conditions are met: (1) the activity is required to complete Project; (2) the cost is incidental to Project; and (3) TASA funding is available. Any change orders must be approved by State prior to incurring any cost for which reimbursement is sought.

8. Environmental Assessment and Mitigation

Development of Project must comply with the National Environmental Policy Act and the National Historic Preservation Act of 1966, which require environmental clearance of federal-aid projects.

TxDOT:					Federal Highway Administration:	
CCSJ #	0922-33-226	AFA ID	Z00009107		CFDA No.	20.205
AFA CSJs	0922-33-226				CFDA Title	Highway Planning and Construction
District #	22	Code Chart 64#	24000			
Project Name	Downtown Safe Sidewalk Improvements				*AFA Not Used For Research & Development*	

A. The **State** is responsible for the identification and assessment of any environmental problems associated with the development of Project.
B. Local Government is responsible for the cost of any environmental problem's mitigation and remediation. These costs will not be reimbursed or credited towards Local Government's financial share of Project unless specified in the nomination form and approved by State or MPO in consultation with State.
C. Local Government is responsible for providing any public meetings or public hearings required for development of the environmental assessment, including any public hearing requirements that may be necessary when adding a bike lane.
D. Before the advertisement for bids, Local Government shall provide to State written documentation from the appropriate regulatory agency or agencies that all environmental clearances have been obtained.

9. Compliance with Accessibility Standards

All parties to this Agreement shall ensure that the plans for and the construction of all projects subject to this Agreement are in compliance with standards issued or approved by the Texas Department of Licensing and Regulation (TDLR) as meeting or consistent with minimum accessibility requirements of the Americans with Disabilities Act (P.L. 101-336) (ADA).

10. Architectural and Engineering Services

A. Architectural and engineering services for preliminary engineering will be provided by the **Local Government**. In procuring professional services, the parties to this Agreement must comply with federal requirements cited in 23 CFR Part 172 if Project is federally funded and Local Government will be seeking reimbursement for these services or if these services will be used as in-kind contributions; and with Texas Government Code Subchapter 2254.A., in all cases. Professional services contracts for federally funded projects must conform to federal requirements. Variety
B. The architectural contract documents shall be developed in accordance with the standards of the American Institute of Architects, the U.S. Secretary of the Interior's Standards for Historic Preservation Projects, Standards and Guidelines for Archeology and Historic Preservation, the National Register Bulletin Number 36: Guidelines for Evaluating and Registering Historical Archeological Sites and in consultation with the State Historic Preservation Officer, as applicable. The engineering plans shall be developed in accordance with State's applicable Standard Specifications for Construction and Maintenance of Highways, Streets and Bridges and the two American Association of State Highway and Transportation Officials' ("AASHTO") publications, "A Policy on Geometric Design of Highways and Streets" and "Guide for the Development of Bicycle Facilities," as applicable. All design criteria for bicycle and pedestrian bridges must comply with TxDOT's Bridge Design Manual and AASHTO's Load and Resistance Factor Design (LRFD) Guide Specifications for the Design of Pedestrian Bridges (latest edition) as applicable. All contract procurement procedures and documents must adhere to the applicable requirements established in the Standard Specifications for Construction and Maintenance of Highways, Streets and Bridges. The use of other systems of specifications shall be approved by State in writing in advance.
C. When architectural and engineering services are provided by or through Local Government, Local Government shall submit any plans it has completed to State for review and approval on an agreed upon schedule. Local Government may also submit

TxDOT:					Federal Highway Administration:	
CCSJ #	0922-33-226	AFA ID	Z00009107		CFDA No.	20.205
AFA CSJs	0922-33-226				CFDA Title	Highway Planning and Construction
District #	22	Code Chart 64#	24000			
Project Name	Downtown Safe Sidewalk Improvements				*AFA Not Used For Research & Development*	

the plans to State for review any time prior to completion. Local Government shall make the necessary revisions determined by State. Local Government will not let the construction contract until all required plans have received State approval.

D. When architectural and engineering services are provided by or through State, then the State is responsible for the delivery and performance of any required architectural or preliminary engineering work. Local Government may review and comment on the work, including any proposed changes to the scope of work, as required to accomplish Project purposes. State will cooperate with Local Government in accomplishing these Project purposes to the degree permitted by state and federal law.

11. Construction Responsibilities

A. The **Local Government** shall advertise for construction bids, issue bid proposals, receive and tabulate the bids, and award and administer the contract for construction of Project. Administration of the contract includes the responsibility for construction engineering and for issuance of any change orders, supplemental agreements, amendments, or additional work orders that may become necessary subsequent to the award of the construction contract. To ensure federal funding eligibility, projects must be authorized by State prior to advertising for construction.

B. All contract letting and award procedures must be approved by State prior to letting and award of the construction contract, whether the construction contract is awarded by State or by Local Government.

C. All contract change order review and approval procedures must be approved by State prior to start of construction.

D. If the Local Government is the responsible party, the State must review and approve change orders.

E. Upon completion of Project, the party constructing Project will issue and sign a "Notification of Completion" acknowledging Project's construction completion.

F. For federally funded contracts, the parties to this Agreement will comply with federal construction requirements provided in 23 CFR Parts 633 and 635, and shall include the latest version of Form "FHWA-1273" in the contract bidding documents. If force account work will be performed, a finding of cost effectiveness shall be made in compliance with 23 CFR Subpart 635.B.

G. Any field changes, supplemental agreements, or revisions to the design plans that may occur after the construction contract is awarded will be mutually agreed to by State and Local Government prior to authorizing the contractor to perform the work. Prior to completion of Project, the party responsible for construction will notify the other party to this Agreement of the anticipated completion date. All parties will be afforded the opportunity to assist in the final review of the construction services performed by the contractor.

12. Project Maintenance

A. Upon completion of Project, Local Government will be responsible for maintaining the completed facility for public use. The property shall be maintained and operated for the purpose for which it was approved and funded for a period commensurate with the federal investment or State rules, whichever is greater. Should Local Government at any time after Project completion decide it can no longer maintain and operate Project for its intended purpose, Local Government shall consult with State and the FHWA as to the disposal or alternate uses, consistent with Project's original intent. State may

TxDOT:					Federal Highway Administration:	
CCSJ #	0922-33-226	AFA ID	Z00009107		CFDA No.	20.205
AFA CSJs	0922-33-226				CFDA Title	Highway Planning and Construction
District #	22	Code Chart 64#	24000			
Project Name	Downtown Safe Sidewalk Improvements				*AFA Not Used For Research & Development*	

require Local Government to return the federal funds in accordance with 2 CFR Part 200 federal recapture requirements. Should Local Government consider conveying the property, State and FHWA must be notified prior to the sale, transfer, or disposal of any property that received federal funds. Written concurrence of approval for the transaction, detailing any required recapture, must be obtained from FHWA prior to the transaction. Advance notice from Local Government of their intended action must be submitted to State for an FHWA review a minimum of 90 days prior to any action being taken by Local Government. Local Government shall be held responsible for reimbursement of all federal funds used or a portion of those funds based on a pro-rata amount, considering the original percentage of federal funds provided and the time elapsed from Project completion date. This same percentage of reimbursement also applies to any amount of profit that may be derived from the conveyance of the property, as applicable.

B. Any manufacturer warranties extended to Local Government as a result of Project shall remain in the name of Local Government. State shall not be responsible for honoring any warranties under this Agreement.

C. Should Local Government derive any income from the development and operation of Project, a portion of the proceeds sufficient for the maintenance and upkeep of the property shall be set aside for future maintenance. A project income report shall be submitted to State on a quarterly basis. Monies set aside according to this provision shall be expended using accounting procedures and with the property management standards established in 2 CFR Part 200.

D. Should any historic properties be included in or affected by this federally funded Project, the historic integrity of the property and any contributing features must continue to be preserved regardless of any approved changes that may occur throughout the life of Project.

13. Right of Way and Real Property Acquisition

A. Right of way and real property acquisition shall be the responsibility of Local Government. Title to right of way and other related real property must be acceptable to State before funds may be expended for the improvement of the right of way or real property.

B. If Local Government is the owner of any part of Project site under this Agreement, Local Government shall permit State or its authorized representative access to occupy the site to perform all activities required to execute the work.

C. Local Government will comply with and assume the costs for compliance with all the requirements of Title II and Title III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, 42 USC §4601 et seq., including those provisions relating to incidental expenses incurred by the property owners in conveying the real property to Local Government, and benefits applicable to the relocation of any displaced person as defined in 49 CFR §24.2(g). Documentation to support such compliance must be maintained and made available to State and its representatives for review and inspection.

D. Local Government shall assume all costs and perform all work necessary to obtain needed evidence of title or right of use to the real property required for development of Project. Evidence of title or right of use shall be acquired in the name of (1) State, if the real property is to be made part of the State Highway System, or (2) Local Government,

TxDOT:					Federal Highway Administration:	
CCSJ #	0922-33-226	AFA ID	Z00009107		CFDA No.	20.205
AFA CSJs	0922-33-226				CFDA Title	Highway Planning and Construction
District #	22	Code Chart 64#	24000			
Project Name	Downtown Safe Sidewalk Improvements				*AFA Not Used For Research & Development*	

if the real property is not to be made part of the State Highway System. The evidence of title or rights shall be acceptable to State, and be free and clear of all encroachments. Local Government shall secure and provide easements and any needed rights of entry over any other land needed to develop Project according to the approved Project plans. Local Government shall be responsible for securing any additional real property required for completion of Project.

E. Local Government shall prepare real property maps, property descriptions, and other data as needed to properly describe the real property and submit them to State for approval prior to Local Government acquiring the real property. Tracings of the maps shall be retained by Local Government for a permanent record.

F. Local Government shall determine property values for each real property parcel to be purchased with federal funds using methods acceptable to State and shall submit to State a tabulation of the values so determined, signed by the appropriate Local Government representative. The tabulations must list the parcel numbers, ownership, acreage, and recommended compensation. The tabulation must be accompanied by an explanation to support the estimated values, together with a copy of the documentation and reports used in calculating each parcel's value. Expenses incurred by Local Government in performing this work may be eligible for reimbursement after Local Government has received written authorization by State to proceed with determination of real property values. State will review the data submitted and will base its reimbursement for parcel acquisitions on these in determining the fair market values. Local Government will not be reimbursed for right-of-way costs on state-selected projects.

G. For State-selected TASA projects, Local Government shall not use eminent domain or condemnation to acquire real property for this TASA Project.

H. Reimbursement for real property costs will be made to Local Government for real property purchased in an amount not to exceed 80 percent of the cost of the real property purchased in accordance with the terms and provisions of this Agreement. Reimbursement will be in an amount not to exceed 80 percent of State's predetermined fair market value of each parcel, or the net cost thereof, whichever is less. In addition, reimbursement will be made to Local Government for necessary payments to appraisers for expenses incurred in order to assure good title. Local Government will not be reimbursed for right-of-way costs on state-selected projects.

I. Local Government and current property owner are responsible for any costs associated with the relocation of displaced persons and personal property as well as incidental expenses incurred in acquiring property to implement Project. State will not pay any of these costs.

J. If Project requires the use of real property to which Local Government will not hold title, a separate agreement between the owners of the real property and Local Government must be executed prior to execution of this Agreement. The separate agreement between Local Government and the current property owner must establish that Project will be dedicated for public use for a period of time not less than ten years after project completion and commensurate with the federal investment. For State-selected projects, this is outlined in 43 Tex. Admin. Code §11.417. The separate agreement must define the responsibilities of the parties as to the use of the real property and operation and maintenance of Project after completion. The separate agreement must be approved by State prior to its execution and a copy of the executed separate agreement shall be provided to State.

TxDOT:					Federal Highway Administration:	
CCSJ #	0922-33-226	AFA ID	Z00009107		CFDA No.	20.205
AFA CSJs	0922-33-226				CFDA Title	Highway Planning and Construction
District #	22	Code Chart 64#	24000			
Project Name	Downtown Safe Sidewalk Improvements				*AFA Not Used For Research & Development*	

K. Local Government shall execute individually or produce a legal document as necessary to provide for Project's continued use from the date of completion, and agrees to cause the same to be recorded in the land records of the appropriate jurisdiction.

L. Local governments receiving federal funds must comply with 23 CFR Part 710 and 49 CFR Part 24, and with the procedures provided in Chapter 6 of the State's Local Government Project Policy Manual. Local Government agrees to monitor Project to ensure: (1) continued use of the property for approved activities, and (2) the repayment of the Federal funds, as appropriate. Local Government agrees to the review of their Project accounts and site visits by State during the development of Project at any time. Upon Project completion, State will continue to perform periodic visits to confirm Project's continued use and upkeep.

M. Before the advertisement for bids, Local Government shall provide a certification to State that all real property has been acquired.

14. Insurance

A. Should this Agreement authorize Local Government or its contractor to perform any work on State right of way, before beginning work, the entity performing the work shall provide State with a fully executed copy of State's Form 1560 Certificate of Insurance verifying the existence of coverage in the amounts and types specified on the Certificate of Insurance for all persons and entities working on State right of way. This coverage shall be maintained until all work on State right of way is complete. If coverage is not maintained, all work on State right of way shall cease immediately, and State may recover damages and all costs of completing the work.

B. For projects including buildings, Local Government agrees to insure the building according to Department specifications and further agrees to name the Federal Government as a "Loss Payee" should the building be destroyed.

15. Notices, Invoices, Payments, and Project Inquiries

All notices to either party shall be delivered personally or sent by certified or U.S. mail, postage prepaid, addressed to that party at the following address:

Local Government:	**State:**
City of Laredo ATTN: City Manager 1110 Houston Street Laredo, TX 78040	Texas Department of Transportation ATTN: Director of Contract Services 125 E. 11th Street Austin, TX 78701

All notices shall be deemed given on the date delivered in person or deposited in the mail, unless otherwise provided by this agreement. Either party may change the above address by sending written notice of the change to the other party. Either party may request in writing that notices shall be delivered personally or by certified U.S. mail, and that request shall be carried out by the other party.

Invoicing, payment, and project inquiries must be sent to the following address, which the State may change by sending written notice of the change to the Local Government:

TxDOT:					Federal Highway Administration:	
CCSJ #	0922-33-226	AFA ID	Z00009107		CFDA No.	20.205
AFA CSJs	0922-33-226				CFDA Title	Highway Planning and Construction
District #	22	Code Chart 64#	24000			
Project Name	Downtown Safe Sidewalk Improvements				*AFA Not Used For Research & Development*	

Texas Department of Transportation
ATTN: Contract Specialist – TP&D
1617 Bob Bullock Loop
Laredo, TX 78043

All invoicing, payment, and project inquiries must include the following information:

County: Webb
Local Government: City of Laredo
CSJ No.: 0922-33-226
Project Name: Downtown Safe Sidewalk Improvements
Highway or Roadway: Salinas Ave.

16. Legal Construction
In case one or more of the provisions contained in this Agreement shall for any reason be held invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provisions and this Agreement shall be construed as if it did not contain the invalid, illegal, or unenforceable provision.

17. Responsibilities of the Parties
Neither party is an agent, servant, or employee of the other party and each party is responsible for its individual acts and deeds as well as the acts and deeds of its contractors, employees, representatives, and agents.

18. Ownership of Documents
Upon completion or termination of this Agreement, all documents prepared by State shall remain the property of State. All data prepared under this Agreement shall be made available to State without restriction or limitation on their further use. All documents produced or approved or otherwise created by Local Government shall be transmitted to State in the form of photocopy reproduction on a monthly basis as required by State. The originals shall remain the property of Local Government.

19. Document and Information Exchange
Local Government agrees to electronically deliver to State all general notes, specifications, contract provision requirements, and related documentation in a Microsoft Word or similar format. If requested by State, Local Government will use State's document template. Local Government shall also provide a detailed construction time estimate, including types of activities and month in which the activity will be completed, in the format required by State. This requirement applies whether Local Government creates the documents with its own forces or by hiring a consultant or professional provider. At the request of State, Local Government shall submit any information required by State in the format directed by State.

20. Compliance with Laws
The parties shall comply with all federal, state, and local laws, statutes, ordinances, rules and regulations, and the orders and decrees of any courts or administrative bodies or tribunals in any manner affecting the performance of this agreement. When required, Local Government shall furnish State with satisfactory proof of this compliance.

TxDOT:					Federal Highway Administration:	
CCSJ #	0922-33-226	AFA ID	Z00009107		CFDA No.	20.205
AFA CSJs	0922-33-226				CFDA Title	Highway Planning and Construction
District #	22	Code Chart 64#	24000			
Project Name	Downtown Safe Sidewalk Improvements				*AFA Not Used For Research & Development*	

21. Sole Agreement

This Agreement constitutes the sole and only agreement between the parties and supersedes any prior understandings or written or oral agreements respecting the Agreement's subject matter.

22. Cost Principles

In order to be reimbursed with federal funds, the parties shall comply with the Cost Principles established in 2 CFR Part 200 that specify that all reimbursed costs are allowable, reasonable, and allocable to Project.

23. Procurement and Property Management Standards

The parties to this Agreement shall adhere to the procurement and property management standards established in 2 CFR 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, and to the Texas Uniform Grant Management Standards. The State must pre-approve the Local Government's procurement procedures for purchases to be eligible for state or federal funds.

24. Inspection of Books and Records

The parties to this Agreement shall maintain all books, documents, papers, accounting records, and other documentation relating to costs incurred under this Agreement and shall make such materials available to the State, the Local Government, and, if federally funded, the FHWA and the U.S. Office of the Inspector General or their duly authorized representatives for review and inspection at its office during the Agreement period and for seven (7) years from the date of final reimbursement by FHWA under this Agreement or until any impending litigation or claims are resolved. Additionally, the State, the Local Government, and the FHWA and their duly authorized representatives shall have access to all the governmental records that are directly applicable to this Agreement for the purpose of making audits, examinations, excerpts, and transcriptions.

25. Civil Rights Compliance

The parties to this Agreement are responsible for the following:

A. Compliance with Regulations: Both parties will comply with the Acts and the Regulations relative to Nondiscrimination in Federally-assisted programs of the U.S. Department of Transportation (USDOT), the Federal Highway Administration (FHWA), as they may be amended from time to time, which are herein incorporated by reference and made part of this Agreement.

B. Nondiscrimination: The Local Government, with regard to the work performed by it during the Agreement, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurement of materials and leases of equipment. The Local Government will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations, including

employment practices when the Agreement covers any activity, project, or program set forth in Appendix B of 49 CFR Part 21.

C. Solicitations for Subcontracts, Including Procurement of Materials and Equipment: In all solicitations either by competitive bidding or negotiation made by the Local Government for work to be performed under a subcontract, including procurement of materials or leases of equipment, each potential subcontractor or supplier will be notified by the

TxDOT:					Federal Highway Administration:	
CCSJ #	0922-33-226	AFA ID	Z00009107		CFDA No.	20.205
AFA CSJs	0922-33-226				CFDA Title	Highway Planning and Construction
District #	22	Code Chart 64#	24000			
Project Name	Downtown Safe Sidewalk Improvements				*AFA Not Used For Research & Development*	

Local Government of the Local Government's obligations under this Agreement and the Acts and Regulations relative to Nondiscrimination on the grounds of race, color, or national origin.

D. Information and Reports: The Local Government will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto, and will permit access to its books, records, accounts, other sources of information, and facilities as may be determined by the State or the FHWA to be pertinent to ascertain compliance with such Acts, Regulations or directives. Where any information required of the Local Government is in the exclusive possession of another who fails or refuses to furnish this information, the Local Government will so certify to the State or the FHWA, as appropriate, and will set forth what efforts it has made to obtain the information.

E. Sanctions for Noncompliance: In the event of the Local Government's noncompliance with the Nondiscrimination provisions of this Agreement, the State will impose such contract sanctions as it or the FHWA may determine to be appropriate, including, but not limited to:
   1. withholding of payments to the Local Government under the Agreement until the Local Government complies and/or
   2. cancelling, terminating, or suspending of the Agreement, in whole or in part.

F. Incorporation of Provisions: The Local Government will include the provisions of paragraphs (A) through (F) in every subcontract, including procurement of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The Local Government will take such action with respect to any subcontract or procurement as the State or the FHWA may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the Local Government becomes involved in, or is threatened with, litigation with a subcontractor or supplier because of such direction, the Local Government may request the State to enter into such litigation to protect the interests of the State. In addition, the Local Government may request the United States to enter into such litigation to protect the interests of the United States.

26. Pertinent Non-Discrimination Authorities

During the performance of this Agreement, each party, for itself, its assignees, and successors in interest agree to comply with the following nondiscrimination statutes and authorities; including but not limited to:

A. Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21.

B. The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of federal or federal-aid programs and projects).

C. Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), as amended, (prohibits discrimination on the basis of sex).

D. Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.) as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27.

E. The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age).

TxDOT:					Federal Highway Administration:	
CCSJ #	0922-33-226	AFA ID	Z00009107		CFDA No.	20.205
AFA CSJs	0922-33-226				CFDA Title	Highway Planning and Construction
District #	22	Code Chart 64#	24000			
Project Name		Downtown Safe Sidewalk Improvements			*AFA Not Used For Research & Development*	

F. Airport and Airway Improvement Act of 1982, (49 U.S.C. Chapter 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex).

G. The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the federal-aid recipients, subrecipients and contractors, whether such programs or activities are federally funded or not).

H. Titles II and III of the Americans with Disabilities Act, which prohibits discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131-12189) as implemented by Department of Transportation regulations at 49 C.F.R. Parts 37 and 38.

I. The Federal Aviation Administration's Nondiscrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex).

J. Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures nondiscrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations.

K. Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, the parties must take reasonable steps to ensure that LEP persons have meaningful access to the programs (70 Fed. Reg. at 74087 to 74100).

L. Title IX of the Education Amendments of 1972, as amended, which prohibits the parties from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq.).

27. Disadvantaged Business Enterprise Program Requirements

A. The parties shall comply with the Disadvantaged Business Enterprise ("**DBE**") Program requirements established in 49 CFR Part 26.

B. Local Government shall adopt, in its totality, State's federally approved DBE program.

C. Local Government shall set an appropriate DBE goal consistent with State's DBE guidelines and in consideration of Local market, project size, and nature of the goods or services to be acquired. Local Government shall have final decision-making authority regarding the DBE goal and shall be responsible for documenting its actions.

D. Local Government shall follow all other parts of State's DBE program referenced in TxDOT Form 2395, Memorandum of Understanding Regarding the Adoption of the Texas Department of Transportation's Federally-Approved Disadvantaged Business

Enterprise by Entity, and attachments found at web address: http://ftp.dot.state.tx.us/pub/txdot-info/bop/dbe/mou/mou_attachments.pdf.

E. Local Government shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of any DOT-assisted contract or in the administration of its DBE program or the requirements of 49 CFR Part 26. Local Government shall take all necessary and reasonable steps under 49 CFR Part 26 to ensure non-

TxDOT:					Federal Highway Administration:	
CCSJ #	0922-33-226	AFA ID	Z00009107		CFDA No.	20.205
AFA CSJs	0922-33-226				CFDA Title	Highway Planning and Construction
District #	22	Code Chart 64#	24000			
Project Name	Downtown Safe Sidewalk Improvements				*AFA Not Used For Research & Development*	

discrimination in award and administration of DOT-assisted contracts. State's DBE program, as required by 49 CFR Part 26 and as approved by DOT, is incorporated by reference in this Agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of this Agreement. Upon notification to Local Government of its failure to carry out its approved program, State may impose sanctions as provided for under 49 CFR Part 26 and may, in appropriate cases, refer the matter for enforcement under 18 USC 1001 and the Program Fraud Civil Remedies Act of 1986 (31 USC § 3801 et seq.).

F. Each contract Local Government signs with a contractor (and each subcontract the prime contractor signs with a subcontractor) must include the following assurance: "The contractor, sub-recipient, or sub-contractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DOT-assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this agreement, which may result in the termination of this agreement or such other remedy as the recipient deems appropriate."

28. Debarment Certifications

The parties are prohibited from making any award at any tier to any party that is debarred or suspended or otherwise excluded from or ineligible for participation in Federal Assistance Programs under Executive Order 12549, "Debarment and Suspension." By executing this Agreement, Local Government certifies that it and its principals are not currently debarred, suspended, or otherwise excluded from or ineligible for participation in Federal Assistance Programs under Executive Order 12549, and further certifies that it will not do business with any party, to include principals, that is currently debarred, suspended, or otherwise excluded from or ineligible for participation in Federal Assistance Programs under Executive Order 12549. The parties to this Agreement shall require any party to a contract, subcontract, or purchase order awarded under this Agreement to certify its eligibility to receive federal funds and, when requested by State, to furnish a copy of the certification.

If state funds are used, the parties are prohibited from making any award to any party that is debarred under the Texas Administrative Code, Title 34, Part 1, Chapter 20, Subchapter G, Rule §20.585 and the Texas Administrative Code, Title 43, Part 1, Chapter 9, Subchapter G.

29. Lobbying Certification

In executing this Agreement, each signatory certifies to the best of that signatory's knowledge and belief, that:

A. No federal appropriated funds have been paid or will be paid by or on behalf of the parties to any person for influencing or attempting to influence an officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress, or an

employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

B. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a

TxDOT:					Federal Highway Administration:	
CCSJ #	0922-33-226	AFA ID	Z00009107		CFDA No.	20.205
AFA CSJs	0922-33-226				CFDA Title	Highway Planning and Construction
District #	22	Code Chart 64#	24000			
Project Name		Downtown Safe Sidewalk Improvements			*AFA Not Used For Research & Development*	

Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with federal contracts, grants, loans, or cooperative agreements, the signatory for Local Government shall complete and submit the federal Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

C. The parties shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and all sub-recipients shall certify and disclose accordingly. Submission of this certification is a prerequisite imposed by 31 USC §1352 for making or entering into this transaction. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

30. Federal Funding Accountability and Transparency Act Requirements

A. Any recipient of funds under this agreement agrees to comply with the Federal Funding Accountability and Transparency Act (FFATA) and implementing regulations at 2 CFR Part 170, including Appendix A. This agreement is subject to the following award terms: http://www.gpo.gov/fdsys/pkg/FR-2010-09-14/pdf/2010-22705.pdf and http://www.gpo.gov/fdsys/pkg/FR-2010-09-14/pdf/2010-22706.pdf.

B. Local Government agrees that it shall:

1. Obtain and provide to State a System for Award Management (SAM) number (Federal Acquisition Regulation (FAR) Subpart 4.11) if this award provides more than $25,000 in Federal funding. The SAM number may be obtained by visiting the SAM website whose address is: https://sam.gov/SAM/pages/public/index.jsf
2. Obtain and provide to State a Data Universal Numbering System (DUNS) number, a unique nine-character number that allows the federal government to track the distribution of federal money. The DUNS number may be requested free of charge for all businesses and entities required to do so by visiting the Dun & Bradstreet on-line registration website http://fedgov.dnb.com/webform; and
3. Report the total compensation and names of its top five executives to State if:
   a. More than 80 percent of annual gross revenues are from the Federal government, and those revenues are greater than $25,000,000; and
   b. The compensation information is not already available through reporting to the U.S. Securities and Exchange Commission.

31. Single Audit Report

A. The parties shall comply with the requirements of the Single Audit Act of 1984, P.L. 98-502, ensuring that the single audit report includes the coverage stipulated in 2 CFR Part 200.

B. If threshold expenditures of $750,000 or more are met during the fiscal year, the Local Government must submit a Single Audit Report and Management Letter (if applicable) to TxDOT's Compliance Division, 125 East 11th Street, Austin, TX 78701 or contact TxDOT's Compliance Division at singleaudits@txdot.gov .

C. If expenditures are less than the threshold during Local Government's fiscal year, Local Government must submit a statement to TxDOT's Compliance Division as follows: *We*

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CCSJ #	0922-33-226	AFA ID	Z00009107		CFDA No.	20.205
AFA CSJs	0922-33-226				CFDA Title	Highway Planning and Construction
District #	22	Code Chart 64#	24000			
Project Name	Downtown Safe Sidewalk Improvements				*AFA Not Used For Research & Development*	

did not meet the $_____ expenditure threshold and therefore, are not required to have a single audit performed for FY _____.

D. For each year Project remains open for federal funding expenditures, Local Government will be responsible for filing a report or statement as described above. The required annual filing shall extend throughout the life of the agreement, unless otherwise amended or Project has been formally closed out and no charges have been incurred within the current fiscal year.

32. Signatory Warranty

Each signatory warrants that the signatory has necessary authority to execute this agreement on behalf of the entity represented.

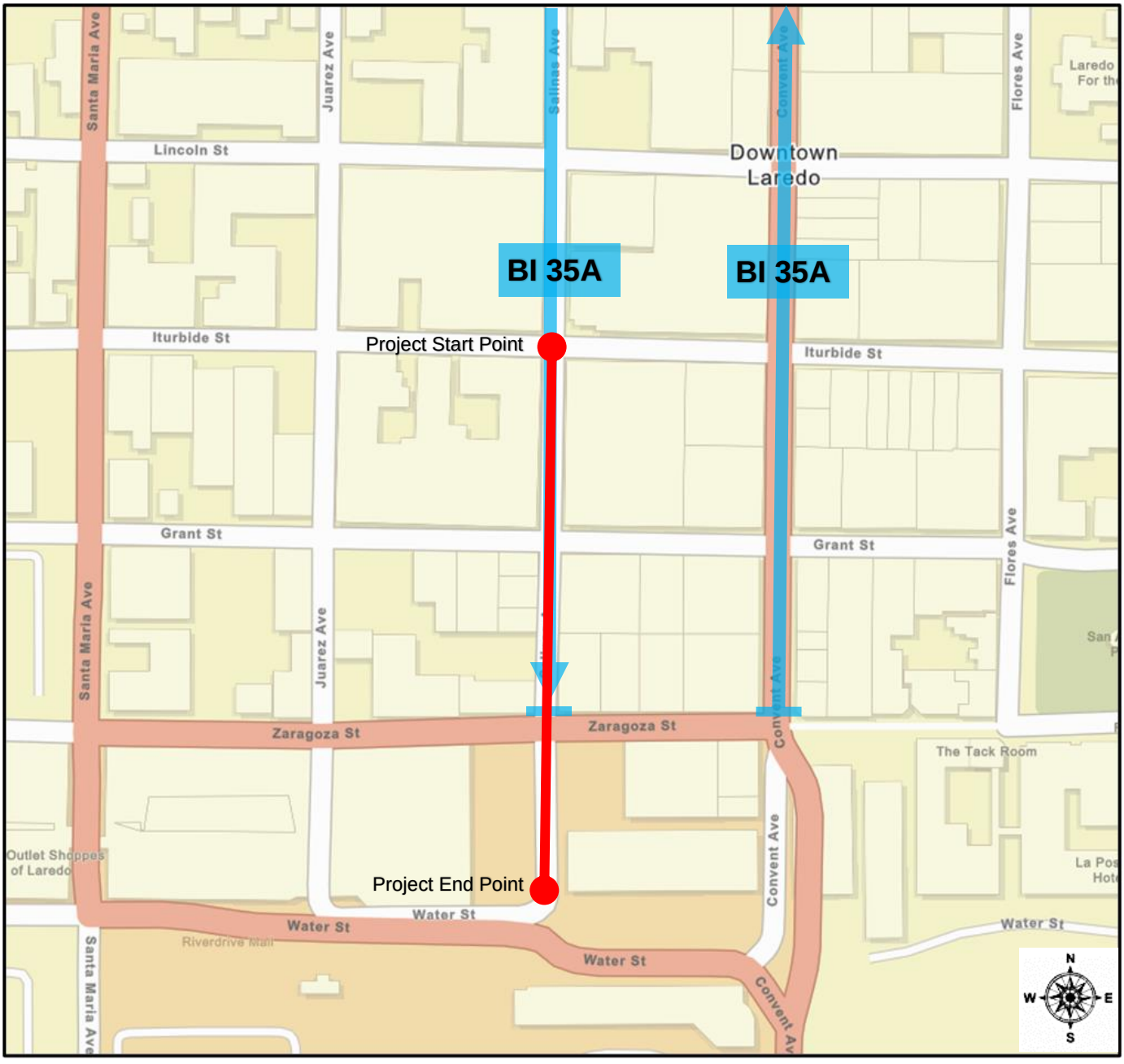
Each party is signing this agreement on the date stated under that party's signature.

THE STATE OF TEXAS	THE LOCAL GOVERNMENT
DocuSigned by: Kenneth Stewart F1CDA80FDB8C4B6...	Signed by: 8CB2255399FE4BB...
Signature	Signature
Kenneth Stewart	Joseph Neeb
Typed or Printed Name	Typed or Printed Name
Director, Contract Services	City Manager
Typed or Printed Title	Typed or Printed Title
4/7/2025	4/7/2025
Date	Date

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TxDOT:					Federal Highway Administration:	
CCSJ #	0922-33-226	AFA ID	Z00009107		CFDA No.	20.205
AFA CSJs	0922-33-226				CFDA Title	Highway Planning and Construction
District #	22	Code Chart 64#	24000			
Project Name	Downtown Safe Sidewalk Improvements				*AFA Not Used For Research & Development*	

ATTACHMENT A
PROJECT LOCATION MAP



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TxDOT:					Federal Highway Administration:	
CCSJ #	0922-33-226	AFA ID	Z00009107		CFDA No.	20.205
AFA CSJs	0922-33-226				CFDA Title	Highway Planning and Construction
District #	22	Code Chart 64#	24000			
Project Name	Downtown Safe Sidewalk Improvements				*AFA Not Used For Research & Development*	

ATTACHMENT B
PROJECT ESTIMATE AND SOURCE OF FUNDS
LG Performs PE Work or Hires Consultant / LG Lets Project for Construction

Description of Project Costs to be Incurred	Total Project Cost Estimate	Federal Participation (Includes percentage for TDC apportionment on projects where applicable)		State Participation (Includes authorized EDC amounts)		Local Government Participation (Includes authorized EDC reduction)	
		%	Cost	%	Cost	%	Cost
Work Performed by Local Government ("LG")							
Planning/Maps/Education/Non-CST	$0	0%	$0	0%	$0	0%	$0
Preliminary Engineering	$225,000	80%	$180,000	16.2%	$36,450	3.8%	$8,550
Environmental Cost	$0	0%	$0	0%	$0	0%	$0
Right of Way	$0	0%	$0	0%	$0	0%	$0
Utilities	$0	0%	$0	0%	$0	0%	$0
Construction Cost ($1,000,000.00)							
Construction Engineering Cost ($)							
Eligible In-Kind Contribution Value ($)							
Total Construction Value (sum of construction cost and in-kind value)	$1,000,000	80%	$800,000	16.2%	$162,000	3.8%	$38,000
Work by LG Subtotal	**$1,225,000**		**$980,000**		**$198,450**		**$46,550**
Work Performed by the State (Local Participation paid up front by LG to TxDOT)							
Preliminary Engineering[1]	$0	0%	$0	0%	$0	0%	$0
Environmental Cost[1]	$25,000	80%	$20,000	16.2%	$4,050	3.8%	$950
Right of Way[3]	$0	0%	$0	0%	$0	0%	$0
Utilities[2]	$0	0%	$0	0%	$0	0%	$0
Construction Cost[2] ($)							
Eligible In-Kind Contribution Value ($)	$0	0%	$0	0%	$0	0%	$0

TxDOT:					Federal Highway Administration:	
CCSJ #	0922-33-226	AFA ID	Z00009107		CFDA No.	20.205
AFA CSJs	0922-33-226				CFDA Title	Highway Planning and Construction
District #	22	Code Chart 64#	24000			
Project Name	Downtown Safe Sidewalk Improvements				*AFA Not Used For Research & Development*	

Total Construction Value (sum of construction cost and in-kind value)							
Work by State Subtotal	**$25,000**		**$20,000**		**$4,050**		**$950**

Direct and Indirect State Costs Incurred for Review, Inspection, Administration & Oversight

Description of Project Costs to be Incurred	**Total Project Cost Estimate**	**Federal Participation** Includes percentage for TDC apportionment on projects where applicable		**State Participation** Includes authorized EDC amount		**Local Government (LG) Participation** Includes authorized EDC reduction	
		%	**Cost**	**%**	**Cost**	**%**	**Cost**
Preliminary Engineering[1]	$10,000	0%	$0	0%	$0	100%	$10,000
Environmental Cost[1]	$8,000	0%	$0	0%	$0	100%	$8,000
Right of Way[1]	$1,000	0%	$0	0%	$0	100%	$1,000
Utilities[1]	$1,000	0%	$0	0%	$0	100%	$1,000
Construction[2]	$30,000	0%	$0	0%	$0	100%	$30,000
Direct State Costs Subtotal	$50,000	0%	$0	0%	$0	100%	$50,000
Indirect State Cost	$68,770		$0	100%	$68,770		$0
TOTAL PARTICIPATION	$1,368,770		$1,000,000		$271,270		$97,500
In-kind Contribution Credit Applied						0%	$0
TOTAL REMAINING PARTICIPATION AFTER IN-KIND CONTRIBUTION							**$97,500**

- The estimated total participation by Local Government is $97,500.
- The **Local Government** is responsible for 100% of overruns.
- Total estimated payment by Local Government to State is $50,000.
- [1]Local Government's first payment of $20,000 is due to State within 30 days from execution of this contract.
- [2] Local Government's second payment of $30,000 is due to State within 60 days prior to the Construction contract being advertised for bids.
- [3]If ROW is to be acquired by State, Local Government's share of property cost will be due prior to acquisition.

TxDOT:					Federal Highway Administration:	
CCSJ #	0922-33-226	AFA ID	Z00009107		CFDA No.	20.205
AFA CSJs	0922-33-226				CFDA Title	Highway Planning and Construction
District #	22	Code Chart 64#	24000			
Project Name		Downtown Safe Sidewalk Improvements			*AFA Not Used For Research & Development*	

- The local match must be 20% or greater and may include State contributions, eligible in-kind contributions, EDC adjustments, or TDCs if authorized as part of project selection.
- Transportation Development Credits (TDC) are being utilized in place of the Local Government's participation in the amount of 0.
- This is an estimate; the final amount of Local Government participation will be based on actual costs.
- Maximum federal TASA funds available for Project are $1,000,000.

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TxDOT:					Federal Highway Administration:	
CCSJ #	0922-33-226	AFA ID	Z00009107		CFDA No.	20.205
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District #	22	Code Chart 64#	24000			
Project Name	Downtown Safe Sidewalk Improvements				*AFA Not Used For Research & Development*	

ATTACHMENT C
RESOLUTION OF LOCAL GOVERNMENT

RESOLUTION NO. 2025-R-60

AUTHORIZING THE CITY MANAGER THE CITY MANAGER OR THEIR DESIGNEE TO EXECUTE ADVANCED FUNDING AGREEMENT (AFA) NO. CSJ-0922-33-226 WITH THE TEXAS DEPARTMENT OF TRANSPORTATION IN THE ESTIMATED AMOUNT OF $1,250,000.00 INCLUDING FEDERAL PARTICIPATION IN THE AMOUNT OF $1,000,000.00 AND AN ESTIMATED LOCAL PARTICIPATON IN THE AMOUNT OF $47,500.00 INCLUDING 100% OF OVERRUNS FOR THE CITY IMPROVEMENTS TO AND CONSTRUCTION OF SIDEWALKS, CURB AND GUTTER, CROSS-SURFACE MATERIALS, PAVEMENT MARKINGS, LIGHTING, LANDSCAPING AND SELECT UTILITY RELOCATION ALONG SALINAS AVENUE BETWEEN ITURBIDE STREET AND WATER STREET. IN ADDITION, AN ESTIMATED DIRECT STATE COST OF $50,000.00 FOR GENERAL ADMINISTRATION IS INCLUDED IN THE AFA NO. CSJ-0922-33-226. THE REQUIRED LOCAL MATCH IS FUNDED FROM THE CITY OF LAREDO TAX INCREMENT REINVESTMENT ZONE NO. 1.

WHEREAS, federal law establishes federal funded programs for transportation improvements to implement its public purposes; and

WHEREAS, the final amount of Local Government participation is based on actual costs, therefore the City of Laredo and Tax Increment Reinvestment Zone No. 1 will be responsible for 100% of overruns of project; and

WHEREAS, the required local match of $97,500.00 is funded from Tax Increment Reinvestment Zone No. 1; and

WHEREAS, the Texas Transportation Code, Sections 201.103 establishes that the State shall design, construct and operate a system of highways in cooperation with local governments; and

WHEREAS, Federal law, 23 USC §134 and 49 USC §5303, requires the State and Metropolitan Planning Organizations, (MPOs) develop transportation plans and programs for urbanized areas of Texas, and

WHEREAS, Federal and state laws require local governments to meet certain contract standards relating to the management and administration of State and federal funds, and

WHEREAS, the Texas Transportation Commission has codified 49 TAC, Rules 15.50-15.56 that describe federal, state, and local responsibilities for cost participation in highway improvement and other transportation projects, and

WHEREAS, the rules and procedures for the Transportation Alternatives Set-Aside Programs (TASA) are established in 23 USC §133(h), and 43 Texas Administrative Code, Part 1, Chapter 11, Subchapter G, §§11.400 – 11.418, and

Docusign Envelope ID: 5EB2159E-4E01-4D6C-A648-E7B6378350D9

TxDOT:					Federal Highway Administration:	
CCSJ #	0922-33-226	AFA ID	Z00009107		CFDA No.	20.205
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WHEREAS, Texas Transportation Commission passed Minute Order Number 116752 (MO) dated August 16, 2024 awarding for TASA projects in the TASA Program call of the Laredo Urban Transportation Study, including Project, and

WHEREAS, the governing body of the Local Government has approved entering into this by resolution or ordinance dated _____, 2025, which is attached to and made a part of this Agreement as Attachment A, Resolution or Ordinance. A map showing the Project location appears in Attachment B, Project location Map, which is attached to and made a part of this Agreement; and

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAREDO THAT:

Section 1: Authorizing the City Manager to execute Advanced Funding Agreement (AFA) No. CSJ-0922-33-226 with the Texas Department of Transportation in the estimated amount of $1,250,00.00 including federal participation for $1,000,000.00 and an estimated local participation in the amount of $47,500.00 including 100% of overruns for the city improvements to and construction of sidewalks, curb and gutter, cross-surface materials, pavement markings, lighting, landscaping, and select utility relocation along Salinas Avenue between Iturbide Street and Water Street. In addition, an estimated Indirect State Cost of $50,000.00 for General Administration is included in the AFA 0922-33-226. Funding is available in Tax Increment Reinvestment Zone No. 1 escrow fund.

PASSED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR ON THIS THE 14th **DAY OF** March**, 2025.**

DR. VICTOR D. TREVIÑO
MAYOR

ATTEST:
BY _____
MARIO MALDONADO
CITY SECRETARY

CITY OF LAREDO, TEXAS

APPROVED AS TO FORM:

BY _____
NGUYEN, DOANH T. "ZONE"
CITY ATTORNEY
for