
MERCEDES CITY COMMISSION
REGULAR MEETING
OCTOBER 7, 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**
4. **Pledge of Allegiance**
5. **Open Forum**
6. **Presentation**
 - a. Recognition of Retirement for Mercedes Police Officer Roy Rocha
 - b. Presentation of Campaign for Spay and Neuter of Animals
 - c. Presentation by Planning Department on Developments
7. **Consent Agenda**
 - a. Approval of Minutes for Meeting(s) held September 16, 2025 & September 23, 2025.
 - b. Approval of Series 2025 Budget Amendment
8. **Management Items:** Present, discuss, consider and possibly take action regarding:
 - a. Public Hearing regarding the Urban County Needs Assessment
9. **Ordinances/Resolutions**
 - a. Approval of Resolution 2025-573 approving the Agreement for the Temporary Closure of State Right-of-Way - Veterans Day Parade 2025
 - b. Approval of Ordinance 2025-31 to include a standard design for Fire Hydrants and Saddles
10. **Bids/Contracts**
 - a. Approval of renewal of Workers Compensation Insurance with Texas Mutual
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)**
 - 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 Anchor- Section 551.087

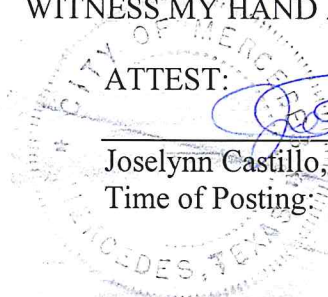
12. Open Session

- 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

13. Adjournment

Notice is hereby given that the City Commissioners of the City of Mercedes, Texas will meet in a Regular Meeting on Tuesday, October 7, 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 1ST DAY OF OCTOBER, 2025.



ATTEST:

A handwritten signature in blue ink, appearing to read "Joselynn Castillo", is written over a horizontal line.

Joselynn Castillo, City Secretary

Time of Posting: 5:00 P.M.

ACCESSIBILITY STATEMENT

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

**MERCEDES CITY COMMISSION
REGULAR MEETING
SEPTEMBER 16, 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
Mayor Pro-Tem Ruben Saldana

MEMBERS ABSENT:

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

OTHERS PRESENT: Nellie Zamora, Martin Johnson, Juan Vasquez, Alvaro De Leon

1. Call Meeting to Order

Mayor Montoya welcomed everyone and called the meeting to order at 6:31 p.m.

2. Establish Quorum

Four members of the Commission were present, constituting a quorum. Commissioner Martinez arrived later in the meeting.

3. Invocation

The invocation was led by Commissioner Howell.

4. Pledge of Allegiance

The Pledge of Allegiance was led by Commissioner Garcia.

5. Open Forum

There were no sign-ups for Open Forum.

6. Presentation

a. Presentation by Melden & Hunt regarding the Water Well Project

Mr. Ruben James De Jesus and Mr. Mike Hernandez provided the monthly report for June regarding the progress of the water well project. They noted that the cost estimate and the current project schedule are still pending. Environmental clearance has been obtained, and the project is now in the design phase. Funding has been allocated, and efforts are underway to close on the grant in order to access the funds.

They further reported that the permitting from TCEQ remains pending, with completion anticipated by February 2026. In response to a question, Mr. De Jesus confirmed that Well Site No. 1 is the designated site for development. Mr. Perez clarified that funds are allocated exclusively for Site No. 1 and not for Site No. 2.

b. Presentation on Mile 2 W Project by Pct. 1

County Commissioner David Fuentes and Mr. Lozano informed the Commission about the 9-mile road rehabilitation project from Highway 107 to IH-2 on Mile 2 West, with a total allocation of \$12 million. They reported that 2.5 miles of the project fall within the City limits of Mercedes. Approval is requested for work to proceed inside the City limits. The County will front the costs and invoice the City at a later time during FY 2026–2027. The project will restore the existing pavement, and Commissioner Fuentes noted that bar ditching improvements will be completed following construction.

Mayor Montoya expressed appreciation to Commissioner Fuentes and Mr. Lozano for their continued support and assistance to the City of Mercedes.

At this time, Commissioner Garcia motioned to move to Item 9F. Commissioner Howell seconded. Upon a called vote, the motion passed unanimously. Ms. Caso clarified that the item is listed as 9D as per the addendum. Commissioner Garcia corrected his motion to move to Item 9D. Commissioner Howell seconded. Upon a called vote, the motion passed unanimously.

7. Consent Agenda

- a. Approval of Minutes for Meeting(s) held September 2, 2025**
- b. Second and Final Reading of Ordinance 2025-26 regarding the voluntary annexation of Salvador Roel Garcia and Jeffrey Adam Bryant**
- c. Second and Final Reading of Ordinance 2025-27 to adopt the City of Mercedes Budget for FY 25-26**
- d. Approval of the Non-Discrimination Policy as required by GLO**

Commissioner Garcia made a motion to approve and forego the reading of Items B and C. Mayor Pro-Tem Saldana seconded. Upon a called vote, the motion passed unanimously.

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

- a. Approval of Budget Amendment for Vehicle Maintenance**

Mayor Pro-Tem Saldana motioned to approve. Commissioner Garcia seconded. Upon a called vote, the motion passed unanimously.

b. Approval of Memorandum of Agreement between LEAD Regional Advisory Council (EMTF) and City of Mercedes - Mercedes Fire Department for Emergency Medical Task Force

Commissioner Howell motioned to approve. Commissioner Garcia seconded. Chief Campos informed the Commission that the agreement allows the Fire Department to respond to regional calls and that reimbursement will cover personnel, equipment, and fuel. Mayor Montoya expressed pride in the Fire Department for their EMS services, which enabled the EMTF to request assistance from the City of Mercedes. Upon a called vote, the motion passed unanimously.

c. Approval of MOU between the City of Mercedes Fire Department and South Texas College for fire-related continuing education and training equipment resources.

Mayor Pro-Tem Saldana motioned to approve. Commissioner Garcia seconded. Upon a called vote, the motion passed unanimously.

d. Approval of Facility Usage Agreement between the City of Mercedes Fire Department and South Texas College for access to the college's live fire burn training facility.

Commissioner Garcia motioned to approve. Mayor Pro-Tem Saldana seconded. Chief Campos stated that this agreement pertains to the use of a training facility for controlled burn exercises. He noted that while the facility charges per hour for training, there will be no charges for personnel. Upon a called vote, the motion passed unanimously.

e. Approval of the updated Procurement Policy

Commissioner Howell motioned to approve. Mayor Pro-Tem Saldana seconded. The Interim Finance Director Ms. Hernandez stated that the policy required updating, as the previous version was adopted in 2017. Upon a called vote, the motion passed unanimously.

9. Ordinances/Resolutions

a. Approval of First Reading of Ordinance 2025-28 to Rezone Lot 7 Block 41 Capisallo E Subdivision

Interim Planning Director Denisse Hernandez stated that this item pertains to the Warehouse Pallet. She noted that only three members were able to vote, resulting in a vote of two to one. The rezone request is from Newly Annexed to Business. Mayor Pro-Tem Saldana motioned to approve. Commissioner Garcia seconded. Upon a called vote, the motion passed unanimously.

b. PUBLIC HEARING on Proposed Tax Rate for 2025

Mayor Montoya opened the public hearing at 7:11 p.m. There were no comments from the public. Mayor Montoya closed the public hearing at 7:14 p.m.

1) Approval of first reading of Ordinance 2025-29 to adopt the Tax Rate for 2025

Mayor Pro-Tem Saldana motioned to approve and forego the reading. Commissioner Garcia seconded. Upon a called vote, the motion passed unanimously.

c. Approval of Ordinance 2025-30 updating the Water and Sewer Rates

Mr. Jason Gray addressed the Commission regarding utility rates. He reported that a recent water rate study indicates that utility rates increase on average by 5% annually, with construction costs rising faster than inflation. Mayor Montoya noted that cities only receive grants for necessary projects, not discretionary ones. It was further explained that cities not increasing rates typically have no ongoing utility construction projects.

Mr. Gray presented four scenarios and recommended updating the tier structure to the new rates for the coming year. The base charge is determined by meter size:

Scenario 1A: Funds clean water and drinking water revolving fund projects only, utilizing both forgivable loan elements and low-interest state loans. This is the lowest-cost alternative for immediate projects but does not fund future CIP projects. Base cost increase for average 5,000-gallon user: \$3.96.

Scenario 1B: Funds current expenses plus contemplated CWSRF and DWSRF projects using market-rate bonds instead of state funding. Allows completion of immediate projects but requires considerably higher rate increases. Base cost increase: \$10.91.

Scenario 2: Funds current expenses plus current CWSRF and DWSRF projects using state programs, with an additional \$5M annual market-rate debt issuance. Capitalizes on state programs and supports meaningful CIP projects over the long term. Base cost increase: \$6.30.

Scenario 3: Funds current expenses plus current CWSRF and DWSRF projects using state programs, with an additional \$10M annual market-rate debt issuance. Supports completion of all known long-term CIP projects. Base cost increase: \$8.74. Water rate would increase 7% and sewer rate 15%.

Commissioner Martinez arrived at 7:49 p.m.

Mr. Matt Lujan explained the timeline due to a pending grant. Mayor Pro-Tem Saldana motioned to approve and adopt Scenario 3. There was no second, and the motion died. Mr. Mike Hernandez of Melden & Hunt noted that equipment costs are rising, increasing project costs if the City delays. Mr. Perez expressed comfort with Scenario 2. Mayor Pro-Tem Saldana motioned to approve and adopt Scenario 2. Commissioner Garcia seconded. Upon a called vote, the motion passed with Commissioner Howell voting against.

d. Approval of Resolution 2025-20 authorizing the Resale of Foreclosed Real Estate Properties for failure to pay ad valorem taxes

Ms. Janelle Caso addressed the Commission regarding homes that have been struck off following the tax resale. She provided information on properties that did not sell during the tax resale and explained that the City can purchase and retain these properties by submitting a bid to the taxing entities. Property No. 2, located at 642 Iowa St., had an appraised value of over \$70,000, with a requested purchase price of \$27,000. Mr. Romeo Cantu clarified that the City can approve the resolution while still removing the property from the tax resale at a later time. The Commission moved to discuss this item in executive session.

The Commission proceeded with the agenda as written. Move back to item 7.

Following Executive Session, Commissioner Martinez motioned to approve. Commissioner Garcia seconded. Upon a called vote, the motion passed unanimously.

e. Approval of Resolution 2025-21 regarding establishing a Utility Fund Bank account

Finance Director Meredith Hernandez addressed the Commission, stating that staff recommends separating the General Fund from the Utility Fund in the bank to facilitate audits. Commissioner Howell motioned to approve. Mayor Pro-Tem Saldana seconded. Upon a called vote, the motion passed unanimously.

f. Consideration and Approval of a Resolution 2025-22 relating to establishing the City's Intention to reimburse itself for the prior lawful expenditure of funds relating to constructing various city improvements from the proceeds of tax-exempt obligations to be issued by the city for authorized purposes; authorizing other matters incident and related thereto; and providing an effective date

Mr. Matt Lujan requested that Items F and G be considered together. Mr. Lujan, with Estrada Hinojosa, addressed the Commission regarding financing on the Interest & Sinking (I&S) side for a Fire Engine, building maintenance, Public Works, and Utilities projects. Bond counsel for the financing is Norton Rose Fulbright. He explained that a notice will need to be posted for 45 days before financial institutions can submit bids.

Commissioner Martinez motioned to approve item 9F and 9G. Commissioner Garcia seconded. Upon a called vote, the motion passed unanimously.

g. Consideration and Approval of a Resolution 2025-23 by the City Commission of the City of Mercedes, Texas Authorizing and approving publication of Notice of Intention to issue certificates of obligation; complying with the requirements contained in securities and exchange commission rule 15c2-12; and providing an effective date

10. Bids/Contracts

a. Approval to select a contractor for the 2019 GLO Floods Mercedes Drainage Improvement Project

Commissioner Howell initially motioned to approve, but rescinded his motion following input from Ms. Dalinda Ramos with SWG. Ms. Ramos stated that the environmental review was approved in June and that bids were received on August 15, 2025. The lowest bidder was G8 Utilities, with a bid of \$1,002,412.00. The project includes a \$1,000,000 grant and involves drainage improvements near the dome, connecting to the existing gate structure currently being processed with the drainage district.

Commissioner Martinez motioned to approve the recommendation. Commissioner Howell seconded. Upon a called vote, the motion passed unanimously.

b. Approval of Televon (Civic Tech) Contract Amendment FY 25-26 Renewal

I.T. Director Michael Rocha addressed the Commission regarding amending the current contract to reflect the city's goals and needs. Televon will continue its operations of backup and disaster recovery of critical infrastructure as well as Tier 2 and 3 non-emergency support. The pricing will reduce from \$5,000 per month to \$2,800 per month equating to \$33,600 annually down from \$54,000. Commissioner Martinez motioned to approve. Commissioner Garcia seconded. Upon a called vote, the motion passed unanimously.

c. Approval of Agreement for Animal Control Services with the City of Weslaco

Mr. Perez stated that this item is a renewal. Commissioner Martinez motioned to approve. Commissioner Garcia seconded. Mr. Perez noted that staff is exploring other options. Chief Sanchez stated that the department is organizing an event for spay and neuter, as well as tagging and registration of pets. Mayor Montoya requested that this item be placed on the next agenda to advance the event. Upon a called vote, the motion passed, with Commissioner Howell voting against and recommended reaching out to non-profit organizations to assist.

d. Consideration and possible approval of entering into a Water CCN Buyout agreement with North Alamo Water Supply Corporation (NAWSC), subject to the criteria outlined

Mr. Mike Hernandez with North Alamo Water Supply addressed the Commission regarding an agreement for the buyout of water to allow the City to provide service to the designated area. He stated that the associated fees would be paid by the developer. The agreement designates an area on FM 491 from Mile 8 N to Mile 10 N, enabling developers within this area to receive City water service.

Commissioner Martinez motioned to approve. Commissioner Garcia seconded. Upon a called vote, the motion passed unanimously.

e. Approval to renew the Administrator of Records contract for EMS

Chief Campos stated that this item is a renewal for the requirement of the state application and that the agreement covers a two-year period. Mayor Pro-Tem Saldana motioned to approve. Commissioner Garcia seconded. Upon a called vote, the motion passed unanimously.

11. Monthly Departmental Reports

a. Recreation Center, I.T, Planning, Public Works, Library, City Sec/HR, Police Dept, Fire Dept, Finance

Mayor Pro-Tem Saldana complimented the Police and Fire Departments for the workshop they conducted on emergency management.

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)

Commissioner Howell motioned to go into executive session. Mayor Pro-Tem Saldana seconded. Upon a called vote, the motion passed unanimously. The meeting went into executive session at 9:07 p.m.

- a. Discussion with City Manager regarding personnel matters - Section 551.074**
- b. Consultation with legal counsel pursuant to Texas Government Code 551.071 (1)(a) regarding pending litigation**
- c. Consultation with Attorney regarding Project Anchor - Section 551.087**

13. Open Session

Mayor Montoya reconvened the meeting at 11:25 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**
No action was taken on item C in executive session.

14. Adjournment

Commissioner Martinez motioned to adjourn. Commissioner Garcia seconded. Upon a called vote, the motion passed unanimously. The meeting adjourned at 11:26 p.m.

**MERCEDES CITY COMMISSION
REGULAR MEETING
SEPTEMBER 23, 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 Armando Garcia
Commissioner Jacob C. Howell (virtual)

MEMBERS ABSENT: Mayor Pro-Tem Ruben Saldana

STAFF PRESENT: Alberto Perez, City Manager
Martie Garcia Vela, City Attorney (virtual)
Meredith Hernandez, Interim Finance Director
Kristine Longoria, Human Resources
Michael Rocha, I.T Director

OTHERS PRESENT: Juan Vasquez

1. Call Meeting to Order

Mayor Montoya welcomed everyone and called the meeting to order at 6:40 p.m.

2. Establish Quorum

A quorum was established with Mayor Montoya, Commissioner Garcia, and Commissioner Martinez present in person. Commissioner Howell and Attorney Martie-Vela joined the meeting via Google Meets. Mayor Pro-Tem Saldana was absent.

3. Invocation

The invocation was led by Commissioner Howell.

4. Pledge of Allegiance

The Pledge of Allegiance was led by Commissioner Martinez.

5. Open Forum

There were no sign-ups for Open Forum.

6. Consent Agenda

- a. Second and Final Reading of Ordinance 2025-28 to Rezone Lot 7 Block 41 Capisallo E Subdivision
- b. Second and Final Reading of Ordinance 2025-29 to adopt the Tax Rate for 2025
- c. Second and Final Reading of Ordinance 2025-30 updating the Water and Sewer Rates
- d. Discussion and Possible Action to Amend City of Mercedes Personnel Policy Chapter 23. Hours of Work, Attendance, and Punctuality

Commissioner Jose Martinez motioned to approve items A, B, C, and D and to forgo the reading of items A, B, and C. The motion was seconded by Commissioner Armando Garcia and carried unanimously.

7. **Management Items:** Present, discuss, consider and possibly take action regarding:
 - a. Approval of Interlocal Cooperation Agreement between the County of Hidalgo, City of Mercedes, and City of Edcouch, Texas concerning project development activities of the Mile 2 West Road Project, from State Highway (SH) 107 to Interstate Highway (IH) 2

Commissioner Jose Martinez made a motion to approve the agreement, which was seconded by Commissioner Armando Garcia. The motion carried unanimously.

ADDENDUM

8. 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 motion to enter Executive Session was made by Commissioner Martinez and seconded by Commissioner Garcia. The motion carried unanimously, and the Executive Session began at 6:44 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. Consultation with Attorney regarding Project Anchor – Section 551.087

9. Open Session: Mayor Montoya reconvened the meeting at 7:28 p.m.

- a. Possible Action pertaining to executive session item A
No action was taken on item A from executive session.
- b. Possible Action pertaining to executive session item B
No action was taken on item A from executive session.
- c. Possible Action pertaining to executive session item C
No action was taken on item A from executive session.

10. Adjournment

Commissioner Jose Martinez motioned to adjourn the meeting, and Commissioner Armando Garcia seconded the motion. Upon a called vote, the motion passed unanimously. The meeting was adjourned at 7:29 p.m.



AGENDA ITEM NO. 7.B.

Consent Agenda

DATE: October 7, 2025
FROM: Meredith Hernandez, Interim Finance Director
ITEM: **Discussion and possible action to Approval of Series 2025 Budget Amendment**

BACKGROUND INFORMATION: This budget amendment is necessary to cover the first year of Series 2025.

BOARD REVIEW/CITIZEN FEEDBACK: N/A

ALTERNATIVES/OPTIONS: N/A

FISCAL IMPACT: (Total Costs)

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

Finance Review by: Yes

LEGAL REVIEW: No

ATTACHMENTS:

1. BUDGET AMENDMENT

STAFF RECOMMENDATION: Approval of the Budget Amendment



CITY OF MERCEDES
BUDGET AMENDMENT



FUND: 01

BUDGET AMENDMENT# _____

DEPARTMENT: _____

DATE POSTED: _____

Fund	G/L ACCT#	DESCRIPTION	Approved Budget	(Decrease)	Add	Amended Budget
02	540-6024	Series 2025 Interest	228,027.00	(65,000.00)		163,027.00
02	540-6023	Series 2025 Principal			65,000.00	65,000.00
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-

Justification/Explanation for change:
 Payment adjustment for Series 2025

 Dept Head Requesting change

 Finance Dept

Approved: _____
 City Manager

 Mayor



HIDALGO COUNTY URBAN COUNTY PROGRAM

MEMORANDUM

To: Hidalgo County Urban County Program CDBG Participating Cities' and Precincts'
From: Joel Rivera, Ph.D., Director Urban County Program
Date: September 04, 2025
Reference: **HIDALGO COUNTY URBAN COUNTY PROGRAM CDBG PROGRAM
CALENDAR FISCAL YEAR 2026 ANNUAL ACTION PLAN (AAP)**

In compliance with the U.S. Department of Housing and Urban Development (HUD) regulations governing the Community Development Block Grant (CDBG) Program, the Urban County Program is preparing to initiate the process for the 2026 Program Year Needs Assessment Public Hearing.

Pursuant to CDBG regulations, the Needs Assessment Public Hearing serves as a crucial platform to solicit input from the public, particularly low- and moderate-income residents, regarding the community's housing and non-housing needs. This input is vital in ensuring compliance with CDBG's primary objective of developing viable urban communities by providing decent housing, a suitable living environment, and expanding economic opportunities.

In accordance with 24 CFR Part 91, each participating jurisdiction must provide citizens with adequate opportunity to participate in the development of the Annual Action Plan. The public hearing, which is a mandatory component of this process, must take place **between October 01 to October 31, 2025**, as outlined in the attached **UCP 2026 Program Year Annual Action Plan Calendar**.

Please schedule the public hearing for your City/Precinct during this timeframe. It is essential that the meeting is publicized in advance, allowing residents ample opportunity to attend and offer their feedback, in line with CDBG public participation requirements.

Ensure to provide the confirmed date and time for the public hearing no later than **September 17th** so that we may coordinate the necessary publication and ensure compliance with HUD's citizen participation and consultation regulations.

Should you require any further information or clarification on the process, please do not hesitate to contact me. We appreciate your prompt attention to this matter and your continued partnership in advancing the goals of the CDBG program.

Thank you for your cooperation and commitment to adhering to HUD's CDBG regulations.

1916 TESORO STREET □ PHARR, TEXAS 78577 □ (956) 787-8127 FAX: (956) 318-2988
E-mail: ucp@co.hidalgo.tx.us

**Equal Housing Opportunity
Equal Employment Opportunity Employer**



**HIDALGO COUNTY
URBAN COUNTY PROGRAM
CDBG PROGRAM CALENDAR
PROGRAM YEAR 2026
ANNUAL ACTION PLAN (AAP)**

DATE	TIMELINE FOR PROGRAM 2026 PROJECTS
September 04, 2025	<ul style="list-style-type: none"> UCP will send Memorandum to the Cities & Precincts AAP Calendar & schedule technical assistance and training, if necessary and/if requested.
September 17, 2025	<ul style="list-style-type: none"> Cities and Precincts must send date and time to hold Public Hearing for Needs Assessments held in October.
September 24, 2025	<ul style="list-style-type: none"> UCP will Publish NOFA (Notice of Funding Availability) & Public Hearing on the Monitor & El Periodico
October 01, 2025- October 31, 2025	<p><u>Cities and Precincts Must Hold A Needs Assessment Public Hearing</u></p> <ul style="list-style-type: none"> Emphasize public attendance and input; Keep attendance log and minutes for meeting; Provide public with information about past years funding/spending. Obtain input about public needs and provide answers to questions. If suggestions from the public are not included in plan, the city/precinct must explain why. Submit copies of Affidavits, Sign-In sheets, Agenda, Minutes and Funding Request Letters to UCP.
November 14, 2025	<p><u>Preliminary Due at Urban County Program Office</u></p> <ul style="list-style-type: none"> Cities/ Precincts must submit workplans to UCP. UCP will schedule one-on-one meetings with City staff to review the eligibility. Each activity should be well documented and must include photos, location map (identifying project location), flood zone map, project cost estimates and estimated length of time to complete and estimated start date.
December 19, 2025	<p><u>UCP Projects Eligibility Determination</u></p> <ul style="list-style-type: none"> UCP will return work plans to City/Precinct with comments and/or revisions if needed, along with request for City Council approval.
January 30, 2026	<p><u>Final Work Plans Due At UCP Offices.</u></p> <ul style="list-style-type: none"> Final work plans submissions should include a copy of City Council approved resolution, certified minutes and sign-in sheet.
February 02, 2026	<p><u>UCP Staff Begins Preparation of The Annual Action Plan</u></p> <ul style="list-style-type: none"> Staff begins to enter the data (drafted from the Funding Applications submitted, to include narratives, maps, eligibility documents, etc.) into the Integrated Disbursement & Information System (IDIS) to prepare for the Annual Action Plan.
February 25, 2026	<p><u>UCP Publish Summary of The Proposed AAP & Public Hearing</u></p> <ul style="list-style-type: none"> Post on Website Send notice/affidavits to the Cities/ Precincts for posting DRAFT FY 2026 AAP must be ready for posting
February 25, 2025	<p>UCP Start of 30 Day Comment Period (Start the Environmental Process)</p>
March 02-31, 2026	<p><u>UCP Start Environmental Review Record (ERR)</u></p> <ul style="list-style-type: none"> Exempt Categorical Exclusions Not Subject to §58.5 Environmental Assessment Environmental Impact Statements
March 06, 2026	<p>UCP Hold Public Hearing on Proposed AAP at UCP Office</p>
April 06, 2026	<p>UCP End of FY 2026 AAP 30 Day Comment Period</p> <ul style="list-style-type: none"> UCP Prepare and submit AAP Agenda Item
March 25, 2026	<p>UCP to Follow up on Environmental Consultation Letters</p>
April, 2026	<p><u>Commissioners Court Approves Final AAP</u></p> <ul style="list-style-type: none"> Post Copy of Final AAP on Website
May 15, 2026* APP Due at HUD	<p>UCP submit FY 2026 Annual Action Plan to HUD</p>
June 30, 2026	<p>Audits are due in UCP Office (before 5:00 p.m.) from cities.</p>



**HIDALGO COUNTY
URBAN COUNTY PROGRAM
CDBG PROGRAM CALENDAR
PROGRAM YEAR 2026
ANNUAL ACTION PLAN (AAP)**

DATE	TIMELINE FOR FY 2026 PROJECTS
May 21 – June 05, 2026	<u>Publish NOI/ RROF</u> <ul style="list-style-type: none"> • 15 Day Comment Period • Submit Combined Notice to “The Monitor” for publishing • Combined Notice Published
June, 2026	<u>Submit Request of Funds and Certification form to HUD</u> <ul style="list-style-type: none"> • HUD Comment Period (7 Days for Individual Projects)
June, 2026	<u>Receive Authority to utilize Grant Funds</u>

**All scheduled dates are based on current information and are subject to change due to project needs or unforeseen circumstances.*



"Providing 50 Years of Service"
1974 - 2025

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MISSION, TX 78572
Phone: (956) 213-9400
Fax: (956) 213-8119
www.advrgv.org

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Mario Tijerina
Commissioner, Willacy County

Jesus J. Ramirez
Commissioner, City of San Juan

Juan J. Barrios
Banking / Finance

Executive Director - Amigos Del Valle, Inc.
Alejandro Guerra

September 8, 2025

Mr. Alberto Perez
City Manager
City of Mercedes
400 South Ohio
Mercedes, TX 78570

Re: Letter of request for CDBG Funds FY 2026-2027

Dear Mr. Perez,

Amigos Del Valle, Inc. is respectfully requesting \$10,000 in CDBG funds for Fiscal Year 2026-2027. These funds will continue to be utilized to provide home delivered meals to 9 eligible citizens for 165 days that reside within the City of Mercedes area.

With your continued financial support, we will be able to continue providing much needed meals to the homebound seniors to assist them to continue living as healthy, independent, productive and self-sufficient lives as possible.

Please be assured that we are very grateful for your proven generous, valuable financial and moral support for our agency's projects throughout our Fifty (50) years of experience.

If you have any questions or concerns, please do not hesitate to contact us at (956)213-9400 or by email:

Alejandro Guerra, Executive Director: aguerra@advrgv.org
Dianira Gonzalez, Nutrition Coordinator: dgonzalez@advrgv.org
Ayssa DeAlejandro, Nutrition Clerk: adealejandro@advrgv.org

Alejandro Guerra
Executive Director

AG/AD



DATE: October 7, 2025
FROM: Orlando Diaz, Lieutenant
ITEM: **Discussion and possible action to Approval of Resolution 2025-573 approved the Agreement for the Temporary Closure of State Right-of-Way - Veterans Day Parade 2025**

BACKGROUND INFORMATION: The Mercedes Police Department respectfully requests the approval of Agreement for the Temporary Closure of State Right-of-way in order to aid with traffic control during the Veterans Day Parade.

BOARD REVIEW/CITIZEN FEEDBACK:

ALTERNATIVES/OPTIONS:

FISCAL IMPACT: (Total Costs)

Proposed Expenditure/(Revenue):

\$

Account Number(s):

01-522-1011

LEGAL REVIEW:

ATTACHMENTS:

1. Approval of Agreement for the Temporary Closure of State Right-of-Way - Veterans Day Parade 2025

STAFF RECOMMENDATION: I move to approve the Agreement with the Texas Department of Transportation for the Temporary Closure of State Right-of-Way to facilitate traffic control during the Veterans Day Parade.

CONSENT ITEM: YES

DATE: October 7, 2025**FROM:** Orlando Diaz, Lieutenant Mercedes Police Department**ITEM:** **Approval of Agreement for the Temporary Closure of State Right-of-Way**

BACKGROUND INFORMATION: The Mercedes Police Department respectfully requests the approval of Agreement for the Temporary Closure of State Right-of-way in order to aid with traffic control during the Veterans Day Parade.

BOARD REVIEW/CITIZEN FEEDBACK: N/A**ALTERNATIVES/OPTIONS:** N/A**FISCAL IMPACT:****Proposed Expenditure/(Revenue):**

\$ (To Be Determined)

Account Number(s):

01-522-1011

Finance Review by:**LEGAL REVIEW:****ATTACHMENTS:**

1. Agreement for the Temporary Closure of State Right-of-way
2. Road Closure & Map
3. Resolution
4. Traffic Control Agreement

DRAFT MOTION:

Tuesday, October 7, 2025

To: Honorable Mayor
City Manager
Commissioners

Good Evening,

In coordination with the Texas Department of Transportation (TxDOT), the City of Mercedes Police Department respectfully requests the passage of a resolution authorizing a temporary road closure permit for the Veterans Day Parade scheduled for Saturday, November 8, 2025, at 10:00 A.M. Road closures will begin at 08:00 A.M. and conclude at approximately 12:00 P.M. The parade route will commence at the 600 Block of South Texas Avenue and proceed north on Texas Avenue, concluding at the Rio Grande Valley Livestock Showgrounds, 1000 N. Texas Avenue. A total of 20 officers and personnel will be assigned to traffic control and public safety at designated intersections, as outlined below:

Assigned Posts:


Assigned Post: Public Works Department	N. Texas Ave. / Hill St. (East & West)
Assigned Post: Public Works Department	N. Texas Ave. / Webb St. (East & West)
Assigned Post: Public Works Department	N. Texas Ave. / Duval St. (East & West)
Assigned Post: Mercedes Police Department	N. Texas Ave. / FM 491 (East)
Assigned Post: Mercedes Police Department	N. Texas Ave. / Anacuitas St. (West)
Assigned Post: Mercedes Police Department	N. Texas Ave. / WB Frontage Rd. (East)
Assigned Post: Mercedes Police Department	N. Texas Ave. / EB Frontage Rd. (West)
Assigned Post: Public Works Department	N. Texas Ave. / Starr St. (East)
Assigned Post: Mercedes Police Department	N. Texas Ave. / Cameron St. (East)
Assigned Post: Mercedes Police Department	N. Texas Ave. / Cameron St. (West)
Assigned Post: Mercedes Police Department	N. Texas Ave. / Hidalgo St. (East)
Assigned Post: Mercedes Police Department	N. Texas Ave. / Hidalgo St. (West)
Assigned Post: Mercedes Police Department	N. Texas Ave. / W. First. St. (East)
Assigned Post: Mercedes Police Department	N. Texas Ave. / W. First. St. (West)
Assigned Post: Public Works Department	S. Texas Ave. / Railroad St. (East & West)
Assigned Post: Mercedes Police Department	S. Texas Ave. / W. Business 83 (East)
Assigned Post: Mercedes Police Department	S. Texas Ave. / W. Business 83 (West)
Assigned Post: Mercedes Police Department	S. Texas Ave. / W. Third St. (East & West)
Assigned Post: Mercedes Police Department	S. Texas Ave. / W. Fourth St. (East & West)
Assigned Post: Public Works Department	S. Texas Ave. / W. Fifth St. (East & West)
Assigned Post: Mercedes Police Department	S. Texas Ave. / W. Sixth St. (East & West)

The Mercedes Police Department, with assistance from the Public Works Department and assisting agencies, will ensure traffic control, safety, and orderly movement of parade participants and the traveling public throughout the duration of the event.

We respectfully request your approval of this resolution to proceed with the required temporary road closures.

Respectfully,

Lt. Orlando Diaz

A handwritten signature in blue ink, appearing to read "Orlando Diaz", with a large, stylized flourish at the end.

STATE OF TEXAS §

COUNTY OF §

AGREEMENT FOR THE TEMPORARY CLOSURE OF STATE RIGHT-OF-WAY

THIS AGREEMENT is made by and between the State of Texas, acting by and through the Texas Department of Transportation, hereinafter called the "State," and the City Of Mercedes, a municipal corporation, acting by and through its duly authorized officers, hereinafter called the "City."

WITNESSETH

WHEREAS, the State owns and operates a system of highways for public use and benefit, including Mercedes, in Hidalgo, County; and

WHEREAS, the City has requested the temporary closure of (Texas Ave.), from 600 Block of S. Texas Ave. to the 1000 Block of N. Texas Ave. for the purpose of The Veteran's Day Parade, as described in the attached "Exhibit A," hereinafter identified as the "Event;" and

WHEREAS, the Event will be located within the City's incorporated area; and

WHEREAS, the State, in recognition of the public purpose of the Event, wishes to cooperate with the City so long as the safety and convenience of the traveling public is ensured and that the closure of the State's right-of-way will be performed within the State's requirements; and

WHEREAS, on the 7th day of October of 2025, the City Commission of the City of Mercedes, Texas passed Resolution 2025-573 / Ordinance No. _____, attached hereto and identified as "Exhibit B," establishing that the Event serves a public purpose and authorizing the City to enter into this agreement with the State; and

WHEREAS, 43 TAC, Section 22.12 establishes the rules and procedures for the temporary closure of a segment of the State highway system; and

WHEREAS, this agreement has been developed in accordance with the rules and procedures of 43 TAC, Section 22.12;

NOW, THEREFORE, in consideration of the premises and of the mutual covenants and agreements of the parties hereto, to be by them respectively kept and performed as hereinafter set forth, it is agreed as follows:

A G R E E M E N T

Article 1. CONTRACT PERIOD

This agreement becomes effective upon final execution by the State and shall terminate upon completion of the Event or unless terminated or modified as hereinafter provided.

Article 2. EVENT DESCRIPTION

The description of the Event, including the proposed schedule of start and stop times,

approximate number of people attending the Event, and equipment involved shall be attached hereto and identified as "Exhibit C."

Article 3. OPERATIONS OF THE EVENT

- A. The City shall assume all costs for the operations associated with the Event, to include but not limited to, plan development, materials, labor, public notification, providing protective barriers and barricades, protection of highway traffic and highway facilities, and all traffic control and temporary signing.
- B. The City shall submit to the State for review and approval the construction plans, if construction or modifications to the State's right-of-way is required, the traffic control and signing plans, traffic enforcement plans, and all other plans deemed necessary by the State.
- C. The City will not initiate closure prior to 24 hours before the scheduled Event and all barriers and barricades will be removed and the highway reopened to traffic within 24 hours after the completion of the Event.
- D. The City will provide adequate enforcement personnel to prevent vehicles from stopping and parking along the main lanes of highway right-of-way and otherwise prevent interference with the main lane traffic by both vehicles and pedestrians. The City will prepare a traffic enforcement plan, to be approved by the State in writing at least 48 hours prior to the scheduled Event. Additionally, the City shall provide to the State a letter of certification from the law enforcement agency that will be providing traffic control for the Event, certifying that they agree with the enforcement plan and will be able to meet its requirements.
- E. The City hereby assures the State that there will be appropriate passage allowance for emergency vehicle travel and adequate access for abutting property owners during construction and closure of the highway facility. These allowances and accesses will be included in the City's traffic control plan.
- F. The City will avoid or minimize damage, and will, at its own expense, restore or repair damage occurring outside the State's right-of-way and restore or repair the State's right-of-way, including roadway and drainage structures, signs, and pavement, etc. to a condition equal to that existing before the closure, and, to the extent practicable, restore the natural environment, including landscape features.

Article 4. OWNERSHIP OF DOCUMENTS

Upon completion or termination of this agreement, all documents prepared by the City will remain the property of the City. All data prepared under this agreement shall be made available to the State without restriction or limitation on their further use.

Article 5. TERMINATION

- A. This agreement may be terminated by any of the following conditions:
 - (1) By mutual written agreement and consent of both parties.
 - (2) By the State upon determination that use of the State's right-of-way is not feasible or is not in the best interest of the State and the traveling public.
 - (3) By either party, upon the failure of the other party to fulfill the obligations as set forth herein.
 - (4) By satisfactory completion of all services and obligations as set forth herein.

B. The termination of this agreement shall extinguish all rights, duties, obligations and liabilities of the State and City under this agreement. If the potential termination of this agreement is due to the failure of the City to fulfill its contractual obligations as set forth herein, the State will notify the City that possible breach of contract has occurred. The City must remedy the breach as outlined by the State within ten (10) days from receipt of the State's notification. In the event the City does not remedy the breach to the satisfaction of the State, the City shall be liable to the State for the costs of remedying the breach and any additional costs occasioned by the State.

Article 6. DISPUTES

Should disputes arise as to the parties' responsibilities or additional work under this agreement, the State's decision shall be final and binding.

Article 7. RESPONSIBILITIES OF THE PARTIES

The State and the Local Government agree that neither party is an agent, servant, or employee of the other party and each party agrees it is responsible for its individual acts and deeds as well as the acts and deeds of its contractors, employees, representatives, and agents.

Article 8. INSURANCE

A. Prior to beginning any work upon the State's right-of-way, the City and/or its contractors shall furnish to the State a completed "Certificate of Insurance" (TxDOT Form 1560, latest edition) and shall maintain the insurance in full force and effect during the period that the City and/or its contractors are encroaching upon the State right-of-way.

B. In the event the City is a self-insured entity, the City shall provide the State proof of its self-insurance. The City agrees to pay any and all claims and damages that may occur during the period of this closing of the highway in accordance with the terms of this agreement.

Article 9. AMENDMENTS

Any changes in the time frame, character, agreement provisions or obligations of the parties hereto shall be enacted by written amendment executed by both the City and the State.

Article 10. COMPLIANCE WITH LAWS

The City shall comply with all applicable federal, state and local environmental laws, regulations, ordinances and any conditions or restrictions required by the State to protect the natural environment and cultural resources of the State's right-of-way.

Article 11. LEGAL CONSTRUCTION

In case one or more of the provisions contained in this agreement shall for any reason be held invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provisions hereof and this agreement shall be construed as if such invalid, illegal or unenforceable provision had never been contained herein.

Article 12. NOTICES

All notices to either party by the other required under this agreement shall be delivered personally or sent by certified U.S. mail, postage prepaid, addressed to such party at the following respective addresses:

City:	State:
<u>City of Mercedes</u> <u>400 South Ohio Avenue, Mercedes, TX</u> <u>78570</u> _____ _____	<u>Texas Department of Transportation</u> _____ _____ _____

All notices shall be deemed given on the date so delivered or so deposited in the mail, unless otherwise provided herein. Either party hereto may change the above address by sending written notice of such change to the other in the manner provided herein.

Article 13. SOLE AGREEMENT

This agreement constitutes the sole and only agreement between the parties hereto and supersedes any prior understandings or written or oral agreements respecting the within subject matter.

IN TESTIMONY WHEREOF, the parties hereto have caused these presents to be executed in duplicate counterparts.

THE CITY OF MERCEDES

Executed on behalf of the City by:

By _____

Date: October 7, 2025

Typed or Printed Name and Title: Orlando Diaz

Lieutenant

THE STATE OF TEXAS

Executed for the Executive Director and approved for the Texas Transportation and Mercedes for the purpose and effect of activating and/or carrying out the orders, established policies or work programs heretofore approved and authorized by the Texas Transportation Commission.

By _____

District Engineer

Date _____

By _____

Director of Maintenance

Date _____

Exhibit A

(SEE ATTACHED ROUTE MAP AND ROAD CLOSURES)



MERCEDES POLICE DEPARTMENT

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

Francisco J. Sanchez
Chief of Police

Tuesday, October 7, 2025

To: Texas Department of Transportation

From: Lieutenant Orlando Diaz

Re: Agreement for the Temporary Closure of State Right-of-Way

Exhibit A

ROAD CLOSURE EVENT NAME AND DATE

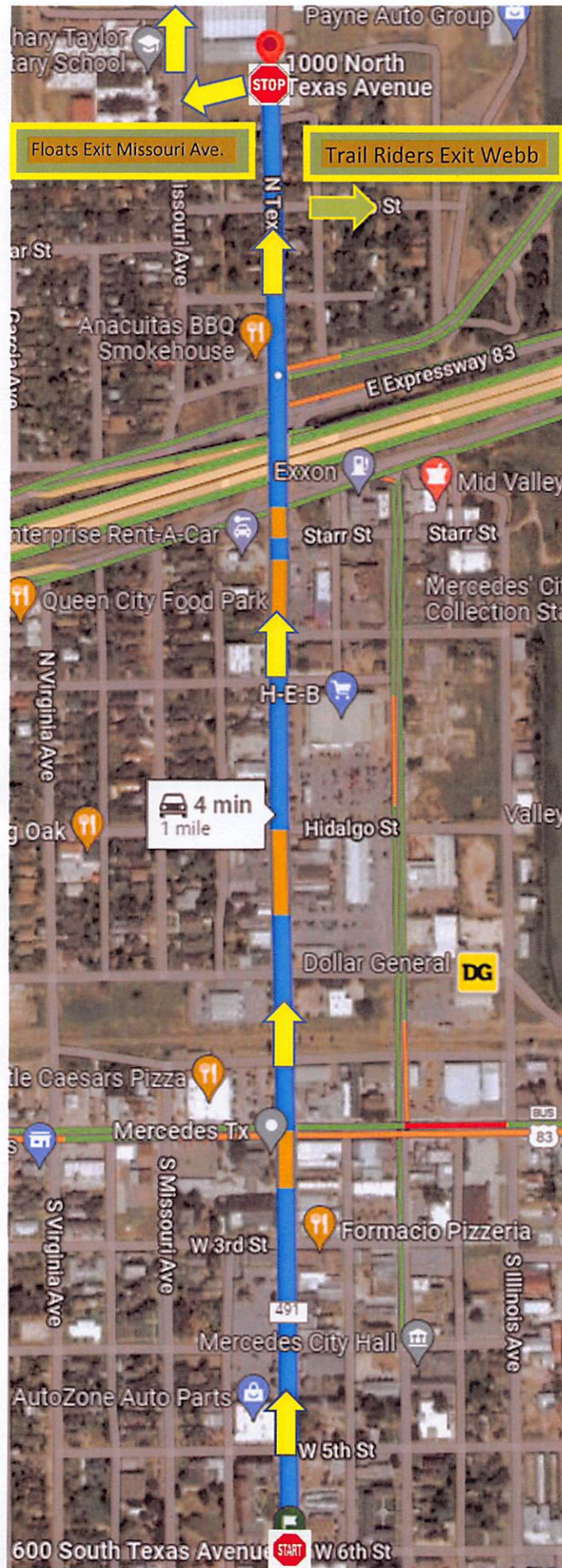
NAME: VETERANS DAY PARADE

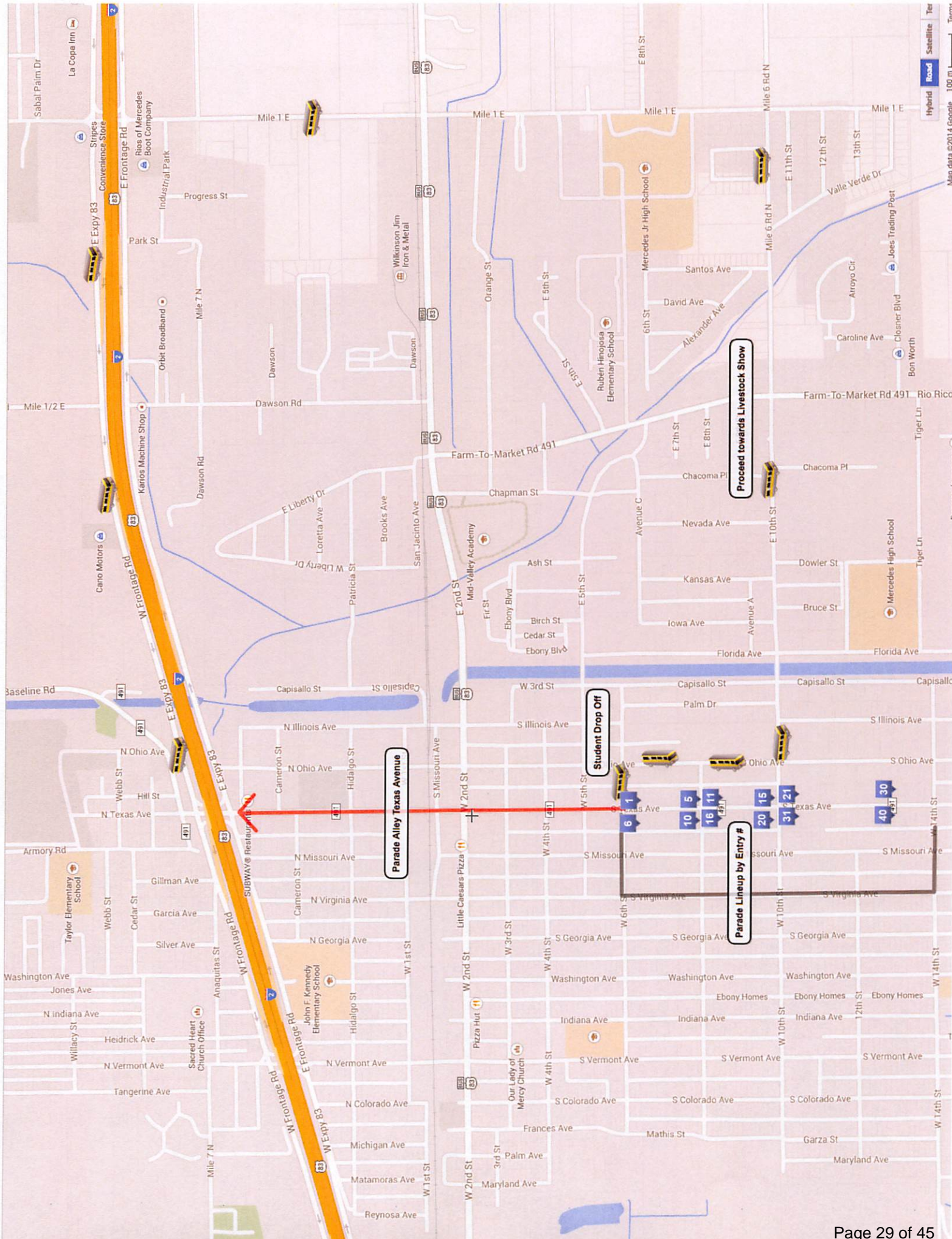
DATE OF CLOSURE: SATURDAY, NOVEMBER 8, 2025

TIME OF CLOSURE: 8:00 A.M. – 12:00 P.M.

Lt. Orlando Diaz

Veterans Day Parade 2025 – Map Route





The Veterans Day Parade

Saturday, November 8, 2025

(Traffic Control)

08:00 AM – 12:00 PM

	INTERSECTION: (West of Roadway)	DEPARTMENT:	DEPARTMENT:	INTERSECTION: (East of Roadway)
	ROVER	Mercedes PD	Mercedes PD	
	N. Missouri Ave. / RGVLS Exit	Mercedes PD		
	RGVLS Entrance (Student TC)	Mercedes PD		
1.	N. Texas Ave. / Hill St.	PUBLIC WORKS	PUBLIC WORKS	N. Texas Ave. / Hill St.
2.	N. Texas Ave. / Webb St.	PUBLIC WORKS	Mercedes PD	N. Texas Ave. / Webb St.
3.	N. Texas Ave. / Duval St.	PUBLIC WORKS	PUBLIC WORKS	N. Texas Ave. / Duval St.
4.	N. Texas Ave. / Anacuitas St.	Mercedes PD	Mercedes PD	N. Texas Ave. / N. 491
5.	N. Texas Ave. / WB Frontage Rd.		Mercedes PD Public Works (Cones)	N. Texas Ave. / WB Frontage Rd.
6.	N. Texas Ave. / EB Frontage Rd.	Mercedes PD Public Works (Cones)		N. Texas Ave. / EB Frontage Rd.
7.			PUBLIC WORKS	N. Texas Ave. / Starr St.
8.	N. Texas Ave. / Cameron St. (Fred Loya)	Mercedes PD	PUBLIC WORKS	N. Texas Ave. / Cameron St. (Juanito's Rest.)
9.	N. Texas Ave. / W. Hidalgo St.	Mercedes PD	Mercedes PD	N. Texas Ave. / W. Hidalgo St.
10.	N. Texas Ave. / W. First St.	Mercedes PD	Mercedes PD	N. Texas Ave. / W. First St. MPD Oscar Lopez
11.	S. Texas Ave. / Railroad St.	PUBLIC WORKS	PUBLIC WORKS	S. Texas Ave. / Railroad St.
12.	S. Texas Ave. / W. Bus. 83	Mercedes PD Mercedes PD	Mercedes PD Mercedes PD	S. Texas Ave. / W. Bus. 83
13.	S. Texas Ave. / W. Third St.	PUBLIC WORKS	PUBLIC WORKS	S. Texas Ave. / W. Third St.
14.	S. Texas Ave. / W. Fourth St.	PUBLIC WORKS	PUBLIC WORKS	S. Texas Ave. / W. Fourth St.
15.	S. Texas Ave. / W. Fifth St.	PUBLIC WORKS	PUBLIC WORKS	S. Texas Ave. / W. Fifth St.
16.	S. Texas Ave. / W. Sixth St.	Mercedes PD PUBIC WORKS	Mercedes PD PUBIC WORKS	S. Texas Ave. / W. Sixth St.

Exhibit B

(SEE ATTACHED RESOLUTION)

RESOLUTION: 2025-573

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF MERCEDES, TEXAS TO ENTER INTO AN AGREEMENT WITH THE STATE OF TEXAS THROUGH THE TEXAS DEPARTMENT OF TRANSPORTATION FOR THE TEMPORARY CLOSURE OF THE INTERSTATE 2 FROM 600 S. TEXAS AVE. TO 1000 N. TEXAS FOR ACTIVITIES ASSOCIATED WITH THE VETERANS DAY PARADE.

WHEREAS, the City Commission of the City of Mercedes wishes to cooperate with the State of Texas for the safety and convenience of the traveling public; and

WHEREAS, the City of Mercedes requests the temporary closure of the following highway on NOVEMBER 8, 2025 for activities associated with Veterans Day Parade from 8:00 AM until 12:00 PM.

WHEREAS, the events will be located within the City of Mercedes incorporated area and the closure will be performed in accordance with the State's requirements;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF MERCEDES, TEXAS:

That at the regular meeting of the City Commission held on the 7th of October, 2025, this resolution was adopted in accordance with Chapter 43, Texas Administrative Code, Section 22.12, and to comply with the rules and procedures established by said chapter and section, and the City Manager is hereby authorized to sign the temporary right of way closure agreement with the State of Texas. This resolution is adopted so that THE VETERANS DAY PARADE may be conducted on November 8th, 2025 in the Agreement for the Temporary Closure of State Right of Way (43 TAC, Section 22.12).

Passed and approved on this the 7th Day of October, 2025.

Oscar Montoya, Mayor

ATTEST:

Joselynn Castillo, City Secretary

Exhibit C

(SEE ATTACHED TRAFFIC CONTROL AGREEMENT)



MERCEDDES POLICE DEPARTMENT

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

Francisco J. Sanchez
Chief of Police

Tuesday, October 7, 2025

To: Texas Department of Transportation

From: Lieutenant Orlando Diaz

Re: Agreement for the Temporary Closure of State Right-of-Way

Exhibit C

The Mercedes Public Safety Department will provide law enforcement personnel to manage traffic control during the Veterans Day Parade, scheduled for **Saturday, November 8, 2025**, beginning at **10:00 A.M.**

- **Southbound Traffic (Texas Ave.):** All southbound traffic will be rerouted westbound at the nearest intersections.
- **Northbound Traffic (Texas Ave.):** All northbound traffic will be rerouted eastbound at the nearest intersections.
- **Frontage Roads (Eastbound/Westbound):** Traffic will be directed to utilize the designated turnarounds to maintain traffic flow and may re-enter the Expressway via Vermont Ave. or Mile 1 East Rd.
- **Business 83 (Eastbound/Westbound):** Traffic will be redirected toward the major intersections at Vermont Ave. and Mile 1 East Rd. to avoid congestion and may re-enter the Expressway at those points.

Thank you for your cooperation and support in ensuring the safe and efficient coordination of this community event.

Lt. Orlando Diaz



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
09/17/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER ETIEL REYES FARMERS INSURANCE 1905 HOLLOW RD WESLACO TX 78599	CONTACT NAME: ETIEL REYES PHONE (A/C. NO, EXT): 956-969-0107 FAX (A/C. NO): 956-969-0210 E-MAIL ADDRESS: info.etielreyes@gmail.com														
INSURED American Legion J.A. Garcia Post 172 321 S Ohio Ave. Mercedes TX 78570	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: center;">INSURER(S) AFFORDING COVERAGE</th> <th style="text-align: center;">NAIC #</th> </tr> <tr> <td>INSURER A: Mount Vernon Fire Insurance Company</td> <td></td> </tr> <tr> <td>INSURER B:</td> <td></td> </tr> <tr> <td>INSURER C:</td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Mount Vernon Fire Insurance Company		INSURER B:		INSURER C:		INSURER D:		INSURER E:		INSURER F:	
INSURER(S) AFFORDING COVERAGE	NAIC #														
INSURER A: Mount Vernon Fire Insurance Company															
INSURER B:															
INSURER C:															
INSURER D:															
INSURER E:															
INSURER F:															

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAME ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDTL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			NPP2578249D	06/04/2025	06/04/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea Occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				PER STATUTE OTHER \$ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Non-Profit organization for war veterans that engage in mentoring for youth and sponsorship of wholesome programs in the community.

CERTIFICATE HOLDER Mercedes Police Department 316 S Ohio Ave. Mercedes TX 78570	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE: <i>Etiele Reyes</i>
---	---

ORDINANCE NO. 2025-31

AN ORDINANCE OF THE CITY OF MERCEDES, TEXAS, AMENDING THE CODE OF ORDINANCES, CHAPTER 13 “UTILITIES,” ARTICLE 13.03.00 “WATER AND SEWERS,” TO ADD DIVISION 13.03.007 “FIRE HYDRANT AND DOUBLE STRAP SADDLE SPECIFICATIONS”; PROVIDING FOR ADOPTION OF TECHNICAL STANDARDS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Section 1. Amendment.

The Code of Ordinances of the City of Mercedes, Texas, Chapter 13, “Utilities,” Article 13.03.00, “Water and Sewers,” is hereby amended to add a new Division 13.03.007, which shall read as follows:

DIVISION 13.03.007 – FIRE HYDRANT AND DOUBLE STRAP SADDLE SPECIFICATIONS

1. Purpose.

The purpose of this division is to establish uniform specifications and installation requirements for fire hydrants and double strap saddles used within the City of Mercedes, Texas, to ensure compliance with industry standards, public safety, and protection of the City’s water infrastructure.

2. Double Strap Saddle Specifications.

All double strap saddles installed within the City shall meet the following minimum requirements:

1. Outlet tapped with either AWWA taper (C.C.) or AWWA I.P. thread (F.I.P.T.).
2. Maximum working pressure: 200 psig (1380 kPa/13.80).
3. Only double strap saddles are permitted.
4. Straps shall be made of brass.
5. Straps shall be flattened silicon brazed.
6. Cast nuts shall have integral washers.
7. Straps shall have rolled threads.
8. Outlet shall be O-ring sealed.
9. All saddles three (3) inches and above shall be brass.
10. Saddles shall meet all applicable parts of ANSI/AWWA C800.
11. Saddles shall be NSF 61 Certified.
12. All components in contact with potable water must comply with the U.S. Federal Safe Drinking Water Act, effective January 4, 2014.

3. Fire Hydrant Specifications.

(a) General Requirements.

1. Hydrants shall comply with AWWA C502, AWWA C550 (coatings), AWWA C111 (joints), NSF/ANSI 61 & 372, and TCEQ 30 TAC 290.
2. Hydrants shall be installed in accordance with NFPA 24.
3. Fire flow testing and color coding shall be in accordance with NFPA 291.
4. Hydrants must be UL/FM approved where required.

(b) Performance Standards.

1. Working pressure: 250 psi minimum.
2. Hydrostatic test: 500 psi.
3. Main valve opening: 5-1/4 inch minimum.
4. Nozzles: two (2) 2-1/2 inch NST and one (1) 4-1/2 inch NST, with local fire department threads as directed.
5. Operating direction: open left (counter-clockwise) unless otherwise directed.
6. Drainage: automatic drains with gravel pocket, or plugs where groundwater risk exists.
7. Materials: ductile iron body, bronze seat rings, stainless steel stem, EPDM O-rings.
8. Coating: fusion bonded epoxy, inside and outside, per AWWA C550, 8–12 mil DFT.
9. Markings: year, manufacturer, and open direction cast on hydrant.
10. Warranty: minimum ten (10) years on hydrant and twenty-five (25) years on main valve/bonnet sealing.

4. Fire Hydrant Installation Requirements.

1. Hydrants shall only be installed on mains six (6) inches in diameter or larger.
2. Each hydrant shall have a six (6) inch auxiliary resilient-seated gate valve located two (2) to five (5) feet from the hydrant shoe.
3. Hydrant bury depth shall provide eighteen (18) inches \pm two (2) inches nozzle height above grade.
4. Thrust blocks or mechanical restraint shall be provided at all tees and fittings.
5. A minimum of three (3) feet clear space shall be maintained around hydrant, with pumper nozzle oriented toward roadway.
6. Hydrant leads shall be disinfected and tested per AWWA C600 and C651.
7. Fire flow testing shall be performed, and hydrants painted per NFPA 291 color coding.
8. The top of the hydrant shall have an all-weather protective cap.
9. Hydrants shall feature a 304 stainless steel upper stem piece for corrosion resistance and strength.
10. Hydrants shall include a drainage system at the hydrant shoe to keep interior dry when not in use.
11. Spare parts shall be interchangeable between models and compatible with at least ninety (90) percent of previous years' models.

5. Enforcement.

All contractors, developers, and City departments shall comply with the specifications contained in this Division. No hydrant or saddle shall be accepted by the City unless it meets these requirements.

Section 2. Severability.

If any provision of this ordinance is declared invalid, such invalidity shall not affect the remaining provisions, which shall continue in full force and effect.

Section 3. Effective Date.

This ordinance shall take effect immediately upon passage and approval.

PASSED AND APPROVED this 7th day of October, 2025.

PASSED, APPROVED, AND ADOPTED this 21st day of October, 2025.

CITY OF MERCEDES, TEXAS

Oscar D. Montoya Sr., Mayor

ATTEST:

Joselynn Castillo, City Secretary

Martie Garcia-Vela, City Attorney



DATE: October 7, 2025
FROM: Kristine Longoria, HR Specialist
ITEM: Discussion and possible action to Approval of renewal of Workers Compensation Insurance with Texas Mutual

BACKGROUND INFORMATION: The City of Mercedes is requesting approval of the agreement with Texas Mutual for Workers Compensation. The current policy with Texas Mutual ends on November 1, 2025.

BOARD REVIEW/CITIZEN FEEDBACK: N/A

ALTERNATIVES/OPTIONS: N/A

FISCAL IMPACT: (Total Costs)

Proposed Expenditure/(Revenue):

\$

Account Number(s):

Finance Review by: No

LEGAL REVIEW: No

ATTACHMENTS:

1. Final Premium Audit-City of Mercedes(4)

STAFF RECOMMENDATION: Recommend approval



PO Box 12058
Austin, TX 78711-2058

Confidential Information Enclosed

MONTALVO INS AGCY INC
PO BOX 2
WESLACO TX 78599-0002

CONFIDENTIALITY NOTICE: This communication may contain confidential, proprietary or privileged information and is intended only for the person to whom the communication is addressed. If you are not the intended recipient, please immediately notify Texas Mutual's information services center at (800) 859-5995 or information@texasmutual.com and destroy all copies of the communication as your use, disclosure, copying or storage of the communication is prohibited and may be a violation of state or federal law.

2025-01-21

1/21/25

Final Audit Cover Letter

Agent copy

MONTALVO INS AGCY INC
PO BOX 2
WESLACO TX 78599-0002

Regarding
CITY OF MERCEDES

Policy no.
0002005502

Policy period
11/1/23 to 11/1/24

Dear Policyholder,

Enclosed you will find a copy of the final audit statement for your policy. This final audit reflects the total premium associated with the referenced policy period.

Any credits or additional amounts owed will be addressed separately.

This final audit statement covers only the policy period referenced above. Final audits for other policies will be processed separately.

If you have questions, please contact our office at (800) 859-5995 and ask to speak with a representative in our information services center. Thank you for doing business with Texas Mutual Insurance Company.

Sincerely,

Premium Audit Team

cc: CITY OF MERCEDES
400 S OHIO AVE
MERCEDES TX 78570-3120

1/21/25

Important Message for the Agent

Agent copy

MONTALVO INS AGCY INC
PO BOX 2
WESLACO TX 78599-0002

Regarding
CITY OF MERCEDES

Policy no.
0002005502

Policy period
11/1/23 to 11/1/24

Dear Agent,

Due to the results of the enclosed audit it may be necessary to make changes to the current policy. The underwriting team will review the audit and make any amendments by endorsement. This may include, but is not limited to, a change in the current payrolls to reflect the audited payrolls, resulting in an increase in premium for the current policy.

If you are in need of any further information or have any questions, please send an email to underwriting@texasmutual.com.

Sincerely,

LISA SMITH
Underwriting Team

Policyholder
CITY OF MERCEDES
400 S OHIO AVE
MERCEDES TX 78570-3120

Policy number
0002005502

Policy period
11/01/2023 to 11/01/2024

Agency
MONTALVO INS AGCY INC
PO BOX 2
WESLACO TX 78599-0002

We sent this summary to your client
Additional premium amount : \$10,649.00

THIS IS NOT A BILL

\$10,649.00

Billing adjustment

This change will be applied to your account.

Estimated premium	118,157.00
Change in premium	(+) 10,649.00
Final calculated premium	128,806.00
Premium billed to date	(-) 118,157.00
Billing adjustment	10,649.00

Final audit notes

Final calculated premium is based on the final audit conducted by Jessica Moreno.

Final audit definitions

Estimated premium

Based on the payroll and business operations description provided during your quote and any policy changes that happened during the policy period.

Change in premium

This is how much your premium changed after your final audit.

Final calculated premium

Based on the actual payroll and description of operations you provided during the audit.

Premium billed to date

The amount we've billed you, based on your payment plan and any applicable deposits or payroll reports. This amount may differ from the estimated premium.

Billing adjustment

The difference between the final calculated premium and the premium billed to date. The billing adjustment is subject to change and may not include all payments or charges on your account.

Next steps

- Do not make a payment until you get your next invoice.
- We will send you an invoice for the balance due.
- Log on to texasmutual.com for billing and payment information.

Questions?

Call (800) 859-5995 or email finalaudit@texasmutual.com for help or to request a copy of the audit worksheet used to calculate the premium.

CITY OF MERCEDES

Policy period: 11/01/2023 to 11/01/2024

11/01/2023 to 11/01/2024

Location	Class code	Class description	Exposure	Rate	Actual premium
00001	4511	Analytical Chemist	0.00	0.830	0.00
00001	5191	Computer and Data Processing Services: Maintenance and Repair	82,247.00	0.880	724.00
00001	5506	Street or Road Construction-All Operations & Drivers	239,901.00	7.020	16,841.00
00001	7520	Waterworks Operation & Drivers	307,794.00	2.900	8,926.00
00001	7704	Fire Fighters & Drivers	1,018,753.00	7.540	76,814.00
00001	7704	Fire Fighters-Volunteer-& Drivers	51,750.00	7.540	3,902.00
00001	7720	Police Officers & Drivers	1,726,168.00	2.900	50,059.00
00001	8391	Automobile Machine Shop & Drivers	42,820.00	2.050	878.00
00001	8742	Salespersons or Collectors-Outside	113,810.00	0.320	364.00
00001	8810	Clerical Office Employees NOC	1,545,079.00	0.110	1,700.00
00001	8831	Animal Shelters & Drivers	44,380.00	1.440	639.00
00001	8838	Museum or Public Library-Professional Employees	280,153.00	1.060	2,970.00
00001	9015	Buildings NOC-Operation By Owner or Lessee-& Drivers	87,256.00	2.810	2,452.00
00001	9063	Recreation Centers & Drivers	43,186.00	0.920	397.00
00001	9101	Museum or Public Library-All Other Employees-& Drivers	0.00	3.800	0.00
00001	9102	Park NOC-All Employees-& Drivers	207,128.00	2.860	5,924.00
00002	7720	Police Officers & Drivers	0.00	2.900	0.00
00003	7720	Police Officers & Drivers	0.00	2.900	0.00
00004	7720	Police Officers & Drivers	0.00	2.900	0.00
00005	7720	Police Officers & Drivers	0.00	2.900	0.00
00006	7720	Police Officers & Drivers	0.00	2.900	0.00
00007	7720	Police Officers & Drivers	0.00	2.900	0.00
00008	7720	Police Officers & Drivers	0.00	2.900	0.00
00009	7720	Police Officers & Drivers	0.00	2.900	0.00
			Manual Premium		172,590.00
	9812	Increased Limits Factor 1,000,000/1,000,000/1,000,000	172,590.00	0.014	2,416.00
	9898	Experience Modifier of 1.22	175,006.00	1.220	38,501.00
	9887	Schedule Modifier	213,507.00	0.760	(51,242.00)
	9874	Healthcare Network Option	162,265.00	0.120	(19,472.00)
			Period Total		142,793.00
	0063	Premium Discount	142,793.00	0.099	(14,137.00)
	0900	Expense Constant	150.00	1.000	150.00

Questions?

Call (800) 859-5995 or email finalaudit@texasmutual.com for help or to request a copy of the audit worksheet used to calculate the premium.

Final Audit Summary

Printed 01/21/2025

Location	Class code	Class description	Exposure	Rate	Actual premium
Final calculated premium					128,806.00

Final Audit: Revision of the previous Audit

Questions?

Call (800) 859-5995 or email finalaudit@texasmutual.com for help or to request a copy of the audit worksheet used to calculate the premium.