



Mayor Oscar D. Montoya  
Mayor Pro-Tem Joe Martinez  
Commissioner Armando Garcia

Commissioner Jacob Howell  
Commissioner Ruben Saldana  
City Manager Alberto Perez

MERCEDES CITY COMMISSION  
REGULAR MEETING  
JUNE 20, 2023 – 6:30 P.M.  
MERCEDES CITY HALL – COMMISSION CHAMBERS  
400 S. OHIO AVE., MERCEDES, TX 78570

“At any time during the course of this meeting, the City Commission may retire to Executive Session under Texas Government Code 551.071(2) to confer with its legal counsel on any subject matter on this agenda in which the duty of the attorney to the City Commission under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551 of the Texas Government Code. Further, at any time during the course of this meeting, the City Commission may retire to Executive Session to deliberate on any subject slated for discussion at this meeting, as may be permitted under one or more of the exceptions to the Open Meetings Act set forth in Title 5, Subtitle A, Chapter 551, Subchapter D of the Texas Government Code.”

**1. Call Meeting to Order**

**2. Establish Quorum**

**3. Invocation**

**4. Pledge of Allegiance**

**5. Presentations**

- a. Recognition of Mercedes Lady Tigers Softball Team
- b. Proclamation recognizing June as Posttraumatic Stress Disorder Awareness Month
- c. Presentation Update by Perdue

**6. Open Forum-**

Maximum length of time of forum is 30 minutes with individual presentations limited to a maximum of two minutes. The City Commission can take no formal action on any city related matter discussed during the open forum. Persons who wish to participate in this portion of the meeting shall sign up as they arrive, indicating the topic about which they wish to speak. No one will be able to sign up **AFTER 6:20 PM**. The information required for signing up must be completed by that time. No public comments will be allowed during any agenda item unless recognized by the Mayor or if the item requires a public hearing. State your name and address before beginning your presentation. Pursuant to Tex. Gov't. Code §551.007 the scope of the right to speak is limited to agenda items.

There can be no comments about specific employees. By Charter, the City Manager is exclusively given authority over personnel matters, including complaints against city personnel. All complaints against city personnel will be addressed pursuant to Mercedes Personnel Policies.

Comments must not be repeated and the Commission is not required to answer any question from the public. Any person who decides to directly question any member of the City Commission will be asked to discontinue their comments. The City Secretary's office representative will be responsible for notifying each presenter that their five-minute time limit has expired.

**7. Consent Agenda:** *(All matters listed under Consent Agenda are considered to be routine by the Governing Body and will be enacted by one motion. There will be no separate discussion of these items; however, if discussion is desired, that item(s) will be removed from the Consent Agenda and will be considered separately.)*

- a. Approval of Minutes for Meeting(s) held June 6, 2023
- b. Approval of surplus items for auction

**8. Management Items:** *Present, Discuss, Consider, and Possibly Take Action Regarding:*

- a. Approval of Resolution 2023-14 regarding commitment of funds for 2019 Flood HUD Most Impacted and Distressed (HMID) Competition grant

**9. Management Items:** *Present, Discuss, Consider, and Possibly Take Action Regarding:*

- a. Approval of grant reimbursement for historically designated property 236 S. Missouri Ave.
- b. Approval of grant reimbursement for historically designated property 230 S. Texas Ave.
- c. Sponsorship Request from DHR Health for Fishing for Hope Tournament

**10. Bids/Contracts:** *Present, Discuss, Consider, and Possibly Take Action Regarding:*

- a. Approval of contract renewal with TIF Services of South Texas
- b. Approval of Auction Agreement with Galindo Auctions, LLC

**11. Departmental Monthly Reports**

Fire, Finance, Library, City Sec/HR

**12. Executive Session:** *Chapter 551, Texas Government Code, Section 551.071 (Consultation with Attorney), Section 551.072 (Deliberation regarding Real Property), Section 551.074 (Personnel Matters) and Section 551.087 (Economic Development)*

- a. Discussion with City Manager regarding personnel matters. – Section 551.074

**13. Open Session:** *Present, Discuss, Consider, and Possibly Take Action Regarding:*

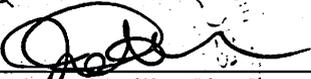
- a. Item A from Executive Session

## 14. Adjournment

Notice is hereby given that the City Commissioners of the City of Mercedes, Texas will meet in a **Regular Meeting** on Tuesday, June 20, 2023 at 6:30 P.M. Said meeting will be conducted in the Commission Chambers of the City Hall located at 400 S. Ohio, Mercedes, Texas for the purpose of considering and taking formal action regarding the items listed above. This notice is given in accordance with Vernon's Texas Codes Annotated, Texas Government Code, Section 551.001 et. Seq.

WITNESS MY HAND AND SEAL OF THE CITY THIS THE 16<sup>TH</sup> DAY OF JUNE, 2023.

ATTEST:



Joselynn Castillo, City Secretary  
Time of Posting: 7:10 P.M.

### ACCESSIBILITY STATEMENT

**The City of Mercedes recognizes its obligations under the Americans with Disabilities Act of 1990 to provide equal access to individuals with disabilities. Please contact the City Manager's Office at (956) 565-3114 at least 48 hours in advance of the meeting with requests for reasonable accommodations, including requests for a sign language interpreter.**

**MERCEDES CITY COMMISSION  
REGULAR MEETING  
JUNE 6, 2023 – 6:30 P.M.  
MERCEDES CITY HALL – COMMISSION CHAMBERS**

**MEMBERS PRESENT:** Oscar D. Montoya Sr. Mayor  
Joe Martinez Mayor Pro-Tem  
Jacob Howell Commissioner  
Armando Garcia Commissioner  
Ruben Saldana Commissioner - Virtual

**STAFF PRESENT:** Alberto Perez City Manager  
Martie Garcia-Vela City Attorney  
Joselynn Castillo City Secretary  
Javier Ramirez Asst. City Manager  
Nereida Perez Finance Director  
Francisco Sanchez Interim Police Chief  
Jesus Rodriguez Lieutenant

**1. CALL MEETING TO ORDER**

Mayor Montoya called the meeting to order at 6:30 p.m.

**2. ESTABLISH QUORUM**

Four members of the Commission were present which constitutes a quorum. Mayor Pro-Tem Martinez arrived during agenda item 7A.

**3. INVOCATION**

Commissioner Howell said the invocation.

**4. PLEDGE OF ALLEGIANCE**

Mayor Montoya led in the pledge of allegiance.

**5. OPEN FORUM**

No citizen signed up for open forum.

**6. CONSENT**

**a. Approval of Minutes for Meeting(s) held May 9, 2023, May 15, 2023 & May 16, 2023.**

**b. Approval of items for surplus from the police department for auction.**

Commissioner Howell made a motion to approve items A & B from consent agenda. Commissioner Garcia seconded. Upon a called vote, the motion passed unanimously.

**7. MANAGEMENT ITEMS: *Present, Discuss, Consider, and Possibly Take Action Regarding:***

**a. Approval of Repairs for FM 1425.**

Commissioner Howell made a motion to approve and get a cost analysis. Mayor Montoya stated the road does not belong to the city and would need to speak to TxDOT regarding the roadway. Commissioner Saldana stated for the City to prepare a memo expressing their desire to have the road be priority for TxDOT. At a question, Legal stated the item could be amending to approve the letter for TxDOT. Commissioner Howell retracted his motion. Commission Saldana motioned to authorize the City Manager or Mayor to send a letter to TxDot expressing priority to FM 495 between business 83 and expressway 83 can be on

the priority list. Mayor Pro-Tem Martinez seconded. Upon a called vote, the motion passed unanimously.

**b. Approval of Hidalgo County Pct. 1 Interlocal Agreement for Mile 1 E.**

Mayor Pro-Tem Martinez made a motion to approve. Commissioner Saldana seconded. Upon a called vote, the motion passed unanimously. Mr. Ramirez stated this interlocal agreement for the city to partner with the County to pay for half of the project. This is for the design phase of the project. At a question, the cost is \$3.3 million and \$1.6 million is the city's responsibility for the next 18 months. Mr. Perez stated that some government funds were used for engineering services and the city would have had to pay all the funds back. They moved forward with the county to proceed with the project. Mr. Ramirez stated the road will have two lanes and a middle turning lane with a shoulder on each side. Mayor Montoya stated this is the time to do the project. At a question, Mr. Ramirez stated the project should be bid out in 2026.

Mayor Montoya called the meeting into executive session at 6:50 p.m.

**8. EXECUTIVE SESSION:**

- a. Discussion with City Manager regarding on Mercedes Real Estate Market Analysis – Section 551.072
- b. Discussion with City Manager regarding strategic recruitment of retail and developers to the City of Mercedes – Section 551.087
- c. Discussion with City Manager regarding strategies to support local business – Section 551.087
- d. Discussion with City Manager regarding status on projects – Section 551.087
- e. Discussion with City Manager regarding personnel matters – Section 551.074
- f. Discussion with City Manager regarding amendment of budget policy – Section 551.074
- g. Discussion regarding Project M. Carrillo – Section 551.087

Mayor Montoya called the meeting back to order at 8:55 p.m.

**9. OPEN SESSION: *Present, Discuss, Consider and Possibly Take Action Regarding:***

- a. Mercedes Real Estate Market Analysis**  
No action was taken on this item.
- b. Recruitment of Retail and Developers**  
No action was taken on this item.
- c. Strategy for Support of Local Businesses**  
No action was taken on this item.
- d. Status on Projects**  
No action was taken on this item.
- e. Personnel Matters**  
No action was taken on this item.
- f. Budget Policy Amendment**
- g. Project M. Carrillo**

Mayor Pro-Tem Martinez made a motion to proceed as discussed in executive session. Commissioner Saldana seconded. Upon a called vote, the motion passed unanimously.

Commissioner Garcia made a motion to approve the loan to Martha Carrillo in the amount of \$70,140.83 at 3.5 interest rate for 7 years with a first lien on the real

estate. Commissioner Saldana seconded. Upon a called vote, the motion passed unanimously.

**10. ADJOURNMENT**

Commissioner Saldana made a motion to adjourn. Commissioner Garcia seconded. Upon a called vote, the motion passed unanimously. The meeting adjourned at 8:56 p.m.

Item 7B



Not In Use - 2 or More Years (Found) Title



Not In Use. 2 or more years



Not In Use. Two Years



Not In Use. About 3 Years



Not In Use. More Than 3 Years (104)



Not in use, were used for about 4 months since Jose P. was here



Not In Use ??



Not In Use. Since Jesse V. Was Here



Not in use. It was for Strike Force. More than 2 years

Not In Use. ?? many Years



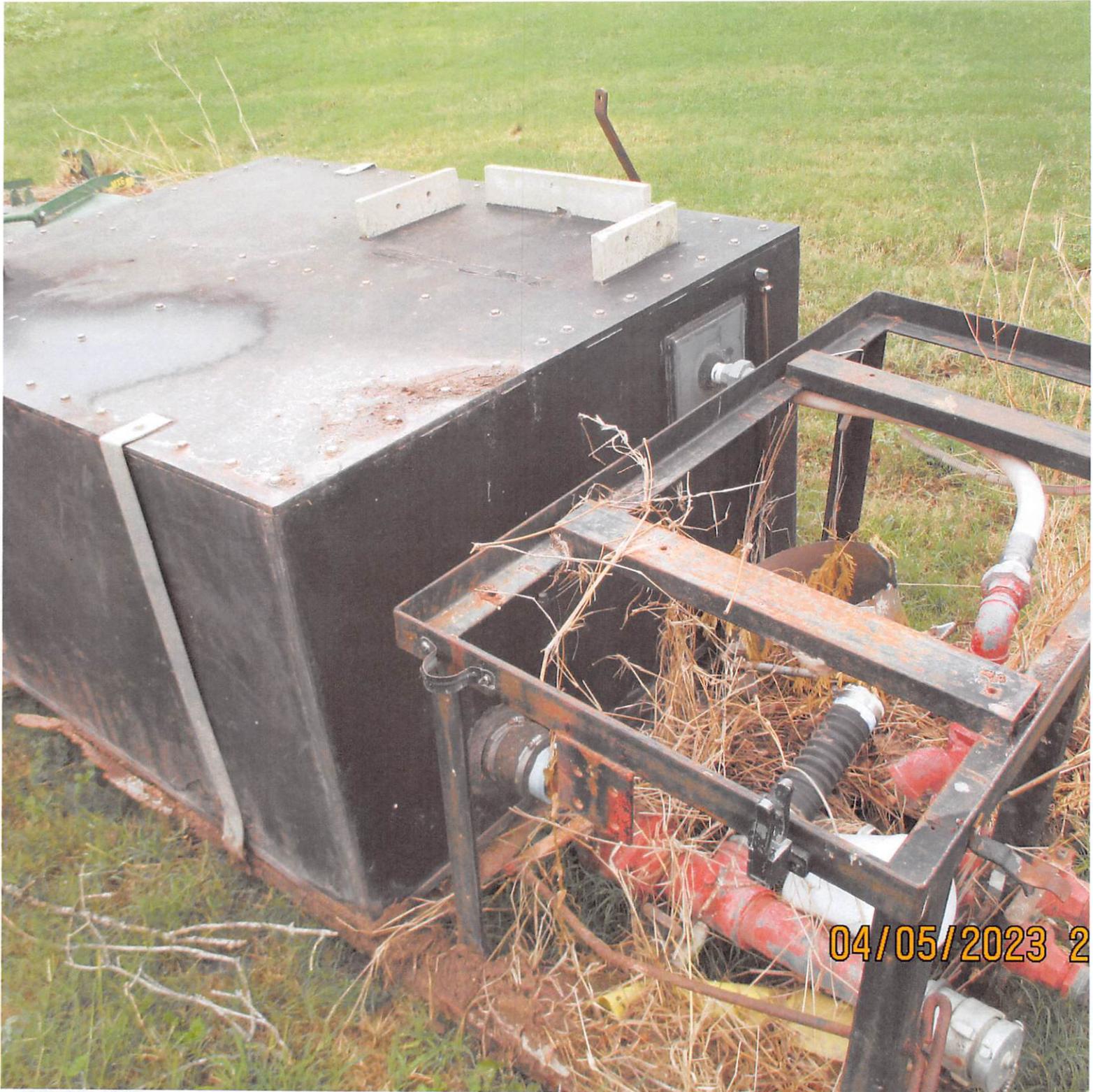
04/05/2023 2



Not In Use. Since Campos Sr. Was Here



Not In Use. More Than 3 Years



Fire Dept. More Than 3 Years



04/05/2023 2



18 Not In Use.



04/05/2023 2



04/05/2023 2

20 Fire Dept. Parked for more than two years

**Management Items**

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**DATE:** June 20, 2023

**FROM:** Marisol Vidales, Library Director

**ITEM:** **Discussion and possible action to approve grant reimbursement for historically designated property 236 S. Missouri Ave.**

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**BACKGROUND INFORMATION:**

The Mercedes Historic Preservation Commission was established on May 18, 2010. The Historic Preservation Grant Fund was established on November 5, 2013. The reimbursement amounts are \$5,000 for leveling and façade and \$10,000 for roofs. The property owners must pay for all the work initially and, based on the final expended amount, the funds may be reimbursed up to 50% of said expended amount.

Mr. & Mrs. Lopez applied for a roof grant on November 1, 2022. The building which is often referred to as the Mercedes Hotel was and is in severe disrepair.

The Historic Commission reviewed their application on November 9, 2022 and after reviewing the application and the quotes provided, the board approved the application.

The work on the property was completed on May 30, 2023 and all the necessary photographs with the invoice were received on May 31, 2023.

The Historic Commission met on June 12, 2023 to review the documents & evidentiary photographs. The Commission reviewed the work, and found it to be complete and that everything necessary had been submitted and approved the reimbursement.

Mr. & Mrs. Lopez spent a total of \$40,200 on the roof of the property. The total reimbursable amount is \$10,000 based on the cap for leveling grants.

The total 2022-2023 budget for the Historical Grant Program was approved by the City Commission at \$50,000 - - funding coming from the Hotel/Motel Fund.

Thus far this fiscal year, \$5,000 of the allocated \$50K have been expended. Before you today we have this grant in the amount of \$10,000 and another in the amount of \$1,925 to be considered. Sufficient funds are remaining to reimburse both.

Pursuant to the Historic Preservation Grant Fund policies, the City Commission has to consider approving the reimbursement of \$10,000 to finalize this project.

**BOARD REVIEW/CITIZEN FEEDBACK:** Approved

**ALTERNATIVES/OPTIONS:**

**FISCAL IMPACT: \$10,000**

<b>Proposed Expenditure/(Revenue):</b>	<b>Account Number(s):</b>
	16-5402040

**Finance Review by:**

**LEGAL REVIEW:**

**ATTACHMENTS: One packet with application, quotes, invoice, photos, and agendas from MHPC.**

**Staff Recommendation: To approve reimbursement as it met all requirements.**

**Management Items**

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**DATE:** June 20, 2023

**FROM:** Marisol Vidales, Library Director

**ITEM:** **Discussion and possible action to approve grant reimbursement for historically designated property 230 S. Texas Ave.**

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**BACKGROUND INFORMATION:**

The Mercedes Historic Preservation Commission was established on May 18, 2010. The Historic Preservation Grant Fund was established on November 5, 2013. The reimbursement amounts are \$5,000 for leveling and façade and \$10,000 for roofs. The property owners must pay for all the work initially and, based on the final expended amount, the funds may be reimbursed up to 50% of said expended amount.

Mr. Mark Vanberg applied for a facade grant on January 23, 2023. At the time the board rejected the item due to a lack of samples for the work being proposed and deed. Mr. Vanberg resubmitted his application with the missing documentation for our February 16<sup>th</sup> meeting. The board approved the application and notified him that he may commence his work.

The work on the property was completed on May 31, 2023 and all the necessary photographs, invoices, and payment copies were received on June 1, 2023.

The Historic Commission met on June 12, 2023 to review the documents & evidentiary photographs. The Commission reviewed the work, and found it to be complete and that everything necessary had been submitted and approved the reimbursement.

Mr. Vanberg spent a total of \$3,850 on the façade. The total reimbursable amount is \$1,925 based on the cap for façade grants.

The total 2022-2023 budget for the Historical Grant Program was approved by the City Commission at \$50,000 - - funding coming from the Hotel/Motel Fund.

Thus far this fiscal year, \$5,000 of the allocated \$50K have been expended. Before you today we have this grant in the amount of \$10,000 and another in the amount of \$1,925 to be considered. Sufficient funds are remaining to reimburse both.

Pursuant to the Historic Preservation Grant Fund policies, the City Commission has to consider approving the reimbursement of \$1,925 to finalize this project.

**BOARD REVIEW/CITIZEN FEEDBACK:** Approved

**ALTERNATIVES/OPTIONS:**

**FISCAL IMPACT:** \$1,925

<b>Proposed Expenditure/(Revenue):</b>	<b>Account Number(s):</b>
	16-5402040

**Finance Review by:**

**LEGAL REVIEW:**

**ATTACHMENTS:** One packet with application, quotes, invoice, photos, and agendas from MHPC.

**Staff Recommendation:** To approve reimbursement as it met all requirements.

Item 9C



Benefiting  
The Hope Family Health Center

# 2023 Sponsorship Packet



DHRHealth



AUGUST 26,  
2023  
JIM'S  
PIER

SPI  
TEXAS





Dear Friend,

DHR Health is pleased to announce the date for its 17th Annual "Fishing for Hope" Tournament! This year's fishing tournament will take place on Saturday, August 26, 2023 at Jim's Pier on South Padre Island. All proceeds from the tournament will once again benefit the Hope Family Health Center of McAllen.

The Hope Family Health Center is a non-profit health clinic that sees over 5,000 patients per year. These patients do not have medical insurance or access to other health care services. The physicians and medical staff at the Hope Family Health Center generously volunteer their time, services, and resources to support the less fortunate members of our community.

Over the past 17 years, DHR Health has raised over \$4 million for the Hope Family Health Center through the "Fishing for Hope" tournament. Your donation has helped the clinic fulfill its mission to ensure that each person that enters their doors reaches maximum health and well being.

This year, more than ever, we need your help reaching our fundraising goal. Due to the nationwide pandemic, the number of uninsured individuals has risen drastically in the Rio Grande Valley. We invite you to participate in this year's tournament by becoming one of our event sponsors (see enclosed form for sponsorship levels) or by donating an item for our legendary Star Raffle. Sponsorship opportunities will give you direct exposure to over 1,500 guests at the tournament, as well as mentions on our social media sites and all local media.

If you have any questions, please call the DHR Health Events Department at (956) 362-3140.

DHR Health and The Hope Family Health Center would like to thank you in advance for your continued support and dedication to this worthy cause.

Sincerely,

Marissa Castañeda  
Senior Executive VP  
DHR Health

Raul Barreda, M.D.  
Chief of Acute Care Surgery  
Professor of Surgery UTRGV  
Tournament Chair  
DHR Health

Roxanne Ramirez, LCSW-S  
Executive Director  
Hope Family Health Center



## Dear HOPE Family Health Center Friends,

For over twenty seven years Community Hope Projects Inc, DBA Hope Family Health Center (HOPE), a 501 (c)(3) non-profit organization in McAllen, has worked towards its mission to provide comprehensive medical services including mental health and case management to uninsured families and individuals across the Rio Grande Valley. HOPE has been a safety net community resource for adults, children, and families who do not qualify for Medicare, Medicaid, cannot afford private insurance, and do not qualify for any other form of medical health coverage.

In 2022 the clinic held nearly 8,200 appointments addressing medical, counseling, wellness, and case management concerns. The pandemic taught us that the community and our patients need of HOPE, despite the uncertainties that arise. It was a year of challenges and one of great opportunities. The men, women and children seen at HOPE are extremely low income, the majority falling 200% below or lower than the identified federal poverty levels. HOPE does not and never has had a doctor on staff. Physicians at the clinic are volunteers from the medical community and residents from the University of Texas Rio Grande Valley. Grant funded licensed clinical therapists provide counseling services. Patients are asked for a \$5-\$15 donation and are asked to assist with the cost of lab work or medical procedures such as diagnostic testing. However, no patient is ever denied services due to their lack of ability to donate.

Since the First Annual Fishing for HOPE Tournament in 2006, HOPE has increased the number of patients served by over 70%. DHR Health has been the largest local financial donor to date. In its inaugural year the Fishing for Hope Tournament raised \$75,000 and each year the fundraiser has grown. In seventeen years the DHR Health Fishing for HOPE tournament has raised over \$4 million to help the uninsured in our community. In addition to the financial contributions of the Fishing for HOPE Tournament, 70% of volunteers at the clinic and in the community are part of the DHR Health community.

As we approach the tournament's seventeenth year, we want to express our eternal gratitude to DHR Health for their enormous contributions to the uninsured and our community. We are thankful to all those who have participated in the tournament through participating, promoting, and attending. During this unprecedented time of uncertainty, we are humbled by the commitment of DHR Health and are proud to continue our partnership to serve the growing needs of our most vulnerable community members.

Thank you for your support of the uninsured community of our Lower Rio Grande Valley.

Sincerely,

Roxanne Ramirez, LCSW-S  
Executive Director  
Hope Family Health Center



# Sponsorship Levels

Company/Organization: \_\_\_\_\_

Contact: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Email: \_\_\_\_\_

Phone Number: ( \_\_\_\_\_ ) \_\_\_\_\_ Fax: ( \_\_\_\_\_ ) \_\_\_\_\_

Please complete the contact information above, indicate your sponsorship participation below and fax this form to (956) 362-3164. For more information, please contact the DHR Health Events Department at (956) 362-3140 or Minerva Echols at [m.echols@dhr-rgv.com](mailto:m.echols@dhr-rgv.com). Thank you for your continued support!

 <b>PLATINUM</b> \$6,000	 <b>GOLD</b> \$4,000	 <b>SILVER</b> \$2,500	 <b>BRONZE</b> \$1,500
<p><b>Includes:</b></p> <ul style="list-style-type: none"> <li>• 16 Angler registrations w/socials included</li> <li>• 6 Additional Social Tickets (Good for Friday and Saturday night's events)</li> <li>• Reserved VIP table at Awards Dinner Saturday night</li> <li>• Company logo recognized in The Monitor**</li> <li>• Company banner displayed at Jim's Pier</li> <li>• Company name announced throughout event activities</li> </ul>	<p><b>Includes:</b></p> <ul style="list-style-type: none"> <li>• 12 Angler registrations w/socials included</li> <li>• 4 Additional Social Tickets (Good for Friday and Saturday night's events)</li> <li>• Company promotional material displayed on event tables</li> <li>• Company logo recognized in The Monitor**</li> <li>• Company name announced throughout event activities</li> </ul>	<p><b>Includes:</b></p> <ul style="list-style-type: none"> <li>• 8 Angler registrations w/socials included</li> <li>• 2 Additional Social Tickets (Good for Friday and Saturday night's events)</li> <li>• Company name recognized in The Monitor</li> <li>• Company name announced throughout event activities</li> </ul>	<p><b>Includes:</b></p> <ul style="list-style-type: none"> <li>• 4 Angler registrations w/socials included</li> <li>• Company name recognized in The Monitor</li> <li>• Company name announced throughout event activities</li> </ul>

\*\* Platinum & Gold Sponsors: DHR must have your corporate logo e-mailed to [m.echols@dhr-rgv.com](mailto:m.echols@dhr-rgv.com) no later than Friday, July 28, 2023. We accept high resolution TIF, EPS Outline, PDF or JPEG formats.

(In-Kind sponsorships/donations are subject to change)

Please make all checks payable to:  
 Fishing for Hope  
 118 Paseo Del Prado  
 Edinburg, TX 78539



# Team Registration Form

Team Name: \_\_\_\_\_ Division: (Circle One): Physicians / Guest

Sponsored By: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Phone Number: (\_\_\_\_) \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

1. Angler Name: \_\_\_\_\_ Phone Number: (\_\_\_\_) \_\_\_\_\_

T-Shirt Size: \_\_\_\_\_ Male • Female      Child under 12 \_\_\_\_\_      DHR Health Physician \_\_\_\_\_

2. Angler Name: \_\_\_\_\_ Phone Number: (\_\_\_\_) \_\_\_\_\_

T-Shirt Size: \_\_\_\_\_ Male • Female      Child under 12 \_\_\_\_\_      DHR Health Physician \_\_\_\_\_

3. Angler Name: \_\_\_\_\_ Phone Number: (\_\_\_\_) \_\_\_\_\_

T-Shirt Size: \_\_\_\_\_ Male • Female      Child under 12 \_\_\_\_\_      DHR Health Physician \_\_\_\_\_

4. Angler Name: \_\_\_\_\_ Phone Number: (\_\_\_\_) \_\_\_\_\_

T-Shirt Size: \_\_\_\_\_ Male • Female      Child under 12 \_\_\_\_\_      DHR Health Physician \_\_\_\_\_

5. Team Captain/Boat Operator: \_\_\_\_\_ Phone Number: (\_\_\_\_) \_\_\_\_\_

*\*The captain/operator will be contacted if any changes to the tournament date occurs.*

**ENTRY FEE (Per Person)**

- DHR Health Physician: \$125
- Guest: \$125
- Kids Age 12 & Under: \$100

(Max 5 man team)



## CONSULTING AGREEMENT

THIS CONSULTING AGREEMENT (the “Agreement”) is made and entered into effective as of the     th day of     , 2017 by and between the City of Mercedes, Texas (the “Client”), and TIF Services of South Texas (the “Consultant”).

### WITNESSETH:

WHEREAS, the Client has agreed to engage the Consultant, and the Consultant has agreed to perform certain consulting services upon the terms and conditions set forth herein;

NOW, THEREFORE, in consideration of the mutual covenants and agreements hereinafter set forth, the parties hereto agree as follows:

1.     Engagement. The Client hereby engages the Consultant to serve as a consultant to the Client, and the Consultant hereby accepts such engagement, upon the terms and conditions set forth herein. The Consultant's engagement hereunder is with the agreement that the engagement is not exclusive, and that the Consultant may have other business investments and interests.

2.     Duties. During the Term of this Agreement, the Consultant shall perform the services set forth on Exhibit A hereto (the “Services”). The Consultant agrees to perform all of the Services to be performed by him hereunder in a diligent and businesslike manner.

3.     Consulting Fees. In full payment for the Services, the Client shall pay the Consultant the compensation set forth on Exhibit A to this Agreement. The Client shall also reimburse the Consultant for all reasonable travel and business expenses incurred in connection with the Services provided hereunder in accordance with the Clients reimbursement policies.

4.     Term. Subject to Section 8 hereof, the initial term of this Agreement (such initial period and all extensions thereof being referred to herein as the “Term”) shall commence on the date hereof and end on December 31, 2020. Upon termination of this Agreement, neither party shall have any further liability or obligation to the other hereunder.

5.     Independent Contractor. The Consultant shall perform his duties hereunder as an independent contractor and he is not and shall not be an employee of the Client. The Client and Consultant acknowledge that the Consultant will not be entitled to any insurance, pension, profit sharing, retirement or other fringe benefits that the Client may provide to its employees during the term of this Agreement. Accordingly, the

Consultant shall be responsible for any withholding of sums due as a result of any payments made hereunder and payment of all taxes arising out of the Consultant's activities under this Agreement.

6. Section Deleted

7. Confidential Information. All information relating to the business and affairs of the Client shall be treated as confidential by the Consultant both during and after the Term hereof. The Consultant shall not disclose any of such information at any time to any person except authorized personnel of the Client and its affiliated corporations or use such information to the detriment of the Client or its agencies. All data, records and written material prepared or compiled by the Consultant concerning the Client, in connection with his services hereunder or furnished to the Consultant by the Client or its agencies prior to or during the Term hereof shall be the sole and exclusive property of the Client, and none of such data, records or other materials, or copies thereof, shall be retained by the Consultant after the Term of this Agreement.

The obligations set forth in this Section 7 shall not apply to information that is or becomes generally available to the public other than through disclosure by or through the Consultant or any of his affiliates or disclosure required by order of a court or governmental regulatory authority of competent jurisdiction.

8. Termination.

(a) Death or Disability. In the event that the Consultant should become unable to continue in its capacity during the Term, the Term shall terminate as of the date of incapacity.

(b) Cause. The Client, at its option, may terminate the Term and all of the obligations of the Client hereunder for Cause. For the purposes of this Agreement, the Client shall have "Cause" to terminate the Consultant's engagement hereunder in the event of (i) the Consultant's being charged with or entering a plea of guilty or nolo contendere to a felony (other than minor traffic violations) or committing a fraudulent or dishonest act or other act of moral turpitude materially injurious to the Client, (ii) the Consultant's breach of this Agreement in any material respect or (iii) the Consultant's negligence or bad faith in the performance of the services contemplated hereby.

(c) Without Cause. The Client may terminate this Agreement at any time for any reason, or no reason, with thirty (30) days prior written notice to Consultant.

(d) Termination of Obligations. Upon the termination of this

Agreement, whether by the expiration of the Term specified in Section 4 or pursuant to Section 8, the rights of the Consultant that shall have accrued prior to the date of such termination shall not be affected in any way, and the Consultant shall be entitled to receive the compensation set forth in Exhibit A hereof that has accrued and has not been paid through the date of termination, as well as reimbursement of all fees and expenses incurred by the Consultant as provided in Section 4 hereof. In the event that the Client terminates this Agreement hereunder, the Client shall not be entitled to reimbursement of any of the compensation or reimbursement of expenses paid to the Consultant prior to the date of the termination of this Agreement. The Consultant shall not have any rights that have not previously accrued upon termination of this Agreement. The obligations of the Client under Section 7, of the Consultant under Section 7 and of both the Client and the Consultant under Sections 5, 9, 12, 13 and 15 shall survive the expiration of the Term of this Agreement.

9. Communications. Any notice, request or other communication required or permitted by this Agreement to be mailed, given or delivered to the Consultant shall be in writing, addressed to him at his address shown below or at such other address as he shall have furnished from time to time to the Client for the purposes hereof; and any payment to Consultant under this Agreement may be made by check delivered to him or mailed to or delivered at such address. Any notice, request or other communication required or permitted by this Agreement to be given to the Client is to be in writing, addressed to the Client, at the address shown below, or at such other address as the Client shall have furnished to the Consultant for the purposes hereof.

If to the Client

The City of Mercedes.  
400 S. Ohio Street  
Mercedes, Texas 78570  
956-565-3114

If to the Consultant:

TIF Services of South Texas  
142 W. Rhapsody, Suite 5  
San Antonio, Texas 78216  
(210) 804-1919

10. Entire Agreement. This Agreement shall constitute the entire agreement

between the parties superseding all prior agreements and all other negotiations and representations (if any) made by and among such parties, and may not be modified or amended, and no waiver shall be effective, unless by written document signed by both parties hereto. The Client and the Consultant have each had an opportunity to consult with counsel of their choice regarding the terms and conditions of this Agreement, and each understands the consequences of entering into and complying with the terms and conditions of the Agreement.

Binding Effect. This Agreement shall be binding upon, and shall inure to the benefit of, the Consultant; the obligations of the Consultant hereunder are personal and this Agreement may not be assigned by the Consultant. This Agreement shall be binding upon, and shall inure to the benefit of, the Client and may not be assigned by the Client.

12. Applicable Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Texas.

13. Severability. If any provision of this Agreement shall, to any extent, be invalid or unenforceable, the remainder of this Agreement shall not be affected, and each term hereof shall be valid and shall be enforced to the extent permitted by law.

14. Headings. The headings of this Agreement are solely for purposes of identification and shall not, in any manner, alter or vary the interpretation or construction of this Agreement.

15. Counterparts. This Agreement may be executed in multiple counterparts, each of which is to be deemed an original, but all of which, together, constitute one and the same instrument.

EXECUTED effective as of the day and year first above written.

The City of Mercedes

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

TIF Services of South Texas

By: \_\_\_\_\_

Lance Elliott, Principal

EXHIBIT A

DESCRIPTION OF CONSULTANT'S SERVICE	COMPENSATION
Revise Finance Plan, Revise Development Plan and prepare invoices for the City and Hidalgo County from taxes paid reports from the Hidalgo County Tax Assessor's Office for the years 2014, 2015 and 2016	\$5,000.00
Assist City in setting up revised Board of Directors for TIRZ, attend Board and City Meetings, prepare draft Resolutions and Ordinances for City Attorney, attend Meeting with Hidalgo County staff to facilitate payment for Hidalgo County Tax Increment. Work with City and EDC on guidelines for the expenditure of TIRZ funds. Assist City in preparing annual reports for City, County and State Comptroller	\$ 5,000.00
Additioanal work as requested	\$ 125.00 hourly

**AGENDA ITEM NO. 10B****BIDS/CONTRACTS**

---

**DATE:** June 20, 2023  
**FROM:** Joselynn Castillo, City Secretary  
**ITEM:** **Discussion and Possible Action to Approve the Auction Agreement with Galindo Auctions, LLC**

---

**BACKGROUND INFORMATION:** The City of Mercedes is requesting approval of the agreement for Auction services from Galindo Auctions. The Auction is set to be held at the public works shop on July 22, 2023 at 10:00 AM. Galindo Auctions will receive their commission of \$4000 or 10% of sales whichever is greater and are taken from the proceeds. All items will be sold with no reserves. The City has worked with Galindo Auction for several years and recommends approval.

**BOARD REVIEW/CITIZEN FEEDBACK:**

**ALTERNATIVES/OPTIONS:**

**FISCAL IMPACT:** Positive Proceeds from Sales of surplus items.

Proposed Expenditure/(Revenue):	Account Number(s):

**Finance Review by:**

**LEGAL REVIEW:**

**ATTACHMENTS:**

**DRAFT MOTION:** Approval of agreement with Galindo Auctions, LLC for City Auction of surplus items.

# Personal & Chattel Property Auction Agreement



The agreement made and entered into this 14 day of June, 2023 by and between

SELLER'S NAME CITY OF MERCEDES / PURCHASING DEPARTMENT JOSELYNN CASTILLO

ADDRESS 400 S. OHIO AVE MERCEDES, TEXAS 78570

*"Where Experience Matters"*

hereafter called "Seller", whether one or more, and GALINDO AUCTIONS LLC, EDINBURG, TX. 78539, hereafter called "Auctioneer". WHEREAS Seller is the owner of certain property described below (or on separate lists which may be attached hereto and made a part hereof), which Seller desires to sell at public auction, and WHEREAS, Seller wishes to employ Auctioneer to affect the sale of said property, NOW, THEREFORE, IN CONSIDERATION of the mutual promises herein contained, it is agreed as follows:

1. **Right to sell:** Seller grants to Auctioneer the exclusive right to sell said property as is and where is for cash or other consideration as agreed to by the parties. Seller relinquishes his/her right to sell same. Seller agrees to deliver and sell at auction the items listed or described on attached [list(s)]. Seller further agrees not to remove any listed item(s) from the auction.

2. **Auction Service:** Auctioneer agrees to use their professional skill, knowledge, and experience to the best advantage in preparing and conducting the auction.

3. **Commission, Time and Place of Sale:** Seller hereby employs Auctioneer to sell the aforesaid property at absolute auction on the 22<sup>nd</sup> day of July, 2023 at 10:00 o'clock AM. to the highest bidder without limit, favor or reserve. Seller agrees to pay Auctioneer a commission of 10% of the gross sales total or base of \$4,000 whichever is greater for which the property has been sold as compensation for managing, auctioneering and also clerking the auction.

4. Said auction to be held 2314 N. FM 491 Mercedes Texas 78570  
 Address City State Zip

5. **Advertising:** It is understood and agreed that Auctioneer will set up and arrange at auctioneer's discretion timely advertising, which will be at the seller's expense and will be paid out of the proceeds of the sale. Final advertising will be at auctioneer's discretion. Cost \$ 600

6. **Insurance:** Seller agrees to provide and carry adequate liability insurance against any and all liabilities which may result on premises of Seller. Seller further agrees to indemnify and hold Auctioneer harmless from any claim, loss or damage as a result of said sale and to bear the risk of any loss or damage to any property included in said auction.

7. **Property:** Items to be sold at auction, include the following and listed, City Surplus / \*All Items to be Sold Absolute with NO Reserves\*

8. **Further seller's expenses:** \*\$600 CLASSIFIED, PLUS LEGAL ADVERTISEMENT FEE TAKEN FROM PROCEEDS\*

IF NONE WRITE NONE

9. **Further conditions:** \*\*OPTION 1: 10% COMMISSION OR \$4,000 BASE WHICHEVER IS GREATER; ADVERTISEMENT FEE TAKEN FROM PROCEEDS\*\*

IF NONE WRITE NONE

10. **Warranty:** The Seller (whether one or more), warrants, conveys and agrees that he/she/they/it has good title and right to sell said property and said property is free from all encumbrances, liens etc. If none, write none, None. If said property or any part thereof is encumbered, Seller agrees that the sale proceeds from such property be paid jointly to said lien holder and Seller. UCC Lien Research also will be paid by seller.

11. **Merchantable Title:** Seller warrants and agrees to provide merchantable title to all items sold, to deliver good title to purchasers.

12. **Seller acknowledges** that Auctioneer and/or his agent(s) cannot accurately predict the price the property will bring at auction and Seller further acknowledges that Auctioneer and/or his agent(s) have not made any such assurances or predictions of price to the Seller or his/her agent(s).

13. **The Parties agree** that the exclusive course of action in any litigation or dispute concerning the enforcement of this agreement shall be by binding arbitration with the County of Hidalgo, State of Texas, and the Texas laws shall govern.

14. **The prevailing Party (s)** in any dispute arising out of the relationship undertaken through this agreement shall be entitled to an award of reasonable cost, arbitration, and fees incurred.

15. **Auctioneer will have 14 business days** from the conclusion of the auction to make settlement with proprietors of sale. Final settlement will be less all auction expenses such as auctioneers fee, advertising, permit fees, set up charges, lien surveys, bad or stop payment on checks /credit cards etc....

16. **Cancellation:** If seller cancels auction after 24 hrs. of signing, seller agrees to pay auctioneer all marketing and setup expenses incurred, and the commission previously stated in contract. (Auctioneer will assess the auction value). In case of postponement due to inclement weather said auction will take place on a later date agreeable to both parties and any new advertising cost will be paid by seller.

17. **Removal of rubbish and debris:** auctioneer will not be responsible for removal of rubbish and/or debris.

18. **Seller and Auctioneer agree** that they have had the opportunity to review this Agreement and have had an opportunity to be advised as to its contents, requirements and liabilities, and have signed this Service Agreement fully understanding their respective rights, responsibilities and obligations as set forth herein.

19. The Auction Company also charges a Buyers premium to Buyers on all Sales.

20. The Auction Company assumes no responsibility for any damage, theft or shortages, before, during or after the Auction. The seller is responsible for securing the property after it has been offered by signing this contract.

21. Individual Auctioneers conducting the Auction are licensed by the Texas Department of Licensing and Regulation (TDLR), P.O BOX 12157, AUSTIN TX 78711 (512) 463-2906. TDLR'S recovery fund may protect sellers and purchasers from any wrongful conduct by Auctioneer.

22. If ~~Highest bidder~~ does not accept or pay for sellers' property, it is mutually agreed the seller takes it back with no recourse against the auctioneers.

SELLER'S NAME \_\_\_\_\_ TITLE \_\_\_\_\_ ADDRESS \_\_\_\_\_ TELEPHONE \_\_\_\_\_ DATE \_\_\_\_\_

AUCTIONEER AGENT  
 Ph: (956) 929-3623  
 Ph: (956) 451-4060

DATE  
[www.galindoauctions.com](http://www.galindoauctions.com)  
[galindoauctions@gmail.com](mailto:galindoauctions@gmail.com)

Jerry Galindo #13541  
 Lee Roy Galindo #16398

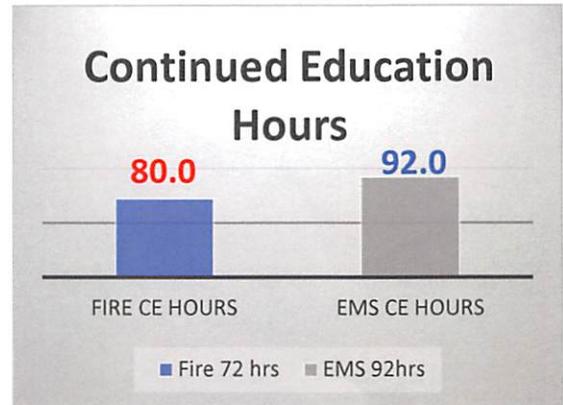
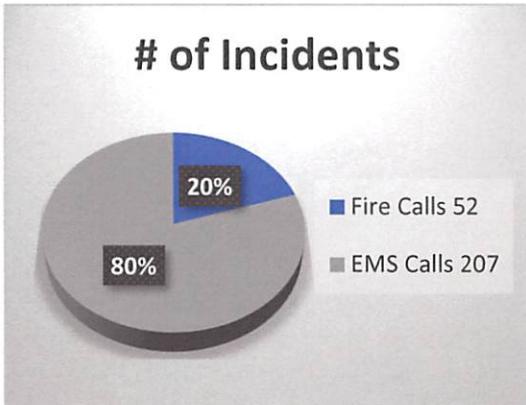


# MERCEDDES FIRE DEPARTMENT EMS

## Monthly Report May 2023



*“Through dedicated, professional members, the Mercedes Fire Department EMS care for and protects the lives and property of our community through incident response, comprehensive training, public education and fire prevention.”*



### Emergency Management:

- MISD Safety Committee Meetings
- Sending personnel to ICS Classes.
- Pct. 1 – Hurricane Preparedness Meeting
- Continue on providing COVID-19 testing to all city employees when needed.
- Planning of Hurricane Preparedness Meetings with Management Staff
- National Weather Service Conference – Llano Grande Event Center
- Utilize WEBEOC during operations within the community.
- Request and respond with FD Drone for operations within the community.

### Drone Operations – Maverick 1

- 05/08/2023– Situation Awareness – Construction landfill fire – (5038 Mile 12 North)

# Mercedes Fire Department

Mercedes, TX

This report was generated on 6/12/2023 3:15:02 PM



## Incident Type Count per Station for Date Range

Start Date: 05/01/2023 | End Date: 05/31/2023

INCIDENT TYPE	# INCIDENTS
<b>Station: 1 - MERCEDES FIRE STATION 1</b>	
112 - Fires in structure other than in a building	1
130 - Mobile property (vehicle) fire, other	1
131 - Passenger vehicle fire	2
140 - Natural vegetation fire, other	1
142 - Brush or brush-and-grass mixture fire	1
151 - Outside rubbish, trash or waste fire	2
153 - Construction or demolition landfill fire	1
311 - Medical assist, assist EMS crew	7
320 - Emergency medical service, other	1
322 - Motor vehicle accident with injuries	7
324 - Motor vehicle accident with no injuries.	5
411 - Gasoline or other flammable liquid spill	1
412 - Gas leak (natural gas or LPG)	2
444 - Power line down	2
481 - Attempt to burn	1
510 - Person in distress, other	2
550 - Public service assistance, other	1
561 - Unauthorized burning	1
611 - Dispatched & cancelled en route	1
622 - No incident found on arrival at dispatch address	1
651 - Smoke scare, odor of smoke	1
700 - False alarm or false call, other	1
711 - Municipal alarm system, malicious false alarm	1
715 - Local alarm system, malicious false alarm	1
743 - Smoke detector activation, no fire - unintentional	1
<b># Incidents for 1 - Mercedes Fire Station 1:</b>	<b>46</b>

<b>Station: 2 - MERCEDES FIRE STATION 2</b>	
463 - Vehicle accident, general cleanup	1
540 - Animal problem, other	3
700 - False alarm or false call, other	1
743 - Smoke detector activation, no fire - unintentional	1

**# Incidents for 2 - Mercedes Fire Station 2:**

**6**

Only REVIEWED incidents included.

# Mercedes Fire Department

Mercedes, TX

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## Incident List for Apparatus for Date Range

Apparatus: MAV-1 | Start Date: 05/01/2023 | End Date: 05/31/2023

INCIDENT DATE	INCIDENT #	ADDRESS	INCIDENT TYPE
Apparatus : MAV-1 - Maverick 1			
05/08/2023	2023-0298	5038 Mile 12 North	153 - Construction or demolition landfill fire
Total # of Incidents for MAV-1 - Maverick 1 :			1
Total # of Incidents for all Apparatus:			1

Incidents must be Reviewed. (special note for stations which have renamed apparatus: The report runs off an internal ID assigned to an Apparatus upon initial creation rather than the "Department Apparatus ID" ( ex. B-1, FT-1, etc...). If the Department ID is renamed (ex. B-1 becomes B-2), the results will still return results for "B-1" up to the date it was changed, then the results will show "B-2" assigned calls.)



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# Mercedes Fire Department

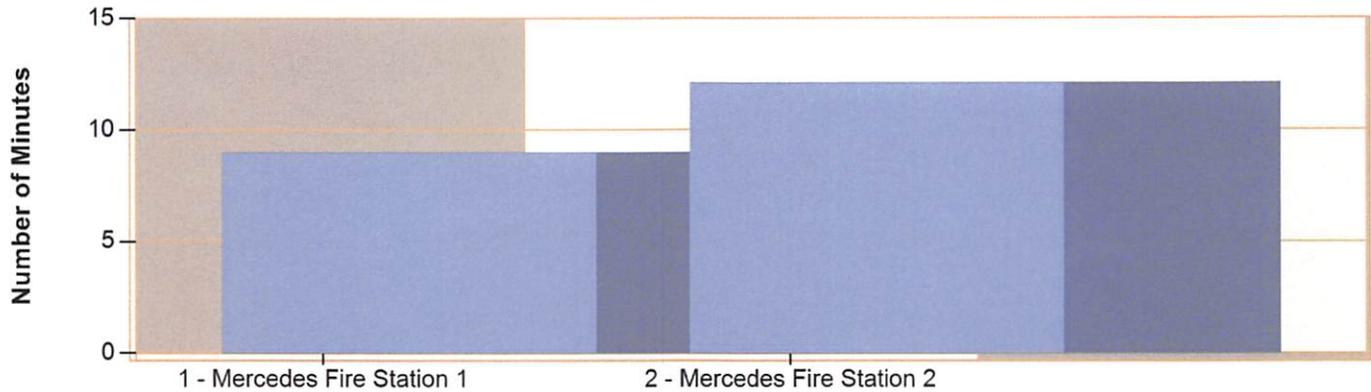
Mercedes, TX

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## Average Response Time per Station for Date Range

Start Date: 05/01/2023 | End Date: 05/31/2023



STATION	AVERAGE RESPONSE MM:SS (Dispatch to Arrived)
1 - Mercedes Fire Station 1	8:59
2 - Mercedes Fire Station 2	12:05

AVERAGE RESPONSE TIME calculated from the average time difference between DISPATCH and ARRIVED times on Basic Info 4. Only REVIEWED incidents included.



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# Mercedes Fire Department

Mercedes, TX

This report was generated on 6/12/2023 3:16:01 PM



## Average Turnout Time (Dispatch to Enroute) per Station for Date Range

Start Date: 05/01/2023 | End Date: 05/31/2023

STATION	TURNOUT TIME (min) (Dispatch to Enroute)
1 - Mercedes Fire Station 1	5:03
2 - Mercedes Fire Station 2	2:34
<b>AVERAGE TURNOUT TIME:</b>	<b>3:48</b>

Report calculates the average time difference between DISPATCH and ENROUTE for each station. Only REVIEWED incidents where ENROUTE time is provided are included. Cancelled apparatus are not included in this report.



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Doc Id: 684

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# MERCEDES FIRE DEPARTMENT EMS

## Monthly Report May 2023



### Fire Marshal's Office

• Fire Inspections	19
• Fire Investigations	1
• Public Educations	2
• Plan Reviews	3
• Fire Alarms	2
• Fire Sprinkler Reviews	0
• Hood System Reviews	0
• Fire Suppression Reviews	0
• Meetings	15
• Burn Permits	1
• Fire Safety Complaints	1
• Special Assignments	0
• Subdivision Review Conference	1

Ruben A. Gutierrez

05/2023

Mercedes Fire Department  
105 N. Ohio Ave  
956-565-7755

CITY OF MERCEDES  
 Budget vs Actual FY 2022-2023 (UNAUDITED)  
 As at 5/31/2023

**01 GENERAL FUND**

Budget Completed 66.67%				
REVENUES	Budget	YTD Actual	Budget Balance	% of Budget
Taxes	9,103,950	7,186,175	1,917,775	78.93%
Licenses & Permits	2,019,000	352,418	1,666,582	17.46%
Fines & Services	2,357,460	1,525,163	832,297	64.70%
Intergovernmental	18,600	41,233	(22,633)	221.69%
Miscellaneous	1,782,890	273,295	1,509,595	15.33%
	<b>15,281,900</b>	<b>9,378,284</b>	<b>5,903,616</b>	<b>61.37%</b>
<b>EXPENDITURES</b>				
Commission	35,200	26,016	9,184	73.91%
Exe. Adm	283,110	171,982	111,128	60.75%
Human Resources	66,447	35,001	31,446	52.68%
City Secretary	135,175	60,891	74,284	45.05%
Mun. Court	139,774	91,859	47,915	65.72%
Finance	229,173	137,837	91,336	60.15%
IT	418,962	288,415	130,547	68.84%
Planning	438,999	265,776	173,223	60.54%
Police	3,418,315	2,006,590	1,411,725	58.70%
Animal Control	96,591	42,322	54,269	43.82%
Fire	1,480,914	942,760	538,154	63.66%
PW	139,096	63,715	75,381	45.81%
Streets	882,576	382,299	500,277	43.32%
Build. Maint.	376,396	183,086	193,310	48.64%
Veh. Maint.	379,486	342,850	36,636	90.35%
Parks & Rec	485,500	279,564	205,936	57.58%
Rec. Center	107,548	44,405	63,143	41.29%
Library	551,796	351,552	200,244	63.71%
Projects	-	8,376	(8,376)	#DIV/0!
Sanitation	1,555,807	1,058,106	497,701	68.01%
Dome Shelter	296,931	145,479	151,452	48.99%
Non-Departmental	3,764,104	1,543,668	2,220,436	-41.01%
	<b>15,281,900</b>	<b>8,472,551</b>	<b>6,809,349</b>	<b>55.44%</b>
Rev. Over/Under	-	<b>905,733</b>	<b>(905,733)</b>	

NOTE: Vehicle Maint-166K attributed to new vehicle leases.

CITY OF MERCEDES  
 Budget vs Actual FY 2022-2023 (UNAUDITED)  
 As at 5/31/2023

02 UTILITY FUND

Budget Completed 66.67%

REVENUES	Budget	YTD Actual	Budget Balance	% of Budget
Water & Sewer Sales	5,892,000	3,530,234	2,361,766	59.92%
Fees & Penalties	1,260,140	316,218	943,922	25.09%
Miscellaneous	2,700	7,636	(4,936)	282.82%
	<b>7,154,840</b>	<b>3,854,088</b>	<b>3,300,752</b>	<b>53.87%</b>
<b>EXPENDITURES</b>				
Information Tech	98,539	109,014	(10,475)	110.63%
Utility Billing	146,357	98,418	47,939	67.25%
Meter Readers	153,469	78,135	75,334	50.91%
W/S Field Crew	1,104,412	502,838	601,574	45.53%
W/S Treatment Plant	3,563,500	2,404,834	1,158,666	67.49%
Debt Service Int.	947,583	839,155	108,429	88.56%
Non-Departmental	1,140,980	98,382	1,042,598	8.62%
	<b>7,154,840</b>	<b>4,130,775</b>	<b>3,024,065</b>	<b>57.73%</b>
Revenue Over/Under	-	(276,687)	276,687	

NOTE:

CITY OF MERCEDES  
 Budget vs Actual FY 2022-2023 (UNAUDITED)  
 As at 5/31/2023

15 INTEREST & SINKING FUND

REVENUES	Budget	YTD Actual	Budget Completed 66.67%	
			Budget Balance	% of Budget
Property Taxes	2,296,070	2,341,990	(45,920)	102.00%
Intergovernmental	-	-	-	0.00%
Miscellaneous	2,000	22,456	(20,456)	1122.78%
	<b>2,298,070</b>	<b>2,364,446</b>	<b>(66,376)</b>	<b>102.89%</b>
<b>EXPENDITURES</b>				
Debt Service	2,298,070	1,950,429	347,641	84.87%
	<b>2,298,070</b>	<b>1,950,429</b>	<b>347,641</b>	<b>84.87%</b>
Revenue Over/Under	-	<b>414,017</b>	<b>(414,017)</b>	

NOTE:

16 HOTEL/MOTEL FUND

REVENUES	Budget	YTD Actual	Budget Completed 66.67%	
			Budget Balance	% of Budget
Taxes	120,000	110,591	9,409	92.16%
Reserves/Misc.	95,970	15,157	80,813	15.79%
	<b>215,970</b>	<b>125,748</b>	<b>90,222</b>	<b>58.22%</b>
<b>EXPENDITURES</b>				
Advertisement	138,940	37,564	101,376	27.04%
Historic Preservation	50,000	5,000	45,000	10.00%
Arts Promotion	12,900	-	12,900	0.00%
Signage	14,130	-	14,130	0.00%
Bank/Credit Card Fees	-	2	(2)	#DIV/0!
	<b>215,970</b>	<b>42,564</b>	<b>173,406</b>	<b>19.71%</b>
Revenue Over/Under	-	<b>83,184</b>	<b>(83,184)</b>	

NOTE:

**CITY OF MERCEDES**  
**Budget vs Actual FY 2022-2023 (UNAUDITED)**  
**As at 5/31/2023**

**43 43-Series 2018 CO**

<b>REVENUES</b>	<b>Budget</b>	<b>JTD Actual</b>	<b>Budget Balance</b>
Bond Revenue	9,991,085	9,991,085	-
Interest Income	129,793	131,351	(1,559)
Miscellaneous	34,602	34,602	-
	<b>10,155,480</b>	<b>10,157,038</b>	<b>(1,559)</b>
<b>EXPENDITURES</b>			<b>99.48%</b>
Ambulance Services	519,644	519,644	-
PD Vehicles	534,243	534,243	-
PW Vehicles	670,119	670,119	-
Rescue Vehicles	33,165	33,165	-
Drainage Improv.	513,612	461,310	52,302
Sewer Improv.	1,484,309	1,484,309	-
Lift Station Improv.	1,352,229	1,352,229	-
Street Overlays	3,460,085	3,460,085	-
Street Improvements	104,946	104,946	-
Water Improv.	1,281,911	1,281,911	-
Non-Departmental	201,218	201,218	-
	<b>10,155,480</b>	<b>10,103,178</b>	<b>52,302</b>
<b>Revenue Over/Under</b>	<b>(0)</b>	<b>53,860</b>	<b>(53,860)</b>

**NOTE:** This fund is reported as Job to Date.

CITY OF MERCEDES  
 Budget vs Actual FY 2022-2023 (UNAUDITED)  
 As at 5/31/2023

46 EMS FUND

REVENUES	Budget	YTD Actual	Budget Completed 66.67%	
			Budget Balance	% of Budget
EMS Service Fees	716,800	341,216	375,584	47.60%
Intergovernmental	90,000	29,474	60,526	32.75%
Misc	-	947	(947)	#DIV/0!
	<b>806,800</b>	<b>371,637</b>	<b>435,163</b>	<b>46.06%</b>
<b>EXPENDITURES</b>				
Personnel Costs	128,000	48,603	79,397	37.97%
Contractual Sev. & Other	185,300	145,070	40,230	78.29%
Maintenance	58,000	20,993	37,007	36.19%
Supplies	115,500	59,136	56,364	51.20%
Paramedic Course	70,000	62,462	7,539	89.23%
Capital Outlay	-	40,454	(40,454)	0.00%
Non-Departmental	250,000	87,201	162,799	34.88%
	<b>806,800</b>	<b>463,918</b>	<b>342,882</b>	<b>57.50%</b>
Revenue Over/Under	-	(92,281)	92,281	

NOTE:

51 AMERICAN RESCUE PLAN

REVENUES	Budget	JTD Actual	Budget Balance
Intergovernmental	4,118,303	1,432,608	2,685,696
Miscellaneous	85,568	107,997	(22,429)
	<b>4,203,871</b>	<b>1,540,605</b>	<b>2,663,266</b>
<b>EXPENDITURES</b>			
Contractual Services	123,427	123,427	-
Drainage Improvements	488,000	53,760	434,240
Water Rate Study	37,725	37,725	-
Impact Fee Study	31,500	9,450	22,050
TCEQ Comp. Self Audit	49,250	21,591	27,659
Revenue Loss	1,030,000	1,030,000	-
PD Renovation	780,843	277,406	503,437
Mile 1 East	270,000	206,703	63,297
Utility Improvements	1,269,119	2,081	1,267,038
Street Improvements	124,007	-	124,007
	<b>4,203,871</b>	<b>1,762,142</b>	<b>2,441,729</b>
Revenue Over/Under	-	(221,537)	221,537

NOTE: This fund is reported as Job to Date.

**CITY OF MERCEDES**  
**Budget vs Actual FY 2022-2023 (UNAUDITED)**  
**As at 5/31/2023**

**52 SERIES 2021 CO**

<b>REVENUES</b>	<b>Budget</b>	<b>JTD Actual</b>	<b>Budget Balance</b>
Bond Revenue-Other Financ	8,250,000	8,250,000	-
Interest Income	68,981	185,658	(116,677)
Miscellaneous	-	350,982	(350,982)
	<b>8,318,981</b>	<b>8,786,640</b>	<b>(467,659)</b>
<b>EXPENDITURES</b>			<b>51.29%</b>
EMS/FIRE Equipment	796,765	788,540	8,225
PD Vehicles/Renovation	1,341,445	1,345,950	(4,505)
PW Equipment	607,618	607,618	0
Planning Equipment		-	-
Library	17,586	17,586	-
Other Equipment	273,089		273,089
Build. Improvements	70,000	57,041	12,959
Water/Sewer Utility Improv	3,577,633	190,022	3,387,611
Lift Station Improv.	495,000	493,826	1,174
Street Improvements	400,000	400,620	(620)
Drainage Imprpov.	218,000	194,045	23,955
Other Infrastructure Imp	350,260		350,260
Non-Departmental	171,585	171,585	-
	<b>8,318,981</b>	<b>4,266,832</b>	<b>4,052,149</b>
<b>Revenue Over/Under</b>	<b>(0)</b>	<b>4,519,808</b>	<b>(4,519,808)</b>

**NOTE:** This fund is reported as Job to Date.

**Monthly Statistics Report**

**FY 2022-2023**

**Finance**

<i>Invoices</i>	<i>FY 2021-2022 Totals</i>	<i>FY 2022-2023 1st Qtr</i>	<i>FY 2022-2023 2nd Qtr</i>	<i>April</i>	<i>May</i>	<i>FY 2022-2023 Totals</i>
Invoices Received	3,222	779	689	152	214	1,834
Payment Requests Received	2,481	596	581	226	164	1,567
Emergency Payment Requests			9	7	1	17
<b>Total</b>	<b>5,703</b>	<b>1,375</b>	<b>1,279</b>	<b>385</b>	<b>379</b>	<b>3,418</b>
<i>Payments Processed</i>	<b>2,638</b>	598	787	175	242	<b>1,802</b>
<i>Total Paid</i>	\$ 21,530,131.74	\$ 4,808,628.57	\$ 8,217,863.14	\$ 1,376,992.35	\$ 1,518,691.72	\$ 15,922,175.78
(01) General Fund	\$ 10,762,818.74	\$ 2,824,263.29	\$ 3,039,625.53	\$ 792,762.21	\$ 891,651.66	\$ 7,548,302.69
(02) Utility Fund	\$ 5,166,272.07	\$ 1,051,574.66	\$ 2,203,477.69	\$ 292,208.90	\$ 279,047.86	\$ 3,826,309.11
(03) Municipal Court	\$ 3,451.67	\$ 2,164.80	\$ -	\$ -	\$ -	\$ 2,164.80
(05) Library Fund	\$ 5,693.27	\$ 1,500.00	\$ 37.90	\$ -	\$ 624.55	\$ 2,162.45
(07) Special Rev/Grants	\$ 237,279.44	\$ 20,854.07	\$ 91,468.68	\$ 66,597.50	\$ 10,441.79	\$ 189,362.04
(10) Local Forfeiture	\$ 832.04	\$ 4,169.70	\$ 1,516.06	\$ -	\$ 195.70	\$ 5,881.46
(12) KMB	\$ 5,501.29	\$ 20.29	\$ 210.72	\$ 200.00	\$ 1,854.25	\$ 2,285.26
(15) I & S	\$ 2,274,584.23	\$ -	\$ 1,950,428.79	\$ -	\$ -	\$ 1,950,428.79
(16) Hotel Motel	\$ 211,615.95	\$ 12,500.00	\$ 14,390.00	\$ 3,350.00	\$ 12,324.00	\$ 42,564.00
(43) Series 2018	\$ 343,844.56	\$ -	\$ -	\$ -	\$ -	\$ -
(46) EMS	\$ 392,336.87	\$ 84,156.92	\$ 122,696.63	\$ 25,337.95	\$ 33,598.94	\$ 265,790.44
(49) Emergency Manage.	\$ 576.61	\$ -	\$ -	\$ -	\$ -	\$ -
(51) ARPA	\$ 315,272.44	\$ 157,021.35	\$ 19,409.21	\$ -	\$ 277,371.98	\$ 453,802.54
(52) Series 2021	\$ 1,810,052.56	\$ 650,403.49	\$ 774,106.93	\$ 196,136.19	\$ 11,104.99	\$ 1,631,751.60
(54) Parks Fund			\$ 495.00	\$ 399.60	\$ 476.00	\$ 1,370.60

**Monthly Statistics Report**

**FY 2022-2023**

**Finance**

<i>Purchase Orders</i>	<i>FY 2021-2022 Totals</i>	<i>FY 2022-2023 1st Qtr</i>	<i>FY 2022-2023 2nd Qtr</i>	<i>April</i>	<i>May</i>	<i>FY 2022-2023 Totals</i>
PO Requisitions Received	<b>1,525</b>	413	383	97	135	<b>1,028</b>
Emergency PO Requisitions		58	70	35	26	<b>189</b>
<b>Total</b>	<b>1,525</b>	<b>471</b>	<b>453</b>	<b>132</b>	<b>161</b>	<b>1,217</b>
Purchase Orders Issued	<b>1,525</b>	465	440	118	150	<b>1,173</b>
Purchase Orders Issued	\$ <b>4,117,535.26</b>	\$ 900,699.14	\$ 644,661.35	\$ 182,098.93	\$ 335,490.41	\$ <b>2,062,949.83</b>
Purchase Orders Received	\$ <b>2,901,261.64</b>	\$ 534,382.26	\$ 508,233.04	\$ 73,279.60	\$ 88,822.77	\$ <b>1,204,717.67</b>
Purchase Orders Voided	\$ <b>1,216,273.62</b>	\$ 167,251.69	\$ 54,779.10	\$ 13,368.19	\$ 476.14	\$ <b>235,875.12</b>
Purchase Orders Outstanding	\$ -	\$ 199,065.19	\$ 81,649.21	\$ 95,451.14	\$ 246,191.50	\$ <b>622,357.04</b>

<i>Budget Amedments</i>	<i>FY 2021-2022 Totals</i>	<i>FY 2022-2023 1st Qtr</i>	<i>FY 2022-2023 2nd Qtr</i>	<i>April</i>	<i>May</i>	<i>FY 2022-2023 Totals</i>
Budget Amendments Received		10	22	12	17	<b>61</b>
<i>Approved</i>						
General Fund		8	12	9	17	<b>46</b>
Utility Fund		0	3	3		<b>6</b>
EMS Fund		0	1			<b>1</b>
<b>Total</b>		<b>8</b>	<b>16</b>	<b>12</b>	<b>17</b>	<b>53</b>

**Monthly Statistics Report May 2023**

**Total of Work Orders: 613**

Job Code	Total Completed	Total outstandig (pending)	Total Void
Regular connects (on)	46	7	1
Reinstate (reins)	79	1	63
Regular disconnects (off)	65	0	1
Meter swap (swap)	6	0	0
Disconnects no paymet (lock)	94	3	207
Miscellaneous (misc)	8	3	0
Ert replacement (entre & mxu)	0	0	0
High reads (gt-rd)	27	0	0
Service change (srvch)	1	0	0
Miscellaneous Public Works (mech)	0	0	0
Account on Temporary H (hold)	0	0	0
Occupant change (tran)	1	0	0
Mechanical inspection	0	0	0
<b>TOTAL OF CODES</b>	<b>327</b>	<b>14</b>	<b>272</b>

Disconnects no paymet (voided)      They are usually customers who makes their payments before close their meter

**112 Unread meters (SENSUS) read manually**

Meter Blank (screen)	3
Parts	26
Meter Low Battery	3
Meter covered	11
MXU demaged	0
Disconnected	6
Under water	32
Everything ok (no read)	77
Meter inside property	2
	<b>160</b>

**14 Unread meters (Kamstrup)**

Broken antenna	0
Meter covered	0
Meter reprogramed	0
Meter OFF (no connected)	0
	<b>0</b>
Kasmtrup Colletor Fell	201
<b>Traveling meters</b>	7
<b>La Herencia Appartments</b>	7

**Mercedes Municipal Court**  
Revenue Collected by Citations  
May 1, 2023 - May 31, 2023

City of Mercedes Revenue	<b>\$7,423.66</b>
State of Texas Revenue	<b>\$4,787.87</b>
Total Revenue Collected	<b>\$12,211.53</b>

Total Number of Cases (Dockets) Heard by Court – 58

  
\_\_\_\_\_  
Eduardo Mendoza, Municipal Court Coordinator

**Monthly Statistics Report**

**FY 2022-2023**

**May 31, 2023**

# Municipal Court

*FYE 2023*

<i>Citation By Violation</i>	<i>FYE 2022</i>	<i>1st Qtr Totals</i>	<i>2nd Qtr Totals</i>	<i>April</i>	<i>May</i>	<i>Totals</i>
Defective Equipment	7	5	10	4		19
Driving W/O Stop Lamps					1	1
Failed to Display Vehicle Registration	1		1			1
Failed to ID Truthfully	1		0			0
Failed to Obey Traffic Control Sign	8		0			0
Expired Registration-Moto Vehicle	174	71	55	18	6	150
License Plate Registration-Fictitious	1		0			0
License Plate Registration-Trailer	1		0			0
No Cover on Load	1		0			0
No Front License Plate	10	3	3	1		7
No Rear License Plate	1		0			0
Wrong License Plate	10	5	1			6
No Tail Light(s)	1	1	0			1
Parking Violation			1			1
Parking-Fire Lane	1		0			0
U-Turn Between Street Intersection	1		0			0
Speeding	58	20	10	3	2	35
Speeding in a School	3	1	2			3
Failed To Yield Right of Way	8	2	0		1	3
Ran Stop Sign	134	42	34	7	1	84
Ran Red Light	33	10	7	3	1	21
Change Lane when Unsafe	14	4	2			6
Turned Left From Wrong Lane	1		0			0
Turned Right From Wrong Lane		1	0			1
Improper Turn	1		0	1		1
Drove Wrong Way On One-Way Roadway	15	1	0			1
Following Too Closely	3	2	1			3
Unsafe Start from Park or Stopped Positio			1			1
Child Passenger Safety Seat Off	26	3	2	1	1	7
No Seat Belt-Driver	121	51	13	15	1	80
No Seat Belt-Passenger				2		2
Possession of Alcoholic Beverage in Vehicle			1			1
Child (4-14) Not Secured by Safety Belt	9		0			0
Operate Vehicle with Child in Open Bed	1		0			0
Driving Under the Influence-Minor					1	1
Use of Wireless Device By Motorist	4		0			0
Failed to Maintain Financial Resp	272	91	72	22	13	198
Failed to Control Speed	5	1	1			2
Failed to Yield at Stop	3		0			0
Failed to Yield Row at Open Intersection	1		0			0
Failed to Yield Row Leaving Private Drive	3		0			0
Failed to Yield Row to Emergency Veh			1			1
Disregard Traffic Control Device		1	1			2
Failed to Stop-Designated Point At Stop Sign	7	3	1			4
Failed to Stop at Flashing Red Light			1			1
Failed to Drive in Single Lane	7	9	1	2		12

**Monthly Statistics Report**

**FY 2022-2023**

**May 31, 2023**

# Municipal Court

*FYE 2023*

<i>Citation By Violation</i>	<i>FYE 2022</i>	<i>1st Qtr Totals</i>	<i>2nd Qtr Totals</i>	<i>April</i>	<i>May</i>	<i>Totals</i>
Turned Right Too Wide	1	1	0			1
Turned When Unsafe	1		0			0
Failed to Signal Lane Change	7	6	6	3		15
Failed to Give One Half of Roadway		1	0			1
Illegally Passed Street Car	1		0			0
Failed to Signal Turn	13	12	6	2	1	21
No Drivers License	301	95	84	33	15	227
Driving While License Invalid	8		0			0
Reckless Driving	6	1	0			1
No Head Lamp(s)-Not Equipped	4	1	1	1		3
Defective Head Lamp(s)	3	1	1	1		3
No Tail Lamp(s)-Not Equipped	4	2	1	2		5
Defective Tail Lamp(s)		1	2			3
No Stop Lamp(s)	2		2			2
Defective Stop Lamp(s)	2	2	1		1	4
Driving W/O Head Lights	4		0	1		1
Motor Vehicle Inspection Violation		2	2		1	5
Expired Operators License	38	7	2	1		10
Failed to Display DL	8	1	4	1		6
No License Plate Light	7		4			4
Illegal Backing (Unsafe Backing)	1		0			0
Open Container In Vehicle	11	2	1	1		4
Unauthorized Glass Coating Material	9		1			1
Driving While Impaired	1		0			0
Driving Under the Influence	1		0			0
Stoping in Prohibited Area			0	1		1
Speeding>10% Above Posted Limit	191	43	24	17	2	86
Minor In Possession	8	3	3	1		7
Failed to Secure Load	1		0			0
Assault-Physical Contact	30	9	3	1	1	14
Assault-Threat	2		1			1
Assault-Family Violence	12	5	0	2		7
Criminal Mischief	2		0			0
Disorderly Conduct	11	2	0		1	3
Disorderly Conduct-Urinating	1		0			0
Disorderly Conduct-Abusive Language	1		0			0
Disorderly Conduct-Noise (Public)	1		0			0
Failure to Identify-False Info.		0	0	1		1
Minor In Possession of Alcohol		1	1			2
Leaving A Child In A Vehicle	2		0			0
Theft	16	3	1	5	1	10
Criminal Trespass			1			1
Possession of Drug Paraphernalia	39	18	42	11	6	77
Public Intoxication	26	9	7	2	2	20
Consuming Alcoholic Beverage		0	0	1		1
Solicitation W/O A Permit		1	0			1

**Monthly Statistics Report**

**FY 2022-2023**

**May 31, 2023**

# Municipal Court

*FYE 2023*

<i>Citation By Violation</i>	<i>FYE 2022</i>	<i>1st Qtr Totals</i>	<i>2nd Qtr Totals</i>	<i>April</i>	<i>May</i>	<i>Totals</i>
Tabacco Products Law	1		0			0
City Code (Dog At Large)	6	1	2			3
City Code (Vaccination Required)	6		0			0
City Code (Dog Tags)	5	1	0			1
Dog Bite	6	2	1			3
Violation of City Ordinance #10	2	1	0	1		2
City Code (Abandoned & Junked Vehicle)	7		5	1		6
City Code Vilation (Nuisance)	3		0			0
City Code (Register Dangerous Dog)	2	1	0			1
Illegal Dumping	3		1			1
Curfew Violation	9		2		1	3
Violation of City Ord. 83-16	30	3	7	1	5	16
Violation of City Ord. 99-22	8	3	0		1	4
Violation of City Ord. #26	1		0			0
Ordinance 2000-03 Signs	1		0			0
City Ordinance	11	3	0	2	2	7
<b>Total</b>	<b>1,824</b>	<b>571</b>	<b>441</b>	<b>172</b>	<b>68</b>	<b>1,252</b>

<b>Dismissals</b>	<b>237</b>	<b>61</b>	<b>69</b>	<b>3</b>	<b>9</b>	<b>142</b>
	\$ 68,853.61	\$ 13,462.36	\$ 17,008.36	\$ 738.80	\$ 2,589.40	\$ 33,798.92

**CITY OF MERCEDES  
SALES TAX COMPARATIVE ANALYSIS  
BY MONTH RECEIVED**

**FY 2021-2022**

Recvd	Period	State			City (75%)		
		Comptroller	EDC (25%)	Outlet Mall	City (75%)	Outlet Mall	Inc/Dec
							Mth %
							Mth %
Oct	Aug	532,219.32	126,355.59	6,699.24	379,066.78	20,097.71	-0.47%
Nov	Sept	587,652.79	140,871.36	6,041.84	422,614.08	18,125.51	11.49%
Dec	Oct	437,734.09	86,028.38	23,405.14	241,523.79	86,776.78	-38.93%
Jan	Nov	697,918.59	124,014.84	50,464.81	481,772.27	41,666.67	99.47%
Feb	Dec	1,038,314.60	171,132.45	88,446.20	737,069.28	41,666.67	52.99%
Mar	Jan	520,940.96	100,115.16	30,120.08	349,039.06	41,666.66	-52.65%
Apr	Feb	521,262.12	98,145.09	32,170.44	349,279.92	41,666.67	0.07%
May	Mar	736,963.37	140,542.60	43,698.24	511,055.86	41,666.67	46.32%
Jun	Apr	661,168.76	118,195.39	47,096.80	454,209.91	41,666.66	-11.12%
Jul	May	586,740.98	112,926.95	33,758.30	398,389.07	41,666.67	-12.29%
Aug	June	678,264.18	130,994.08	38,571.97	467,031.47	41,666.67	17.23%
Sep	July	666,634.19	123,424.19	43,234.36	458,308.98	41,666.66	-1.87%
		<b>5,734,174.60</b>	<b>1,105,400.86</b>	<b>328,142.79</b>	<b>3,925,630.95</b>	<b>375,000.00</b>	<b>21.83%</b>

**FY 2022-2023**

State	Comptroller	Mth %			City (75%)	Outlet Mall	Inc/Dec
		EDC (25%)	Outlet Mall	Inc/Dec			
664,414.83	123,909.52	42,194.19	0.39%	456,644.45	41,666.67	-0.36%	
616,158.09	119,350.90	34,688.62	-3.68%	420,451.90	41,666.67	-7.93%	
565,272.27	108,481.38	32,836.69	-9.11%	382,287.54	41,666.66	-9.08%	
745,641.02	130,152.48	56,257.78	19.98%	517,564.10	41,666.67	35.39%	
1,049,157.09	178,300.34	83,988.93	36.99%	745,201.15	41,666.67	43.98%	
564,062.91	111,994.65	29,021.08	-37.19%	381,380.52	41,666.66	-48.82%	
579,258.68	110,918.33	33,896.34	-0.96%	392,777.34	41,666.67	2.99%	
721,359.85	137,855.67	42,484.29	24.29%	499,353.22	41,666.67	27.13%	
646,327.57	161,581.89		17.21%	443,079.02	41,666.66	-11.27%	
	-		-100.00%	-		-100.00%	
	-		#DIV/0!	-		#DIV/0!	
	-		#DIV/0!	-		#DIV/0!	
<b>6,151,652.31</b>	<b>1,182,545.16</b>	<b>355,367.92</b>	<b>6.98%</b>	<b>4,238,739.24</b>	<b>375,000.00</b>	<b>7.98%</b>	

**NOTE: OUTLET MALL REPORT FOR JUNE IS PENDING FROM STATE COMPTROLLER.**

**Yearly Total Sales Tax Comparison**

	2021-2022	2022-2023	Yr % Inc/Dec
Oct	532,219.32	664,414.83	24.84%
Nov	587,652.79	616,158.09	4.85%
Dec	437,734.09	565,272.27	29.14%
Jan	697,918.59	745,641.02	6.84%
Feb	1,038,314.60	1,049,157.09	1.04%
Mar	520,940.96	564,062.91	8.28%
Apr	521,262.12	579,258.68	11.13%
May	736,963.37	721,359.85	-2.12%
Jun	661,168.76	646,327.57	-2.24%
	<b>5,734,174.60</b>	<b>6,151,652.31</b>	<b>7.28%</b>

**Yearly City Sales Tax Comparison**

	2021-2022	2022-2023	Yr % Inc/Dec
Oct	379,066.78	456,644.45	20.47%
Nov	422,614.08	420,451.90	-0.51%
Dec	241,523.79	382,287.54	58.28%
Jan	481,772.27	517,564.10	7.43%
Feb	737,069.28	745,201.15	1.10%
Mar	349,039.06	381,380.52	9.27%
Apr	349,279.92	392,777.34	12.45%
May	511,055.86	499,353.22	-2.29%
Jun	454,209.91	443,079.02	-2.45%
	<b>3,925,630.95</b>	<b>4,238,739.24</b>	<b>7.98%</b>

BUDGET	4,927,428
% OF BUDGET	32.24%
TO EDC	1,642,476
Total Projection	<b>6,569,904</b>

FY 22-23  
Gain/(Loss) 417,478

FY 22-23  
Gain/(Loss) 313,108

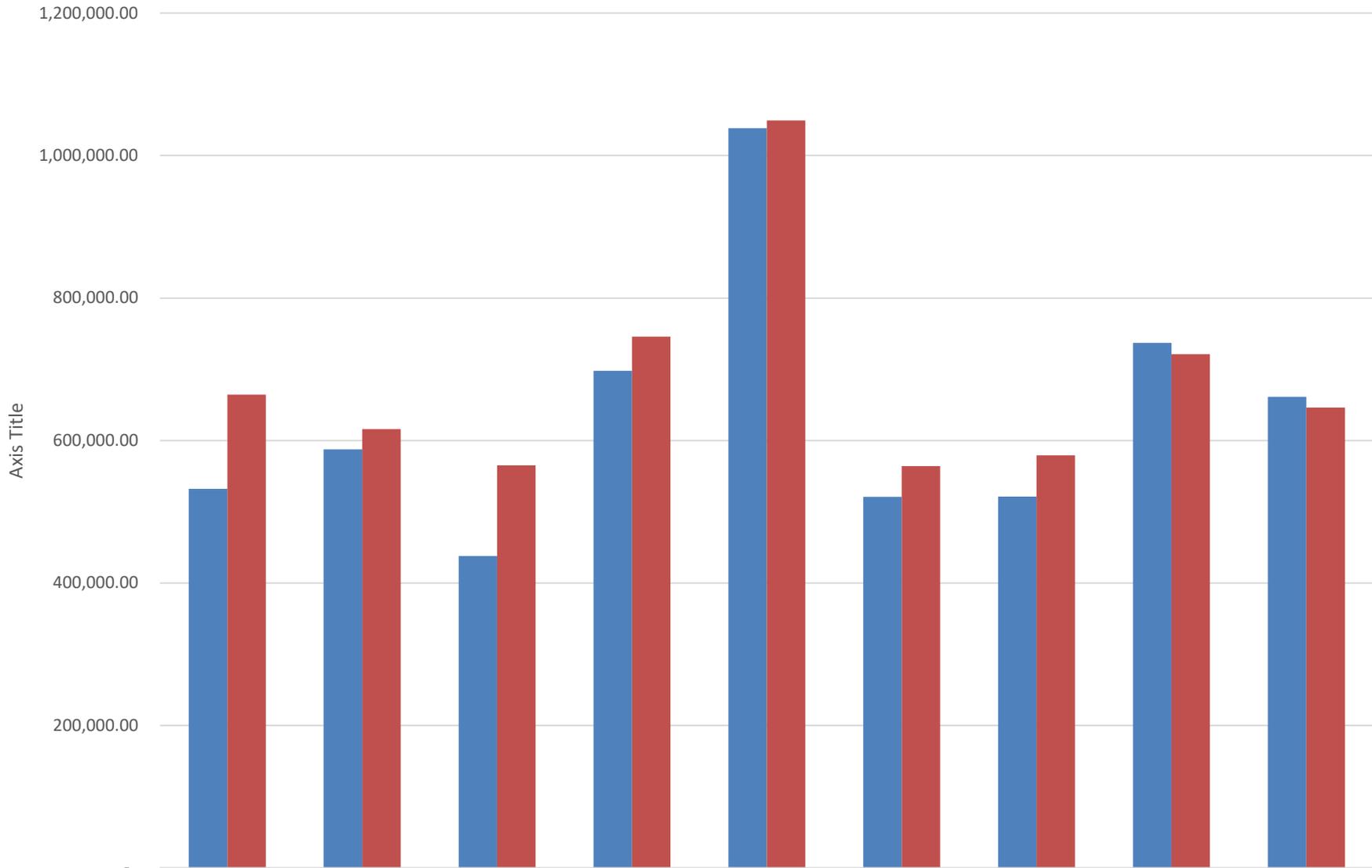
Note: Mth % Inc /Dec compared to prior month.

Note: Yr % Inc /Dec compared to prior year.

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

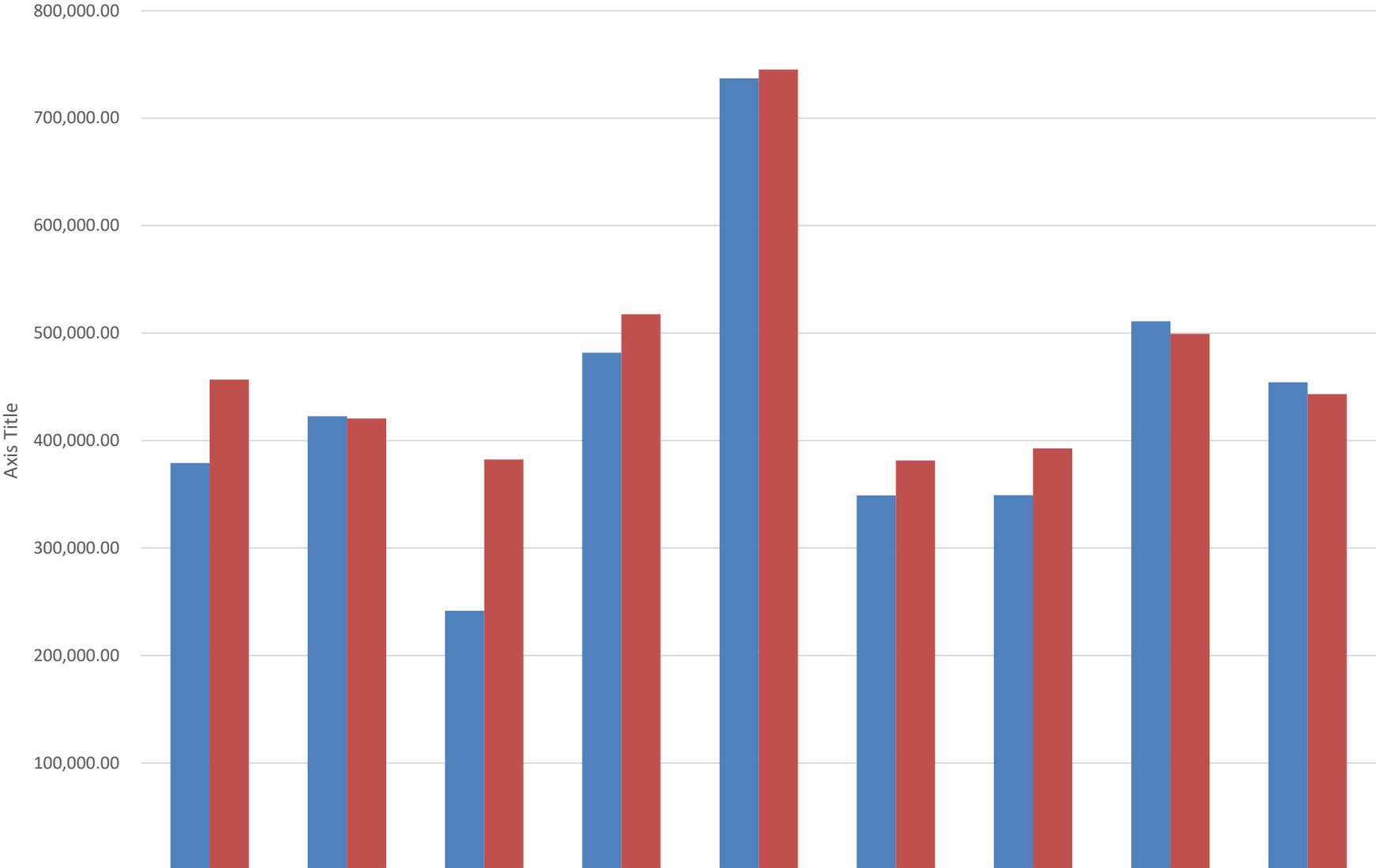
Received	Generated
October	August
November	September
December	October
January	November
February	December
March	January
April	February
May	March
June	April
July	May
August	June
September	July

### Total City Sales Tax Received



2021-2022	532,219.32	587,652.79	437,734.09	697,918.59	1,038,314.60	520,940.96	521,262.12	736,963.37	661,168.76
2022-2023	664,414.83	616,158.09	565,272.27	745,641.02	1,049,157.09	564,062.91	579,258.68	721,359.85	646,327.57

### City Sales Tax after Contributions/Payouts



	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
■ 2021-2022	379,066.78	422,614.08	241,523.79	481,772.27	737,069.28	349,039.06	349,279.92	511,055.86	454,209.91
■ 2022-2023	456,644.45	420,451.90	382,287.54	517,564.10	745,201.15	381,380.52	392,777.34	499,353.22	443,079.02

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
ADAN MARTINEZ	5/24/23	HARDWARE, SERVICE & WAR	GENERAL FUND	INFORMATION TECHNOLOGY	26,894.50
				TOTAL:	26,894.50
AM UTILITIES & CONSTRUCTION, LLC	5/17/23	705 LABOR AND EQUIPMENT TO	GENERAL FUND	STREETS	21,252.00
				TOTAL:	21,252.00
DEVELOPMENT CORPORATION OF MERCEDES	5/26/23	MAY 2023 SALES TAX	GENERAL FUND	NON-DEPARTMENTAL	180,339.96
				TOTAL:	180,339.96
ENTERPRISE FM TRUST	5/09/23	FBN4714502 PMT FOR 2023	GENERAL FUND	VEHICLE MAINTENANCE	36,774.08
	5/15/23	FBN4714502 LEASE-FORD F350	GENERAL FUND	VEHICLE MAINTENANCE	66,176.77
				TOTAL:	102,950.85
FRONTERA MATERIALS INC.	5/15/23	HOT MIX LIMESTONE	GENERAL FUND	STREETS	18,063.00
				TOTAL:	18,063.00
LAW OF OF MARTIE GARCIA VELA, PC.	5/05/23	2023-02 LEGAL SERVICES-FEB	GENERAL FUND	NON-DEPARTMENTAL	20,000.00
	5/26/23	2023-03 LEGAL SERVICES	GENERAL FUND	NON-DEPARTMENTAL	20,000.00
				TOTAL:	40,000.00
O'REILLY AUTO PARTS	5/15/23	B17 BENCH BRAKE LATHE	GENERAL FUND	VEHICLE MAINTENANCE	11,600.00
	5/15/23	B17 BENCH BRAKE LATHE	GENERAL FUND	VEHICLE MAINTENANCE	11,600.00
				TOTAL:	23,200.00
PHESCO INTERNATIONAL, LLC	5/24/23	MOSQUITO FOG GENERATOR	GENERAL FUND	STREETS	16,423.00
				TOTAL:	16,423.00
SHELL ENERGY	5/24/23	1892580 ELECTRICAL CHARGES	GENERAL FUND	NON-DEPARTMENTAL	15,278.30
	5/24/23	1892580 ELECTRICAL CHARGES	UTILITY FUND	WATER/SEWER TREATMENT	21,542.40
				TOTAL:	36,820.70
TEXAS MUNICIPAL RET. SYST	5/12/23	PENSION PLAN PAYABLE	GENERAL FUND	NON-DEPARTMENTAL	14,425.90
	5/12/23	PENSION PLAN PAYABLE	GENERAL FUND	NON-DEPARTMENTAL	12,538.05
	5/12/23	PENSION PLAN PAYABLE	GENERAL FUND	POLICE	12,644.36
	5/12/23	PENSION PLAN PAYABLE	GENERAL FUND	POLICE	11,102.36
				TOTAL:	50,710.67
TEXAS NATIONAL BANK	5/12/23	FEDERAL W/H	GENERAL FUND	NON-DEPARTMENTAL	11,137.22
	5/30/23	FEDERAL W/H	GENERAL FUND	NON-DEPARTMENTAL	13,152.17
	5/12/23	FICA W/H	GENERAL FUND	NON-DEPARTMENTAL	10,949.28
	5/30/23	FICA W/H	GENERAL FUND	NON-DEPARTMENTAL	11,789.57
				TOTAL:	47,028.24
TRI-GEN CONSTRUCTION LLC	5/15/23	005 MERCEDES PD RENOVATION	AMERICAN RESCUE FU	PD RENOVATION	268,956.19
				TOTAL:	268,956.19
U.S. WATER SERVICES CORPORATION	5/26/23	S171892 MTHLY COMP O&M DAT	UTILITY FUND	WATER/SEWER TREATMENT	99,090.21
	5/26/23	S172372 MONTHLY COMP PER O	UTILITY FUND	WATER/SEWER TREATMENT	71,452.84
	5/26/23	S172372 MONTHLY COMP PER O	UTILITY FUND	WATER/SEWER TREATMENT	41,218.03
				TOTAL:	211,761.08
WASTE CONNECTIONS OF TEXAS	5/09/23	2128050V113 MARCH 2023 COL	GENERAL FUND	SANITATION DEPARTMENT	115,170.33
				TOTAL:	115,170.33



# Memo

**To:** Alberto Perez, City Manager  
**From:** Marisol Vidales, Library Director & Historic Preservation Officer  
**CC:** Javier Ramirez, Assistant City Manager  
**Date:** June 12, 2023  
**Re:** Library Department Monthly Report

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Attached you will find the Library Department's monthly statistical report, please let me know if you have any questions regarding the information. Also, Library Staff participated in the following meetings, trainings, and events during the month of May 2023.

## Meetings

- Grant & Media Program Meeting with Lupe Casares (5/1) – Michelle Muniz
- Artistic Holiday Design Meeting (5/1) – Marisol Vidales
- Christmas Meeting with EDC Director & President (5/3) – Marisol Vidales
- Meeting with Historic Property Owner (Crystal Newton) (5/3) – Marisol Vidales & Michelle Muniz
- Meeting with Rev. Lydia for historical property research (5/8) – Marisol Vidales & Janie Palacios
- Meeting with Pastor Nave regarding historical grants (5/8) – Marisol Vidales
- Telecon Updates Meeting (5/9) – Marisol Vidales
- Department Head Meeting (5/9) – Marisol Vidales
- Mercedes Historic Preservation Commission Meeting (5/9) – Marisol Vidales & Michelle Muniz
- City Commission Meeting (5/9) – Marisol Vidales
- Department Head Meeting (5/10) – Marisol Vidales
- Friends of the Library Meeting (5/10) – Mary Jane Hernandez, Daniela Alejo, & Dana Moreno
- Emergency Operations Severe Weather Meeting (5/12) – Marisol Vidales
- Friends of the Library Meeting (5/16) – Mary Jane Hernandez, Daniela Alejo, Dana Moreno, Michelle Muniz & Marisol Vidales
- City Commission Meeting (5/16) – Marisol Vidales
- Meeting with MHPC Member Gabriel Ozuna (5/17) – Marisol Vidales
- Hidalgo County Library System Meeting (5/18) – Marisol Vidales
- Friends of the Library Meeting (5/22) – Mary Jane Hernandez, Daniela Alejo, & Dana Moreno

- Digital Navigator Programming Meeting (5/22) – Marisol Vidales, Michelle Muniz, Tristan Garza, & Anthony Cardenas
- Noble Builders Project Meeting (5/24) – Michelle Muniz
- Brand Geniuz Marketing Meeting (5/30) – Marisol Vidales
- MISD Special Education Meeting (5/31) – Marisol Vidales, Michelle Muniz & Frank Rivas
- Staff Meeting (5/31) – Janie Palacios, Mary Jane Hernandez, Isabel Mendoza, Daniela Alejo, Frank Rivas, Tristan Garza, Dabney Nilo, Michelle Muniz & Marisol Vidales
- Friends of the Library Meeting (5/30) – Mary Jane Hernandez, Daniela Alejo, & Dana Moreno
- Polaris ILS Demo (5/31) – Marisol Vidales & Mary Jane Hernandez

### **Trainings**

- Best Practices & Insights for RFID Conversion (5/2) – Michelle Muniz
- Youth share – Summer Reading Program: All Together Now (5/5) – Frank Rivas
- Disability Accommodations in Libraries (5/17) – Michelle Muniz
- RFID Encoding Training by Envisionware (5/19) – Marisol Vidales, Michelle Muniz, Mary Jane Hernandez, Isabel Mendoza, Tristan Garza & Flora Ramirez (Volunteer)
- Summer Reading Program Registration Training (5/22) – Dabney Nilo, Dana Moreno, Anthony Cardenas, Daniela Alejo, Mary Jane Hernandez, Janie Palacios, Isabel Mendoza, Tristan Garza, Michelle Muniz, and Marisol Vidales
- Café Procedures & Product Training (5/23) – Dabney Nilo, Dana Moreno, Daniela Alejo, Frank Rivas, Janie Palacios, Tristan Garza, Isabel Mendoza, Mary Jane Hernandez, Michelle Muniz, and Marisol Vidales
- 13<sup>th</sup> Annual Rio Grande Valley EN Partners Hurricane Workshop (5/24) – Marisol Vidales

### **Events/Programming**

#### Adult Programming

- Computer Basics Class (5/2) – The class curriculum is taught by Digital Navigators Tristan Garza & Anthony Cardenas.  
Adults: 6
- Computer Basics Class (5/16) – The class curriculum is taught by Digital Navigators Tristan Garza & Anthony Cardenas.  
Adults: 5
- Essential Software Skills Class (5/18) – The class curriculum is taught by Digital Navigators Tristan Garza & Anthony Cardenas  
Adults: 6
- Computer Basics Class (5/23) – The class curriculum is taught by Digital Navigators Tristan Garza & Anthony Cardenas.  
Adults: 6
- Essential Software Skills (5/25) – The class curriculum is taught by Digital Navigators Tristan Garza & Anthony Cardenas  
Adults: 4

- Book Club (5/24) – The discussion, crafts and snacks are prepared by Michelle Muniz. The book was Remarkably Bright Creatures provided by TSLAC & Read Across Texas Grant  
Adults: 9

Children’s Programming – The majority of the children’s programming is planned and executed by Frank Rivas

The art classes are taught and sponsored by volunteer Diane Roman-Goldsberry.

- Art class for ages 6-9 (5/1)  
Children: 3
- Art class for ages 10-12 (5/3)  
Children: 4

Outreach – The library visits and participates in different festivals & events outside of library grounds to promote library services.

- College & Career Fair at JFK Elementary (5/15) – Frank Rivas & Dabney Nilo  
Children: 387 Adults: 31
- MISD ESL Bilingual Parent Meeting (5/31) – Frank Rivas &  
Children: 3 Teens: 2 Adults: 5

### Events

- Wendy’s Ribbon Cutting (5/5) – Michelle Muniz
- Food Distribution (5/10) – Anthony Cardenas
- Med High Senior’s Award Ceremony (5/11) – Marisol Vidales
- Mercedes High School Senior’s Award Ceremony (5/19) – Marisol Vidales
- Star Wars: Return of the Jedi 40<sup>th</sup> Anniversary (5/25) – This event was prepared for and managed by Daniela Alejo  
Children: 3 Teens:3 Adults: 4

### **Other Projects/Duties**

#### **Café**

- We sold 352 individual items for the 21 days that we were open and we made \$1,391.45 in sales.

**Marketing** (The majority of these items involve the creation of flyers, taking and posting photos, filming and editing videos, responding to citizens via direct message, and interacting with the public on social media platforms. At the start of February, the Library has temporarily taken over the duties of all social media & website updates for the City.)

- Created 2 newsletters which were the May Newsletter and Gallery 434 Newsletter.
- Created a total of 42 flyers for the Library, Café, City, and HCLS.

- Posted 184 items for the library, 33 for the café, 70 for the city, and 1 for HCLS across all three platforms.
- Responded to 2 library direct messages and 5 city direct messages.
- A total of 43 updates were done to the city website.
- Updated the Library banner on Facebook with a Spring theme and Twitter to reflect Mental Health Awareness.
- Created 2 book rivers on TLC Catalog to honor monthly observances highlighting our collection, which were: Latino Books Month & Zombie Awareness Month
- Created 3 shelves in cloudLibrary in honor of monthly observances highlighting our collection, which were: Mental Health Awareness & Feel Great About Life.
- Created 2 book displays in the adult section for the month of April: May the Fourth Be with You and Get Caught Reading
- Created 1 book display in the young adult section for Asian & Pacific Islander Month.
- Created 2 book displays in the Juvenile area to honor monthly observances highlighting our collection, which were: Asian & Pacific Islander Heritage Month & Jewish Heritage Month

### **Administration/Collection Management/Development**

- Our Senior Cataloger, on a voluntary basis, worked on establishing the Friends of the Library and drafted the by-laws for the nonprofit, created the membership form, and scheduled all the meeting dates. As well as worked with the Library Director to create a Wishlist of items needed by the library.
- As Historic Preservation Officer, I created an agenda for our May 9<sup>th</sup> meeting including all the additional documentation needed for each item and was of course present for the meeting. Two of the agenda items for the meeting were permit approvals for work to 224 S. Texas Ave. and 300 S. Missouri Ave. I also met with property owner, Crystal Newton, on 3 separate occasions regarding the Landmark Ordinance, Commission Manual, and the Ordinance that designated her property as historic. I also provided articles from the Mercedes Enterprise establishing some historical information. I met with Rev. Lydia from a church in Florida who was here to find a plaque on an older church in Mercedes. She had no address, no name, and could only provide some vague history. With the help of two staff members we established it was the Tabernacle of Faith and provided her contact information for local pastors to hopefully obtain access to the property. Finally, I spoke with Pastor Nava, a current owner of a property on Texas Ave. that was wanting information on the historical designation process for his property.
- The Assistant Library Director, Michelle Muniz, worked with Urban County to obtain a check for the remaining balance of the meeting pods. A W9 for Hidalgo County was submitted and the check was provided by the Finance Department in order to move forward with the order. We are anticipating having the meeting pods by October 2023.
- Both Digital Navigators and the Library Director were interviewed by the Texas Library Association for an article on the summer edition of the Texas Library Journal showcasing our Texas State Library and Archives Commission Digital Navigator Grant which should be published in June.
- Attended and presented two city commission agenda items regarding agreements with Unidos Contra Diabetes and Mercedes Special Education Cooperative. Met

with Mr. Orlando Trevino to work out the schedule for his students and their duties so they could begin their job training in June.

- Continued working on the Summer Reading Program with the Children's Librarian by delivering more donation requests to local businesses, reviewing and revising the registration guidelines and calendar of activities, working with other HCLS libraries to obtain a discounted price for presenters, and rearranging the furniture in the department in order to prepare for the program.
- Revised and finalized the Hidalgo County Library System Officer's Guidelines which were approved and adopted at the May meeting.
- The Assistant Library Director started and completed weeding the Juvenile Non-Fiction collection removing titles that were in poor condition, outdated, or had no circulation within a specified time frame.
- Started working on Christmas Holiday décor for HEB Park. Took photos of various areas of the park to submit to a design company. Presented leasing and purchasing options to the EDC Director and President. Anticipating creating a 5-year layout and electrical requirements plan by the end of June.
- Started working on the library budget and worked on pay rates from surrounding libraries and wrote new job descriptions for a few library employees which included Senior Cataloger, Content Creator, and Digital Navigator.
- Created a list of marketing duties for library staff in order to be able to divide and assign duties among a marketing team. The duties will be presented to staff in June.
- Created new tally sheets with the help of the Children's Librarian, Assistant Library Director and Cataloger to better collect and track our statistics.
- Worked on 3 quotations for the upholstery of our café furniture and selected the vendor. The furniture should be completed by June 16<sup>th</sup>.
- Worked on obtaining 3 quotations for emergency repairs to the library's plumbing lines due to a collapsed pipe. Met with 3 different contracting companies and plumbers. Selected Noble Builders who commenced work on May 30<sup>th</sup> and completed the work by June 1<sup>st</sup>. Dealing with the plumbing issue also required changing library hours due to lack of public restrooms, closures to the public, cancelling scheduled programming, and changing staff schedules.
- Started working on Meraki licensing issues for Library and City Hall network issues. Received further information on co-termination licensing as well as per device licensing. Worked with IT Department to establish the exact number of devices at City Hall along with the model to request quotations for both the Library and City Hall from 3 vendors. Presented the quotations to City Manager and IT Department as well as discussed co-termination and per device licensing and determined that co-termination would be kept. Anticipating updating the licenses for all 18 Meraki devices by the end of June.
- Started tackling the storage issue in the Children's Department by measuring, establishing what shelving would work best, determining what items need to be sent to surplus, purchasing new shelving, and establishing a start date for the cleaning of the closets to avoid any safety concerns. Anticipating the completion at the end of July.
- The Assistant Library Director spoke with both Spectrum and Smartcom about dropped call frequency for library phone lines. Established that the issue is a permission on a firewall related to SIP ALG. This information was provided to the IT Department for their review.

## Dr. Hector P. Garcia Memorial Library Statistical Report

**May-23**

Circulation	2023	2022
Check-Outs & Renewals:	616	587
Year to Date Total:	4,744	4,780
In-House Book Circulation:	157	137
Year to Date Total:	1,112	927
In-House Magazine Circulation:	13	33
Year to Date Total:	130	190
In-House Newspaper Circulation:	18	78
Year to Date Total:	313	360
New Borrowers:	39	21
Year to Date Total:	215	141

Book & Media Donations	2023	2022
Donations Received:	170	0
Year to Date Total:	851	416
Donations Selected:	17	0
Year to Date Total:	74	70

Computer Sessions	2023	2022
Adult Lab Sessions:	350	429
Year to Date Total:	3,046	2,887
Juvenile Lab Sessions:	53	23
Year to Date Total:	530	138
WiFi:	1,070	3229
Year to Date Total:	20,369	24,036

Reference Assistance	2023	2022
By Phone:	91	120
Year to Date Total:	716	853
In-Person:	95	116
Year to Date Total:	573	742

Meeting Room Sessions	2023	2022
Sessions:	59	35
Year to Date Total:	296	204

Digital Resources	2023	2022
cloudLibrary Checkouts:	7763	7481
Year to Date Total:	60279	56316
NewsStand Checkouts:	263	298
Year to Date Total:	2610	1741

Reference Services	2023	2022
Directional/Basic Questions:	69	83
Year to Date Total:	458	524
Research Questions:	34	29
Year to Date Total:	179	236
Computer Questions:	34	30
Year to Date Total:	187	278
Fax Assistance:	86	76
Year to Date Total:	628	452
Copy Assistance:	55	85
Year to Date Total:	3,320	611
Scan Assistance:	6	14
Year to Date Total:	128	84
Print Outs:	1652	2163
Year to Date Total:	12442	8935

Technical Services	2023	2022
New Items Added:	87	79
Year to Date Total:	1654	635
Items Processed:	74	31
Year to Date Total:	624	465
Items Withdrawn:	1097	0
Year to Date Total:	1466	185
Items Recataloged:	37	35
Year to Date Total:	435	552
Items Repaired:	11	19
Year to Date Total:	46	60

Interlibrary Loans (ILL's)	2023	2022
Items Requested:	78	58
Year to Date Total:	624	583
Items Sent:	51	30
Year to Date Total:	380	295

## Dr. Hector P. Garcia Memorial Library Statistical Report

**May-23**

Adult Programming	2023	2022
Adult Events:	6	9
Year to Date Total:	60	19
Adults in Attendance:	36	74
Year to Date Total:	381	177
Live Views:	0	0
Year to Date Total:	0	1
Recorded Counts:	0	0
Year to Date Total:	0	0

Toddler Programming	2023	2022
Children Events:	0	2
Year to Date Total:	4	18
Children in Attendance:	0	1
Year to Date Total:	9	10
Adults in Attendance:	0	2
Year to Date Total:	6	6
Live Views:	0	12
Year to Date Total:	0	41
Recorded Views:	0	4
Year to Date Total:	0	247

Outreach Programming	2023	2022
Events:	2	3
Year to Date Total:	16	10
Toddlers in Attendance:	65	53
Year to Date Total:	205	83
Children in Attendance:	296	167
Year to Date Total:	1,002	335
Teens in Attendance:	2	0
Year to Date Total:	226	0
Adults in Attendance:	36	19
Year to Date Total:	524	212

Teen Programming	2023	2022
Teen Events:	0	1
Year to Date Total:	3	16
Teens in Attendance:	0	9
Year to Date Total:	16	80
Live Views:	0	0
Year to Date Total:	0	0
Recorded Counts:	0	0
Year to Date Total:	0	0

General Programming	2023	2022
Events:	1	1
Year to Date Total:	6	7
Toddlers in Attendance:	0	0
Year to Date Total:	93	11
Children in Attendance:	4	73
Year to Date Total:	290	327
Teens in Attendance:	3	0
Year to Date Total:	92	23
Adults in Attendance:	3	12
Year to Date Total:	219	147
Live Views:	0	0
Year to Date Total:	0	0
Recorded Views:	0	0
Year to Date Total:	0	0

Reading Programs	2023	2022
Toddler Reading Logs:	0	0
Children Reading Logs:	0	0
Teen Reading Logs:	0	0
Adult Reading Logs:	0	0
Total:	0	0

Children's Programming	2023	2022
Children Events:	2	2
Year to Date Total:	36	31
Children in Attendance:	7	0
Year to Date Total:	257	45
Adults in Attendance:	0	0
Year to Date Total:	79	18
Live Views:	0	14
Year to Date Total:	5	62
Recorded Views:	0	51
Year to Date Total:	260	644

Volunteer Hours	2023	2022
Total:	62	80.25
Year to Date Total:	1357	1577.5

**Dr. Hector P. Garcia Memorial Library Statistical Report**

**May-23**

<b>Curbside Services</b>	<b>2023</b>	<b>2022</b>
Curbside Café:	19	24
Year to Date Total:	117	225
Curbside Circulation:	7	1
Year to Date Total:	16	24
Curbside Crafts:	0	0
Year to Date Total:	0	65
Curbside Other Services:	0	8
Year to Date Total:	12	35

<b>Café Visits</b>	<b>2023</b>	<b>2022</b>
Visits:	341	522
Year to Date Total:	4207	3281

<b>Café Sales</b>	<b>2023</b>	<b>2022</b>
Net Sales:	\$ 1,267.63	\$ 2,128.61
Year to Date Total:	\$ 12,303.23	\$ 15,457.92
Sales Tax:	\$ 104.62	\$ 175.71
Year to Date Total:	\$ 1,015.14	\$ 1,259.62

<b>Library Visits</b>	<b>2023</b>	<b>2022</b>
Visits:	2,494	2412
Year to Date Total:	16,035	15,434

<b>Social Media</b>	<b>2023</b>	<b>2022</b>
Library Posts:	184	224
Year to Date Total:	1815	1654
Library DMs:	2	4
Year to Date Total:	33	14
Cafe Posts:	39	33
Year to Date Total:	393	241
Café DMs:	0	1
Year to Date Total:	3	2
City Posts:	98	6
Year to Date Total:	365	66
City DMs:	5	0
Year to Date Total:	8	22
Videos Created:	0	0
Year to Date Total:	2	10
Website Updates:	43	11
Year to Date Total:	187	113
HCLS Posts:	1	1
Year to Date:	18	16

**CITY SECRETARY'S OFFICE 2023  
ANNUAL REPORT**

TYPE	JAN. 2023	FEB. 2023	MAR. 2023	APR. 2023	MAY. 2023	JUN. 2023	JUL. 2023	AUG. 2023	SEPT. 2023	OCT. 2023	NOV. 2023	DEC. 2023	YTD Total
<b>CITY SECRETARY</b>													
Agenda													
Reg./Special/Wkshp	1	2	3	1	2								9
Minutes													
Reg./Special	1	2	3	1	2								9
Ordinances	0	2	2	0	2								6
Resolutions	1	6	1	3	0								11
Contracts	2	5	1	0	0								8
Bids	0	0	1	0	0								1
<b>PERMITS</b>													
Sound/Dance	3	3	2	1	8								17
TABC	0	0	3	0	0								3
<b>VITAL STATISTICS</b>													
Filling w. State	4	4	4	6	8								26
Issuing Birth	28	29	24	17	17								115
Issuing Death	2	19	2	1	5								29
<b>RISK MANAGEMEN</b>													
Vehicle Claims	3	0	1	2	2								8
Liability Claims	6	4	2	2	1								15
<b>OPEN RECORDS</b>													
Received	58	52	42	44	61								257
Responded	53	42	38	36	43								212
<b>HUMAN RESOURCE</b>													
New Hires	1	5	0	3	11								20
Resignations	5	2	4	4	5								20
Retirements	0	0	0	0	0								0
Workers Comp	3	0	2	1	2								8

Significant Comments: