
MERCEDES CITY COMMISSION
REGULAR MEETING
JUNE 17, 2025 – 6:30 PM
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 by Commissioner Garcia**
4. **Pledge of Allegiance by Mayor Montoya**
5. **Open Forum**
6. **Presentation**
 - a. Presentation of the FBI-LEEDA Agency Trilogy Award to the Mercedes Police Department Command Staff
 - b. Status update from Melden and Hunt Engineers on the Water Well Project
7. **Consent Agenda**
 - a. Approval of Minutes for Meeting(s) held June 3, 2025 and June 6, 2025
8. **Management Items:** Present, discuss, consider and possibly take action regarding:
 - a. Discussion and possible action on appointment and reappointment to the Library Board.
9. **Ordinances/Resolutions**
 - a. Approval of Resolution 2025-15 regarding Civil Rights for the 2019 Floods HMID Competiton grant
10. **Bids/Contracts**
 - a. Approval to award a contractor for Bid No. 2025-002 - Dakota Ave. Roadway Improvement project
11. **Monthly Departmental Reports**
 - a. Planning, City Sec/HR, IT, Library, PIO, Rec Center, Finance, Fire, Parks
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
 - b. Consultation with Attorney regarding update on litigation - Section 551.071
 - c. Consultation with Attorney regarding Project Updates - Section 551.087

- d. Discussion regarding Project HBM - Section 551.087

13. Open Session

- a. Possible Action pertaining to executive session item A
- b. Possible Action pertaining to executive session item B
- c. Possible Action pertaining to executive session item C
- d. Possible Action pertaining to executive session item D

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 17, 2025 at 6:30 PM. 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 13TH DAY OF JUNE, 2025.

ATTEST:



Joselynn Castillo, City Secretary
Time of Posting: 4:35 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.

Presentation

DATE: June 17, 2025
FROM: Frank J. Sanchez, Police Chief
ITEM: **Discussion and possible action to Presentation of the FBI-LEEDA Agency Trilogy Award to the Mercedes Police Department Command Staff**

BACKGROUND INFORMATION: The FBI-Law Enforcement Executive Development Association (FBI-LEEDA) has formally recognized the Mercedes Police Department with the Agency Trilogy Award for the successful completion of its Trilogy Leadership Series by the entire Command Staff. This prestigious recognition highlights the department's commitment to professional development, ethical leadership, and organizational excellence.

The Trilogy Series includes the Supervisor Leadership Institute (SLI), Command Leadership Institute (CLI), and Executive Leadership Institute (ELI). Each course provides advanced instruction on leadership principles, accountability, and executive-level decision-making. The Mercedes Police Department is proud to join the ranks of law enforcement agencies nationwide that have prioritized advanced leadership education at every command level.

The FBI-LEEDA Agency Trilogy Award will be presented to Chief Francisco J. Sanchez, who will accept it on behalf of the department. If available, a representative from FBI-LEEDA may be in attendance to present the award and offer brief remarks on its significance.

BOARD REVIEW/CITIZEN FEEDBACK:**ALTERNATIVES/OPTIONS:****FISCAL IMPACT:** (Total Costs)**Proposed Expenditure/(Revenue):****Account Number(s):**

\$

Finance Review by: (Has finance reviewed it to make sure we have the funds Yes/No/Not Applicable)

LEGAL REVIEW:**ATTACHMENTS:**

1. 1. Agenda Item - Memo
2. 2. Recognition of FBI-LEEDA Agency Trilogy Award
3. Agency Trilogy Award Photograph

STAFF RECOMMENDATION: Staff recommends the City Commission formally recognize

the Mercedes Police Department's achievement in receiving the FBI-LEEDA Agency Trilogy Award and authorize the presentation of the award to the department's Command Staff during the June 17, 2025, City Commission meeting.

DATE: June 17, 2025**FROM:** Chief Francisco J. Sanchez, Mercedes Police Department**ITEM:** Presentation of the FBI-LEEDA Agency Trilogy Award to the Mercedes Police Department Command Staff

BACKGROUND INFORMATION: The FBI-Law Enforcement Executive Development Association (FBI-LEEDA) has formally recognized the Mercedes Police Department with the **Agency Trilogy Award** for the successful completion of its Trilogy Leadership Series by the entire Command Staff. This prestigious recognition highlights the department's commitment to professional development, ethical leadership, and organizational excellence.

The Trilogy Series includes the Supervisor Leadership Institute (SLI), Command Leadership Institute (CLI), and Executive Leadership Institute (ELI). Each course provides advanced instruction on leadership principles, accountability, and executive-level decision-making. The Mercedes Police Department is proud to join the ranks of law enforcement agencies nationwide that have prioritized advanced leadership education at every command level.

The FBI-LEEDA Agency Trilogy Award will be presented to **Chief Francisco J. Sanchez**, who will accept it on behalf of the department. If available, a representative from FBI-LEEDA may be in attendance to present the award and offer brief remarks on its significance.

BOARD REVIEW/CITIZEN FEEDBACK: N/A

ALTERNATIVES/OPTIONS: N/A

FISCAL IMPACT:

Proposed Expenditure/(Revenue):

N/A

Account Number(s):

Finance Review by:

LEGAL REVIEW:

ATTACHMENTS:

1. *Overview of FBI-LEEDA Trilogy Program*
2. *Photo of Award*

DRAFT MOTION: Staff recommends the City Commission formally recognize the Mercedes Police Department's achievement in receiving the FBI-LEEDA Agency Trilogy Award and authorize the presentation of the award to the department's Command Staff during the June 17, 2025, City Commission meeting.



MERCEDES POLICE DEPARTMENT

316 S Ohio Ave.
Mercedes, Texas 78570
(956) 565-3102 Fax (956) 565-2583

Francisco J. Sanchez
Chief of Police

MEMO

TO: Mercedes City Commissioners
FROM: Francisco J. Sanchez, Chief of Police, Mercedes Police Department
DATE: May 20, 2025
SUBJECT: Recognition of FBI-LEEDA Agency Trilogy Award

I am pleased to inform the City Commission that the Mercedes Police Department has officially received the **FBI-LEEDA Agency Trilogy Award**, a national recognition for professional development and leadership training. This award is presented to law enforcement agencies whose executive command staff have successfully completed all three core FBI-LEEDA leadership institutes: the **Supervisor Leadership Institute (SLI), Command Leadership Institute (CLI), and Executive Leadership Institute (ELI)**.

This achievement reflects the department's ongoing commitment to professional excellence, ethical leadership, and organizational accountability.

We would like to respectfully request that this recognition be added as an item to the **June 17, 2025 City Commission Meeting agenda**, with the intention of publicly acknowledging this milestone. Additionally, I have contacted FBI-LEEDA to invite a representative to attend the meeting and formally present the award to the Mercedes Police Department, with Chief Sanchez accepting on the department's behalf.

If scheduling prevents participation on June 17, we are requesting their availability for the following meetings: **July 1st or July 15th, 2025.**

We will coordinate closely with FBI-LEEDA to confirm a date and appreciate the Commission's support in helping us celebrate this significant accomplishment with the community.

Respectfully,

X

Francisco J. Sanchez
Chief of Police

MERCEDES POLICE DEPARTMENT

316 S Ohio Ave.
Mercedes, Texas 78570
(956) 565-3102 Fax (956) 565-2583

Overview of the FBI-LEEDA Trilogy Program

Federal Bureau of Investigation – Law Enforcement Executive Development Association

The **FBI-LEEDA Trilogy Program** is a nationally recognized leadership development series designed to enhance the effectiveness, professionalism, and ethical leadership capabilities of law enforcement supervisors, command staff, and executives. The program consists of three distinct but interrelated courses:

1. Supervisor Leadership Institute (SLI)

Target Audience: First-line supervisors and newly promoted sergeants

Focus:

- Transition from peer to supervisor
- Leadership principles and ethics
- Effective communication and team development
- Resolving conflict and improving workplace culture

Objective: Equip frontline leaders with tools to influence their teams positively and navigate supervisory challenges with integrity and accountability.

2. Command Leadership Institute (CLI)

Target Audience: Mid-level management (lieutenants, captains, etc.)

Focus:

- Leadership styles and decision-making
- Command responsibility and risk management
- Emotional intelligence and team dynamics
- Performance accountability

Objective: Strengthen the strategic thinking, leadership confidence, and organizational influence of command-level personnel.

MERCEDES POLICE DEPARTMENT

316 S Ohio Ave.

Mercedes, Texas 78570

(956) 565-3102 Fax (956) 565-2583

3. Executive Leadership Institute (ELI)

Target Audience: Police chiefs, deputy chiefs, assistant chiefs, and senior executives

Focus:

- Leadership vision, values, and organizational change
- Ethics in leadership
- Political and media relations
- Building community trust and legitimacy

Objective: Prepare top-level executives to lead with vision and principle, while navigating complex administrative and political environments.

Agency Trilogy Award

The **FBI-LEEDA Agency Trilogy Award** is granted to departments whose entire command staff has completed all three components of the Trilogy Program (SLI, CLI, and ELI). It recognizes a department's dedication to developing competent, ethical, and well-prepared leaders across all leadership levels.

Benefits of the Trilogy Program:

- Promotes consistent leadership philosophy across ranks
- Encourages professional development and ethical decision-making
- Builds public confidence through competent leadership
- Strengthens internal collaboration, accountability, and morale



AGENCY TRILOGY AWARD



IN RECOGNITION OF

Mercedes Police Department

FOR DEDICATION TO LAW ENFORCEMENT LEADERSHIP AS
DEMONSTRATED BY ALL COMMAND STAFF COMPLETING
THE FBI-LEEDA TRILOGY SERIES

Sheriff Lon Thiele

Sheriff Lon Thiele, President
FBI-LEEDA, Inc.



Jacques S. Battisto

Jacques S. Battisto, Executive Director
FBI-LEEDA, Inc.



**MERCEDES CITY COMMISSION
REGULAR MEETING
JUNE 3, 2025 – 6:30 PM
MERCEDES CITY HALL – COMMISSION CHAMBERS
400 S. OHIO AVE., MERCEDES, TX 78570**

MEMBERS PRESENT: Mayor Oscar Montoya
Mayor Pro-Tem Ruben Saldana (virtually)
Commissioner Joe Martinez
Commissioner Jacob Howell
Commissioner Armando Garcia

MEMBERS ABSENT:

STAFF PRESENT: Alberto Perez, City Manager
Joselynn Castillo, City Secretary
Martie Garcia Vela, City Attorney
Patricio Avila, Asst. City Manager
Meredith Hernandez, Interim Finance Director
Michael Rocha, I.T Director
Tom Villagomez, Public Works Director
Marisol Vidales, Library Director
Kristine Longoria, Human Resources
Denisse Hernandez, Interim Planning Director
Armando Villela, Parks Director
Javier Campos, Fire Chief/EMC

OTHERS PRESENT: Orlando Diaz, Juan Vasquez, Eduardo Castellanos

1. Call Meeting to Order

Mayor Montoya welcomed everyone and called the meeting to order at 6:32 p.m.

2. Establish Quorum

All members of the Commission were present which constitutes a full quorum. Mayor Pro-Tem Saldana was present virtually.

3. Invocation

Invocation by Commissioner Martinez.

4. Pledge of Allegiance

Pledge of Allegiance by Commissioner Howell.

5. Open Forum

Dr. Jacob Howell addressed the Commission on behalf of School Triumph, which relies heavily on external funding. He requested assistance from the City in obtaining blue and

orange paint, as well as paint brushes. Dr. Howell asked if the City could either help purchase these supplies or consider making a donation to support the school's needs.

6. Presentation

a. Recognition for Mercedes High School Softball Team

The Mercedes High School reached out to have the recognition rescheduled due to a game. This item is tabled until further notice.

b. Proclamation for Camargo Boots

Mayor Montoya read a proclamation honoring Camargo Boots and its owner, Mr. Henry Camargo. In his remarks, Mayor Montoya shared a personal story highlighting the significance of Camargo Boots to the community. Following the proclamation, Mayor Montoya welcomed Mr. Camargo to say a few words.

Mr. Camargo expressed his gratitude to the Commission and everyone in attendance for the recognition, thanking them for the honor and continued support.

c. Presentation by the LRGVDC - Public Safety's LISTO RGV

Mr. Cesar Merla, Director of Homeland Security and Criminal Justice, addressed the Commission to promote the LRGVDC Public Safety's LISTO RGV Annual Conference, which will take place from September 24 to September 26, 2025, at South Padre Island. Mr. Merla explained that the conference focuses on the recovery phase of disasters and provides credit opportunities for both TCOLE and health professionals. He also shared that the goal for next year's conference is to offer it at no cost to attendees. Mayor Montoya emphasized the importance of encouraging residents to register and report damages through the iSTAT system, highlighting its value in effective disaster response and recovery.

7. Consent Agenda

a. Approval of Minutes for Meeting(s) held May 27, 2025

b. Second and Final Reading of Ordinance 2025-14 amending the Construction, Placement and Excavation in Right-of-Way

Commissioner Martinez motioned to approve all items under consent agenda.

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

8. Management Items: Present, discuss, consider and possibly take action regarding:

a. First Public Hearing for the Voluntary Annexation of Arturo Palacios

Mayor Montoya opened a public hearing at 6:53 p.m. regarding the voluntary annexation request submitted by Mr. Arturo Palacios for property located on Business 83 between Mile 1 E and Mile 2 E. There were no comments from the public. The public hearing was closed at 6:57 p.m. No action required for a public hearing.

9. Ordinances/Resolutions

There were no ordinances or resolution to discuss on the agenda.

10. Bids/Contracts

a. Approval of contract renewal with South Texas Bright Water Solutions for 3 months
Commissioner Martinez motioned to approve the renewal of three months for South Texas Bright Water Solutions. Commissioner Garcia seconded. Upon a called vote, the motion passed unanimously.

b. Approval of Settlement Agreement with the Outlet Mall

Mr. Perez informed the Commission that the settlement agreement addresses non-payment issues between the City and the Outlet Mall. The original agreement began in 2007, and from 2009 through 2016, the City failed to make the agreed payments. This settlement agreement will allow the City to bring its payments current and remain compliant with the original contract terms. Commissioner Howell motioned to approve the settlement agreement with the Outlet Mall. Commissioner Garcia seconded the motion. Upon a called vote, the motion passed unanimously.

11. 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)

Commissioner Martinez motioned to go into executive session. Commissioner Garcia seconded. Upon a called vote, the motion passed unanimously. The meeting went into executive session at 7:00 p.m.

- a. Discussion with City Manager regarding personnel matters - Section 551.074
- b. Consultation with Attorney regarding update on litigation - Section 551.071
- c. Discussion regarding Project Cruz - Section 551.087
- d. Discussion regarding Project Arts - Section 551.087

12. Open Session

Mayor Montoya called the meeting back to order at 8:27 p.m.

a. Possible Action pertaining to executive session item A
No action was taken on item A in executive session.

b. Possible Action pertaining to executive session item B
No action was taken on item B in executive session.

c. Possible Action pertaining to executive session item C
Commissioner Martinez motioned to approve a loan of up to \$70000 at 3.5% over 10 years for Project Cruz. Commissioner Garcia seconded. Upon a called vote, the motion passed unanimously.

d. Possible Action pertaining to executive session item D
No action was taken on item D in executive session.

13. Adjournment

Commissioner Martinez motioned to adjourn. Commissioner Garcia seconded. Upon a called vote, the motion passed unanimously. The meeting adjourned at 8:28 p.m.

**MERCEDES CITY COMMISSION
SPECIAL MEETING
JUNE 6, 2025 – 6:30 PM
MERCEDES CITY HALL – COMMISSION CHAMBERS
400 S. OHIO AVE., MERCEDES, TX 78570**

MEMBERS PRESENT: Mayor Oscar Montoya
Commissioner Joe Martinez
Commissioner Jacob Howell
Commissioner Armando Garcia

MEMBERS ABSENT: Mayor Pro-Tem Ruben Saldana

STAFF PRESENT: Alberto Perez, City Manager
Patricio Avila, Asst. City Manager
Denisse Hernandez, Interim Planning Director
Francisco Sanchez, Police Chief
Juan Vasquez, I.T Specialist

OTHERS PRESENT: Juan Cuba, Orlando Diaz, Eduardo Castellanos

1. Call Meeting to Order

Mayor Montoya welcomed everyone and 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 Saldana was absent.

3. Invocation

Invocation by Commissioner Howell. A representative from Ramos-Arizpe also said a prayer in spanish.

4. Pledge of Allegiance

The Pledge of Allegiance was led by Commissioner Garcia.

5. Open Forum

There were no residents signed up for open forum.

6. Ordinances/Resolutions

- a. Approval of Resolution 2025-15 regarding Sister City Ramos-Arizpe, Coahuila
Commissioner Martinez motioned to approve resolution 2025-15. Commissioner Garcia seconded. Mayor Montoya proceeded to read the resolution. Upon a called vote, the motion passed unanimously. Mayor Montoya thanked the Mayor of Ramos-Arizpe, Coahuila, Mexico for the partnership of the sister cities (in spanish). Alcalde Tomas Gutierrez Merino addressed the Commission in spanish and thanked the Commission for working with them in this partnership and creating a family relationship.

7. Adjournment

Commissioner Martinez motioned to adjourn. Commissioner Garcia seconded. Upon a called vote, the motion passed unanimously. The meeting adjourned at 6:45 p.m.

DATE: June 17, 2025
FROM: Marisol Vidales, Library Director
ITEM: **Discussion and possible action to Discussion and possible action on appointment and reappointment to the Library Board.**

BACKGROUND INFORMATION: At this time, we have a member that has missed all our meetings since being appointed. Ms. Shantel Garay was appointed to the Library Board on June 3, 2024. However, Ms. Garay did not attend any of our meetings after her appointment. Our bylaws state that if a total of 3 meetings are missed, the member may be removed from the board. Our board typically only has 4 meetings per year. I am seeking to replace Ms. Garay with Mrs. San Juana Palacios-Sanchez. She is a former library employee, an active community member and volunteer.

If appointed, her term would be until June 2027.

We also have a total of 4 members who are up for reappointment. Mrs. Deborah Benedict, Mrs. Lorri Marchant, Mrs. Diane Roman-Goldsberry and Ms. Yolanda Cruz. All four wish to continue serving on the board. If they are appointed, their terms will continue until March 2028.

BOARD REVIEW/CITIZEN FEEDBACK: N/A

ALTERNATIVES/OPTIONS: At this time I do not have any other applicants.

FISCAL IMPACT: (Total Costs)

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

Finance Review by: (Has finance reviewed it to make sure we have the funds Yes/No/Not Applicable)

LEGAL REVIEW: Not Applicable

ATTACHMENTS:

None

STAFF RECOMMENDATION: The staff's recommendation is to approve the appointments.

DATE: June 17, 2025
FROM: Joselynn Castillo, City Secretary
ITEM: Discussion and possible action to Approval of Resolution 2025-15 regarding Civil Rights for the 2019 Floods HMID Competiton grant

BACKGROUND INFORMATION: The City of Mercedes has been working diligently on the Drainage Project located near the Dome. One of the items pending is a civil rights resolution which needs Commission approval.

BOARD REVIEW/CITIZEN FEEDBACK: N/A

ALTERNATIVES/OPTIONS: N/A

FISCAL IMPACT: (Total Costs)

Proposed Expenditure/(Revenue):

\$ N/A

Account Number(s):

Finance Review by: Yes

LEGAL REVIEW: No

ATTACHMENTS:

1. 2025-15 - 29. CIVIL RIGHTS RESOLUTION 2019 Project

STAFF RECOMMENDATION: Approval of Resolution 2025-15

RESOLUTION # 2025-15
Regarding Civil Rights

City of Mercedes, Texas

Whereas, the City of Mercedes has been the Texas General Land Office (GLO) Community Development Block Grant Disaster Recovery (CDBG-DR) as **Contract Number 24-067-027-E215 (a.k.a 2019 Floods HMID Competition for Community Development Block Grant Disaster Recovery (CDBG-DR))** from the Texas General Land Office (hereinafter referred to as “GLO”);

Whereas, the **City of Mercedes**, in accordance with Section 109 of the Title I of the Housing and Community Development Act. (24 CFR 6); the Age Discrimination Act of 1975 (42 U.S.C. 6101-6107); and Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and for construction contracts greater than \$10,000, must take actions to ensure that no person or group is denied benefits such as employment, training, housing, and contracts generated by the CDBG activity, on the basis of race, color, religion, sex, national origin, age, or disability;

Whereas, the **City of Mercedes**, in consideration for the receipt and acceptance of federal funding, agrees to comply with all federal rules and regulations including those rules and regulations governing citizen participation and civil rights protections (as outlined in Hidalgo County Urban County Program’s Citizen Participation Plan dated February 2, 2021);

Whereas, the **City of Mercedes**, in accordance with Section 3 of the Housing and Urban Development Act of 1968, as amended, and 24 CFR Part 75, is required, to the greatest extent feasible, to provide training and employment opportunities to lower income residents and contract opportunities to businesses in the Section 3 Service Area (as further detailed in Hidalgo County Urban County Program’s Section 3 Policy dated October 1, 2021);

Whereas, the **City of Mercedes**, in accordance with Section 104(1) of the Housing and Community Development Act, as amended, and State’s certification requirements at 24 CFR 91.325(b)(6), must adopt an excessive force policy that prohibits the use of excessive force against non-violent civil rights demonstrations;

Whereas, the **City of Mercedes**, in accordance with Executive Order 13166, must take reasonable steps to ensure meaningful access to services in federally assisted programs and activities by persons with limited English proficiency (LEP) and must have an LEP plan in place specific to the locality and beneficiaries for each TxCDBG and GLO-CDBG-DR projects as outlined in City’s Limited English Proficiency Plan located within the Title VI/Nondiscrimination Plan.

Whereas, the **City of Mercedes**, in accordance with Section 504 of the Rehabilitation Act of 1973, does not discriminate on the basis of disability and agrees to ensure that qualified individuals with disabilities have access to programs and activities that receive federal funds; and

Whereas, the **City of Mercedes**, in accordance with Section 808(e)(5) of the Fair Housing Act (42 USC 3608(e)(5)) that requires HUD programs and activities be administered in a manner affirmatively to further the policies of the Fair Housing Act, agrees to conduct at least one activity during the contract period of the TxCDBG contract, to affirmatively further fair housing;

Whereas, the **City of Mercedes**, agrees to maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSIONER'S COURT OF THE CITY OF MERCEDES OF HIDALGO, TEXAS, that:

The **CITY OF MERCEDES** ADOPTS/REAFFIRMS the following policies:

1. Citizen Participation Plan and Grievance Procedures
2. Excessive Force Policy
3. Fair Housing Policy
4. Section 504 Policy and Grievance Procedures
5. Code of Conduct Policy

The **City of Mercedes** affirms its commitment to conduct a project-specific analysis and take all appropriate action necessary to comply with program requirements for the following:

6. Section 3 economic opportunity
7. Limited English Proficiency
8. Activity to Affirmatively Further Fair Housing choices

PASSED AND APPROVED BY THE COMMISSIONER'S COURT OF THE CITY OF MERCEDES, TEXAS HIDALGO COUNTY ON the 17th day of June, 2025.

**OSCAR D. MONTROYA, CITY MAYOR
MERCEDES, TEXAS**

**ALBERTO PEREZ, CITY MANAGER
MERCEDES, TEXAS**

DATE: June 17, 2025
FROM: Patricio Avila, Assistant City Manager
ITEM: **Discussion and possible action to Approval to award a contractor for Bid No. 2025-002 - Dacota Ave. Roadway Improvement project**

BACKGROUND INFORMATION: The project consists of full reconstruction of Dacota Avenue, located in the City of Mercedes Industrial Park. It is to have a 6 inch Caliche Base with 7 inches of 4000 psi concrete.

BOARD REVIEW/CITIZEN FEEDBACK: (Let us know if this was approved or denied by a board)

ALTERNATIVES/OPTIONS: (If your recommendation isn't approved, do you have another option that can be approved)

FISCAL IMPACT: (Total Costs)

Proposed Expenditure/(Revenue):
\$ 437,855.00

Account Number(s):
CO's

Finance Review by: (Has finance reviewed it to make sure we have the funds Yes/No/Not Applicable)

LEGAL REVIEW: (Has the City Attorney reviewed it, if necessary Yes/No/ Not Applicable)

ATTACHMENTS:

1. Dacota Ave-Letter of recommendation from Project Engineer

STAFF RECOMMENDATION: Recommendation is to approve this project as per the project engineer.

Supreme Engineering, PLLC

Consulting Engineers
135 Paseo Del Prado Suite #7
Edinburg, TX 78539

June 6, 2025

City of Mercedes
Attention: Alberto Perez
400 S. Ohio Ave.
Mercedes, TX 78570

Reference: Dakota Ave. Roadway Improvements

Subject: Recommendation Letter

Dear Mr. Perez,

Supreme Engineering has prepared and analyzed the bids received and open on May 15, 2025 for the aforementioned project. The lowest bidder Rene Guerra & Sons Hauling, LLC could not fulfill the bid amount due to a calculation error; therefore, once consulted with City staff we recommend awarding the project to **Eberle Materials, Inc**, second lowest bidder, for the **base bid amount of \$375,800.00**. Also, we are recommending to add "**Alternate 1 – 6" Caliche Base**" to have a more proper, solid and stable, base for the roadway intent for the amount of **\$62,055.00**. Eberle Materials acknowledged the addendums and submitted the bid bond along with the bid package. Attach is the bid tabulation for your reference.

Should you have any questions or concerns, please do not hesitate to contact me at (956) 403-1314.

Sincerely,



Omar Cano, P.E., CFM
Project Engineer

Approved: 
6/10/25

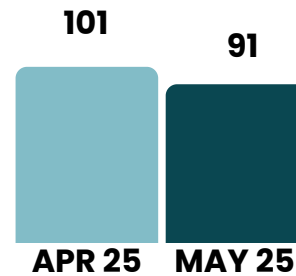


DEVELOPMENT ACTIVITY (MAY 2025)

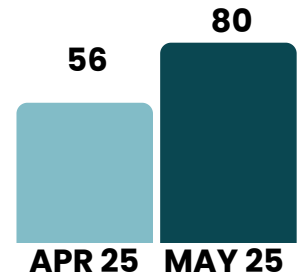
PERMITS ISSUED

	APR 25	MAY 25
Residential	174	193
Multi-Family	0	0
Commercial	8	3

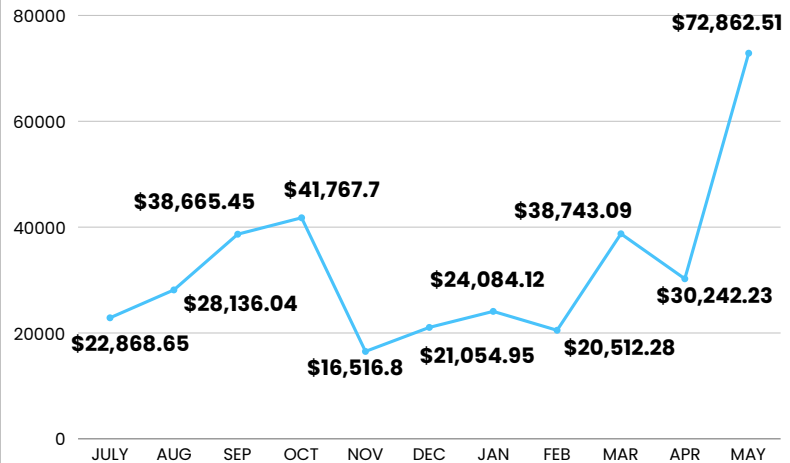
Building Inspections



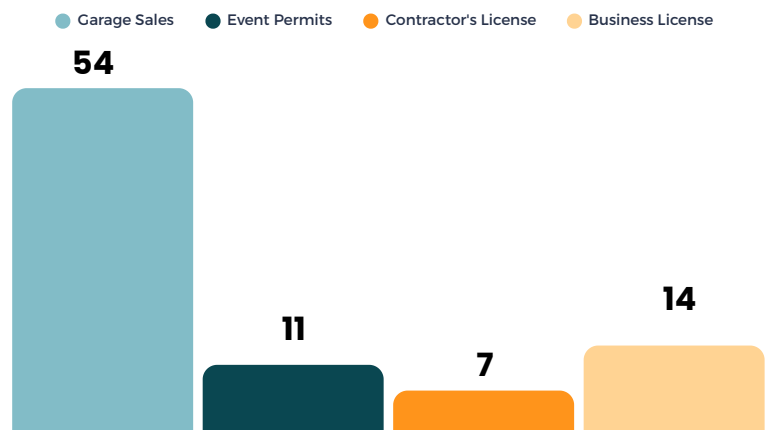
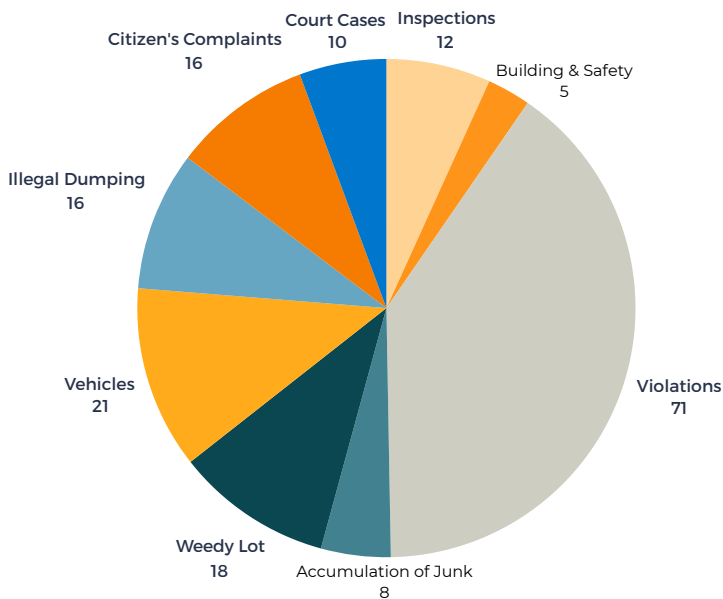
Plan Reviews



DEPARTMENT REVENUE



CODE ENFORCEMENT ACTIVITY (MAY 2025)



ACTIVITY (FY 23-24 VS YTD)

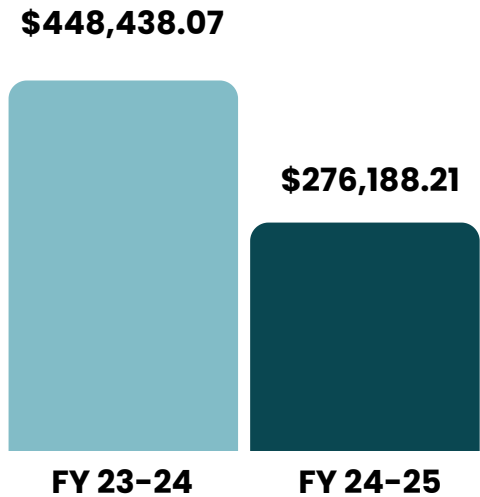
PERMITS ISSUED

	FY 23-24	YTD
New Residential Construction	141	87
Commercial Construction	8	16
Other Permits	1,447	943

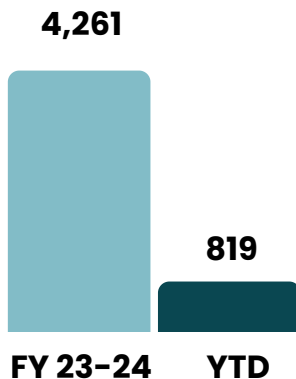
Residential & Commercial include: Building, Mechanical, Electrical, and Plumbing

Other Permits: Repairs, Remodel, Re-roof, Driveway, Carport, Fences, ROW, Irrigation, Mechanical, Electrical, Plumbing, Meter reset, Moving a Building, Solar Panel, Storage Shed

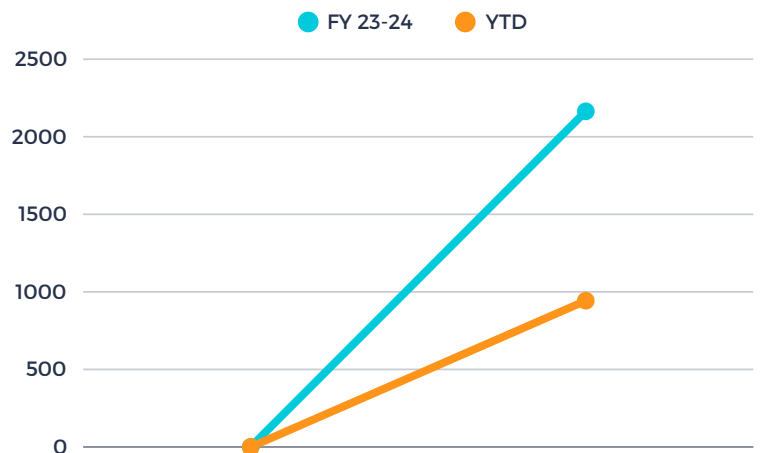
REVENUE



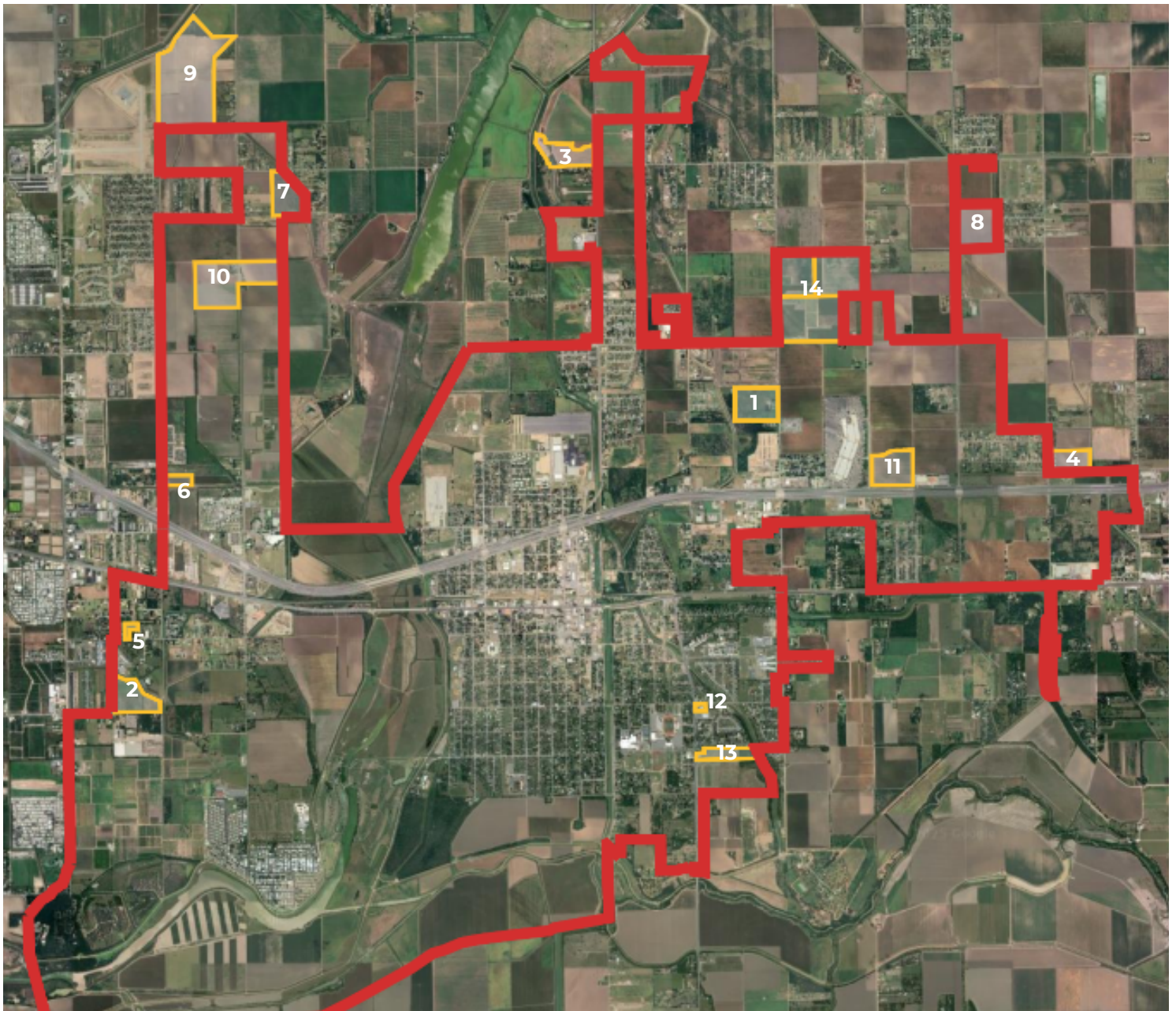
Building Inspections



Total of Permits Issued



SUBDIVISIONS UNDER CONSTRUCTION

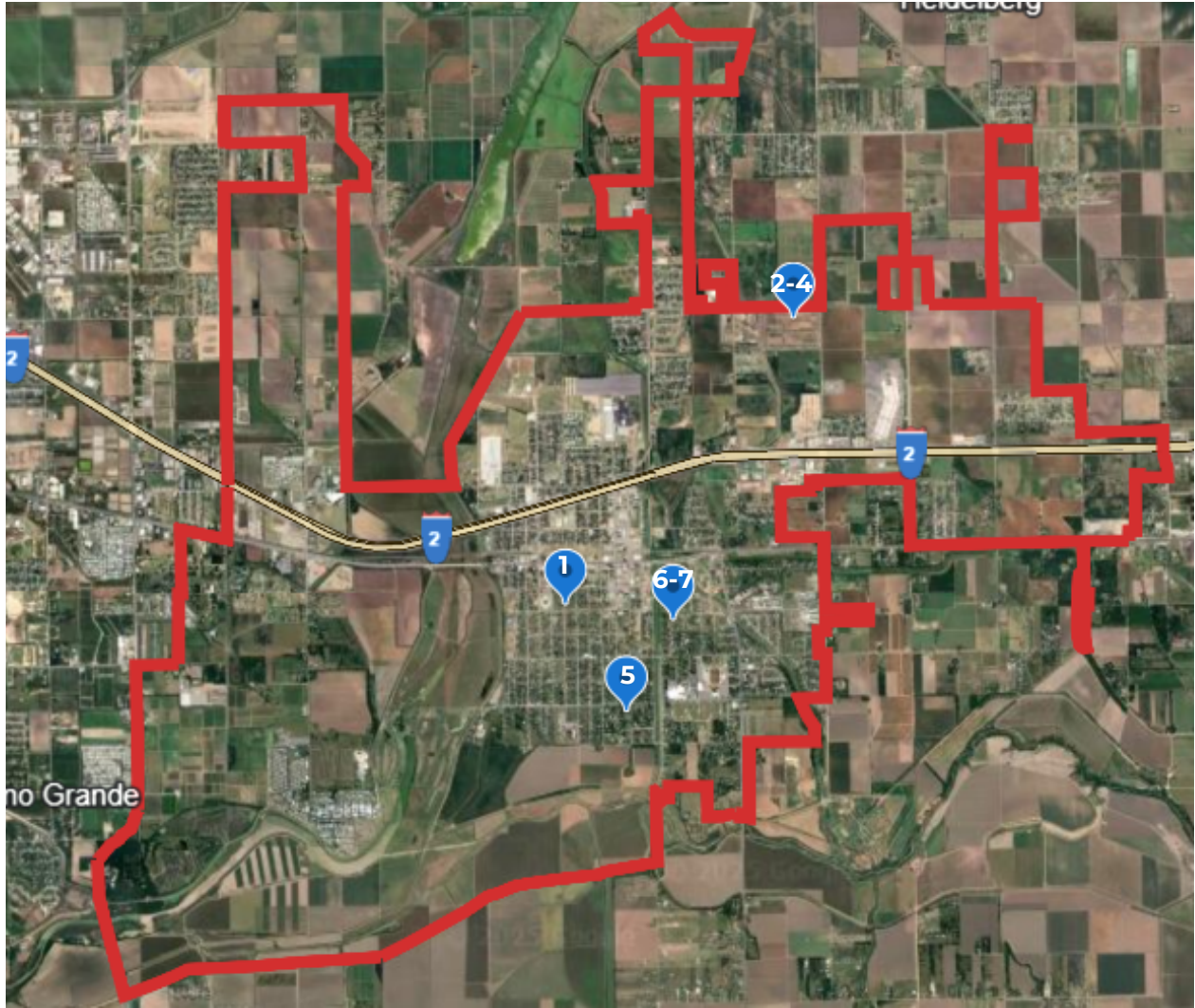


	Subdivision	Location	Acres	Number of lots	Status	Type
1	Stable Estates	1 Mile N of Express way 83 on Mile 1 E. West of Mile 1 E/South of Mile 8	30	96	Finalizing Construction	Multi-Family & Single Family
2	Camino de Verdad Ph 2	FM 1015 & Camino de Verdad	22.76	63	Completed Construction	Single Family
3	Los Prados Ph 1	2 Mile N of Exp 83 on FM 49. NW corner of Fm 491/Mile 9 North	9.09	48	Under Construction	Single Family

SUBDIVISIONS UNDER CONSTRUCTION

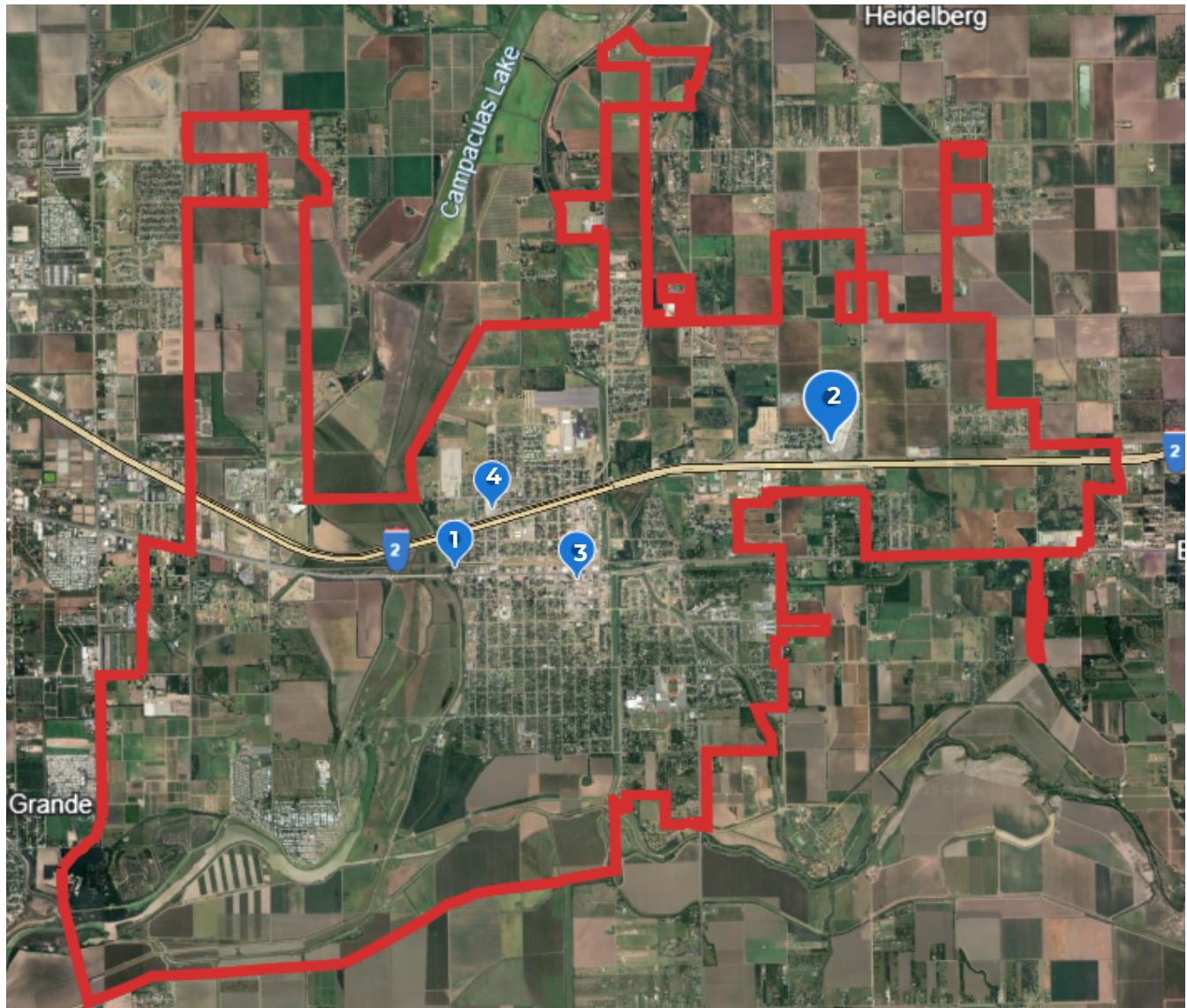
	Subdivision	Location	Acres	Number of lots	Status	Type
4	Mirasol Country Estates	East Side if Mile 2 1/2 East and North if Expwy	59	19	Under Construction	Single Family
5	Camino Heights	S Mile 2 1/2 W and Camino Real Viejo	2.93	22	Rezone, Interlocal Agreement Approved by Weslaco	Single Family
6	Red Stone	Mile 2 1/2 and north of Expressway 83	6.0	20	Waiting for Subdivision Plat, Undergoing Buyout with North Alamo Water Supply	Single Family
7	Las Cabanas	Mile 9 North and between Mile 2 W & Mile 1 1/2 W	24.90	73	Pre-Construction	Single Family
8	North Valley Village	East side of Mile 2 East and south of Mile 8 North Rd	40	193	Pending Sewer Extension, On Hold	Single Family
9	San Jacinto Estates No. 12	N of Mile 9 N and between Mile 2 ½ W & Mile 2 W	127.44	332	Obtain Preliminary Approval	Single Family & Multi-Family
10	San Jacinto Estates No. 16	Mile 8 N and Mile 2 W	81.73	319	Obtain Preliminary Approval	Single Family
11	Shops at Mercedes Ph I	Hwy 83 Frontage next to the Outlets	30	7	Under Construction	Commercial
12	Dollar General	Rio Rico and 10th St (1000 Rio Rico Rd)	1.74	1	Under Construction	Commercial
13	Hacienda Olivia Ph 4	E Rio Rico Rd and N of Hacienda Olivia Ph 1	13.80	117	Rezone, Waiting for Subdivision Plat	Single Family/Town House
14	Corona De Cristo	Mile 8 N Rd and Mile 1 E Rd	126.83	530	TIRZ Process	Single Family & Multi-Family

NEW RESIDENTIAL CONSTRUCTION



	Project Address	Type	Sq Ft	Subdivision
1	544 S Washington	Single Family	1,026	Mercedes Original Townsite
2	1606 Kariana	Single Family	1,459	Valley Ranch Ph 2
3	1503 Kariana	Single Family	2,200	Valley Ranch Ph 2
4	1504 Alyssa Dr	Single Family	2,226	Valley Ranch Ph 2
5	1445 S Ohio Ave	Single Family	5,995	Mercedes Original Townsite
6	714 Iowa Ave	Single Family	1,335	East Mercedes
7	708 Iowa Ave	Single Family	1,335	East Mercedes

NEW COMMERCIAL CONSTRUCTION/BUSINESSES



	Business	Project Address	Type of Business	Status
1	Grey Box Self Storage	112 Palm Ave	Self Storage	Business License Issued
2	Da Dog House	5001 E Exp 83 Ste 350A	Restaurant	Business License Issued
3	Reloved	242 S Texas Ave Ste 9	Thrift Store	Business License Issued
	Blessed Me by Danielle	601 N Vermont Ave Ste 120	Beauty Salon	Business License Issued

Health & Code Enforcement

Health & Code Enforcement Inspections, May

	May 2025
Code Compliance Inspections	169
Citations Issued	2
Health Inspections	8

Health Inspections Results, May 2025

Business Name	Business Type	Address	Pass/Fail
Da Dog House	Restaurant	5001 E Exp 83 Ste 350A	Pass
City Kids Learning Academy	Daycare	1100 W Exp 83	Pass
Taco el Sapo	Restaurant	340 W 10 th St	Pass
Brain Freeze	Snack Drive-thru	509 W 2 nd St	Pass
Viva La Raspa	Snack Restaurant	2020 W Exp 83	Pass
Cristina Mexican Restaurant	Restaurant	2020 W Exp 83	Pass
Mercedes Wellness	Wellness Center	338 W 3 rd St	Pass
Mercedes Early College High School	School	950 W 6 th St	Pass

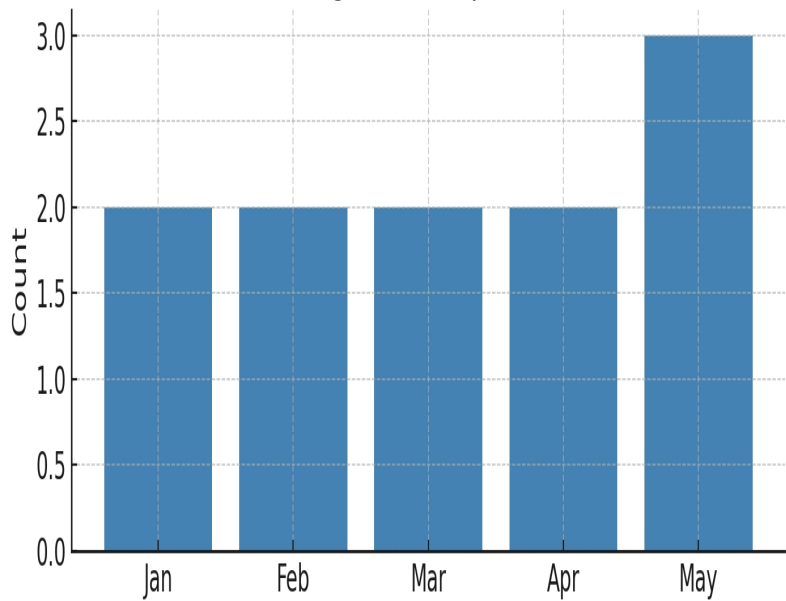
**CITY SECRETARY'S OFFICE
2025 ANNUAL REPORT**

TYPE	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	OCT.	NOV.	DEC.	YTD Total
CITY SECRETARY													
Agenda Reg./Special/Wkshp	2	2	2	2	3								11
Minutes Reg./Special	1	2	2	2	3								10
Ordinances	2	2	2	2	5								13
Resolutions	4	2	6	0	2								14
Contracts	3	0	0	1	0								4
Bids	0	0	1	0	0								1
PERMITS													
Sound/Dance TABC	4 0	3 0	1 0	3 2	6 0								17 2
VITAL STATISTICS													
Filling w. State	6	8	8	8	4								34
Issuing Birth	27	40	30	35	22								154
Issuing Death	4	4	3	1	1								13
RISK MANAGEMENT													
Vehicle Claims	2	2	4	3	2								13
Liability Claims	1	2	1	0	2								6
OPEN RECORDS													
Received	35	32	26	29	18								140
Responded	31	30	22	26	12								121
HUMAN RESOURCES													
New Hires	5	2	1	6	0								14
Resignations	5	1	1	0	6								13
Retirements	6	2	1	2	0								11
Workers Comp	0	1	2	2	1								6

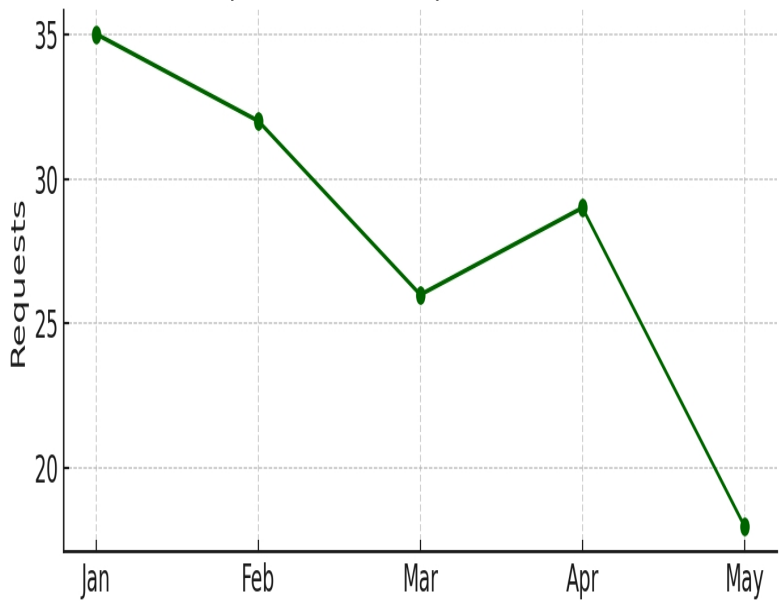
Significant Comments:

City Secretary’s Office Monthly Activity Report (Jan-May 2025)

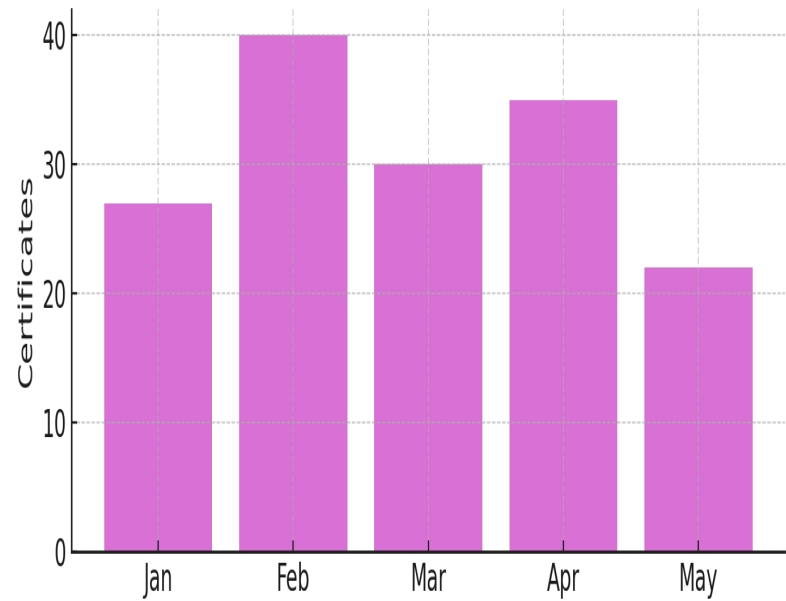
Agendas Prepared



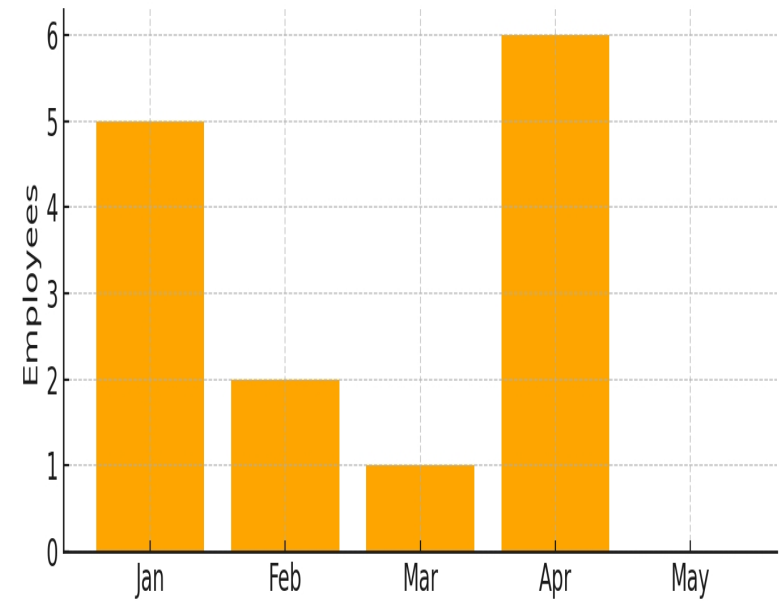
Open Records Requests Received



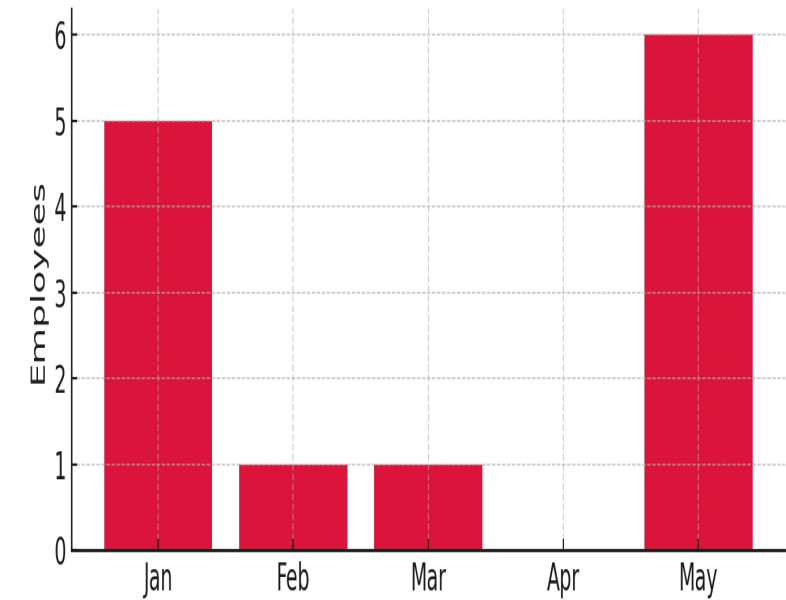
Birth Certificates Issued



New Hires

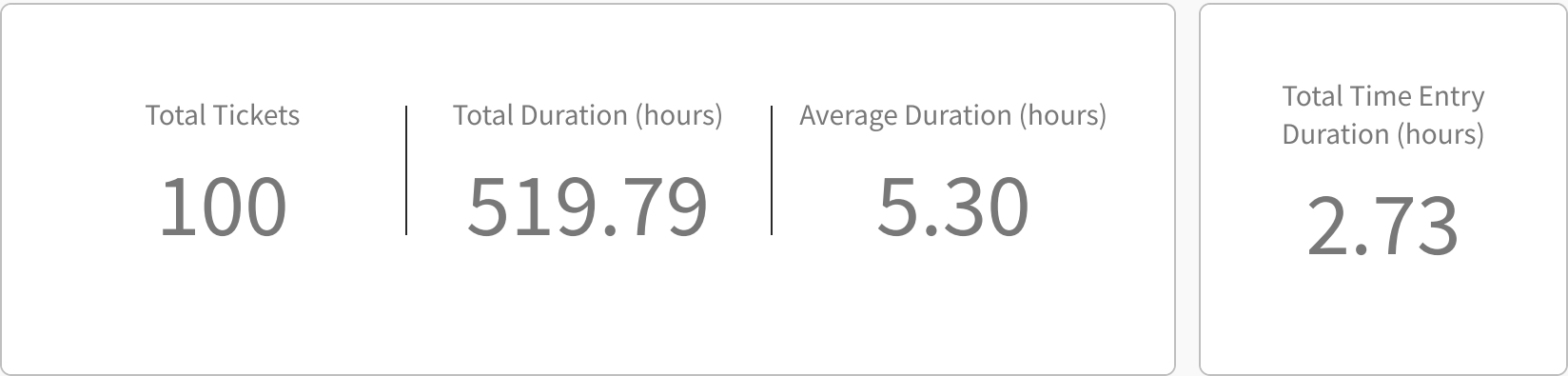


Employee Resignations

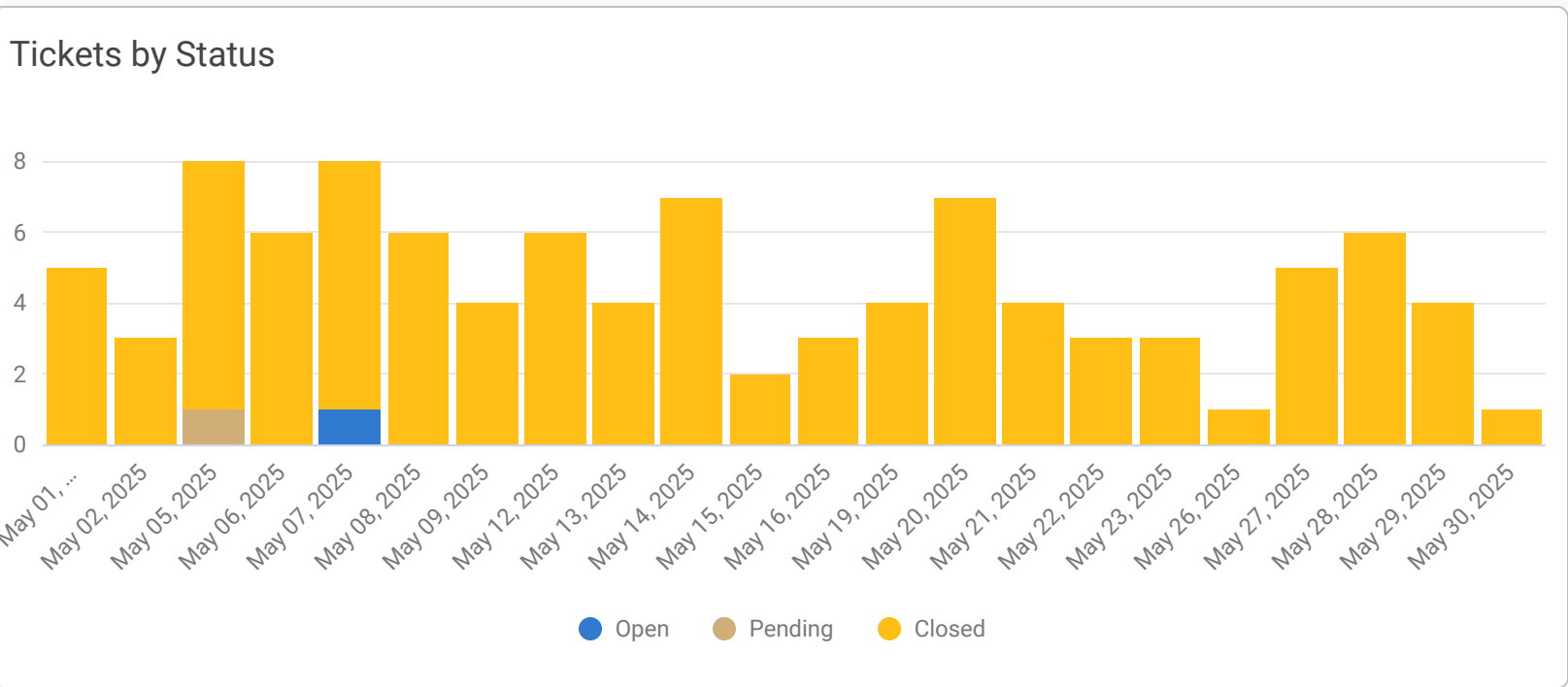
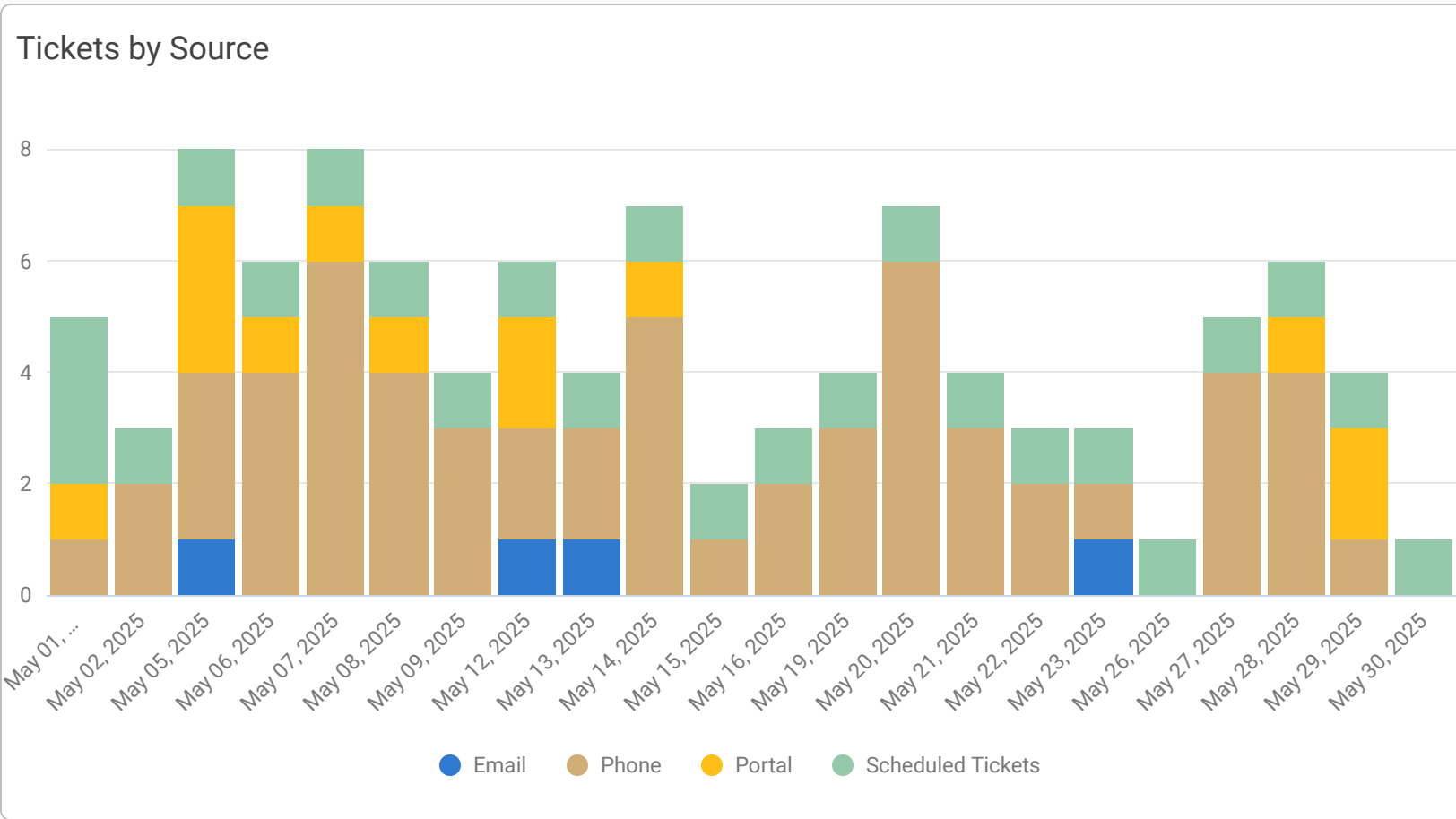
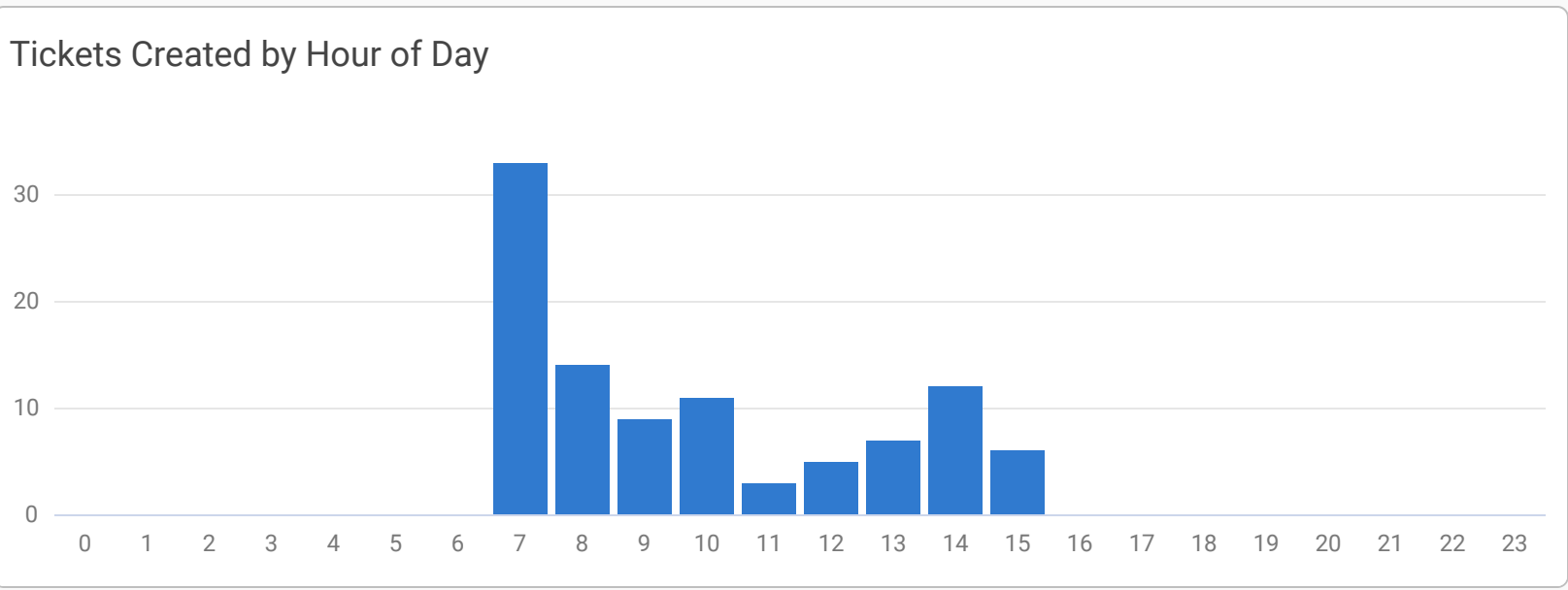
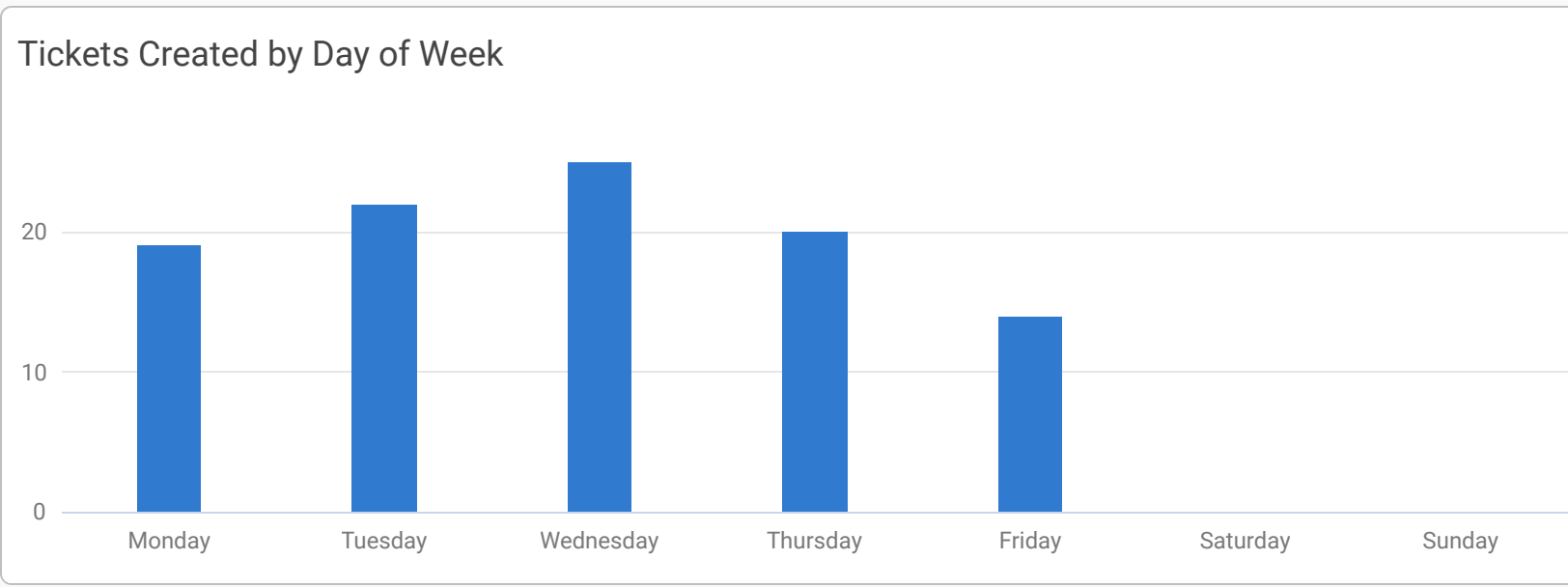
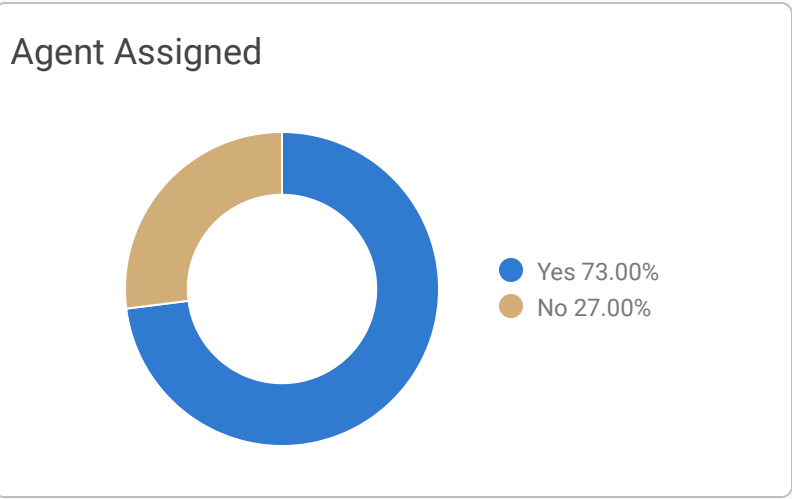
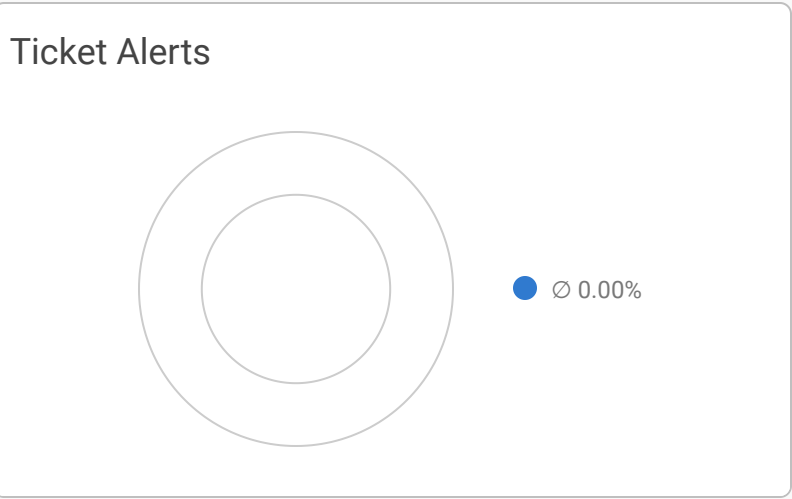
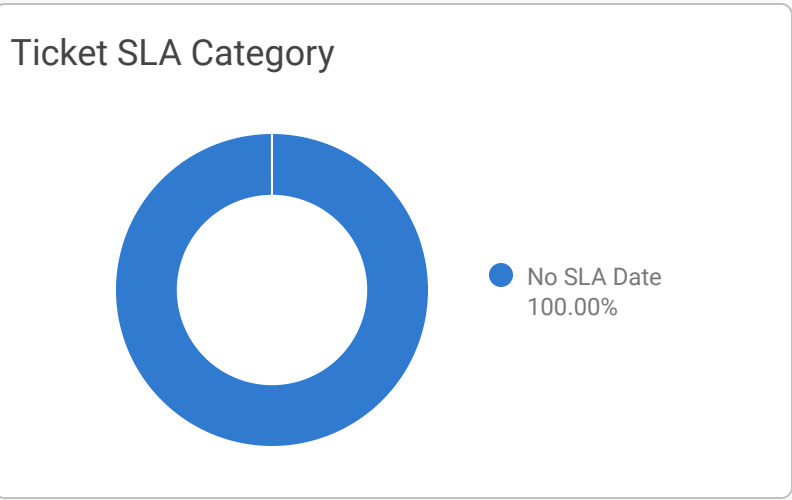
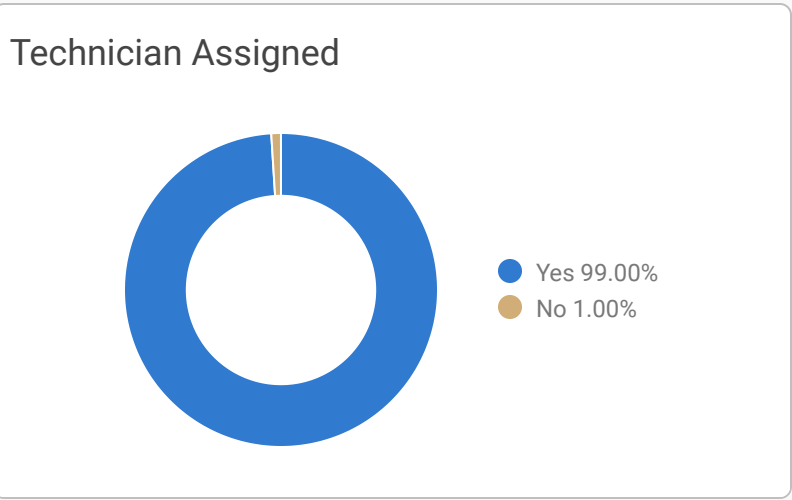


Ticketing summary

Date Filter is from 2025/05/01 until 2025/05/31 Ticket Status is not Merged



AI Auto-Tags		
	Tag Name	Number of Tags ▼
1	Security / Security Alerts and Threats	22
2	System / Windows / Login - Password Reset	9
3	Hardware / Equipment orders and installations	6
4	Network / Internet and Phone Connectivity Issues	6
5	Application / Application usability & setup	5
6	Application / Install - Uninstall - Update	5
7	Application / Application usability & setup	4
8	Application / Access & Permissions	4
9	Printer / Printing Usage & Setup	4
10	Monitor / Display Issues \u0026 Setup	3
11	Printer / Printing Usage \u0026 Setup	3
12	System / Windows / User Account Creation and Setup	3
13	Hardware / New Hardware - Retire Hardware	3
14	Application / Email Management, Delivery and Settings	3
15	Application / Application usability & setup	3
16	Maintenance / Backup and Service Maintenance	2
17	Network / Onboarding - Offboarding User	2
18	Network / Remote Access \u0026 Permissions	2
19	Network / Accessibility	2
20	Printer / Printing Usage & Setup	2
21	Security / Ads and Pop-ups Blocking	1
22	System / Windows / Files & folders	1
23	Network / Remote Access \u0026 Permissions	1
24	Hardware / Printing Device	1
25	Application / Office 365	1
26	Application / Printing usage & setup	1
27	Hardware / Damaged - Faulty	1



Customer tickets overview

Date Filter is from 2025/05/01 until 2025/05/31 Ticket Status is not Merged

Total Tickets

100

Total Ticket Duration (hours)

519.79

Average Ticket Duration (hours)

5.30

4

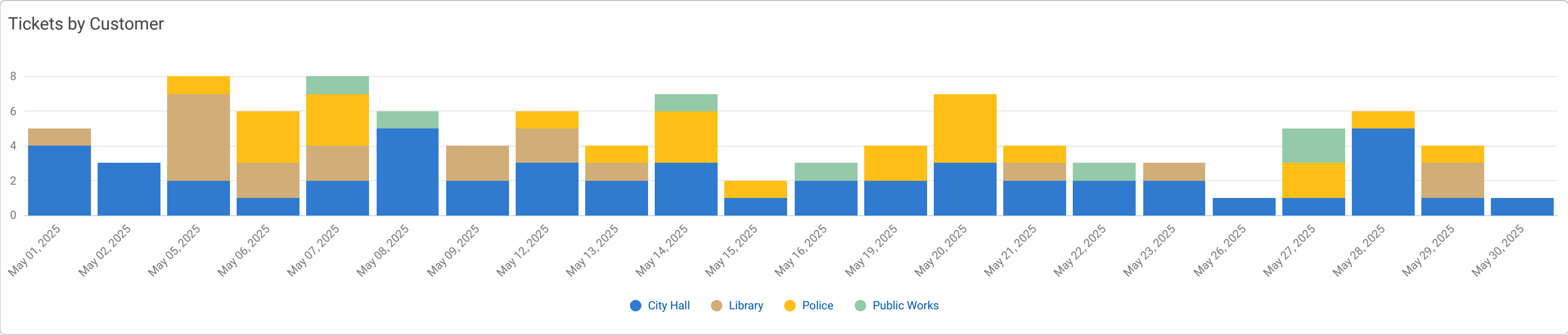
Number of Customers

100

Ticket Volume Per Customer

Ticket SLA Category

No SLA Date
100.00%



Customer Overview						
Site name	Number of tickets ▾	Total Ticket Duration (hours)	Average Ticket Duration (hours)	Average First Response Time (hours)	Number of alerts	Exceeded SLA
City Hall	50	110.97	2.26	2.62	0	0
Police	24	75.12	3.27	10.38	0	0
Library	19	331.34	17.44	10.18	0	0
Public Works	7	2.36	0.34	0.34	0	0

Technician overview

Date Filter is from 2025/05/01 until 2025/05/31 Ticket Status is not Merged

Number of tickets

100

Total Ticket Duration (hours)

519.79

Average Ticket Duration (hours)

5.30

5.76

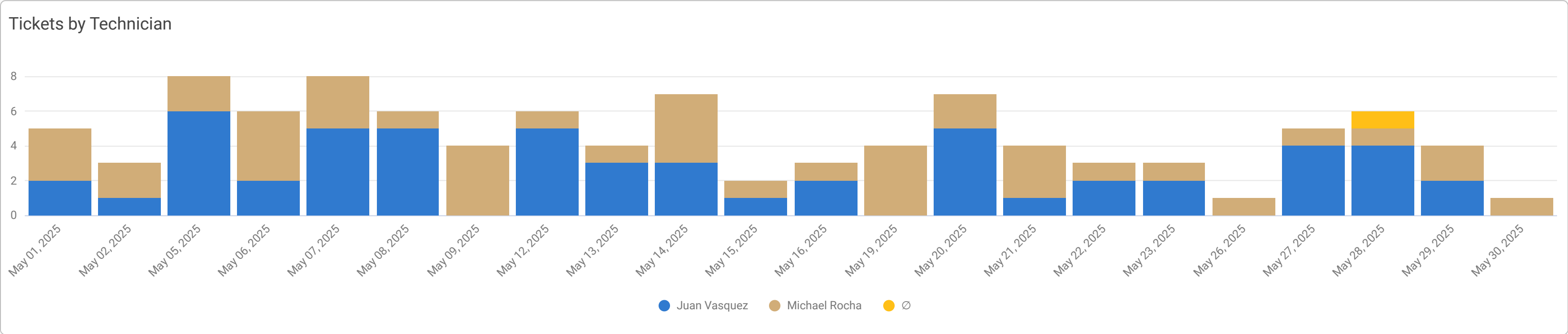
Average First Response Time (h...

5.30

Average Resolution Time (hours)

Ticket SLA Category

No SLA Date
100.00%

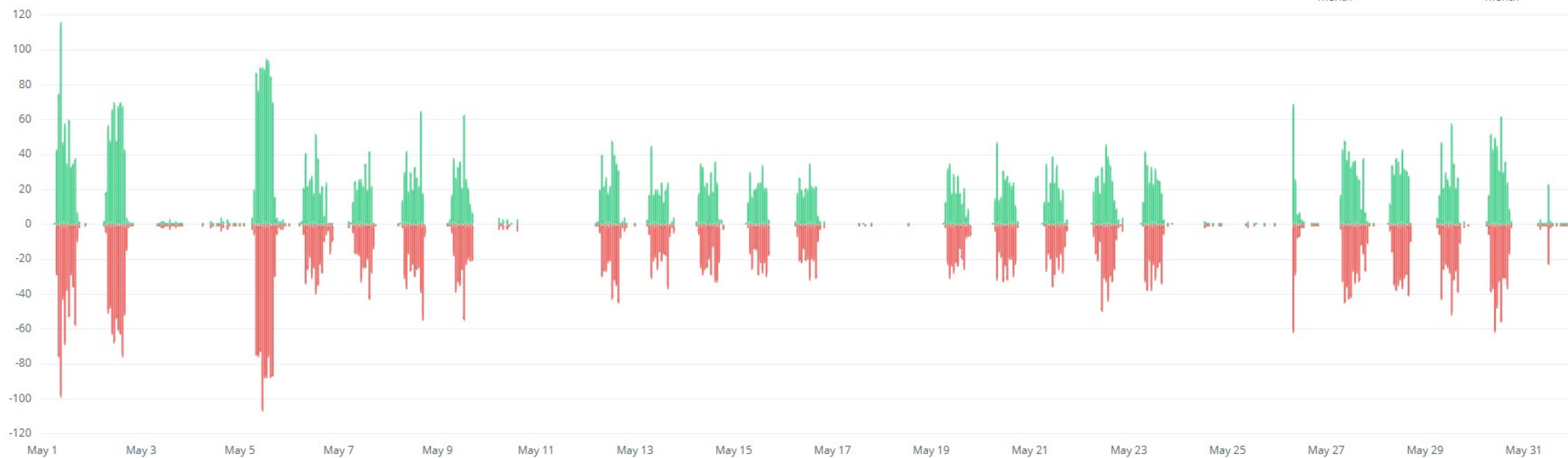


Technician Overview									
	Technician name	Number of tickets ▾	Total Ticket Duration (hours)	Average Ticket Duration (hours)	Average First Response Time (hours)	Number of Tickets Exceeded SLA	Number of tickets closed within SLA	Number of tickets closed outside SLA	Number of open tickets within SLA
1	Juan Vasquez	55	357.47	6.62	7.46	0	0	0	0
2	Michael Rocha	44	161.35	3.75	3.74	0	0	0	1
3	∅	1	0.97	0.97	0.97	0	0	0	0

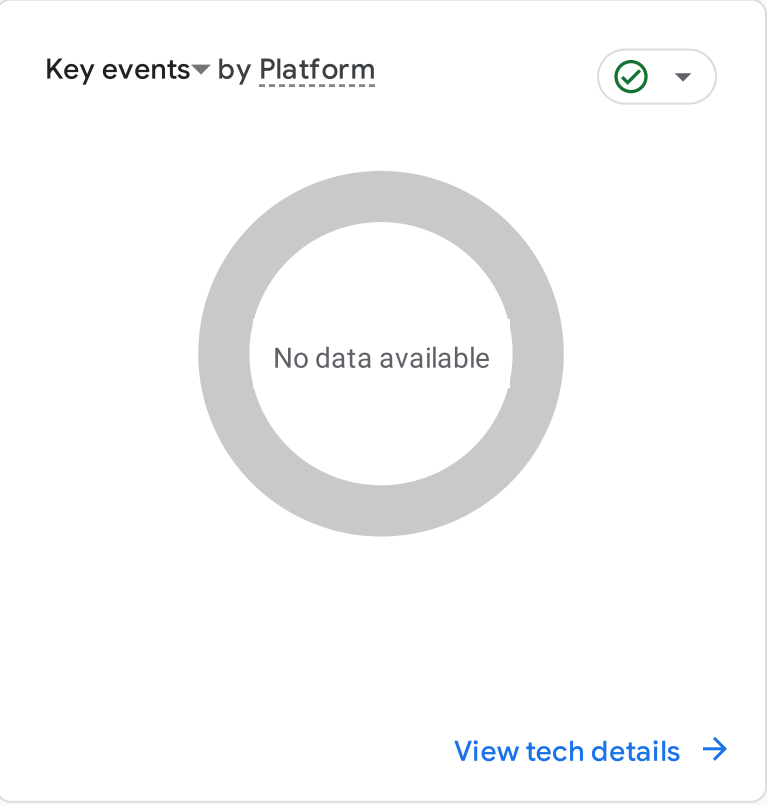
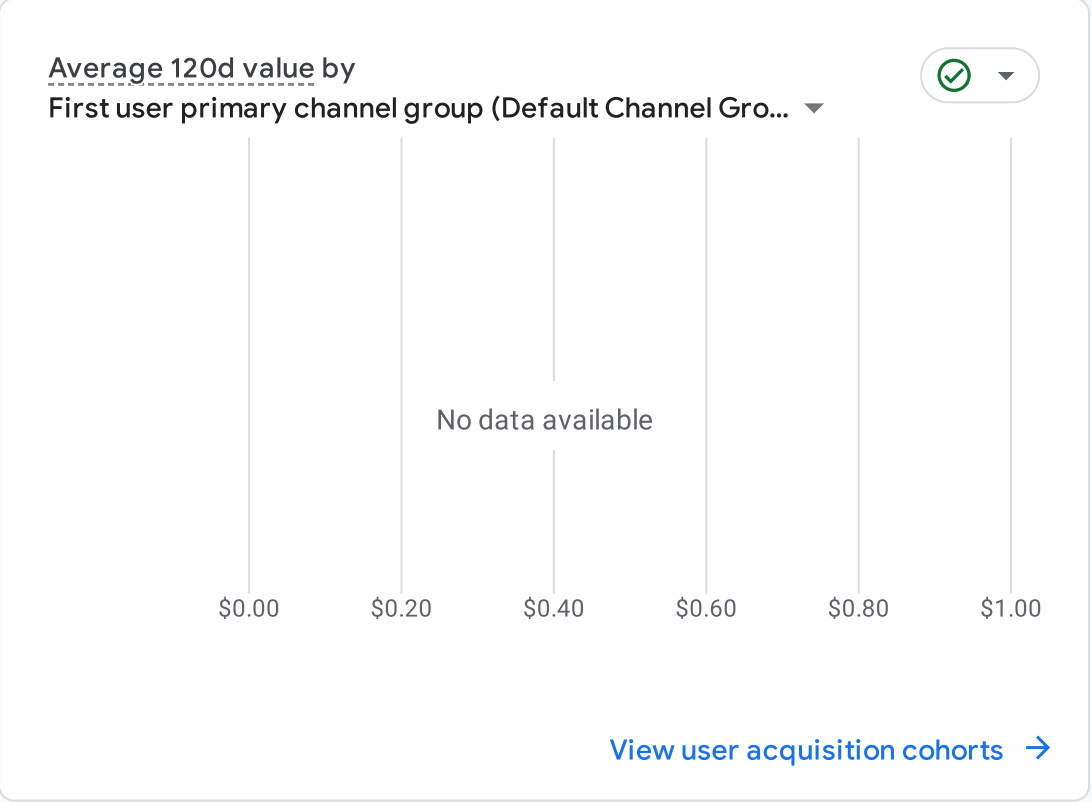
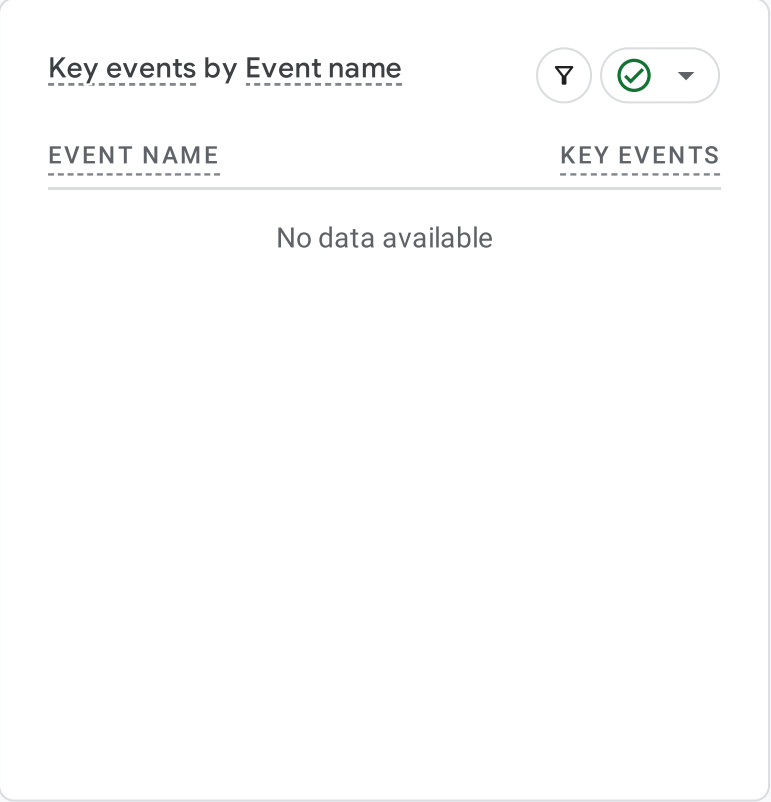
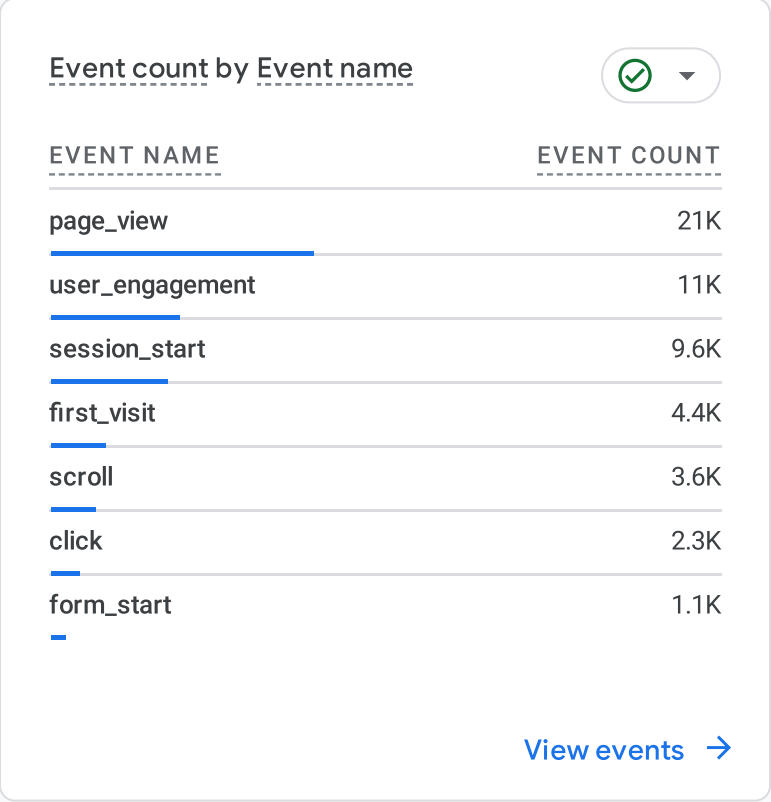
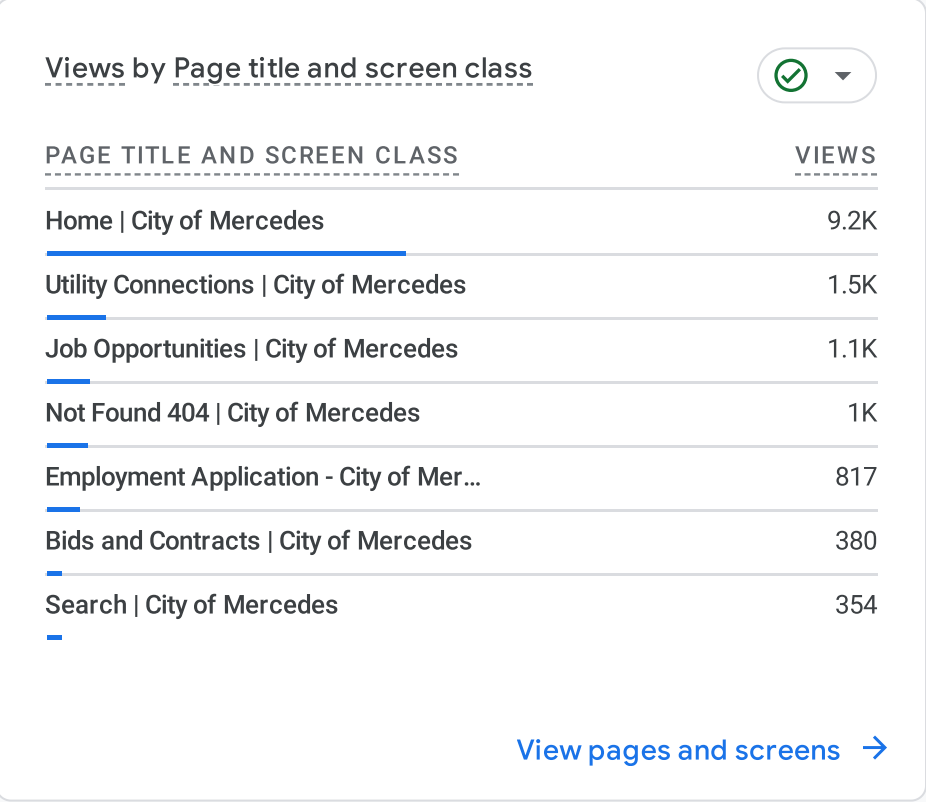
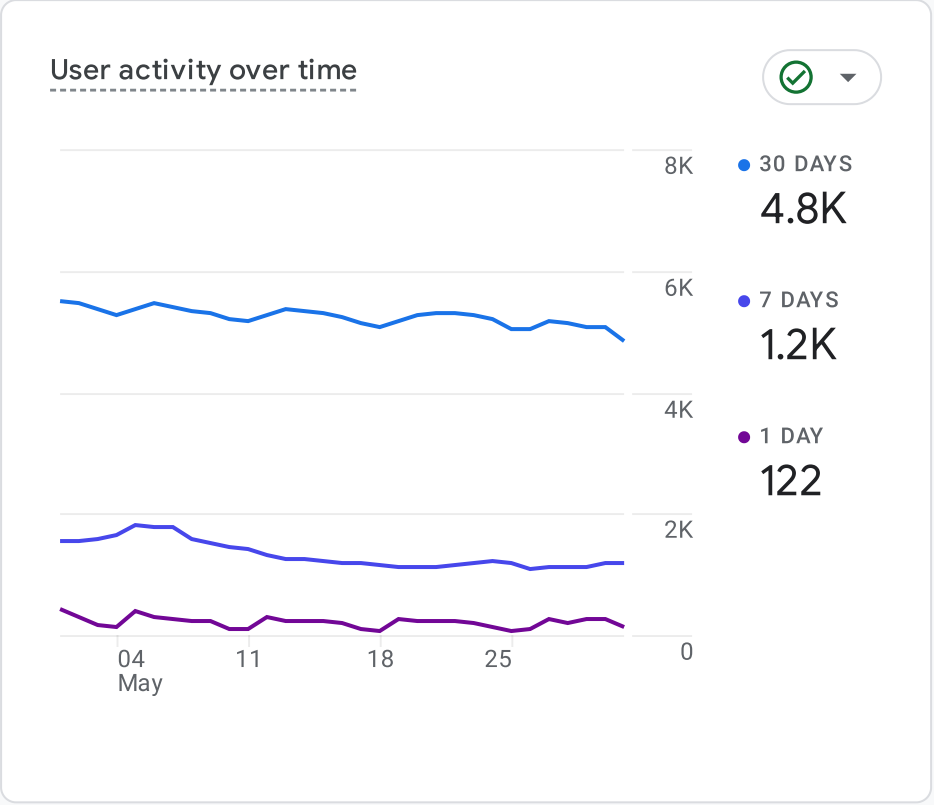
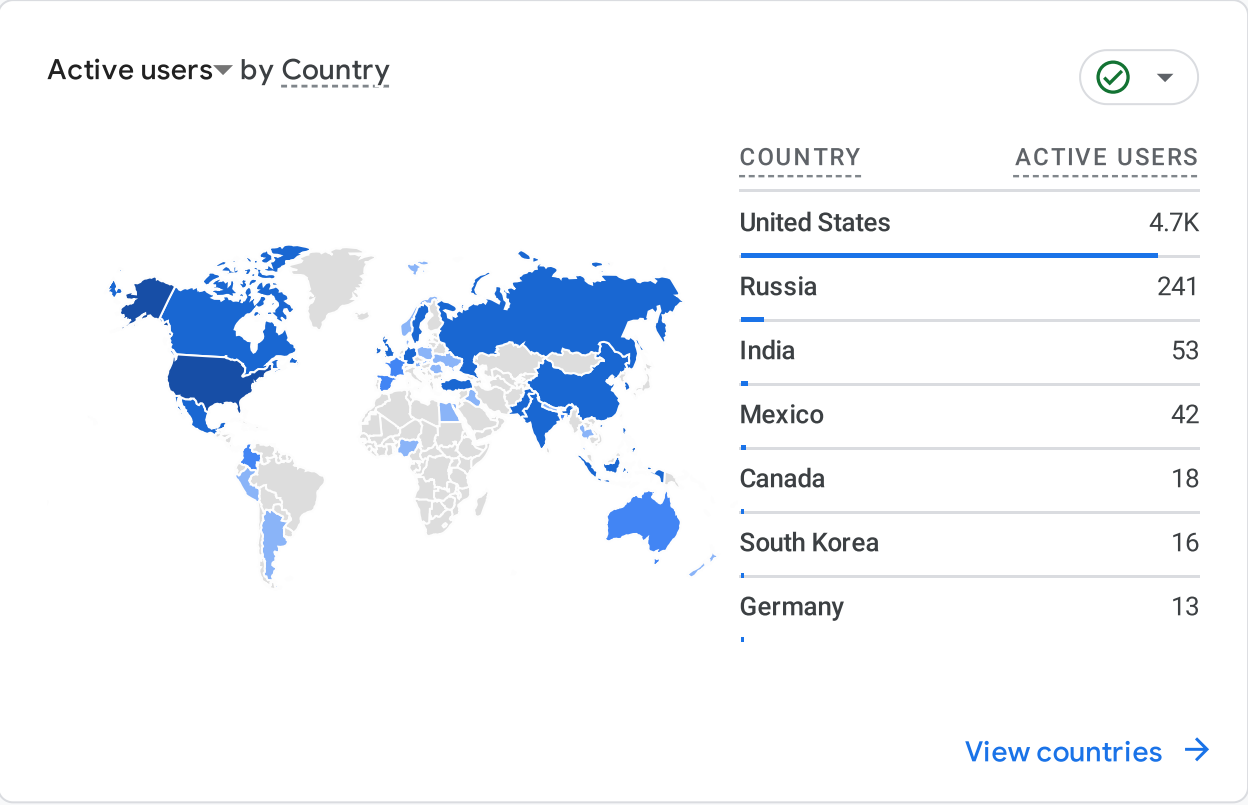
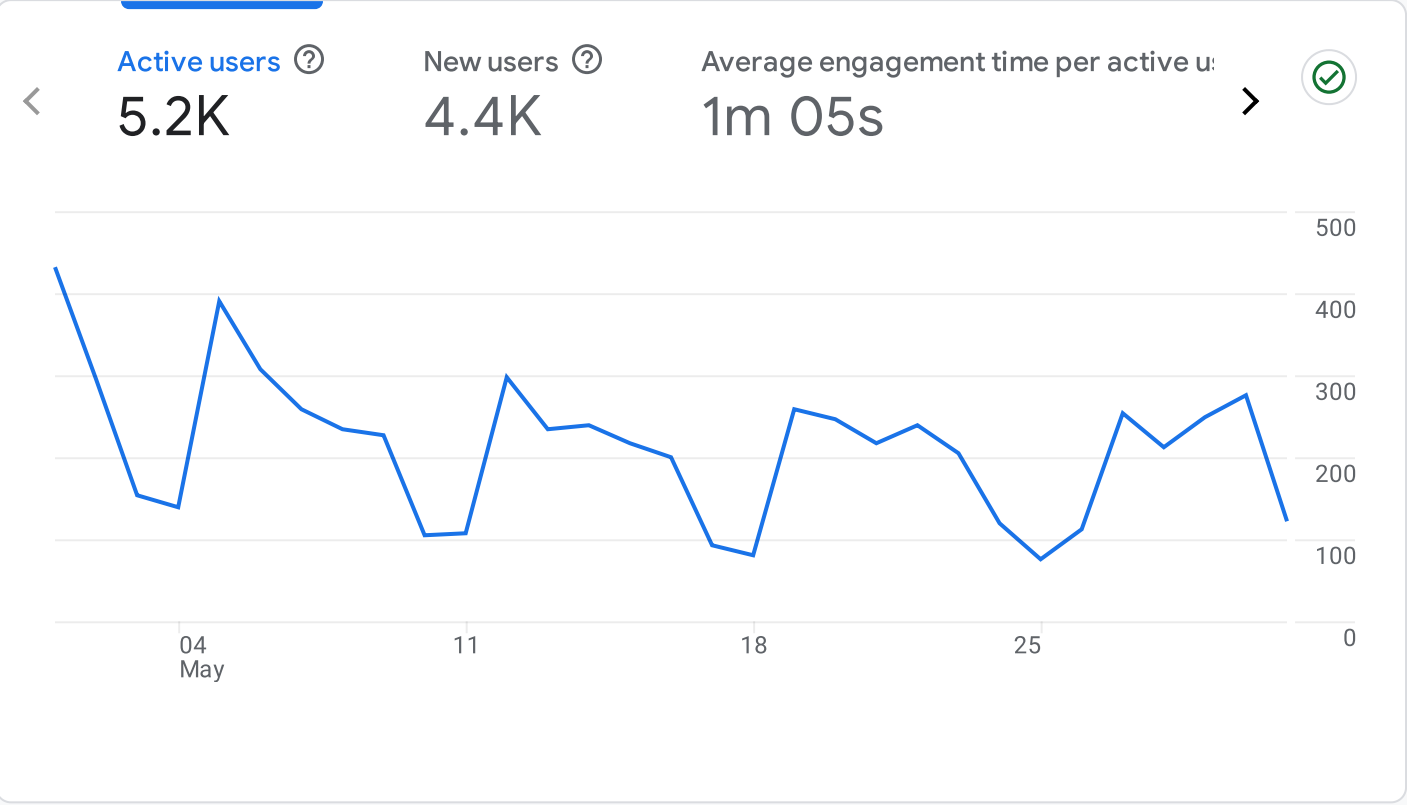
Traffic

In 7,420
↑ 1% from previous month

Out 7,304
↑ 2% from previous month



Reports snapshot



Dr. Hector P. Garcia Memorial Library Statistical Report

May-25

Circulation	2025	2024
Check-Outs & Renewals:	510	578
Year to Date Total:	3,283	5,254
In-House Book Circulation:	144	165
Year to Date Total:	800	1,584
In-House Magazine Circulation:	14	80
Year to Date Total:	167	416
In-House Newspaper Circulation:	5	100
Year to Date Total:	181	376
New Borrowers:	91	29
Year to Date Total:	268	213

Digital Resources	2025	2024
cloudLibrary Checkouts:	209	213
Year to Date Total:	1,427	1,803
NewsStand Checkouts:	338	437
Year to Date Total:	2,585	3,392
Biblio+ Views:	255	151
Year to Date Total:	986	750

Interlibrary Loans (ILL's)	2025	2024
Items Requested:	15	116
Year to Date Total:	196	761
Items Sent:	5	70
Year to Date Total:	122	420

Book & Media Donations	2025	2024
Donations Received:	0	0
Year to Date Total:	101	277
Donations Selected:	0	0
Year to Date Total:	38	51

Assistance	2025	2024
Reference By Phone:	92	168
Year to Date Total:	800	1,816
Reference In-Person:	132	231
Year to Date Total:	927	1,168
Directional By Phone:	138	0
Year to Date Total:	1,041	0
Directional In-Person:	201	0
Year to Date Total:	1,154	0

Library Service	2025	2024
Digital Assistance:	23	159
Year to Date Total:	953	1,025
Fax Assistance:	72	62
Year to Date Total:	454	438
Copy Assistance:	113	103
Year to Date Total:	874	1,165
Scan Assistance:	14	8
Year to Date Total:	71	124
Print Outs:	2,787	2,306
Year to Date Total:	12,691	15,238

Computer Sessions	2025	2024
Adult Lab Sessions:	986	389
Year to Date Total:	6,134	3,152
Juvenile Lab Sessions:	170	32
Year to Date Total:	1,164	280
WiFi:	2,139	4,463
Year to Date Total:	15,251	16,954

Meeting Room Sessions	2025	2024
Sessions:	79	95
Year to Date Total:	480	518

Technical Services	2025	2024
New Items Added:	102	49
Year to Date Total:	1,514	678
Items Processed:	75	22
Year to Date Total:	633	480
Items Withdrawn:	26	181
Year to Date Total:	318	698
Items Recataloged:	45	22
Year to Date Total:	295	190
Items Repaired:	2	6
Year to Date Total:	20	102

Dr. Hector P. Garcia Memorial Library Statistical Report

May-25

Adult Programming	2025	2024
Adult Events:	12	15
Year to Date Total:	89	66
Adults in Attendance:	72	106
Year to Date Total:	683	596

Teen Programming	2025	2024
Teen Events:	0	0
Year to Date Total:	2	0
Teens in Attendance:	0	0
Year to Date Total:	10	0

Children's Programming	2025	2024
Children Events:	4	3
Year to Date Total:	35	32
Children in Attendance:	19	21
Year to Date Total:	257	226
Adults in Attendance:	11	20
Year to Date Total:	110	106

Family Place	2025	2024
Early Learning Space Total:	175	0
Year to Date Total:	657	0
Workshop Children in Attendance:	0	0
Year to Date Total:	13	0
Workshop Adults in Attendance:	0	0
Year to Date Total:	14	0

Toddler Programming	2025	2024
Children Events:	0	0
Year to Date Total:	0	0
Children in Attendance:	0	0
Year to Date Total:	0	0
Adults in Attendance:	0	0
Year to Date Total:	0	0

General Programming	2025	2024
Events:	0	0
Year to Date Total:	15	12
Toddlers in Attendance:	0	0
Year to Date Total:	0	0
Children in Attendance:	0	0
Year to Date Total:	228	0
Teens in Attendance:	0	0
Year to Date Total:	0	0
Adults in Attendance:	0	0
Year to Date Total:	415	19
Total General Programing:	0	0
Year to Date Total:	2,350	1,682

Outreach Programming	2025	2024
Events:	1	4
Year to Date Total:	16	17
Toddlers in Attendance:	0	0
Year to Date Total:	0	0
Children in Attendance:	60	65
Year to Date Total:	730	817
Teens in Attendance:	0	0
Year to Date Total:	0	0
Adults in Attendance:	7	20
Year to Date Total:	438	594
General Attendance:	0	23
Year to Date Total:	558	1,193

Reading Programs	2025	2024
Toddler Reading Logs:	0	0
Children Reading Logs:	0	0
Teen Reading Logs:	0	0
Adult Reading Logs:	0	0
Total:	0	0

Volunteer Hours	2025	2024
Total:	170.00	229.50
Year to Date Total:	1,729.00	1,355.00

Dr. Hector P. Garcia Memorial Library Statistical Report

May-25

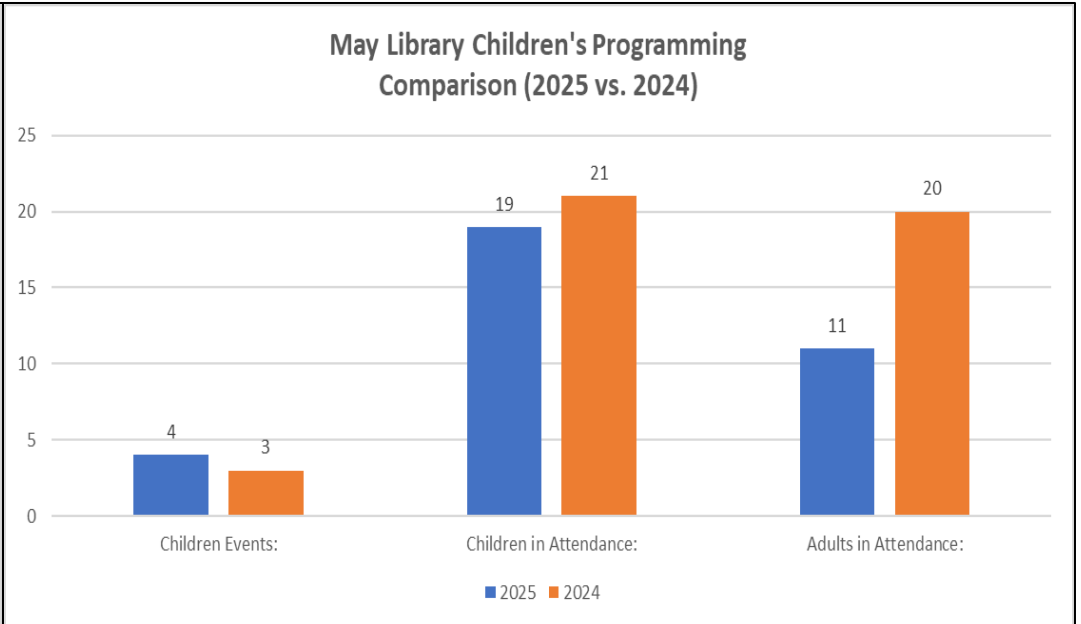
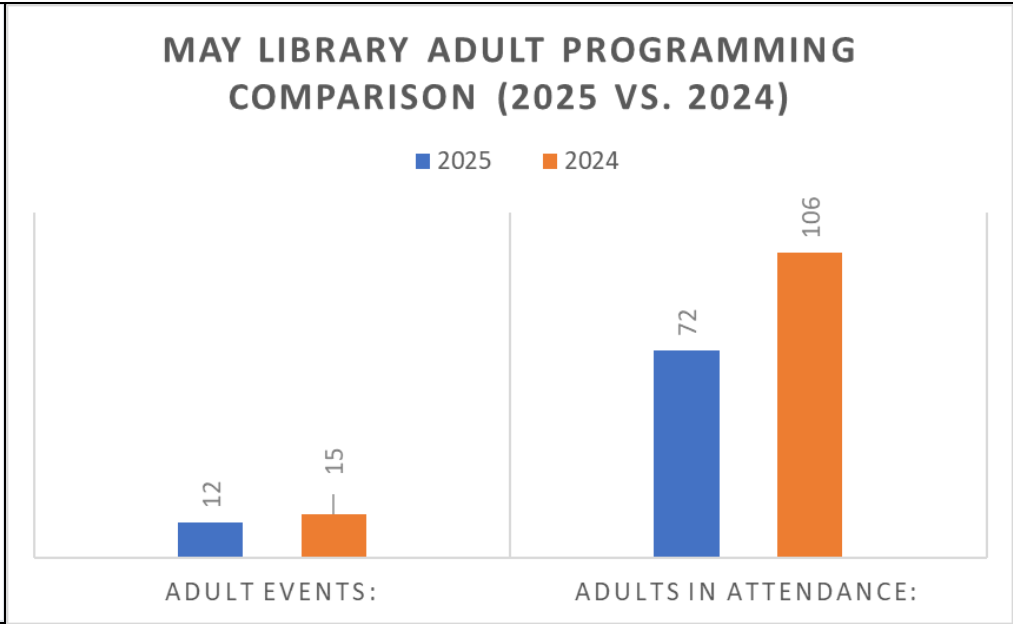
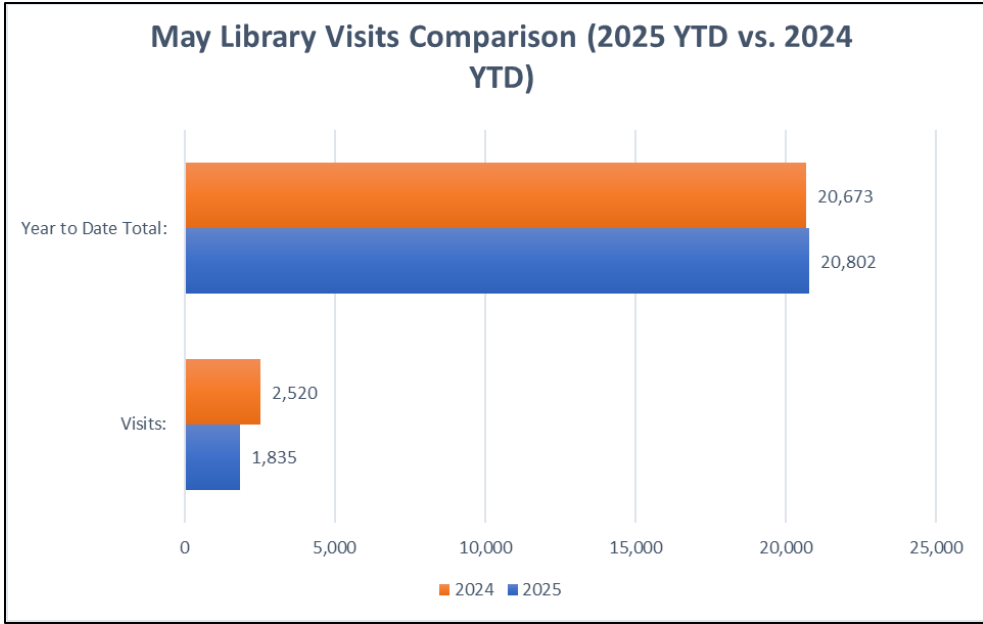
Curbside Services	2025	2024
Curbside Café:	0	3
Year to Date Total:	3	35
Curbside Circulation:	0	0
Year to Date Total:	1	6
Curbside Crafts:	0	0
Year to Date Total:	0	0
Curbside Other Services:	0	1
Year to Date Total:	10	13

Library Visits	2025	2024
Visits:	1,835	2,520
Year to Date Total:	20,802	20,673

Café Visits	2025	2024
Visits:	450	495
Year to Date Total:	3,327	3,715

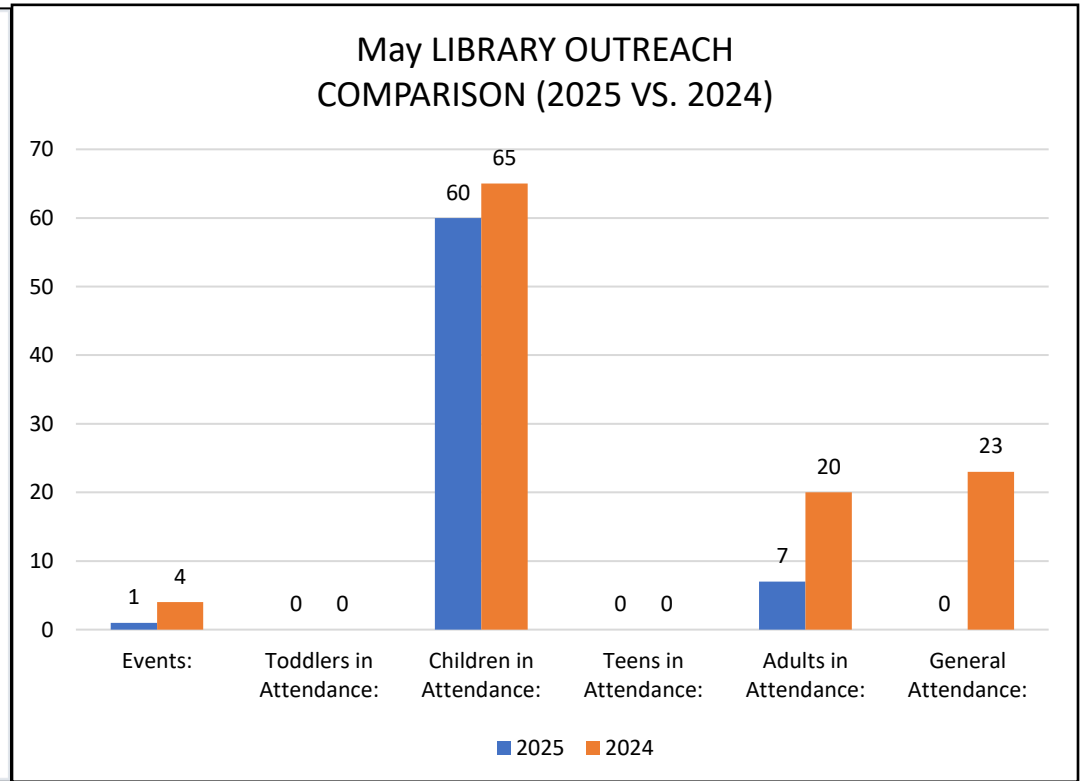
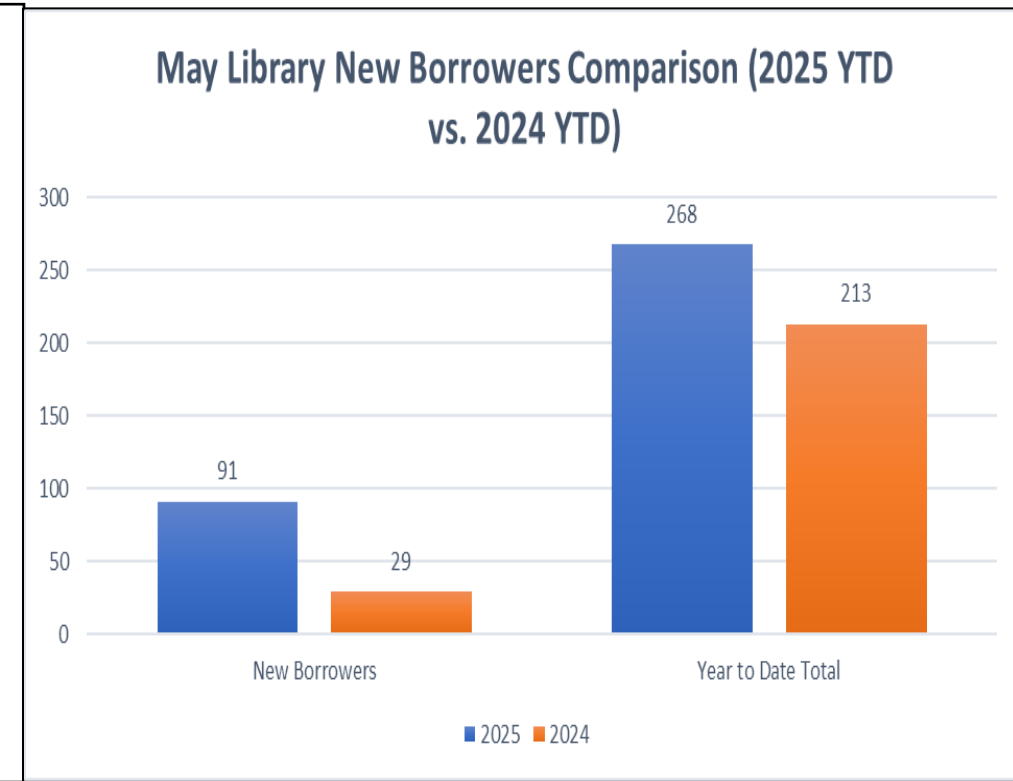
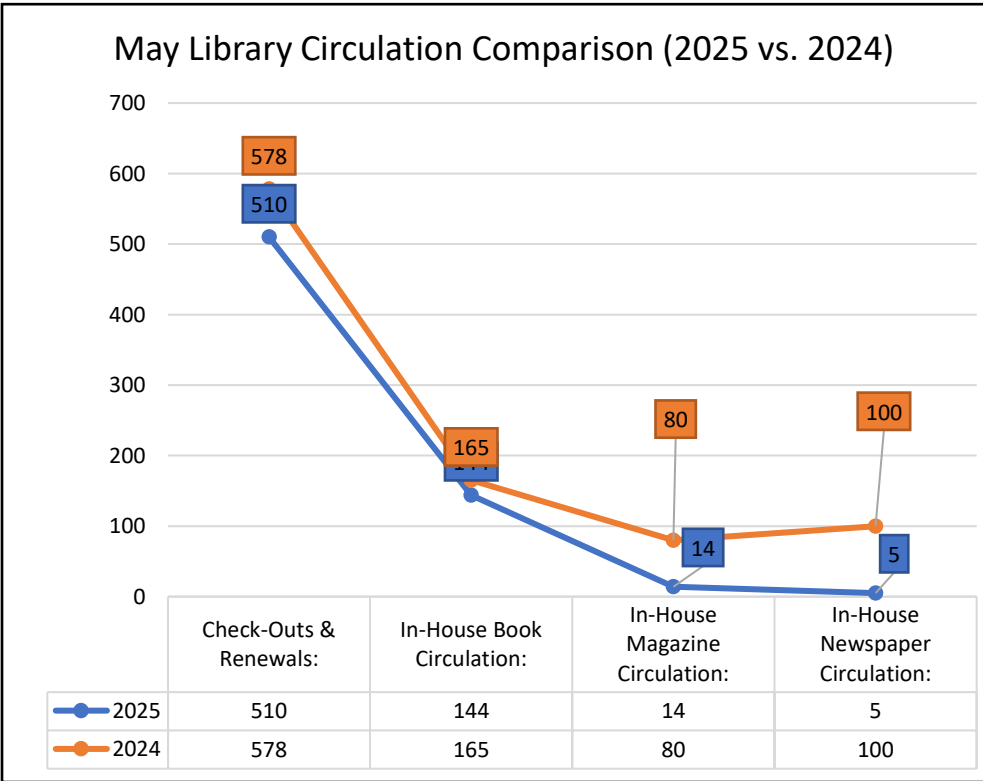
Café Sales	2025	2024
Net Sales:	\$ 1,373.00	\$ 1,532.09
Year to Date Total:	\$ 12,296.33	\$ 12,887.08
Sales Tax:	\$ 110.61	\$ 126.64
Year to Date Total:	\$ 1,009.07	\$ 1,058.70

Social Media	2025	2024
Library Posts:	141	94
Year to Date Total:	869	848
Library DMs:	1	13
Year to Date Total:	34	57
Cafe Posts:	34	14
Year to Date Total:	203	146
Café DMs:	0	0
Year to Date Total:	0	1
City Posts:	2	46
Year to Date Total:	403	384
City DMs:	0	11
Year to Date Total:	92	83
Videos Created:	0	0
Year to Date Total:	6	54
Website Updates:	15	30
Year to Date Total:	66	176
HCLS Posts:	0	1
Year to Date:	23	7
Stories:	1	0
Year to Date Total:	32	0
Flyers:	33	0
Year to Date Total:	256	0



May Library Comparison

2025 vs. 2024





Memo

To: Alberto Perez, City Manager
From: Marisol Vidales, Library Director & Historic Preservation Officer
CC: Patricio Avila, Assistant City Manager
Date: June 11, 2025
Re: Library Department Monthly Report

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, training, and events during the month of May 2025.

Meetings

- Insignia meeting to go over notifications, scheduling reports, ShareIT status, keyword searches in OPAC, removal of Overdrive records, additions of cloudLibrary, and TexShare to OPAC pages, plus more. (5/01) – Mary Jane Hernandez & Marisol Vidales
- Brand Geniuz meeting to go over content for social media, contacting businesses in order to gain permission for social media shoots, templates for announcements, providing recap videos with our videos, and scheduling a phot and video shoot for Day in the Life stock. (5/01) – Marisol Vidales & Eddie Castellanos
- Library Board regular meeting to discuss annual report, SRP, and Creative Bits. (5/01) – Marisol Vidales & Michelle Muniz
- Spoke to Daniela Alejo about an outdoor program for the upcoming Knapp Community Grant and if she would be interested in managing it. (5/01) – Michelle Muniz
- Attended City Commission Meeting. (5/06) – Marisol Vidales
- Attended Library Client Kick-Off with the Library Success Team for Beanstack program. (5/06) – Michelle Muniz, Frank Rivas, Briana Carrillo, Tristan Garza, Michael Rocha (IT), and Juan Vasquez (IT)
- Met with Artistic Holiday Designs, Anthony Lombardo, and the City PIO to discuss the potential Leasing Program for Christmas Décor. (5/07) – Marisol Vidales & Michelle Muniz

- Met with Digital Navigator to discuss Google Reviews and a Google Form suggestion box. (5/07 & 65/09) – Marisol Vidales & Anthony Cardenas
- Attended Department Head meeting. (5/08) – Marisol Vidales
- Attended the monthly Broadband Development Office Digital Opportunity Advisory Group – Artificial Intelligence meeting with a presentation by the Assistant City Manager of Amarillo who presented EMMA. (5/08) – Marisol Vidales
- Meeting with HR, City Secretary, and Parks supervisor about moving the new PIO in the Library building. (5/08) – Marisol Vidales
- Attended Swearing in Ceremony of two City Commissioners. (5/08) – Marisol Vidales
- Met with Janelle Parchment from Insignia to go over the print management and reservation frustrations over multiply issues. Changed Circulation Types as per their advice. (5/13 & 5/14) - Michelle Muniz, Anthony Cardenas, & Juan Vasquez (IT)
- Spoke to Ivan Orezza from Deluxe/Texas National Bank about switching our POS to one of their software options. (5/13) – Michelle Muniz
- Spoke to Clover representative, Vladimir Theodor, about switching our POS to Clover. (5/13) – Michelle Muniz
- SRP Party discussion on library coverage and assigned roles to staff members. (5/13) – Michelle Muniz & Frank Rivas
- Met with Joe from SLR Lighting to get a quote on replacing the lights in the library building. (5/14) – Michelle Muniz & Frank Rivas
- Met with Dave Martinez from Library Interiors to go over the plans for the café remodel. (5/14) – Michelle Muniz
- Met with Daniela Alejo to discuss the Letter of Intent for the Knapp Foundation grant and went over several programming ideas to list in the letter. (5/14 & 5/15) – Michelle Muniz
- Met with Rivera's Landscaping to discuss a quote for the outdoor sensory garden. (5/16) – Michelle Muniz & Frank Rivas
- Discussed library & café updates & concerns. (5/21) – Marisol Vidales & Michelle Muniz
- Attended monthly HCLS meeting at Edinburg Public Library. (5/22) – Marisol Vidales
- Attended Department Head Hurricane Preparedness meeting. (5/22) – Michelle Muniz
- Met with Finance Director to go over Clover concerns, specifically of them directly withdrawing from the bank account. (5/22) – Michelle Muniz
- Met with Building Maintenance supervisor to discuss the installation of the washer & dryer from A1 facility services. (5/22) – Marisol Vidales
- Met with PIO to discuss the events budget and the voter registration training which has now been postponed to June or July. (5/22) – Marisol Vidales
- Met with Carlos Cantu on the Texas Historical Foundation grant that was awarded for the event on October 18th of this year. Discussed project timeline, budget, program, etc. (5/22) – Marisol Vidales & Michelle Muniz
- Met with children library staff to discuss the upcoming summer reading program activities, celebration day, what needs to be requested from other city departments, and scheduling. (5/22) – Marisol Vidales, Michelle Muniz, Frank Rivas, & Briana Carrillo
- Attended an Insignia/HCLS meeting to discuss pending topics. (5/23) – Marisol Vidales & Mary Jane Hernandez
- Met to discussed Tween Camp and subjects to be covered. Also, discussed Google review QR code, adult class ideas, new software – Morphic Basic for computers, and the SRP registration form. (5/23) – Marisol Vidales & Anthony Cardenas

- Met with Children's Librarian to discuss the pending items for the Summer Reading Program. (5/27) – Marisol Vidales
- Traveled to Brownsville to meet with their IT Department and demo their Stallion Remote Camera solution for illegal dumping. (5/27) – Marisol Vidales
- Met with Sandra Martinez to assist her in filling out a W9 for her grant reimbursement for the historic preservation grant for 320 S. Missouri. (5/27) – Marisol Vidales
- Met with Desi and Laci Silva to discuss her volunteering opportunities. (5/27) – Marisol Vidales
- Attended the City Commission meeting. (5/27) – Marisol Vidales
- Met with Rec Director to go over the needs for Monday's event at the Dome. (5/28) – Marisol Vidales & Frank Rivas
- Met with staff to discuss the café training that we would be having on Friday and selected items to highlight during the training. (5/28) – Marisol Vidales, Mary Jane Hernandez, Isabel Mendoza, & Michelle Muniz
- Attended Department Head meeting. (5/29) – Marisol Vidales
- Met with HCLS President to discuss date for HCLS County Report, the petition by Edinburg to dispute the distribution funds, updates by Insignia, and future of Presidency. (5/29) – Marisol Vidales
- Met with TBS tech support for onboarding of new SaaS update, accompanied by City IT. (5/30) – Michelle Muniz & Anthony Cardenas

Trainings

- Attended the Lantern: Family Place Libraries training, this program replaced Bright by Text. (5/06) – Frank Rivas & Briana Carrillo
- Mackin's Storyteller Spotlight with author Lauren Tarshis. (5/06) – Frank Rivas & Briana Carrillo
- MDEC Webinar: Older Adults & Digital Skills Technology. (5/07) – Tristan Garza
- MDEC Webinar: People with Disabilities & Digital Inclusion. (5/21) – Michelle Muniz
- Attended the ITRT Monthly Tech Chat – Public Library Innovations (Grapevine Public Library) – eSports, musical instruments, and out of the box outreach. (5/29) – Marisol Vidales
- Café Training for Josie Mancias, Kathy Suarez, & Anna Agueros led by Mary Jane Hernandez & Isabel Mendoza. (5/30)

Events/Programming

Adult Programming

- Crochet Club by Frank Rivas (5/08 – 4 attendees; 5/22 – 4 attendees)
- Spanish Class by Kathy Suarez (5/07 – 1 student; 5/14 - 2 students; 5/21 – 1 student; 5/28 – 1 student)
- Delta Independent Living by Frank Rivas (5/21 – 8 adults)

- Smartphone Classes taught by Digital Navigators, Anthony Cardenas & Tristan Garza (5/01 - 7 students; 5/06 – 6 students; 5/08 – 7 students)

Teen Programming

- Creative Bits Poetry Event (4/28 – 3 Teens & 2 adults)

Children's Programming

- LEAP Backpack Activity (5/08 – 2 children & 4 adults)
- RedRover Readers RGV (5/14 - 5 children & 3 adults)
- Movie Day & Craft (5/15 – 5 children & 3 adults)

General Programming

- Salma Rojas Exhibition (5/29 – 26 attendees)

Event

- Mother's Day Story & Craft Event (5/07 – 7 children & 4 adults)

Outreach

- Hinojosa Elementary Library Tour (5/09 – 60 children & 7 adults)

Café

- 89 visits, 107 items sold, \$413.20 in sales (4/28 – 5/02)
- 100 visits, 112 items sold, \$469.07 in sales (5/05 – 5/09)
- 114 visits
- 106 visits, 54 items sold, \$202.32 in sales (5/17 – 5/23)
 - Total sales \$ 1,483.60 and 369 items sold

Marketing

- Created 141 social media posts for the library, 2 for the City, and 34 for the Café
- Posted 1 story for the library
- Answered 1 library DM
- Designed 33 original flyers and 2 newsletters

Administration

- Created & uploaded library's Facebook banner for the month of May with the theme of Mother's Day.

- Created cloudLibrary shelves for the month of May: Thrills for Moms (Romance Books), Murder, Mysteries, & Mothers (suspense books featuring mothers), & AAPI Heritage Month.
- Created the following displays for May: Teen Display - AAPI Heritage Month, Adult book Display - Dual Timeline novels, and Book River - AAPI Heritage novels.
- Worked on staff evaluations, went over them with each staff member, and submitted signed staff evaluations to HR.
- Cleaned & organized the lounge area to efficiently make use of all space in the room.
- Spoke with LaserLux to check on status of our black toner. LaserLux failed to order some on time so they had no inventory to send out to their customers. Work order was placed to IT to move all prints to the other printer. This required IT to work with Café POS vendor, Granbury Solutions to try and reprogram the tablet to print at the other copier.
- Spoke to patron, Jackie, about a time capsule that she contributed to when she was in elementary school back in 2008-2010. She said that the items were planted near or opposite the original time capsule. As none of the current staff were around at that time, this required some research and reaching out to past staff members. Find out that the second time capsule was placed in the same spot as the original time capsule. However, it shouldn't be opened for another 5 years at least. Reached back out to Jackie and let her know she still needed a few more years to wait to get her items back.
- Provided a report of the LEAP backpack circulation since the program's inception in March 2023 to present. Also provided old report with all the libraries in the program, report is prior to our move to a new library system.
- Moved computer desk carrels which left space to finally move the staff desks closer to the patrons. The staff desks were placed against the South wall and around the copier, limiting the access to patrons so staff can fully control the copier. The extra space will hopefully be used for a Makerspace Lab where children, tweens, & teens can attend STEAM classes.
- Worked on the upcoming 2025-26 Operating Budget for the library, including the Capital Budget. This included requesting bids for building maintenance to improve flooding issues, poor interior lighting, café renovations, library building needs assessment, etc. Gathered all quotations and submitted both budgets in the Clear Gov program before the deadline.
- Worked on Expenditure reports, focusing on the Internet & Café budget line items. Reported discrepancies found to Finance to be fixed.
- Set up TV in the program room with the library's streaming digital movies app that will work for movie nights and other programming.
- Prepared for SRP by moving around furniture in the children's department so that the program room can be clear and ready for children to sit down on the floor.
- Provided a new to do list for the library marketing staff to follow for the upcoming few months. This included Creative Bits Ceremony, Tween Computer Classes, SRP revisions, Summer booklets, and online updates.
- Removed remaining library staff from the Canva Pro account and left only the Library Department account. Added City IT as the administrations of the account. IT will now be in charge of streamlining the Canva Pro account and making sure all City Departments have access to it.

- Went through 16-pages of different user role features for Insignia. Made suggestions then sent over to Mission Library for them to review. Afterwards, met to discuss the different role features and went over the meanings. Finally came to an agreement for the roles moving forward.
- Due to various issues with current POS provider, Granbury Solutions, we researched different POS vendors and reached out to Texas National Bank to get their assistance in a credit card merchant and to see if they worked with Clover or Toast. Spoke to vendor representatives and after taking gathering information and feedback from City IT, we decided to go with Clover. Started the process to get Clover into our Incode system and setting up an account.
- Showed the City PIO how to create and submit payment requests, used the latest Brand Geniuz invoice as an example. Briefly went over how Purchase Orders work and the process of getting a quote approved.
- Spoke to Digital LIFT representative about possible program support and a free consultation through MHM Grant. Submitted program support form for assistance with an Elementary/Middle school aged digital learning program as well a new Senior (adult) program.
- Dealt with Estevali Trevino and his girlfriend in regard to the hotspot they returned broken. They argued that it wasn't them, but we let them know that we check each hotspot upon return and before they are checked out again and it was not broken before being checked out to them. We gave them an option for a payment plan, but they did not want to pay.
- Started the process of deleting, updating, and adding items to the library website. This included pages with broken pictures, followed a list provided by IT.
- Submitted the Letter of Intent application to the Knapp Community Foundation for the Hand in Nature project. This included addressing our lack of outdoor space for children and renovating our current space to include sensory learning.
- Prepared a letter for Chamber of Commerce to consider some additions to their budget which included a carport and funding for Sky Fest.
- Received a Texas Historical Grant from Texas Historical Foundation for the amount of \$7,883.00 for the October 18th unveiling event. Had Friends of the Mercedes Library sign the agreement and sent back out to THF.

Historic Preservation Officer

- Spoke to Mr. Roberto Hinojosa about the Irrigation building with regards to the removal of the trees for parking space, replacing of the roof, repairing the windows to be single pane, and repairing the wooden window frames. Mr. Hinojosa is interested in the historical grants and a possible tax incentive from the state. He will be featured on the June agenda for the MHPC meeting in order to speak to the Commission.
- Spoke to Mr. Jesse de la Fuente who is redoing 949 S. Ohio. The leveling work on the property has begun. He wanted to confirm his quotes and deposit for the painting of the exterior and was given information in that regard.
- Reviewed MHPC / HOT funds budget.

Highlight of the Month

- Hosted an Exhibition Night for Salma Rojas featuring her Mexican folk art, alebrijes. As soon as the colorful sculptures and photographs were displayed, many patrons started asking about them. Staff were able to interact with the community by giving a short history lesson on the magical, cultural roots of the horses. Her Exhibition Night was well attended and featured a lively presentation of the story behind the alebrijes,

City of Mercedes Public Information Officer (PIO) Monthly Report

I. Executive Summary

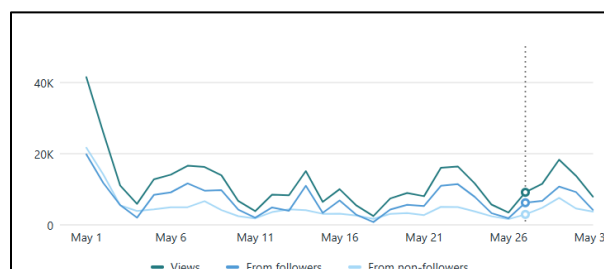
The month of May 2025 was a productive period for the City of Mercedes' public information efforts, marked by strong community engagement around upcoming summer programs and sustained positive media relations. Our focus included promoting the new "Summer Programs" promoting new projects, and actively engaging residents across our social media platforms. We saw a notable increase in public interaction with our digital content, reflecting successful outreach strategies.

II. Media Relations

- **Media Inquiries Handled (2):**
 - Inquiries from KRGV-TV and CBS regarding the Sister City with Ramos Arizpe, who attended the welcoming Ceremony.
- **Media Coverage Analysis:**
 - **Positive (1):** Featured segment on KRGV-TV highlighting the Summer Reading Program at our Library and the City's commitment to youth. Positive feedback from the community which has resulted in good turnout.
 - **Neutral (2):** Standard reporting on City Council meetings and the road improvement project in local print and online news.
 - *Overall Sentiment:* Predominantly positive, with no negative or critical coverage.
- **Proactive Media Outreach:**
 - Currently working on establishing more proactivity from News Outlets to update the public on small but prominent stories of what I going on in Mercedes (detention/retention pond projects/new basketball courts/summer programs/City Events).

III. Social Media Performance

- **Platforms Covered:** Facebook, Instagram
- **Key Metrics (Combined Averages for May):**
 - **Follower Growth:** +205 new followers across all platforms
 - **Total Reach:** 147,835 unique users.
 - **Total Impressions:** 393,598 views.



- **Top Performing Posts (Examples):**
 - **Facebook (275 Likes, 10 Shares):** Photo Album & Recap of the City's "National Day of Prayer".
 - **Instagram (21 Likes, 51 Shares):** Photo Flyer highlighting the closing out of the Little League here in Mercedes.
- **Content Themes:** Predominantly focused on public safety, summer program promotions, infrastructure updates, and community event announcements.
- **Community Engagement:** Actively responded to direct messages across platforms, providing information and addressing concerns promptly.

V. Public & Community Engagement

- **Community Meetings/Events:**
 - Developed and distributed flyers/posters for multiple events throughout the city through our media outlets.
- **Public Education Campaigns:**
 - Multiple Campaigns launched on our social media, brush and pickup, drought stages and what they mean for residents, hurricane season, illegal tagging and dumping.
- **Resident Feedback:** Monitored public sentiment and feedback received via comments on our social media across our platforms.

VI. Crisis Communications

- No major crisis communication incidents occurred during May 2025.
- Managed communications for minor water break and closures throughout the month.
- Providing timely updates via social media and City website.

VII. Upcoming Initiatives & Goals for June 2025

- **Promote Summer Events Series:** Intensify communications for ongoing summer youth programs.
- **Juneteenth Holiday Communication:** Prepare and disseminate notices for city office closures.
- **Goal:** Increase social media engagement by an additional 10% through interactive content (polls, Q&A sessions).
- **Goal:** Collaborate with Parks/Fire/PD to create a video series highlighting their services as well as their new equipment.

DEPARTMENT: Mercedes Recreation Center

MONTHLY REPORT: May 2025

Report Summary:

This report tracks membership, programs and project activities for the Recreation Center for the month.

Registration for membership conducted year-round:

Fall Program: Registrations start date Aug. 1, 2024

Fall Program: Aug. 2024 - May 2025

Summer Program: June & July 2025 - Registration start date May 1, 2025

- **Mercedes Recreation Center Program Registration Numbers: May**
After-school At Risk Programs - Weekly Program Mon. - Fri. 3:30pm - 6:00pm

- | | |
|---|------------------|
| • Membership Registration | 50 |
| • Membership Daily Attendance | 35 - 40 |
| • Adult Basketball League Registration | 100 |
| • CO-ED Volleyball Leagues Registration | 80 |
| • Youth Soccer League Registration | 150 (In Process) |
| • Summer Program Registration | 55 (In Process) |
|
• Total Registration |
230 members |

Rec Staff Training & Meetings:

- **Meeting w/ Recreational Leaders - Summer Program**
 - Shifts / Requesting Time Off / Rec Cleaning Detail 5/21
 - CPR/FIRST AID Training 5/27

Projects/Maintenance Work Orders & Special Task:

- **Meeting w/ Parks Director - Armando Villela**
 - Dome AC AAON' Units - Vendor L&S Air 5/7
 - Rec Center Roof - Vendor A1 Facility 5/16
- **Meeting w/ AT&T**
 - Inspect Landlines 5/6
 - Security & Fire Alarm Lines 5/7
- **Public Works - Work Order submitted:**
 - Dome Facility**
 - Men's Restroom 5/26
 - Dome Parking Lot Photocells Pending
 - Rec Facility**
 - A1 Facility Roof Vendor 5/16
 - Water Fountains 5/28
 - Pool Facility**
 - Pump #2 Motor Kit 5/27
- **Rec & Dome Center - AC Units:**
 - Rec A/C Leak Fern's AC Service Pending
 - L&S Air Dome Motor 5/9
 - L&S Air Dome Preventive Maintenance 5/14
 - L&S Air Dome AC Check 5/21
 - Dome A/C Filters 5/22

Swimming Pool Projects/Maintenance:

- **Mercedes Public Pool Rental Open 5/10**
 - Advertised Hours: Saturdays & Sundays 3pm - 5pm / 6pm - 8pm
- **Swimming Pool Maintenance - Daily/Monthly Equipment Inspections**
 - Facility maintenance - pool vacuuming, netting & clean skimmers - **Daily**
 - Motor & filter pumps inspection - **Daily**
 - Test pool water levels - **Daily** / Leslie's Pool water testing - **Weekly**
 - Inspection - pumps, check valves, chlorinators, gauges & filters - **Daily**
 - Backwash filters - **Monthly**
 - Facility landscaping / grass cutting / chemical room inventory - **Monthly**
 - Pool filters - disassembled & cleaned - **Quarterly**

Community:

- **RGV FOOD BANK**
 - May Food-drive Dome Site - 5/7
- **Dome Shelter**
 - Hurricane Season Preparedness Meeting 5/15
 - Inventory & Re-stock - Red Cross
- **City of Mercedes**
 - City Commission Meeting - Tues. 5/6 & 5/27
 - Department Head Meeting - Wed. 5/8 & 5/29
 - Department Budget Meeting

Summer Program:

- **Registration**
 - Open enrollment May 12th - 30th
 - Program Start: June 2nd / Location 701 Mathis St.
 - Monthly Fee: \$70.00 per individual

Adult Leagues:

- **CO-ED Volleyball**
 - League Play Start 5/9 - Friday Games
 - Dome Facility 6pm - 8:30pm
- **Men's Basketball**
 - League Play Start 4/30 - Monday & Wednesday Games
 - Dome Facility 6pm - 10pm
 - End of Season Tournament Play 5/28

Youth Leagues:

- **Soccer League**
 - Registration May 1st - 23rd
 - CO-ED Ages 5 - 12 years
 - Season Play June 9th

Out-Reach Programs:

- **MYB On the Run Food/Meals Program**
 - After-school Meals for members
 - Weekly Calendar / Monday thru Friday 4:00pm - 4:30pm Daily Meals
 - Number of Meals Served - **563**
- **Foster Grandparent Senior Corps Program**
 - Assist with Supervision/Mentor & Tutoring
 - 3 Volunteer Foster Grandparents
 - Monday - Thursday 1:30pm - 5:30pm
- **Out-reach Program Meetings**
 - Behavioral Solutions - Rafael Cepeda 5/19
 - Angels of Love - Veronica Perez Director 5/27
 - AgriLife - Diana Quintanilla Extension Agent / Noe Aguilar Nutrition Education

Recreation Center Programs:

- Programs Attendance: **May**

<u>Program/Activites Desciption</u>	<u>Week 1</u>	<u>Week 2</u>	<u>Week 3</u>	<u>Week 4</u>	<u>Total</u>
Membership Daily Attendance	157	161	156	89	563
Food Program Meals	157	161	156	89	563
Game-room	20	26	24	10	80
Computers	15	25	20	7	67
PS4 Room	25	35	20	10	90
Arts & Crafts	24	20	25	5	74
Sports & Fitness / Out-door Activities	73	55	67	50	245
Homework Hour / Tutoring 3:30pm - 4:30pm	28	27	30	N/A	85
Adult League - Basketball Games	200	200	200	50	650
Adult League - COED Volleyball Games	120	140	140	140	540

Mission Statement

Mercedes Recreation Center, in conjunction with the City of Mercedes, is responsible for the development and implementation of youth programs for youth that reside in the City of Mercedes. The Recreation Center is a Non-Profit Organization for Youth age 6 to 18, which are targeted for programs that will increase pro-social behavior. These programs include recreation activities, community service events/projects, youth leadership programs and cultural events.

Mercedes Recreation Center

“Impacting the youth in our community”



United Way of South Texas
Serving Hidalgo & Starr Counties

CITY OF MERCEDES
SALES TAX COMPARATIVE ANALYSIS
 BY MONTH RECEIVED

FY 2023-2024

Recvd	Period	State Comptroller	EDC (25%)	Outlet Mall	Mth % Inc/Dec	City (75%)	Outlet Mall	Mth % Inc/Dec
Oct	Aug	737,168.13	140,625.26	43,666.77	-15.71%	511,209.43	41,666.67	-4.98%
Nov	Sept	671,741.73	132,450.69	35,484.74	-5.81%	462,139.63	41,666.67	-9.60%
Dec	Oct	658,279.45	130,991.12	33,578.74	-1.10%	452,042.93	41,666.66	-2.18%
Jan	Nov	950,403.38	174,621.61	62,979.24	33.31%	671,135.87	41,666.67	48.47%
Feb	Dec	1,233,256.76	215,140.69	93,173.50	23.20%	883,275.90	41,666.67	31.61%
Mar	Jan	672,702.52	133,524.29	34,651.34	-37.94%	462,860.23	41,666.66	-47.60%
Apr	Feb	630,693.66	124,376.41	33,297.01	-6.85%	431,353.58	41,666.67	-6.81%
May	Mar	876,246.43	166,728.84	52,332.77	34.05%	615,518.15	41,666.67	42.69%
		4,250,849.45	1,051,730.07	336,831.34	-31.51%	3,874,017.57	291,666.67	-31.74%

Yearly Total Sales Tax Comparison

	2023-2024	2024-2025	Yr % Inc/Dec
Oct	737,168.13	712,624.17	-3.33%
Nov	671,741.73	677,399.29	0.84%
Dec	658,279.45	648,808.72	-1.44%
Jan	950,403.38	881,150.97	-7.29%
Feb	1,233,256.76	1,270,680.85	3.03%
Mar	672,702.52	585,080.93	-13.03%
Apr	630,693.66	600,136.64	-4.84%
May	876,246.43	831,357.60	-5.12%
	5,554,245.63	5,375,881.57	-3.21%

FY 2024-2025

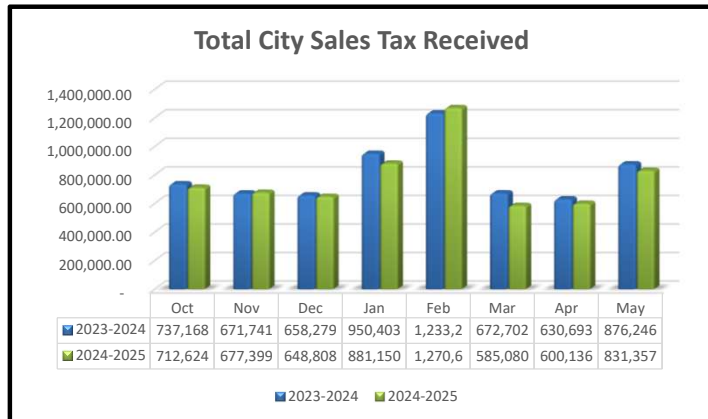
State Comptroller	EDC (25%)	Outlet Mall	Mth % Inc/Dec	City (75%)	Outlet Mall	Mth % Inc/Dec
712,624.17	138,975.89	39,180.15	-16.70%	492,801.46	41,666.67	-19.94%
677,399.29	134,275.74	35,074.08	-3.38%	466,382.80	41,666.67	-5.36%
648,808.72	125,166.17	37,036.01	-6.78%	444,939.88	41,666.66	-4.60%
881,150.97	152,496.95	67,790.79	21.84%	619,196.56	41,666.67	39.16%
1,270,680.85	218,162.22	99,507.99	43.06%	911,343.97	41,666.67	47.18%
585,080.93	112,394.80	33,875.43	-48.48%	397,144.04	41,666.66	-56.42%
600,136.64	118,736.79	31,297.37	5.64%	333,435.81	116,666.67	-16.04%
831,357.60	164,274.63	43,564.77	38.35%	623,518.20	-	87.00%
6,207,239.17	1,000,208.56	387,326.59	-43.95%	3,665,244.52	366,666.67	-43.83%

Yearly City Sales Tax Comparison

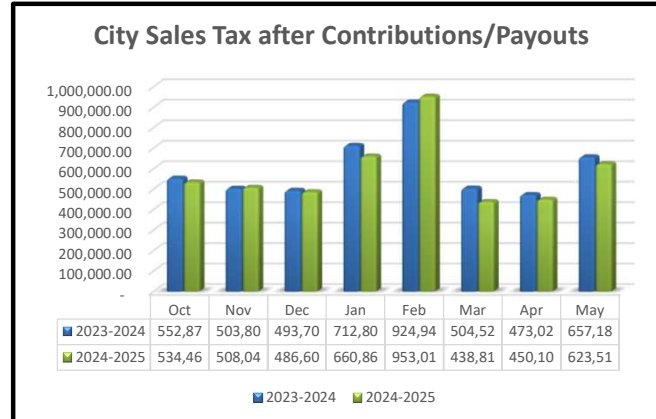
	2023-2024	2024-2025	Yr % Inc/Dec
Oct	552,876.10	534,468.13	-3.33%
Nov	503,806.30	508,049.47	0.84%
Dec	493,709.59	486,606.54	-1.44%
Jan	712,802.54	660,863.23	-7.29%
Feb	924,942.57	953,010.64	3.03%
Mar	504,526.89	438,810.70	-13.03%
Apr	473,020.25	450,102.48	-4.84%
May	657,184.82	623,518.20	-5.12%
	4,165,684.24	4,031,911.19	-3.21%

BUDGET	3,794,120
% OF BUDGET	23.16%
TO EDC	1,724,600
Total Projection	<u>5,518,720</u>

FY 24-25
 Gain/(Loss) (178,364)



FY 24-25
 Gain/(Loss) (133,773)



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

Monthly Statistics Report

FY 2024-2025

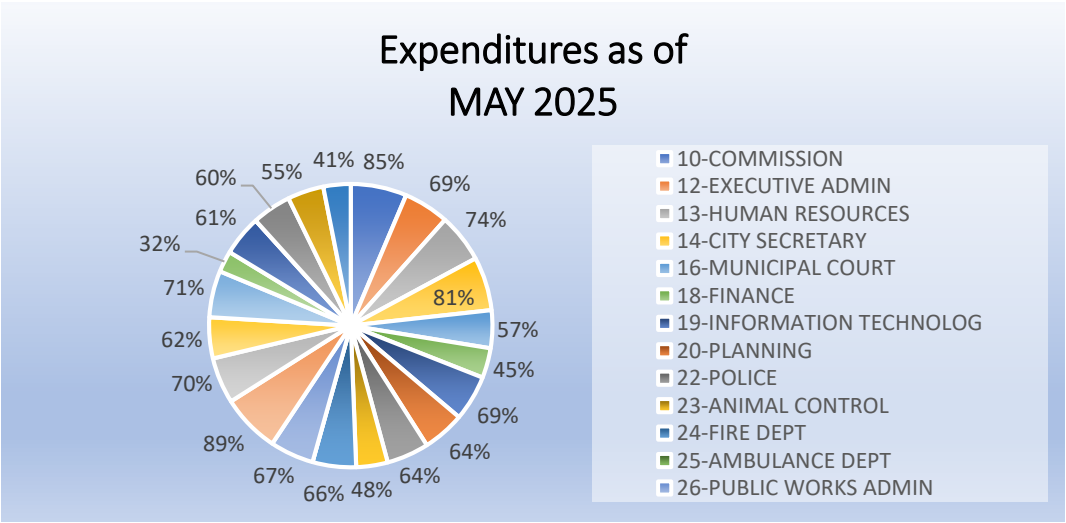
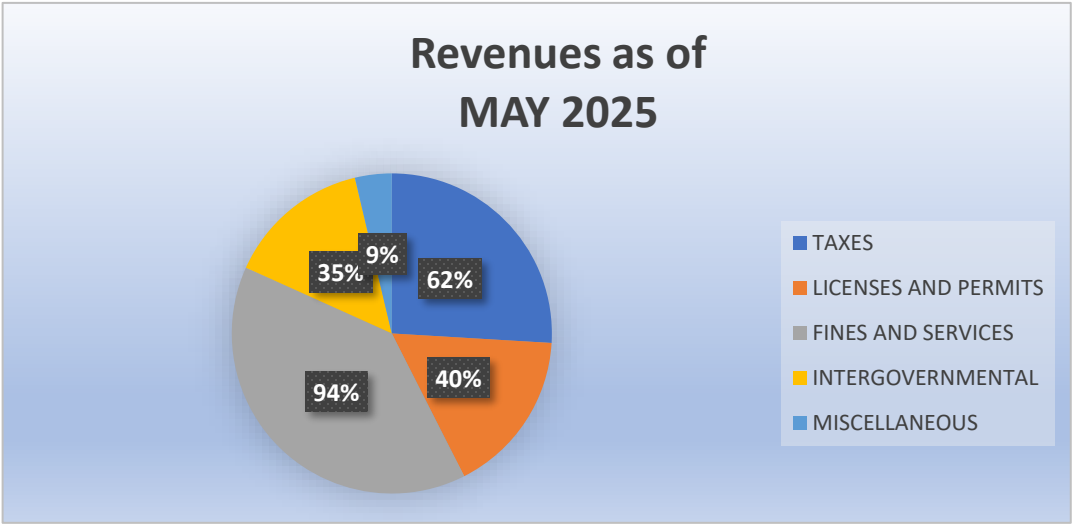
<i>Invoices</i>	<i>FY 2022-2023 Totals</i>	<i>FY 2023-2024 Totals</i>	<i>FY 2024-2025 1st Qtr</i>	<i>FY 2024-2025 2nd Qtr</i>	<i>April</i>	<i>May</i>	<i>June</i>	<i>FY 2023-2024 3rd Qtr</i>	<i>FY 2024-2025 Totals</i>
Invoices Received	2,481	2,157	163	113	66	201		267	543
Payment Requests Received	2,419	2,479	365	351	145	115		260	976
Emergency Payment Requests	25	3	0	0	0	0		0	0
Total	4,925	4,639	528	464	211	316	0	527	1,519

<i>Payments Processed</i>	<i>FY 2022-2023 Totals</i>	<i>FY 2023-2024 Totals</i>	<i>FY 2024-2025 1st Qtr</i>	<i>FY 2024-2025 2nd Qtr</i>	<i>April</i>	<i>May</i>	<i>June</i>	<i>FY 2023-2024 3rd Qtr</i>	<i>FY 2024-2025 Totals</i>
(01) General Fund	\$ 11,604,361.90	\$ 13,176,016.80	\$ 3,919,740.74	\$ 2,662,581.12	\$ 1,173,134.95	\$ 1,446,803.64		\$ 2,619,938.59	\$ 9,202,260.45
(02) Utility Fund	\$ 4,925,956.14	\$ 7,094,620.35	\$ 1,346,682.81	\$ 2,359,010.59	\$ 453,358.76			\$ 453,358.76	\$ 4,159,052.16
(03) Municipal Court	\$ 2,753.76	\$ 29,357.75	\$ 2,164.80	\$ 26,655.00				\$ -	\$ 28,819.80
(05) Library Fund	\$ 5,509.02	\$ 1,920.00	\$ -	\$ 3,615.32		\$ 139.98		\$ 139.98	\$ 3,755.30
(07) Special Rev/Grants	\$ 206,122.68	\$ 141,527.54	\$ 172,929.21	\$ 97,233.80	\$ 47,725.46			\$ 47,725.46	\$ 317,888.47
(10) Local Forfeiture	\$ 13,246.27	\$ 21,995.74	\$ 5,259.43	\$ -				\$ -	\$ 5,259.43
(12) KMB	\$ 5,354.65	\$ 3,783.81	\$ 1,759.10	\$ 596.36	\$ 218.69			\$ 218.69	\$ 2,574.15
(15) I & S	\$ 2,281,284.81	\$ 2,277,015.57	\$ -	\$ 2,459,481.15	\$ 825.00	\$ 110,000.00		\$ 110,825.00	\$ 2,570,306.15
(16) Hotel Motel	\$ 130,569.00	\$ 133,560.00	\$ 29,090.72	\$ 82,666.69	\$ 1,083.33	\$ 32,166.66		\$ 33,249.99	\$ 145,007.40
(30) TIRZ	\$ 700,000.00	\$ 58,866.70	\$ -	\$ 72,790.62				\$ -	\$ 72,790.62
(43) Series 2018	\$ -	\$ 49,472.50	\$ -	\$ -				\$ -	\$ -
(46) EMS	\$ 419,731.42	\$ 369,046.30	\$ 79,237.70	\$ 66,597.97	\$ 38,782.28			\$ 38,782.28	\$ 184,617.95
(49) Emergency Manage.	\$ -	\$ -	\$ -	\$ -	\$ 4,461.85			\$ 4,461.85	\$ 4,461.85
(51) ARPA	\$ 1,135,464.99	\$ 1,049,109.08	\$ -	\$ -				\$ -	\$ -
(52) Series 2021	\$ 2,352,678.57	\$ 3,634,729.52	\$ -	\$ -				\$ -	\$ -
(54) Parks Fund	\$ 2,056.96	\$ 7,874.69	\$ -	\$ 8,116.17				\$ -	\$ 8,116.17
(55) Series 2024	\$ -	\$ -	\$ 823,575.51	\$ 114,218.80	\$ 552,129.34			\$ -	\$ -
Total Payments	2,638	2,689	785	613	215	175		390	1,788
Total Paid	\$ 23,785,090.17	\$ 28,048,896.35	\$ 5,556,864.51	\$ 7,839,344.79	\$ 1,719,590.32	\$ 1,589,110.28	\$ -	\$ 3,308,700.60	\$ 16,704,909.90

<i>Purchase Orders</i>	<i>FY 2022-2023 Totals</i>	<i>FY 2023-2024 Totals</i>	<i>FY 2024-2025 1st Qtr</i>	<i>FY 2024-2025 2nd Qtr</i>	<i>April</i>	<i>May</i>	<i>June</i>	<i>FY 2023-2024 3rd Qtr</i>	<i>FY 2024-2025 Totals</i>
PO Requisitions (Regular)	1,275	1,060	424	353	47	62		109	886
Emergency PO Requisitions	284	295	18	57	51	17		68	143
Total	1,559	1,355	442	410				177	1,029
Purchase Orders Issued	\$ 2,736,129.00	\$ 3,791,715.94	\$ 1,587,872.92	\$ 686,472.27	\$ 168,300.93	\$ 489,369.17		\$ 657,670.10	\$ 2,932,015.29
Purchase Orders Received	\$ 1,952,309.76	\$ 1,781,601.83	\$ 1,088,346.80	\$ 276,127.48	\$ -	\$ -		\$ -	\$ 1,364,474.28
Purchase Orders Voided	\$ 783,819.24	\$ 368,809.46	\$ 143,269.72	\$ 5,495.49	\$ -	\$ 5,806.27		\$ 5,806.27	\$ 154,571.48
Purchase Orders Outstanding	\$ -	\$ 1,641,304.65	\$ 323,754.00	\$ 404,849.30	\$ 82,621.42	\$ 406,992.68		\$ 651,863.83	\$ 1,412,969.53
Total	1,492	1,323	495	450	131	149	153	433	1,519

<i>Budget Amedments</i>	<i>FY 2022-2023 Totals</i>	<i>FY 2023-2024 Totals</i>	<i>FY 2024-2025 1st Qtr</i>	<i>FY 2024-2025 2nd Qtr</i>	<i>April</i>	<i>May</i>	<i>June</i>	<i>FY 2023-2024 3rd Qtr</i>	<i>FY 2024-2025 Totals</i>
Budget Amendments Received	77	36	1	5	2	11		13	19
Approved				4					
General Fund	69	32	0	4	2	11		13	17
Utility Fund	7	1	0	0				0	0
EMS Fund	1	1	0	0				0	0
KMB		2	0	0				0	0
Total	77	36	0	4	2	11	0	13	17

REVENUE & EXPENSE REPORT					
AS OF MAY 2025					
REVENUE	CURRENT BUDGET	CURRENT PERIOD	YEAR-TO-DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
V TAXES	11,641,529.00	539,014.66	7,208,492.42	4,433,036.58	62%
E LICENSES AND PERMITS	589,500.00	23,127.51	233,318.18	356,181.82	40%
N FINES AND SERVICES	2,477,950.00	695,059.18	2,318,950.06	158,999.94	94%
U INTERGOVERNMENTAL	17,500.00	3,343.15	6,074.64	11,425.36	35%
E MISCELLANEOUS	1,657,805.00	17,319.48	146,807.61	1,510,997.39	9%
S TOTAL REVENUES	16,384,284.00	1,277,863.98	9,913,642.91	6,470,641.09	60.51
10-COMMISSION	34,700.00	2,422.11	25,516.89	5,141.48	85%
12-EXECUTIVE ADMIN	290,827.00	32,190.71	200,983.14	89,843.86	69%
13-HUMAN RESOURCES	73,657.00	6,662.30	54,315.13	19,181.87	74%
14-CITY SECRETARY	86,753.00	13,680.33	70,561.33	16,066.67	81%
16-MUNICIPAL COURT	144,028.00	12,489.06	81,982.12	61,310.88	57%
18-FINANCE	257,188.00	15,887.17	116,854.01	140,333.99	45%
E 19-INFORMATION TECHNOLOG	558,423.00	18,202.36	370,831.32	171,828.43	69%
X 20-PLANNING	663,868.00	47,521.06	388,651.30	219,046.92	64%
P 22-POLICE	3,444,521.00	260,395.51	2,090,977.07	1,188,990.02	64%
E 23-ANIMAL CONTROL	98,831.00	7,300.99	47,223.05	51,547.95	48%
N 24-FIRE DEPT	1,937,283.00	145,461.64	1,231,700.38	632,676.64	66%
D 25-AMBULANCE DEPT	0	0	0	0	0%
I 26-PUBLIC WORKS ADMIN	146,990.00	10,618.45	97,747.54	49,218.97	67%
T 28-STREETS	713,506.00	38,647.31	580,154.20	78,425.58	89%
U 30-BUILDING MAINTENANCE	283,183.00	25,443.80	168,136.39	85,256.04	70%
R 32-VEHICLE MAINTENANCE	431,526.00	17,824.38	267,485.32	166,628.67	62%
E 34-PARKS & RECREATION	478,209.00	34,326.26	337,104.71	139,664.18	71%
S 35-RECREATION CENTER	77,478.00	3,137.86	23,905.50	52,541.43	32%
36-LIBRARY	559,254.00	45,361.53	332,330.67	215,668.85	61%
37-PROJECTS	0	0	0	0	0%
38-SANITATION	1,609,723.00	22,096.25	957,810.40	651,912.60	60%
39-DOME SHELTER	324,136.00	24,474.72	178,109.56	145,880.44	55%
40-NON-DEPARTMENTAL	4,170,200.00	125,062.84	1,829,162.98	2,581,547.85	41%
TOTAL EXPENDITURES	16,384,284.00	909,206.64	9,451,543.01	6,762,713.32	58.72
REVENUE OVER/UNDER EXPENDITURES	-	368,657.34	462,099.90	(292,072.23)	



Mercedes Fire Department

May 2025

Monthly Report

"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."



Fire Chief/EMC
Javier Campos Jr.

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

2025 May

Mercedes Fire Incidents

Count of Total Fire Incidents

Count of Incidents

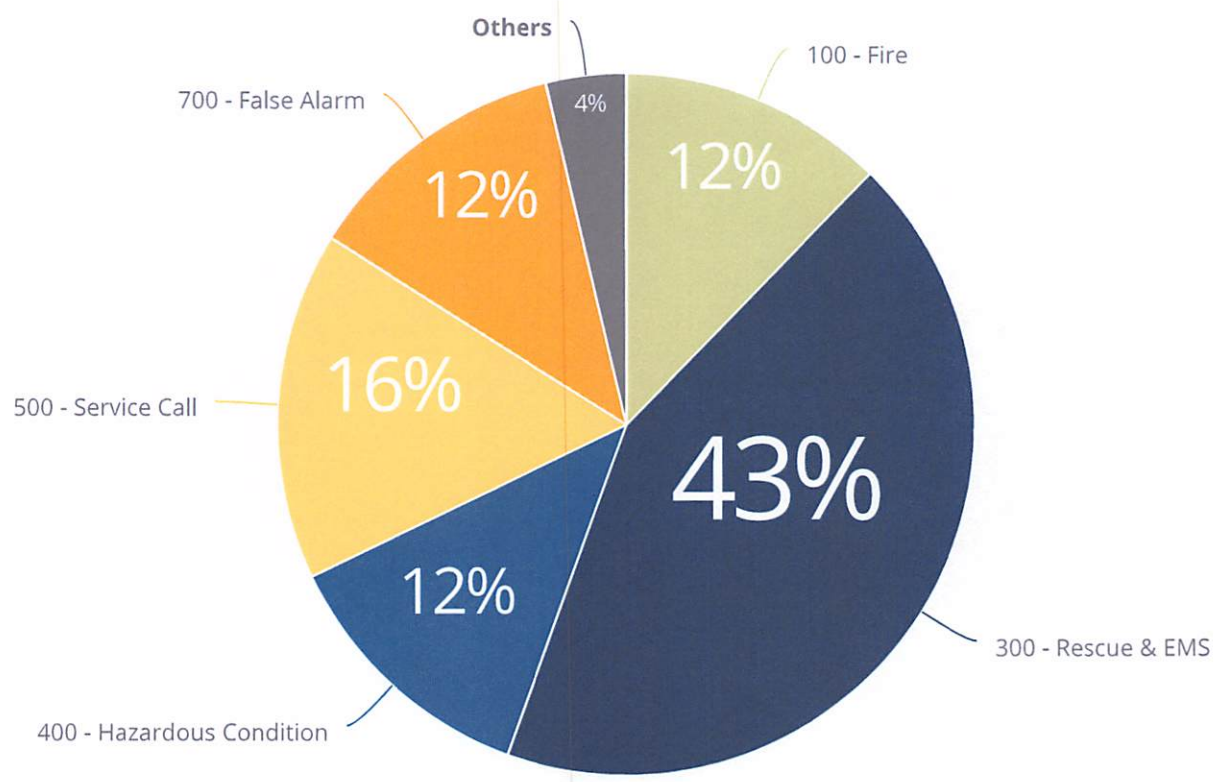
81

Average Dispatch to Arrival Time

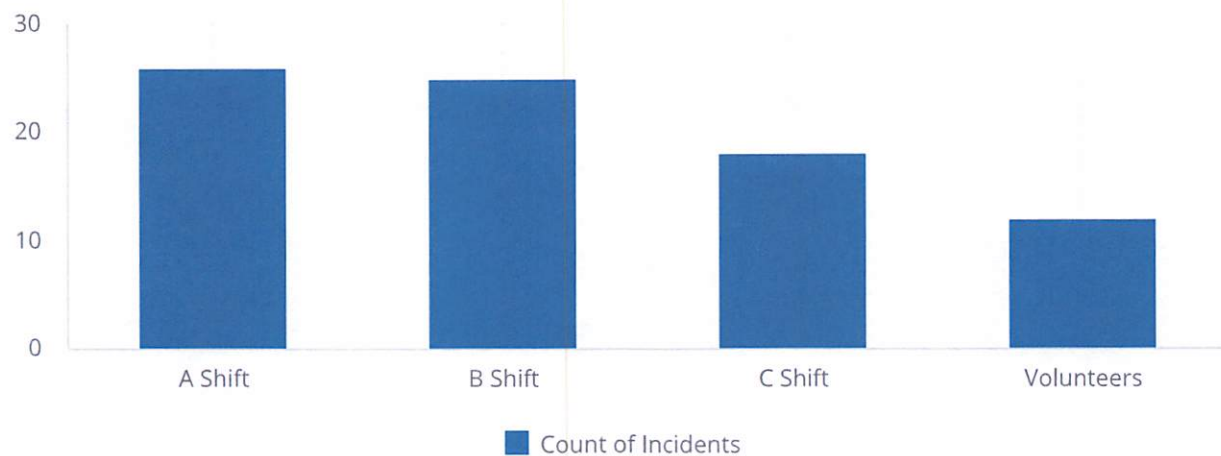
Average Response Time Alarm To Arrival

8m:52s

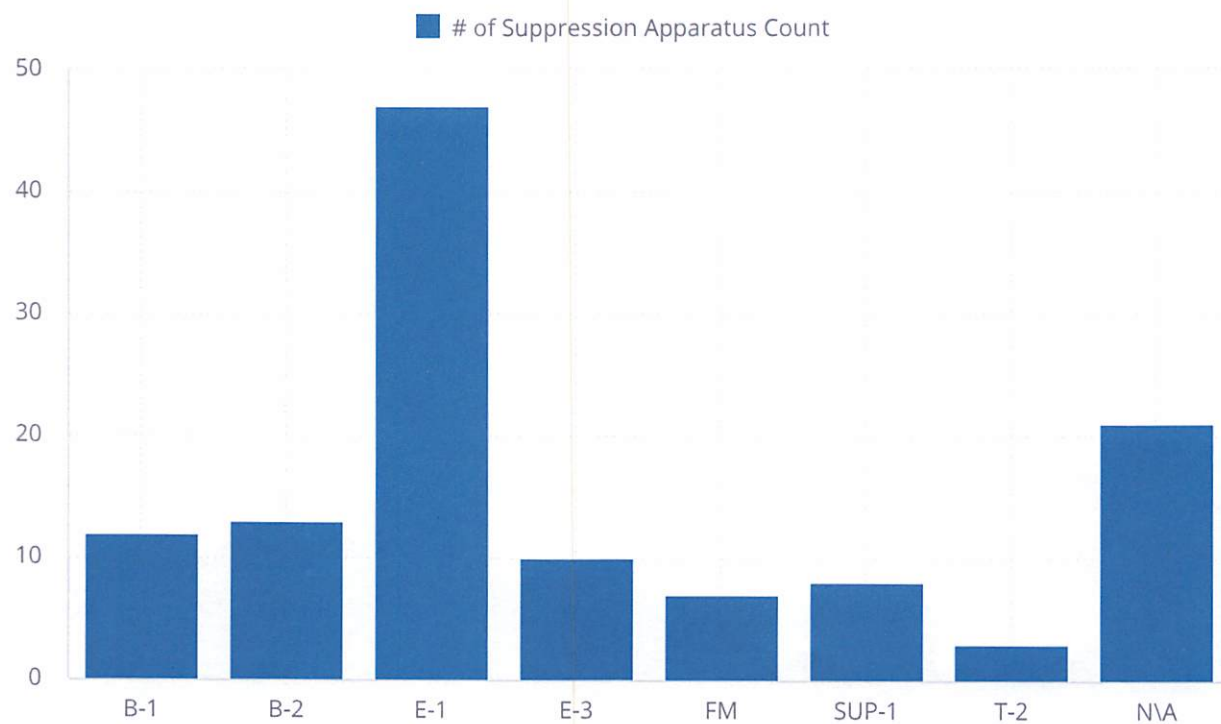
Percentage of Incident Type Group



Incident Count by Shift



Total Count Per Unit



Count of Incidents by Type

Incident Type	Count of Incidents
Alarm system sounded due to malfunction	2
Animal problem	2
Animal problem, other	9
Arcing, shorted electrical equipment	2
Brush or brush-and-grass mixture fire	2
Building fire	1
Citizen complaint	1
Extrication of victim(s) from vehicle	1
False alarm or false call, other	5
Gas leak (natural gas or LPG)	4
Grass fire	3
Hazardous condition, other	1
Medical assist, assist EMS crew	21
Motor vehicle accident with injuries	7
Motor vehicle accident with no injuries.	6
No incident found on arrival at dispatch address	1
Outside rubbish fire, other	1
Outside rubbish, trash or waste fire	1
Passenger vehicle fire	1
Power line down	3
Public service assistance, other	1
Service Call, other	1
Smoke detector activation due to malfunction	3
Smoke scare, odor of smoke	1
Trash or rubbish fire, contained	1
Count of Incidents	81

2025 EMS Incidents

Total Responses

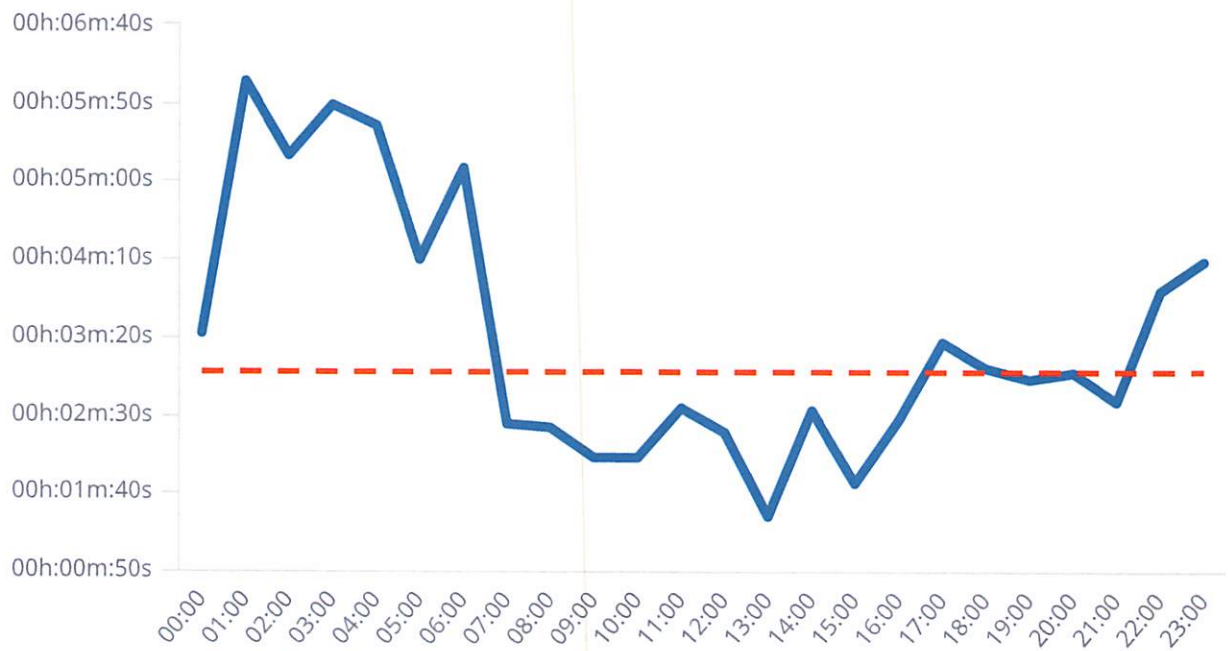
Total Responses
235

Average Chute Time

Average Chute Time
02m:58s

% Chute Time < 4min **84%**

Average Chute Time by Hour of Day





To: Alberto Perez, City Manager

CC: Mayor / City Commission

From: Armando Villela, Parks Director

Date: 6/13/2025

Subject: Monthly Report Parks

This month our Parks Crew continues to make strides to improving the overall productivity and efficiency of our efforts. We currently have (2) vacancies in the department but continue to strive to complete the general maintenance of our various facilities and areas of responsibilities, while addressing other needs within our Parks. Some of the goals accomplished this month are as follows but not limited to:

Mercedes Dome Basketball Court

- We recently completed the repairs and resurfacing of the outdoor basketball court at the Mercedes Dome. The contractors pressure washed and stripped the concrete play surface. They opened up the existing cracks for better bonding and backfilled them with a quick setting concrete. They also flooded the court to identify any ponding areas and made the necessary repairs to prevent future ponding. They then applied three coats of color surfacing mixed with sand to add the grit, and then striped the court with white lines. This is a great addition to our city Parks and has been full of kids using it since opening it to the public. This project was completed in 8 days and had a total cost of 14,900.00\$.



Las Flores Del Valle

- We have been working with AEP on lighting for our neighborhood parks. They recently installed two new LED security lights at Las Flores on their existing poles. This allows for families to utilize the park in the evenings and is added security for our Parks. We will continue to work with AEP on adding and or retrofitting to LED lighting at our other community Parks.



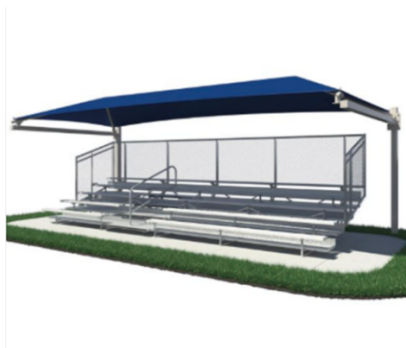
Mercedes Dome Parking Lot

- Parks staff recently re-painted the parking lot at the dome. The lines were in rough condition and in need of some maintenance. We are currently working on all our parks facilities.



Collier Park Shade Structures

- We recently received the (4) shade structures to be installed over the bleachers at Collier Park. These were purchased through Urban County Funds allocated a few years back, that we were at risk of losing. The funds were allocated for specific purchases and the shade structures met the criteria. The total cost of the structures was roughly \$48,000.00. We have since reached an agreement with the vendor to begin the installation in the coming weeks. We have funds allocated and are currently pending the PO to be issued to begin with the installation. We will coordinate to have them installed at a time that does not interfere with the current league season. These will be a great addition to our facility and the youth leagues that operate at Collier Park. Providing shade to our bleachers allows spectators to observe the games out of the sun. **Update: We are currently still waiting on a PO to complete this project.**



Collier Park Curb Scraping and Painting

- Parks staff began the curb scraping and painting along Garza Ave at Collier Park. We currently have completed the entire curb beginning from the corner of Tenth St and Garza, heading North to the corner of 4th and Frances. We also re-painted the parking lot lines as well. We plan to continue this our other facilities.



Other Projects being worked on

- ***Keep Mercedes Beautiful:*** As part of the 22,000\$ grant obtained through Texas Tree Foundation, KMB continues to plant trees at our Park Facilities, and is currently working on pollinator gardens at all community parks throughout the City of Mercedes. The purpose of the pollinator garden is to support and increase populations of pollinators like bees, butterflies, moths, and hummingbirds. They can improve air quality, reduce the heat island effect, and provide habitat for other wildlife. We will report pictures upon completion.
- ***Dome Disc Golf Course:*** The design for the Disc Golf Course at the Mercedes Dome has been completed. We are awaiting a PO for the purchase of the 18 Baskets. ***Update: We are currently working on a proposed parking area to help with increase traffic at the Park. With the newly installed field lights, the newly renovated basketball court, and increase in programming we have seen the number of visitors to our Park increase in the recent months. We plan to have a plan for additional parking prior to moving forward with the construction and installation of the Disc Golf Course.***
- ***Texas Parks and Wildlife:*** TPWL has recently opened their application period which closes on Aug 1st. I have a scheduled one on one consultation with TPWL on 5/29/25 to receive counseling and direction on current available Grants and funding opportunities for future projects in the City of Mercedes Parks Dept. They will assist in identifying grant opportunities we may qualify for, and help with the grant writing and management. We can also pursue TPW grants through KMB for outdoor learning areas, inclusive play and nature conservation that would provide amenities in our Parks facilities for users of all ages and abilities. ***Update: We are currently gathering the necessary information to submit an application by August 1st, 2025. We plan to submit an application for renovations at HEB Park.***
- ***Basketball Court Mercedes Dome:*** We are currently working on installing lights in the covered basketball area for play in the evenings. We have already equipped the shelter with electrical service and are awaiting the proposal to install three LED lamps for outdoor play. We hope to establish an outdoor 3v3 league in the future to be played on the newly renovated court. This lighting project is expected to begin June 23, 2025.