
MERCEDES CITY COMMISSION
REGULAR MEETING
OCTOBER 21, 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. **Consent Agenda**
 - a. Approval of Minutes for Meeting(s) held October 7, 2025
7. **Management Items:** Present, discuss, consider and possibly take action regarding:
 - a. Approval of appointments/reappointments to the Keep Mercedes Beautifully committee
 - b. Approval of Budget Amendment for Building Maintenance to divide the funds by departments
 - c. Approval of Vehicle Budget Amendment to move from PD and Streets Capital Outlay to Vehicle Lease Equipment
8. **Ordinances/Resolutions**
 - a. Approval of Resolution 2025-24 updating the authorized signatories for Wells Fargo Bank
 - b. Approval of Resolution 2025-25 denying the Texas Gas Service Company's intent to increase rates
 - c. Approval of First Reading of ordinance 2025-33 amending Water Conservation and Drought Contingency Plan
 - d. Approval of First Reading of Ordinance 2025-34 amending Chapter 4 "Business Regulations" of the Code of Ordinances to add a new section, Article 4.13 entitled "Business License"
 - e. Approval of First Reading of Ordinance 2025-35 amending Chapter 3, "Building Regulations" of the Code of Ordinances to add new Articles 3.10 and 3.11, Entitled "Acquisition, Disposition, and/or Use of City Property"
9. **Bids/Contracts**
 - a. Discussion and Possible Action on Approval of Interlocal Agreement City of Weslaco and City of Mercedes Mid-Valley Regional Communication Center
10. **Monthly Departmental Reports and Accomplishments**

- a. Planning, Recreation Center, Finance, Police Dept., City Secretary, Parks, I.T., Fire Dept., Library, Public Works, Human Resources
- 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 Updates - 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 21, 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 15TH DAY OF OCTOBER, 2025.

ATTEST:



Joselynn Castillo, City Secretary

Time of Posting: 5:30 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
OCTOBER 7, 2025 – 6:30 PM
MERCEDES CITY HALL – COMMISSION CHAMBERS
400 S. OHIO AVE., MERCEDES, TX 78570**

MEMBERS PRESENT: Commissioner Joe Martinez
Commissioner Jacob Howell
Commissioner Armando Garcia
Mayor Pro-Tem Ruben Saldana

MEMBERS ABSENT: Mayor Oscar Montoya

STAFF PRESENT: Alberto Perez, City Manager
Joselynn Castillo, City Secretary
Martie Garcia Vela, City Attorney
Jonas Gonzalez, Assistant City Manager
Meredith Hernandez, Finance Director
Francisco Sanchez, Police Chief
Juan Vasquez, I.T Specialist
Tom Villagomez, Public Works Director
Kristine Longoria, HR Director
Armando Villela, Parks Director
Richard Morin, Rec Director
Denisse Hernandez, Planning Director

OTHERS PRESENT:

1. Call Meeting to Order

Mayor Pro-Tem Saldana welcomed everyone and called the meeting to order at 6:30 p.m.

2. Establish Quorum

Four members of the City Commission were present, constituting a quorum. Mayor Montoya was absent.

3. Invocation

The invocation was given by Commissioner Martinez.

4. Pledge of Allegiance

The Pledge of Allegiance was led by Ms. Elora De La Cerda.

5. Open Forum

There were no residents present who signed up for the Open Forum.

6. Presentation

- a. Recognition of Retirement for Mercedes Police Officer Roy Rocha

Chief Sanchez addressed the Commission to recognize Officer Roy Rocha for his years of service to the community and to congratulate him on his retirement. He highlighted Officer Rocha's work history and expressed appreciation for his dedication and commitment to the City of Mercedes.

Commissioner Howell shared remarks acknowledging Officer Rocha's contributions to the school district and his positive impact on local youth. Mayor Pro-Tem Saldana and Commissioner Garcia also thanked Officer Rocha for his service and dedication to the community and youth.

Commissioner Martinez expressed gratitude to Grandmaster Saldana for his contributions to the community's youth. Mayor Pro-Tem Saldana then read a proclamation in his honor. Grandmaster Saldana thanked his predecessors, students, parents, and his wife for their guidance and support. Attendees joined in singing Happy Birthday to him.

b. Presentation of Campaign for Spay and Neuter of Animals

Chief Sanchez addressed the Commission regarding the City's campaign for the spaying and neutering of animals. He reported that an event is being considered for December at the Dome, which would include a drive-thru microchipping service. Additionally, a low-cost vaccination clinic is being explored, offering vaccinations for \$20 per animal. The City would be responsible for registering the animals and providing microchips. Pre-registration would be required for animals participating in the spay and neuter program. Chief Sanchez noted that Donna has microchips available and the City could partner with them to support the event. He recommended starting with a drive-thru format and expanding services in the future.

Mayor Pro-Tem Saldana added that he has observed programs where residents are provided vouchers allowing them to have their animals spayed or neutered at a reduced cost within a specified timeframe.

c. Presentation by Planning Department on Developments

Planning Director Hernandez addressed the Commission regarding development activity since 2023. He reported that, to date, 1,921 new developments are anticipated, including 313 lots outside the city limits. Four subdivisions were annexed this year, consisting of two commercial properties and two residential property owners. Projected revenue includes approximately \$500,000 in park fees and \$1.8 million in property taxes. Director Hernandez also noted that future development for 2026 and 2027 is expected to reach approximately 3,000 new units.

7. Consent Agenda

- a. Approval of Minutes for Meeting(s) held September 16, 2025 & September 23, 2025. Commissioner Martinez made a motion to approve Item A, which was amended to include approval of Items A and B. Commissioner Garcia seconded the motion. Upon a roll call vote, the motion carried unanimously.

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

Mayor Pro-Tem Saldana opened the public hearing at 7:20 P.M.

Mr. Jose Jameson, representing Nuestra Clinica Del Valle, requested funding in the amount of \$15,000 to provide medical services for residents of Mercedes. Services include laboratory tests, nutrition counseling, sonograms, and other medical care for low-income residents without insurance.

Ms. Jesus Morales, representing Amigos Del Valle, requested \$10,000 from CDBG funds to provide meals to homebound senior citizens in Mercedes. The program will provide one meal per day, seven days a week, beginning October 1, 2025.

Mayor Pro-Tem Saldana closed the public hearing at 7:25 P.M.

9. Ordinances/Resolutions

a. Approval of Resolution 2025-573 approved the Agreement for the Temporary Closure of State Right-of-Way - Veterans Day Parade 2025

Commissioner Martinez made a motion to approve the item. Commissioner Garcia seconded the motion, and it carried unanimously.

b. Approval of Ordinance 2025-31 to include a standard design for Fire Hydrants and Saddles

Commissioner Martinez made a motion to approve the item and to forego the reading. Commissioner Garcia seconded the motion. Upon a roll call vote, the motion carried unanimously.

10. Bids/Contracts

a. Approval of renewal of Workers Compensation Insurance with Texas Mutual
HR Director Mrs. Longoria reported that claims have decreased this year and noted that the City remains in-network. Commissioner Garcia made a motion to approve the item. Commissioner Martinez seconded the motion, and upon a roll call vote, the motion carried 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 Howell made a motion to go into Executive Session. Commissioner Martinez seconded the motion, and upon a roll call vote, the motion carried. The meeting entered Executive Session at 7:30 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

12. Open Session

Mayor Pro-Tem Saldana reconvened the meeting at 8:20 P.M.

- a. Possible Action pertaining to executive session item A

No action.

- b. Possible Action pertaining to executive session item B

No action.

- c. Possible Action pertaining to executive session item C

Commissioner Martinez made a motion to proceed with Project Anchor as discussed in Executive Session. Commissioner Garcia seconded the motion. Commissioner Howell commented on his anticipation for a project focused on innovation. Upon a roll call vote, the motion carried unanimously.

13. Adjournment

Commissioner Howell made a motion to adjourn the meeting. Commissioner Martinez seconded the motion, and upon a roll call vote, the motion carried unanimously. The meeting adjourned at 8:23 P.M.

DATE: October 21, 2025
FROM: Armando Villela, Parks Director
ITEM: **Discussion and possible action to Approval of appointments/reappointments to the Keep Mercedes Beautifully committee**

BACKGROUND INFORMATION: The KMB Board currently has 4 vacancies. We have received 2 applications by Mr. Gilberto Vasquez and Mr. Samuel Garcia Jr. The KMB Board will be meeting on October 20, 2025 to select the members to fill the vacancies. With the two applicants, the board will still have two vacancies.

BOARD REVIEW/CITIZEN FEEDBACK: KMB Board will be appointing/reappointing on October 20, 2025

ALTERNATIVES/OPTIONS: N/A

FISCAL IMPACT: (Total Costs)

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

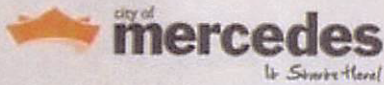
Finance Review by: No

LEGAL REVIEW: N/A

ATTACHMENTS:

1. GILBERTO VASQUEZ _Redacted
2. SAMUEL GARCIA JR. _Redacted

STAFF RECOMMENDATION: KMB recommending approval



APPLICATION TO SERVE ON
BOARDS & COMMITTEES

Name: Gilberto Vasquez Date: 5-21-2025

Home Address: [REDACTED]

Cell Phone: [REDACTED] Email: save-a-life-rgv@yahoo.com

Occupation

(Note: If "Retired", what was your predominant occupation?): Retired from the military (Army), as a medic. Currently an EMT and BLS Instructor

I AM INTERESTED IN SERVING ON THE FOLLOWING BOARDS, COMMISSIONS,
OR COMMITTEES:

- | | |
|---|--|
| ☐ Planning & Zoning Commission* | ☐ Library Board |
| ☐ Buildings & Standard Commission | ☐ Development Corporation |
| ☐ Industrial Foundation | ☐ Charter Review |
| ☐ Zoning Board of Adjustment | ☒ Parks & Recreation |
| ☒ Keep Mercedes Beautiful | ☐ Historic Preservation Committee |

Please declare reason(s) for desired service: (Keep Mercedes Beautiful)

Giving back to my community. Personally, its too easy to be clean. We need to motivate, encourage and help our citizens in keeping up with their Properties. Having well organized city beautification, clean-ups. (Parks & Recreation) Also how can we

Signature

Date

NOTE: Citizens interested in serving on city boards and commissions are encouraged to fill out and return this form to City Hall. It is designed to assist the Mercedes City Commission in making board appointments. (*For Planning & Zoning Commission, applicants must be property owners.) Applications are kept on file for (6) months for consideration.



APPLICATION TO SERVE ON
BOARDS & COMMITTEES

Name: Samuel Garcia Jr. Date: 9/29/25

Home Address: _____

☒ Inside City Limits

☐ Outside City Limits

Cell Phone: _____

Email: sgarcia1251@gmail.com

Occupation

(Note: If "Retired", what was your predominant occupation?): _____

I AM INTERESTED IN SERVING ON THE FOLLOWING BOARDS, COMMISSIONS,
OR COMMITTEES:

☐ Planning & Zoning Commission*

☐ Library Board

☐ Buildings & Standard Commission

☐ Development Corporation

☐ Industrial Foundation

☐ Charter Review

☐ Zoning Board of Adjustment

☐ Parks & Recreation

☒ Keep Merced Beautiful

☐ Historic Preservation Committee

Please declare reason(s) for desired service:

support and participate in helping to
keep our city beautiful.

Samuel Garcia Jr.
Signature

9/29/25
Date

NOTE: Citizens interested in serving on city boards and commissions are encouraged to fill out and return this form to City Hall. It is designed to assist the Merced City Commission in making board appointments. (*For Planning & Zoning Commission, applicants must be property owners.) Applications are kept on file for (6) months for consideration.

DATE: October 21, 2025
FROM: Meredith Hernandez, Interim Finance Director
ITEM: **Discussion and possible action to Approval of Budget Amendment for Building Maintenance to divide the funds by departments**

BACKGROUND INFORMATION: Accounts were requested to be broken down by department in order to better track how much is being spent at each location.

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): **Account Number(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. BLD MAINTENANCE AMENDMENT

STAFF RECOMMENDATION: : (Do you have a recommendation to approve or deny? If so, does it have to be read a certain way) (For example, the amount of a contract needs to be read so you would put, approval of agreement between the City of Mercedes and X Company in the amount of \$X for X services.)



CITY OF MERCEDES
BUDGET AMENDMENT



FUND: 1 (Finance Use Only)
BUDGET AMENDMENT# _____
DEPARTMENT: Bldg Maintenance DATE POSTED: _____

Fund	G/L ACCT#	DESCRIPTION	Approved Budget	(Decrease)	Add	Amended Budget
01	530-2505	Building Maintenance	45,000.00	(45,000.00)		-
01	530-2506	BM - City Hall	-		6,335.00	6,335.00
01	530-2507	BM - Library	-		2,840.00	2,840.00
01	530-2508	BM - Police	-		8,083.00	8,083.00
01	530-2509	BM - Fire	-		5,461.00	5,461.00
01	530-2510	BM - Rec/Dome	-		4,150.00	4,150.00
01	530-2511	BM - Parks	-		5,461.00	5,461.00
01	530-2512	BM - Pool	-		5,461.00	5,461.00
01	530-2513	BM - PW	-		7,209.00	7,209.00
						-

Justification/Explanation for change:

Dept Head Requesting change

Finance Dept

Approved: _____

City Manager

Mayor

DATE: October 21, 2025
FROM: Meredith Hernandez, Interim Finance Director
ITEM: **Discussion and possible action to Approval of Vehicle Budget Amendment to move from PD and Streets Capital Outlay to Vehicle Lease Equipment**

BACKGROUND INFORMATION: The City entered into a new lease agreement with Enterprise to acquire additional vehicles. The lease includes three new vehicles for the Police Department, two for the Parks Department, seven for Public Works, and one additional vehicle for Administration. The funds originally budgeted under Capital will be transferred to the Lease account to cover the monthly payments.

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):

Account Number(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. VEHICLE BUDGET AMENDMENT

STAFF RECOMMENDATION: : (Do you have a recommendation to approve or deny? If so, does it have to be read a certain way) (For example, the amount of a contract needs to be read so you would put, approval of agreement between the City of Mercedes and X Company in the amount of \$X for X services.)



CITY OF MERCEDES
BUDGET AMENDMENT



FUND: 1 (Finance Use Only)
BUDGET AMENDMENT# _____
DEPARTMENT: Bldg Maintenance DATE POSTED: _____

Fund	G/L ACCT#	DESCRIPTION	Approved Budget	(Decrease)	Add	Amended Budget
01	532-2046	Vehicle-Lease Expense	225,000.00		96,765.00	321,765.00
01	528-4010	Capital Outlay	66,000.00	(66,000.00)		-
01	522-4010	Capital Outlay	30,765.00	(30,765.00)		-
						-
						-
						-
						-
						-
						-
						-
						-
						-

Justification/Explanation for change:

Dept Head Requesting change

Finance Dept

Approved: _____

City Manager

Mayor

DATE: October 21, 2025
FROM: Meredith Hernandez, Interim Finance Director
ITEM: **Discussion and possible action to Approval of Resolution 2025-24 updating the authorized signatories for Wells Fargo Bank**

BACKGROUND INFORMATION:

Wells Fargo was established as a backup account in case we are unable to access funds in our current bank. The funds in this account are intended solely to cover payroll. At this time, there are no checks or other services set up.

This account needs updated signatories so that the authorized individuals can access information and manage the account as necessary.

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):
\$

Account Number(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. WELLS FARGO

STAFF RECOMMENDATION: : (Do you have a recommendation to approve or deny? If so, does it have to be read a certain way) (For example, the amount of a contract needs to be read so you would put, approval of agreement between the City of Mercedes and X Company in the amount of \$X for X services.)

RESOLUTION#2025-616

A RESOLUTION TO AUTHORIZE CHANGES TO SIGNATORIES ON ACCOUNTS HELD WITH WELLS FARGO BANK

WHEREAS, the City of Mercedes maintains one or more accounts with Wells Fargo Bank; and

WHEREAS, it is necessary to update the authorized signatories for these accounts to ensure proper management and authorization of transactions; and

WHEREAS, the City Commission has determined that the following individuals shall be authorized to sign checks, drafts, or other instruments on behalf of the City of Mercedes.

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of Mercedes follows:

The following individuals are hereby authorized as signatories on all accounts held with Wells Fargo Bank:

- Alberto Perez, City Manager
- Meredith Hernandez, Finance Director
- Nellie Zamora, Accountant

The following individuals are hereby removed as authorized signatories on all accounts held with Wells Fargo Bank:

- Sergio Zavala
- Nereida Perez
- Mecca Henry

BE IT FURTHER AUTHORIZED THAT Wells Fargo Bank is hereby authorized to honor and pay any checks, drafts, or other instruments signed by any of the above-authorized individuals, regardless of any changes in the personnel of the City of Mercedes.

This resolution shall take effect immediately and shall remain in full force until amended or rescinded by the City Commission.

PASSED AND APPROVED this 21st day of October, 2025

Oscar D. Montoya, Mayor

ATTEST:

Joselynn Castillo, City Secretary

DATE: October 21, 2025
FROM: Joselynn Castillo, City Secretary
ITEM: **Discussion and possible action to Approval of Resolution 2025-25 denying the Texas Gas Service Company's intent to increase rates**

BACKGROUND INFORMATION: TGS currently has pending rate case for the Central-Gulf, West North, and Rio Grande Valley Service Areas. In its filing on June 30, 2025, TGS requested a revenue increase by \$41.1 million, which is an increase of 9.83%, excluding gas costs. We have been working with consultants to review the filing and settlement discussions with the company are ongoing. The hearing is currently set for November 4-5.

Earlier this year, we advised cities to suspend TGS' application for a rate increase for 90 days. **The time has now come for you to take final action on the Company's rate request at the City level. The deadline is November 17, 2025.** For those cities who have retained original jurisdiction over TGS, you will need to adopt the attached denial resolution by the deadline. If your city does not have original jurisdiction, no action is necessary.

The purpose of this resolution is to deny the Company's proposed rates as unreasonable and excessive, as our analysis have indicated. We have also included a model staff report for your use. Previously, pursuant to your authority as the local regulator of TGS, your city adopted a resolution that suspended the effective date of TGS' proposed rate increase for an additional 90 days. **This means that your city must take final action on the Company's request by November 17, 2025.**

The attached resolution accomplishes this. Once your Council adopts the resolution, please send it to us and to TGS, as directed in the resolution itself. TGS will then appeal your denial to the Railroad Commission, and the Railroad Commission will render a decision that will apply to all of TGS' service territory, both within cities and outside of cities. Please let us know if you have any questions, or if you are concerned that you may not be able to take action by November 17.

BOARD REVIEW/CITIZEN FEEDBACK: N/A

ALTERNATIVES/OPTIONS: N/A

FISCAL IMPACT: (Total Costs)

Proposed Expenditure/(Revenue):

\$

Account Number(s):

Finance Review by: N/A

LEGAL REVIEW: No

ATTACHMENTS:

1. Denial Resolution TGS Rate Case 2025-25
2. Model Staff Report Re Denial Resolution

STAFF RECOMMENDATION: Recommendation to approve the resolution to deny TGS Company's intent to increase rates

RESOLUTION NO. 2025-25

**A RESOLUTION OF THE CITY OF MERCEDES, TEXAS
FINDING THAT TEXAS GAS SERVICE COMPANY’S, A
DIVISION OF ONE GAS, INC., STATEMENT OF INTENT
TO INCREASE RATES FILING WITHIN THE CITY
SHOULD BE DENIED; FINDING THAT THE CITY’S
REASONABLE RATE CASE EXPENSES SHALL BE
REIMBURSED BY THE COMPANY; FINDING THAT THE
MEETING AT WHICH THIS RESOLUTION IS PASSED IS
OPEN TO THE PUBLIC AS REQUIRED BY LAW;
REQUIRING NOTICE OF THIS RESOLUTION TO THE
COMPANY AND LEGAL COUNSEL.**

WHEREAS, the City of Mercedes, Texas (“City”) is a gas utility customer of Texas Gas Service Company, a Division of ONE Gas, Inc., (“TGS” or “Company”) within the unincorporated areas of the Central-Gulf, West North, and Rio Grande Valley Service Area, and a regulatory authority with an interest in the rates and charges of TGS; and

WHEREAS, the City is a member of Cities Served by Texas Gas Service Company (such participating cities are referred to herein as “TGS Cities”), a coalition of similarly situated cities served by TGS that have joined together to efficiently and cost effectively review and respond to natural gas issues affecting rates charged in TGS’ Central-Gulf, West North, and Rio Grande Valley Service Area; and

WHEREAS, on or about June 30, 2025, TGS filed with the City a Statement of Intent to Increase Rates seeking to increase natural gas revenues by \$41.1 million annually and to all customers residing in the City; and

WHEREAS, TGS Cities has coordinated its review of TGS’ Statement of Intent filing and designated attorneys and consultants to resolve issues in the Company’s filing; and

WHEREAS, through review of the application, TGS Cities’ consultants determined that TGS’ proposed rates are excessive; and

WHEREAS, TGS Cities’ members and attorneys recommend that TGS Cities members deny the Statement of Intent; and

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

Section 1. That the rates proposed by TGS to be recovered through its gas rates charged to customers located within the City limits, are hereby found to be unreasonable and shall be denied.

Section 2. That the Company shall continue to charge its existing rates to customers within the City.

Section 3. That the City's reasonable rate case expenses shall be reimbursed in full by TGS within 30 days of the adoption of this Resolution.

Section 4. That it is hereby officially found and determined that the meeting at which this Resolution is passed is open to the public as required by law and the public notice of the time, place, and purpose of said meeting was given as required.

Section 5. That a copy of this Resolution shall be sent to TGS representatives Judy Hitchye, Texas Gas Service Company, Barton Skyway IV, 1301 S. Mopac, Suite 400, Austin, Texas 78746 (Judy.Hitchye@onegas.com), and to Thomas Brocato at Lloyd Gosselink Rochelle & Townsend, P.C., 816 Congress Avenue, Suite 1900, Austin, Texas 78701 (tbrocato@lglawfirm.com).

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

Oscar D. Montoya, Mayor

ATTEST:

Joselynn Castillo, City Secretary

APPROVED AS TO FORM:

Martie Garcia-Vela, City Attorney

MODEL STAFF REPORT REGARDING TEXAS GAS SERVICE COMPANY'S STATEMENT OF INTENT FILING

*****FINAL ACTION MUST BE TAKEN TO DENY THE REQUESTED RATE CHANGE
BY NOVEMBER 17, 2025*****

Overview

On June 30, 2025, Texas Gas Service Company (TGS or Company) filed a Statement of Intent to Increase Rates application with each of the cities in their Central-Gulf, West North, and Rio Grande Valley service areas. In the filing, the Company asserted that it is entitled to a \$41.1 million increase or a 9.83% increase over current adjusted revenues, excluding gas costs.

In June, the Cities Served by Texas Gas Service Company (TGS Cities) engaged the services of consultants to review the Company's filing. The consultants identified numerous unreasonable expenses and proposed significant reductions to the Company's request. Accordingly, TGS Cities' attorney recommends that all TGS Cities members adopt the Resolution denying the rate change. Once the Resolution is adopted, TGS will have 30 days to appeal the decision to the Railroad Commission where the appeal will be consolidated with TGS' filing for the environs and those cities that have relinquished their jurisdiction (i.e. Gas Utility Docket 28202) currently pending at the Railroad Commission.

Under the law, cities with original jurisdiction over this matter have 125 days from the initial filing to take final action on the application. By the agreement of the parties, this deadline was suspended until November 17, 2025. As such, all cities with original jurisdiction will need to adopt the resolution no later than November 17.

Accordingly, the purpose of the Resolution is to deny the rate application proposed by TGS.

Explanation of "Be It Resolved" Paragraphs:

1. This paragraph finds that the Company's application is unreasonable and should be denied.
2. This section states that the Company's current rates shall not be changed.
3. The Company will reimburse Cities for their reasonable rate case expenses. Legal counsel and consultants, approved by the TGS Cities will submit monthly invoices that will be forwarded to TGS for reimbursement.
4. This section merely recites that the Resolution was passed at a meeting that was open to the public and that the consideration of the Resolution was properly noticed.
5. This section provides TGS and counsel for the cities will be notified of the City's action by sending a copy of the approved and signed resolution to counsel.

DATE: October 21, 2025
FROM: Denisse Hernandez, Interim Planning Director
ITEM: **Discussion and possible action to Approval of First Reading of ordinance 2025-33 amending Water Conservation and Drought Contingency Plan**

BACKGROUND INFORMATION:

The City of Mercedes currently enforces a Water Conservation and Drought Contingency Plan as outlined in Article 13.10 of the Code of Ordinances. However, the existing ordinance does not include specific provisions regulating private water wells within the city limits. In order to promote water conservation, ensure public health and safety, and maintain oversight of groundwater usage, staff recommends amending the ordinance to establish clear regulations for the installation, operation, and maintenance of private water wells.

SUMMARY OF AMENDMENT

The proposed amendment to Article 13.10 adds Section III – Water Well Regulations, which includes the following key provisions:

Prohibition on New Wells:

No new water wells shall be permitted within the corporate limits of the City of Mercedes as of the effective date of this ordinance. Any new or illegal water well connection made after adoption will be considered a Class C misdemeanor, subject to a fine of \$5,000 per violation and \$250 per day for each day the violation remains. Illegal wells are required to be immediately disconnected and/or removed at the property owner's expense.

Registration of Existing Wells:

All existing private water wells within the city limits must be registered with the Planning Department, with an annual renewal fee of \$50.00.

Water Quality Testing:

Property owners with existing private wells must submit annual bacteriological water quality test results to the Planning Department. Testing must be conducted at the owner's expense by a City-registered laboratory or tester, and results must be submitted by December 31st of each year.

Noncompliance Penalties:

Failure to submit the required annual testing report shall constitute a Class C misdemeanor with a \$300 fine per offense. Each year of noncompliance shall be considered a separate offense.

Tester Registration:

All individuals or entities performing well testing within city limits must be registered with the City of Mercedes prior to conducting any testing.

BOARD REVIEW/CITIZEN FEEDBACK:

ALTERNATIVES/OPTIONS:

FISCAL IMPACT: (Total Costs)

Proposed Expenditure/(Revenue):

Account Number(s):

\$

Finance Review by: Not Applicable

LEGAL REVIEW: Not Applicable

ATTACHMENTS:

1. ORDINANCE NO WATER CONSERVATION AND DROUGHT CONTINGENCY PLAN

STAFF RECOMMENDATION: City staff recommends approval of the ordinance amending Article 13.10 of the Code of Ordinances to include Section III – Water Well Regulations.

ORDINANCE NO.: 2025-33

AN ORDINANCE OF THE CITY OF MERCEDES, TEXAS, AMENDING ORDINANCE NO. 2020-08, CHAPTER 13, ARTICLE 10 OF THE 2022 CODE OF ORDINANCES, TITLED “WATER CONSERVATION AND DROUGHT CONTINGENCY PLAN”; PROVIDING FOR THE ADOPTION AND ENFORCEMENT OF THE CITY’S WATER CONSERVATION AND DROUGHT CONTINGENCY PLAN; ESTABLISHING THAT SUCH REQUIREMENTS APPLY TO ALL RESIDENTS, BUSINESSES, INSTITUTIONS, AND PROPERTY OWNERS, INCLUDING THOSE UTILIZING PRIVATE WATER WELLS; PROVIDING PENALTIES FOR VIOLATIONS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Mercedes, Texas (“City”), recognizes the importance of protecting its water supply and ensuring that all residents, businesses, institutions, and property owners, including those utilizing private water wells, contribute equitably to conservation efforts during times of drought or emergency; and

WHEREAS, the City previously adopted Ordinance No. 2020-08, Chapter 23, Article 10 of the 2022 Code of Ordinances, establishing the City’s Water Conservation and Drought Contingency Plan; and

WHEREAS, the City now finds it necessary to amend said ordinance to provide clear enforcement authority, penalties for violations, and ensure citywide compliance with water use restrictions; and

WHEREAS, the City Commission of the City of Mercedes, Texas, has determined that such amendments are in the best interest of public health, safety, and welfare, and are necessary to preserve and protect the City’s water resources;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF MERCEDES, COUNTY OF HIDALGO, STATE OF TEXAS:

ARTICLE 13.10

WATER CONSERVATION AND DROUGHT CONTINGENCY PLAN

SECTION I. ADOPTION.

Ordinances adopting water conservation and drought contingency plans are on file in the city secretary’s office. Such ordinances are specifically saved from repeal upon adoption of the Code of Ordinances.

(Ordinance adopting 2022 Code)

SECTION II. ENFORCEMENT OF WATER CONSERVATION AND DROUGHT CONTINGENCY PLAN.

- A. This ordinance shall apply to all residents, businesses, institutions, and property owners within the City of Merced, including those utilizing private water wells, in order to ensure equitable participation in water conservation measures during drought or emergency conditions.
- B. Any person, firm, corporation, or entity violating any provision of the mandatory water use restrictions formally initiated by the City and contained in the City's Water Conservation and Drought Contingency Plan, as adopted herein, shall, upon conviction in the Municipal Court, be deemed guilty of a misdemeanor and punished by a fine not to exceed five hundred dollars (\$500.00) for each offense. Each day of noncompliance shall constitute a separate and distinct offense.

SECTION III. WATER WELL REGULATIONS.

- A. No new water wells shall be permitted within the corporate limits of the City of Merced as of the effective date of this ordinance. Any person, property owner, or entity found to have installed or connected a water well after the effective date of this ordinance shall be deemed to have made an illegal connection, which shall constitute a Class C misdemeanor and be subject to a fine of five thousand dollars (\$5,000.00) for each violation. In addition, each day that the illegal connection remains in operation shall constitute a separate offense, punishable by a fine of two hundred fifty dollars (\$250.00) per day until the violation is corrected. The City of Merced shall require that any such illegal water well be immediately disconnected and/or removed at the property owner's expense, and failure to do so may result in additional enforcement action by the City.
- B. All existing private water wells within the city limits shall be registered with the City of Merced Planning Department. A one-time registration shall be required, and an annual registration renewal fee of fifty dollars (\$50.00) shall be paid each year thereafter.
- C. Owners of existing private water wells shall submit an annual bacteriological water quality test to the Planning Department.
 - 1. The testing shall be conducted at the property owner's expense by a laboratory or tester registered with the City of Merced.
 - 2. Test results must be submitted to the Planning Department no later than December 31st of each calendar year.
- D. Failure to submit the required annual bacteria testing report shall constitute a Class C misdemeanor, punishable by a fine of three hundred dollars (\$300.00). Each year of noncompliance shall be considered a separate offense.
- E. All individuals or entities performing water well testing within the city limits must register with the City of Merced and maintain current registration status before performing any sampling or testing for compliance with this section.

2. SEVERABILITY PROVISION

By the adoption of this ordinance, should there be any word, sentence, phrase, and/or expression that may be deemed by a court of competent jurisdiction to be invalid, or legally deleted from the content of his ordinance, it is declared that the remaining portion or portions of this ordinance shall remain fully enabled, active and in full force.

3. CUMULATIVE PROVISION

Should there be any existing ordinance, regulation, policy, and/or guideline that may be in conflict with the established regulations of this zoning ordinance, whether in whole or in part, the terms of this ordinance shall be controlling and override any such existing conflict.

4. PUBLICATION DATE

Once adopted, the City secretary shall as soon as practicable, forward the caption of this coning ordinance to be published in a newspaper of local circulation.

**READ, DISCUSSED, AND APPROVED ON THIS THE 21 DAY OF OCTOBER, IN
THE YEAR OF OUR LORD, 2025.**

1st Reading: October 21, 2025

2nd Reading: November 4, 2025

CITY OF MERCEDES:

Oscar D. Montoya, Mayor

ATTEST:

Joselynn Castillo
City Secretary

APPROVED AS TO FORM:

Martie Garcia Vela
City Attorney

DATE: October 21, 2025
FROM: Denisse Hernandez, Interim Planning Director
ITEM: **Discussion and possible action to Approval of First Reading of Ordinance 2025-34 amending Chapter 4 "Business Regulations" of the Code of Ordinances to add a new section, Article 4.13 entitled "Business License"**

BACKGROUND INFORMATION: The City of Mercedes currently regulates certain aspects of business operations; however, there is a need to establish a more comprehensive and consistent licensing and permitting process for all businesses operating within city limits. The proposed amendment to Chapter 4 of the Code of Ordinances adds **Article 4.13 – Business License**, which outlines requirements for obtaining and renewing business licenses, inspection procedures, fees, and enforcement provisions. We had previously passed this ordinance, but we had not added penalties nor added it to the Business Regulation chapter.

SUMMARY OF ORDINANCE AMENDMENT

The proposed Article 4.13 – Business License establishes the following:

Adoption of Food Establishment Rules:

Incorporates the current Texas Food Establishment Rules by reference, aligning local regulations with state health requirements.

Definitions:

Provides clear definitions for terms such as “Business Establishment,” “Regulatory Authority,” and “State Rules.”

Permits and Exemptions:

Requires all business establishments to obtain a permit issued by the City’s Regulatory Authority, with exemptions for qualifying non-profit organizations.

Application and Fees:

Establishes a structured permit application process and sets specific inspection and licensing fees, including health, fire, and facility inspections.

Plan Review Requirements:

Requires submission and approval of plans and specifications for newly constructed or remodeled business establishments prior to operation.

Suspension and Revocation of Permits:

Provides enforcement authority to suspend or revoke permits for health or safety hazards,

noncompliance, or repeated violations.

Administrative Procedures:

Outlines the notice and hearing process for suspensions, revocations, and appeals.

Penalties:

Establishes fines for violations, late renewal penalties, and liability for unpaid renewal fees.

BOARD REVIEW/CITIZEN FEEDBACK:

ALTERNATIVES/OPTIONS:

FISCAL IMPACT: (Total Costs)

Proposed Expenditure/(Revenue):

Account Number(s):

\$

Finance Review by: Not Applicable

LEGAL REVIEW: Not Applicable

ATTACHMENTS:

1. ORDINANCE NO-BUSINESS LICENSE

STAFF RECOMMENDATION: City staff recommends approval of the ordinance amending Chapter 4 of the Code of Ordinances to add Article 4.13 – Business License to enhance regulation of business operations and promote compliance with health and safety standards.

ORDINANCE NO.: 2025-34

AN ORDINANCE OF THE CITY OF MERCEDES, TEXAS, AMENDING CHAPTER 4 “BUSINESS REGULATIONS” OF THE CITY OF MERCEDES CODE OF ORDINANCES TO ADD A NEW SECTION, ARTICLE 4.13, ENTITLED “BUSINESS LICENSE”; PROVIDING FOR THE ADOPTION OF FOOD ESTABLISHMENT RULES, DEFINITIONS, PERMITTING REQUIREMENTS, FEES, INSPECTIONS, SUSPENSION AND REVOCATION PROCEDURES, ADMINISTRATIVE PROCESS, AND PENALTIES; PROVIDING FOR SEVERABILITY, REPEALER, AND EFFECTIVE DATE; AND ORDAINING OTHER MATTERS RELATING TO THE SUBJECT.

WHEREAS, the City of Mercedes, Texas (“City”), is a home-rule municipality organized and operating under the laws of the State of Texas and the City Charter; and

WHEREAS, the City Commission of the City of Mercedes recognizes the importance of establishing uniform standards and procedures to regulate businesses operating within the City in order to promote public health, safety, and welfare; and

WHEREAS, the City Commission finds it necessary to adopt clear licensing, inspection, and enforcement provisions to ensure that all business establishments, including food establishments, operate in compliance with state and local regulations; and

WHEREAS, the City Commission further finds it necessary to establish a business license program, to provide a structured permitting process, and to ensure ongoing compliance through annual inspections and renewals; and

WHEREAS, the City Commission has determined that amending Chapter 4, “Business Regulations,” of the Code of Ordinances by adding a new Article 4.13, “Business License,” is in the best interest of the citizens of Mercedes and is necessary to protect the health, safety, and general welfare of the public;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF MERCEDES, COUNTY OF HIDALGO, STATE OF TEXAS:

**ARTICLE 4.13
BUSINESS LICENSE**

SECTION I. ADOPTION OF FOOD ESTABLISHMENT RULES

- A.** The City of Mercedes, Hidalgo County, Texas adopts by reference the provisions of the current rules as amended by the Board of Health found in 25 Texas Administrative Code, Chapter 229, and Section 161 through 171, and 173 through 174 regarding the regulation of Food Establishment in this jurisdiction.

DEFINITIONS

- a. The words “Authorized Agent or Employee” mean the employees of the regulatory authority.
- b. The words “Business Establishment” mean a food service establishment, a retail food store, a temporary food establishment, and a mobile food unit and/or roadside food vendor.
- c. The words “Municipality of Mercedes” in this ordinance shall be understood to refer to the City of Mercedes Hidalgo County, Texas.
- d. The words “State Rules” mean the state rules found at 25 Texas Administrative Code, Chapter 229, Section 161 through 171 and Sections 173 through 175. These rules are also known as the (TFER) Texas Food Establishment Rules.
- e. The words “Regulatory Authority” mean the Health Department of the City of Mercedes, Hidalgo County, Texas.

SECTION II. PERMITS AND EXEMPTIONS

- A. A person may not operate a food establishment without a permit issued by the Regulatory Authority. Permits are not transferable from one person to another or from one location to another location, except as otherwise permitted by this Ordinance. A valid permit must be posted in or on every Business Establishment regulated by this Ordinance.
- B. A Business Establishment operated solely by a Non-Profit Organization is exempt from the permitting requirements of this Ordinance, but is not exempt from compliance with State Rules. The Regulatory Authority may require any information necessary to determine whether an Organization is Non-Profit for purposes of this exemption.

SECTION III. APPLICATION FOR PERMIT AND FEES

- A. Any person desiring to operate a Business Establishment must make a written application for a permit on forms provided by the Regulatory Authority. The application must contain the name and address of each applicant, the location and type of the proposed Business Establishment and the applicable fee. An incomplete application will not be accepted. Failure to provide all required information or falsifying information required may result in denial or revocation of the permit. Renewals of permit are required on an annual basis and the same information is required for a renewal permit as for an initial permit.
- B. Prior to the approval of an initial permit or the renewal of an existing permit, the Regulatory Authority shall inspect the proposed Business Establishment to determine compliance with State Laws and Rules. A Business Establishment that does not comply with State Laws and Rules will be denied a permit or the renewal of a permit.
- C. The following fee schedule applies to permits issued under this ordinance.
 - 1. Health Inspection - \$ 250.00 initial and \$50.00 annual
 - 2. Fire Inspection - \$ 30.00 initial and annual
 - 3. Facility Inspection - \$ 30.00 initial and annual
 - 4. Business License - \$ 100.00 initial and \$80.00 annual renewal
 - 5. Vendors permit - \$ 30.00 initial and annual

SECTION IV. REVIEW OF PLANS

- A.** Whenever a Business Establishment is constructed or extensively remodeled and whenever an existing structure is converted to use as a Business Establishment, properly prepared plans and specifications for such construction, remodeling or conversion shall be submitted to the Regulatory Authority for review before work is begun (20% or greater of the area of the Business Establishment). The plans and specifications shall indicate the proposed layout, equipment arrangements, mechanical plans and construction materials of work area, and the type and model of proposed fixed equipment and facilities. The Regulatory Authority will approve the plans and specifications if they meet the requirements of the rules adopted by this Ordinance. The approved plans and specifications must be followed in construction, remodeling or conversion.
- B.** Failure to follow the approved plans and specifications will result in a permit denial, suspension or revocation.

SECTION V. SUSPENSION OF PERMIT

- A.** The Regulatory Authority may without warning, notice or hearing suspend any permit to operate a Business Establishment if the operation of the Business establishment constitutes an imminent hazard to the public. Health suspension is effective upon service of the notice required by paragraph (5)(B) of this Ordinance. When a permit is suspended, all business operations shall be immediately ceased. Whenever a permit is suspended, the holder of the permit shall be afforded an opportunity for a hearing within 20 days of receipt of a request for a hearing.
- B.** Whenever a permit is suspended, the holder of the permit or the person in charge shall be notified in writing that the permit is, upon service of the notice, immediately suspended and that an opportunity for a hearing will be provided if a written request for a hearing is filed with the Regulatory Authority by the holder of the permit within ten days. If no written request for hearing is filed within ten days, the suspension is sustained. The Regulatory Authority may end the suspension at any time if reason for suspension no longer exists.

SECTION VI. REVOCATION OF PERMIT

- A.** The Regulatory Authority may, after providing opportunity for a hearing, revoke a permit for serious or repeated violations of any of the requirements of these rules or for interference with the Regulatory Authority in the performance of its duties. Prior to revocation, the Regulatory Authority shall notify the holder of the permit or the person in charge, in writing of the reason for which the permit is subject to revocation and that the permit shall be revoked at the end of the ten days following service of such notice unless a written request for a hearing is filed with the Regulatory Authority by the holder of the permit within such ten day period.
- B.** If no request for hearing is filed within the ten days period, the revocation of the permit becomes final.

SECTION VII. ADMINISTRATIVE PROCESS

- A. A notice as required in these rules is properly served when it is delivered to the holder of, the permit or the person in charge or when it is sent by registered or certified mail, returned receipt requested, to the last known address of the holder of the permit. A copy of the notice shall be filed in the records of the Regulatory Authority.
- B. The Regulatory Authority shall conduct the hearing provided for in these rules at a time and place designated by it. Based upon the recorded evidence of such hearing, the Regulatory Authority shall make final findings, and shall sustain, modify or rescind any notice or the Regulatory Authority shall furnish order considered in the hearing decision to the holder of the permit.

SECTION VIII. PENALTIES

- A. Any person who violates any provision of this ordinance, and any person who is the permit holder of, or otherwise operates, a business establishment in violation of these requirements, including any responsible officer of such permit holder, shall be guilty of a Class C misdemeanor as provided by law, and upon conviction shall be subject to a fine not to exceed five hundred dollars (\$500.00) for each offense. Each separate day, and each separate occasion, that a violation occurs or continues shall constitute a distinct offense.
- B. Business licenses not renewed within thirty (30) days of expiration shall be subject to a late penalty fee of thirty dollars (\$30.00) per month until renewal.
- C. Any business that fails to renew its license shall remain liable for all unpaid renewal fees. Upon renewal, the business shall be required to pay the current license rate in addition to any back payments owed for prior years during which the license was not renewed.

2. SEVERABILITY PROVISION

By the adoption of this ordinance, should there be any word, sentence, phrase, and/or expression that may be deemed by a court of competent jurisdiction to be invalid, or legally deleted from the content of this ordinance, it is declared that the remaining portion or portions of this ordinance shall remain fully enabled, active and in full force.

3. CUMULATIVE PROVISION

Should there be any existing ordinance, regulation, policy, and/or guideline that may be in conflict with the established regulations of this zoning ordinance, whether in whole or in part, the terms of this ordinance shall be controlling and override any such existing conflict.

4. PUBLICATION DATE

Once adopted, the City secretary shall as soon as practicable, forward the caption of this zoning ordinance to be published in a newspaper of local circulation.

READ, DISCUSSED, AND APPROVED ON THIS THE 21 DAY OF OCTOBER, IN THE YEAR OF OUR LORD, 2025.

1st Reading: October 21, 2025

2nd Reading: November 4, 2025

CITY OF MERCEDES:

Oscar D. Montoya, Mayor

ATTEST:

Joselynn Castillo
City Secretary

APPROVED AS TO FORM:

Martie Garcia Vela
City Attorney

DATE: October 21, 2025
FROM: Denisse Hernandez, Interim Planning Director
ITEM: **Discussion and possible action to Approval of First Reading of Ordinance 2025-35 amending Chapter 3, "Building Regulations" of the Code of Ordinances to add new Articles 3.10 and 3.11, Entitled "Acquisition, Disposition, and/or Use of City Property"**

BACKGROUND INFORMATION: The City of Mercedes continues to strengthen its development and property management regulations to promote orderly growth and protect public infrastructure. The proposed amendment to Chapter 3 – Building Regulations adds two new articles establishing a clear framework for the use, acquisition, and disposition of City-owned property and public rights-of-way, and for regulating the installation of small-cell wireless facilities.

These new articles ensure consistent procedures for reviewing and approving requests related to City property use and utility installations, safeguard community aesthetics, and ensure compliance with state and federal telecommunications law.

SUMMARY OF ORDINANCE

Article 3.10 – Acquisition, Disposition, and/or Use of City Property

This article establishes procedures, application requirements, and associated fees for the acquisition, use, encroachment, or release of City-owned property and rights-of-way. Key provisions include:

Encroachment Permit Fee: \$250.00 per application.

Right-of-Entry Fee: \$150.00 per occurrence.

Easement Use or Release Fee: \$500.00 per request.

Vacation or Abandonment of Right-of-Way Application Fee: \$750.00 plus cost of survey, publication, and legal notice.

Wireless Communication Tower or Equipment Lease: \$1,500.00 annual license fee per site.

Administrative Review Fee: \$100.00 per application.

This article authorizes the City Manager or designee to review and approve requests, collect applicable fees, and ensure compliance with all construction, safety, and aesthetic standards.

Article 3.11 – Small Cell Design Manual

This article adopts the Small Cell Design Manual as part of the City’s Building Regulations and establishes design, placement, and permitting standards for wireless communication facilities in the public right-of-way, in accordance with Chapter 284, Texas Local Government Code.

Key provisions include:

Requirements for the location, height, and spacing of small cell equipment and poles;

Design and concealment standards to preserve visual character;

Permit Fee: \$500.00 per node for up to five nodes on a single application, and \$250.00 per additional node;

Annual Right-of-Way Use Fee: \$250.00 per network node, consistent with state law; and

Enforcement authority for removal or modification of noncompliant installations.

BOARD REVIEW/CITIZEN FEEDBACK:

ALTERNATIVES/OPTIONS:

FISCAL IMPACT: (Total Costs)

Proposed Expenditure/(Revenue):

Account Number(s):

\$

Finance Review by: Not Applicable

LEGAL REVIEW: Not Applicable

ATTACHMENTS:

1. ORDINANCE NO ACQUISITION, DISPOSITION, AND-OR USE OF CITY PROPERTY

STAFF RECOMMENDATION: City staff recommends approval of the ordinance amending Chapter 3, “Building Regulations,” of the Code of Ordinances to include:

Article 3.10 – Acquisition, Disposition, and/or Use of City Property; and

Article 3.11 – Small Cell Design Manual.

These additions will establish consistent standards for property and utility management, safeguard City infrastructure, promote responsible right-of-way use, and ensure compliance with state law.

ORDINANCE NO.: 2025-35

AN ORDINANCE OF THE CITY OF MERCEDES, TEXAS, AMENDING CHAPTER 3, “BUILDING REGULATIONS,” OF THE CITY OF MERCEDES CODE OF ORDINANCES TO ADD NEW ARTICLES 3.10 AND 3.11, ENTITLED “ACQUISITION, DISPOSITION, AND/OR USE OF CITY PROPERTY” AND “SMALL CELL DESIGN MANUAL”; PROVIDING REGULATIONS, PROCEDURES, AND FEES FOR THE USE, MANAGEMENT, AND RELEASE OF CITY-OWNED PROPERTY, EASEMENTS, AND RIGHTS-OF-WAY; ESTABLISHING DESIGN AND PLACEMENT STANDARDS FOR SMALL CELL WIRELESS FACILITIES; PROVIDING FOR ADMINISTRATION, ENFORCEMENT, PENALTIES, SEVERABILITY, REPEALER, AND AN EFFECTIVE DATE.

WHEREAS, the City of Mercedes, Texas (“City”), holds and manages public rights-of-way, easements, and other City-owned property in trust for the benefit of its residents and the traveling public; and

WHEREAS, the City Commission of the City of Mercedes (“City Commission”) recognizes the need to establish clear and consistent regulations governing the use, acquisition, disposition, and management of City-owned property, public easements, and rights-of-way to ensure orderly growth, public safety, and the protection of municipal assets; and

WHEREAS, the City Commission further recognizes the importance of regulating the installation and maintenance of small cell wireless communication facilities in the public right-of-way in order to comply with Chapter 284 of the Texas Local Government Code, maintain aesthetic standards, and preserve the character of the community; and

WHEREAS, the proposed Article 3.10 – Acquisition, Disposition, and/or Use of City Property establishes permitting procedures, administrative authority, and fee schedules to manage requests involving City property, easements, and rights-of-way; and

WHEREAS, the proposed Article 3.11 – Small Cell Design Manual provides uniform design and placement standards for small cell and wireless network facilities within the City’s rights-of-way, ensuring safety, compatibility, and compliance with state and federal law; and

WHEREAS, the City Commission finds that adopting these regulations will promote transparency, accountability, and consistency in the administration of City property and right-of-way use; and

WHEREAS, the City Commission deems it necessary and in the best interest of the health, safety, and general welfare of the citizens of Mercedes to amend Chapter 3, “Building Regulations,” to include these new articles;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF MERCEDES, COUNTY OF HIDALGO, STATE OF TEXAS:

ARTICLE 3.10
ACQUISITION, DISPOSITION, AND/OR USE OF CITY PROPERTY

SECTION I. DEFINITIONS.

- A. *City* means the City of Mercedes.
- B. *Director* means the director of the department responsible for the applicable duty.
- C. *Easement* means an interest in land granted to the city, to the public generally, and/or to a private utility corporation.
- D. Encroachment means any intrusion from abutting property of other use of city property, whether the property is owned in fee or by easement.
- E. *Petition* means a written request by a petitioner for rights or privileges under this chapter. The petition may be in letter form and must state the location of the affected city property and the purpose and cope of the proposed use of disposition of the property. The petition must further include such attachments and additional detail as the director may require.
- F. *Petitioner* means a person requesting a right or privilege governed by this chapter. More than one person may combine as one petitioner, but in such case each is jointly and severally liable for the obligations of the petitioner.
- G. *Public right-of-way* means a strip of land used or intended to be used, wholly or in part, as a public street, alley, crosswalk, sidewalk, or drainage way.
- H. *Real property*, as used in this chapter, includes any estate in land, easement, right-of-way, lease, permit, license, franchise, future interest, building, fixture, or any other right, title or interest in land or a building.

SECTION II. GENERAL PROVISIONS.

- A. No person shall use any public right-of-way, or any property in which the City holds an interest, whether in fee or easement, in any manner governed by this Chapter without first obtaining the appropriate rights as provided herein. Nothing in this Chapter shall require a permit, license, or other authorization for utilities lawfully permitted to install facilities within streets or alleys pursuant to state law or other applicable authority.
- B. The director may require recording of instruments granting rights under this chapter in the official public records of real property of the county in which the land is situated. Petitioner must pay the recording cost.
- C. Except as otherwise provided, the director may approve a permit or right of entry under this chapter without city commission action, if the permitted use conforms to the requirements of this chapter.

- D. Except as expressly stated, this chapter delegates no authority to approve, without action from the city commission, leases and license agreements, including renewals or continuations of rights previously granted. But nothing in this chapter impairs a delegation of authority outside this chapter.
- E. Delegation of Authority.
1. Any City officer to whom authority is delegated under this Chapter may further delegate such authority to subordinates.
 2. Authority to bind the City to a contract shall not be delegated below the level of Director, except when personally delegated by the City Manager or Assistant City Manager.
 3. All delegations of authority shall be made in writing.
 4. Notwithstanding the foregoing, the City official delegated authority over real estate matters may execute and bind the City to all contracts, deeds, and other instruments necessary to implement real estate transactions approved by the City Commission.
- F. Duration and Termination of Rights.
1. Permits issued under this Chapter shall have an indefinite duration but may be terminated at any time by action of the City Commission.
 2. Licenses issued under this Chapter shall have a fixed duration and may be terminated pursuant to their terms.
 3. Neither permits nor licenses issued under this Chapter shall create any property rights, and no permittee or licensee shall be entitled to compensation upon revocation of such permit or license.
- G. Permits will require the following information:
1. The city's identity as the issuing authority.
 2. The identity and address of the permittee.
 3. Legal description of the affected city property.
 4. The scope of the activity permitted.
 5. The permit's indefinite duration (subject to revocation by city commission).
 6. Any special conditions imposed under this chapter. Permits should be signed on behalf of both the city and the petitioner and be in recordable form. Permits should be recorded in the real property records of the county in which the affected city property is located, but failure to record does not destroy the effectiveness of the permit.
- H. All construction, excavation, and placement of utilities or other facilities in public rights-of-way are subject to regulation.
- I. When fair market value must be determined under this chapter, the following procedures apply:
1. A director may require that an independent professional appraisal be obtained. In such case, petitioner and the city will jointly select the appraiser, if they can agree. If they cannot promptly agree, city selects the appraiser. In either case, petitioner pays for the

appraisal. Except as otherwise stated in a particular section, independent professional appraisals are of the fee simple interest in the affected land, according to its highest and best use.

2. Alternatively, and at the director's discretion, a director may rely on an average of the per-square-foot Hidalgo County Appraisal District assessed values in the vicinity. If the property being appraised does not have structures, the director should consider only land values, not improvement values.
 3. In choosing between requiring a formal appraisal or relying on Hidalgo County Appraisal-assessed values, a director should balance whether the probable cost of a formal appraisal is disproportionate to the probable value of the affected property. Streets and alleys must be appraised not as rights-of-way but as if marketable fee-simple title to the affected property were in private hands and the city were condemning it for public-street right-of-way. Appraisals of other strips or oddly configured parcels must not be discounted because of the parcels' configuration.
- J. Those receiving rights under this chapter must maintain in good repair and condition any structure, covering, or appurtenance and the accompanying structural members extending over, under, or on public rights-of-way, drainage, or utility easement, or other city property. No such encroachment may be a nuisance or safety hazard. All such encroachments, when built, rebuilt or renovated, must conform to the latest edition of the International Building Code and other applicable building discipline codes.
 - K. Grants of rights under this chapter do not relieve petitioner of any other approvals, permits, or licenses that may otherwise be required. No permit or license should be granted under this chapter if the proposed use would impair the primary public purpose of the affected public right-of-way or other city property.
 - L. Property owners may install and maintain mail boxes conforming to U.S. Postal Service regulations without a permit or license under this chapter.
 - M. Before granting or recommending granting rights under this chapter, the director may canvass some or all interested city departments. Utility agencies, and registered neighborhood associations in the vicinity. Based on comments received, the director may impose or recommend imposing special terms as a condition of approval.
 - N. Responsibilities allocated to a city department in this chapter automatically succeed to any other department into which the designated department or the relevant function of that department is reorganized.
 - O. Nothing in this chapter impairs an otherwise applicable requirement to seek planning commission approval of a proposed transaction.
 - P. All fees required under this Chapter shall be waived for governmental petitioners, other than utility agencies. Such waiver shall not extend to out-of-pocket costs or to the obligation to pay fair market value for property interests.
 - Q. Except as may be specifically provided as to a particular fee, all processing and other fees and charges provided for in this chapter are non-refundable.

- R. No petitioner seeking rights under this chapter may acquire such rights before paying in full for all previously obtained rights of the type governed by this chapter.

SECTION III. PERMITS FOR ENCROACHMENTS ONTO PUBLIC STREETS OR ALLEYS.

A. Petitions Requirements.

1. Petitions for permits to encroach upon public streets or alleys shall be submitted to the Planning Director or the Director's designee by the owner of property abutting the right-of-way or by a property owners' association seeking to improve adjacent right-of-way.
2. If an encroachment is specifically governed by another section of this Chapter, the more specific provision shall control.
3. Each petition shall be accompanied by a non-refundable processing fee of one hundred dollars (\$100.00).
4. The Director shall establish administrative terms and procedures to implement this Section and may issue permits without specific action of the City Commission, provided the petition meets all applicable requirements.

B. Eligible Encroachments.

1. Structures primarily located on private property abutting a public street or alley that extend into the right-of-way;
2. Irrigation systems;
3. Non-commercial signs and supporting structures; and
4. Other independent installations meeting the requirements of this Section.

C. Any encroachment obstructing public passage, utility facilities, or other uses of public streets or alleys is ineligible for a permit.

D. The property owner or petitioner shall make an application on a form prescribed by the city and such application shall provide a list of requirements for submittal.

E. Petitioner must pay a \$500.00 permit fee when the permit is issued. The director may specify the construction, characteristics, quality, and placement of abutting encroachments. The city commission may require relocation or removal of an encroachment when appropriate for the efficient use of the public street or alley. The petitioner is responsible for the cost associated with relocation or removal.

F. Requests for Rights Beyond a Permit.

1. The only mechanism by which the City may grant rights more secure than a permit is through a release of the City's right-of-way interest in the affected property.
2. A petitioner seeking rights beyond those provided by a permit may request that the Director submit the request to the City Commission. Such request shall be accompanied by a non-refundable application fee of one hundred dollars (\$100.00).

3. The Director shall present the request to the City Commission without recommendation and shall inform the Commission that the request deviates from normal procedures.
4. If the City Commission approves the release, the petitioner shall pay the City an amount equal to the fair market value of the property interest, calculated as though the property were privately owned and being acquired by the City for street right-of-way purposes.

SECTION IV. GOVERNMENTAL-RELATED AGREEMENTS.

- A. Petitions for inter-jurisdictional agreements or joint use agreements by other governmental jurisdictions and by utility agencies for use of city property must be submitted to the planning director.
- B. Processing and Recording.
 1. The Planning Director may process such requests, establish administrative forms and procedures to implement this Section, and collect a processing fee of five hundred dollars (\$500.00).
 2. Agreements authorized under this Section shall be recorded in the official public records, or, in the alternative, be described in a recorded memorandum of agreement.
 3. For purposes of this Section, "City property" does not include utility easements or public streets or alleys lawfully available for use by utility agencies.
 4. Nothing in this Section shall alter the existing rights and obligations of the City or utility agencies with respect to street repairs, widenings, or rerouting.
- C. As to city fee-owned property, if petitioners pay fair market value for the property used, their rights are governed by this section. All petitioners other than utility agencies must apply under this section. Rights granted under this section have indefinite duration and may be terminated only by action of city commission.
- D. The area subject to the agreement must be as wide as reasonably necessary to maintain the line, but not less than ten feet. For the purpose of calculating the payment due, the minimum licensed area is 600 square feet.
- E. As to city fee-owned property, if petitioners do not pay fair market value for the property used, their rights are governed by this section. Rights granted under this section have indefinite duration and may be terminated only by action of city commission. If city commission terminates a utility agency's rights under an agreement subject to this section, the utility agency must, at its own expense, find an alternate place for its facilities and remove and relocate the facilities.
- F. Agreements Involving City Easement Interests.
 1. When the City holds only an easement interest in the subject property, the petitioner shall not be required to pay more than the processing fee specified above.

2. Agreements under this subsection may impose conditions to ensure the City's easement rights are not impaired.
 3. Such agreements shall be terminable only if the petitioner's use interferes with the City's easement rights.
- G. No agreement under this section grants the right to trespass on or otherwise use property in which person's other than the city have an interest. When the city does not own the fee or another owns an easement, petitioner must get consent from the owner of all non-city interests.

SECTION V. USE OF CITY EASEMENT PROPERTY BY PRIVATE PROPERTIES.

A. Petitions Requirements.

1. Petitions for the use of property encumbered by a City easement, submitted by persons other than the owner of the underlying fee interest, shall be filed with the Planning Director or the Director's designee.
2. The Planning Director may process such requests and may establish administrative forms and procedures to implement this Section.
3. This Section shall not apply to public street, alley, sidewalk, plaza, or other public area easements.

B. Fees and Limitations.

1. Petitioners shall pay an administrative fee of five hundred dollars (\$500.00).
2. Agreements authorized under this Section may impose conditions or limitations necessary to ensure that the City's easement rights are not impaired.
3. Rights granted under such agreements shall have indefinite duration and may be terminated only if the permitted use interferes with the City's easement rights.

C. Administrative Approval and Termination.

1. The Planning Director may approve agreements under this Section without action of the City Commission, provided such agreements conform to the requirements of this Section and do not impair the City's easement rights.
2. The Planning Director may terminate such agreements without City Commission action where interference with City easement rights occurs.
3. Any person whose rights are terminated by the Planning Director may appeal to the City Commission by submitting written notice of appeal to the Director. The Director shall, with reasonable dispatch, place the appeal on a City Commission agenda.
4. The responsibility for monitoring City Commission agendas to determine when the appeal will be heard shall rest solely with the appellant.

- D. A director may, without city commission action, approve agreements conforming to this section and not impairing the city's rights in the affected property. Termination may be by the director without council action. One whose rights are terminated by the director may

appeal to the city commission by sending written notice of such appeal to the director. The director must then act with reasonable dispatch to put the appeal on city commission's agenda. One appealing a termination is responsible for monitoring upcoming city commission agenda to learn when the commission will take the appeal up.

- E. No agreement under this section grants the right to trespass on or otherwise use property in which persons other than the city have an interest. Petitioner must get consent from the owner of all non-city interests.
- F. Owners of the fee underlying city easements need not apply for rights under this chapter. In no event may an underlying owner's use of the fee impair the city's easement rights.

SECTION VI. CLOSURE, VACATION, AND ABANDONMENT OF PUBLIC RIGHT-OF-WAY.

- A. Petitions for closure, vacation, and abandonment of public streets or alleys must be submitted to the planning director. The director may process requests and may establish forms and procedures to carry out this section.
- B. Abutting Property Owner Requirements.
 - 1. The petitioner shall demonstrate ownership of all abutting properties.
 - 2. The petitioner shall submit, at a minimum, a standard land survey with field notes describing each abutting owner's portion of the affected right-of-way.
 - 3. Written consent of all abutting property owners shall be required. Such consent may be provided by quitclaim deed.
 - 4. Unless the petitioner demonstrates that the City owns the right-of-way in fee simple, the right-of-way shall be presumed to exist by easement.
- C. Fees for closures, vacations, or abandonments are:
 - 1. A non-refundable processing fee of \$300.00; and
 - 2. The fair market value of the right-of-way segment being closed, vacated or abandoned.
- D. The director may require a petitioner to sign and deliver an agreement setting out the applicable closure fee and conditions imposed by city departments and utility agencies.
- E. Notice by Signage.
 - 1. Not less than ten (10) days before the Planning and Zoning Commission considers a proposed closure, vacation, or abandonment, the Planning Director shall cause signs to be posted at or near the affected right-of-way.
 - 2. Such signs shall state the proposed action and the location and dates of the Planning and Zoning Commission and City Commission hearings. Signs shall remain in place until final City Commission action is taken.
 - 3. Signs shall not be required for undeveloped ("paper") rights-of-way or for narrow slivers of right-of-way not affecting the path of public travel.

4. In addition to the processing fee, the petitioner may be required to deposit, in advance, the reasonable costs of procuring, installing, and removing the signs.
- F. Notice by Letter.
1. Not less than ten (10) days before the Planning and Zoning Commission considers a proposed closure, vacation, or abandonment, the Planning Director shall cause letters to be mailed to the persons reasonably believed to be the owners of all tracts located within five hundred (500) feet of any portion of the affected right-of-way.
 2. For the purpose of identifying ownership, the Planning Director may rely upon ownership records maintained by the Hidalgo County Appraisal District and shall not be required to make further inquiry.
 3. Letters shall not be required for undeveloped (“paper”) rights-of-way or for slivers of right-of-way not affecting the path of public travel.
- G. Closing, vacating, and abandoning public right-of-way must be approved by ordinance. Opposition by neighborhood groups may be considered by planning and zoning commission and city commission, but such opposition is not a basis for the director to fail to process a petition.

SECTION VII. WIRELESS COMMUNICATIONS TOWERS ON CITY-OWNED PROPERTY

- A. The following definitions apply to this section:
1. *City tower* means a wireless communications tower on city-owned property.
 2. *Co-locator* means any person, other than a provider, that installs wireless antennae facilities on a city tower.
 3. *Provider* means any person that erects a city tower other than the city.
- B. Petition Requirements.
1. Petitions for the right to erect a City Tower or to collocate antenna facilities on a City Tower shall be submitted to the Planning Director.
 2. The Planning Director may process such petitions and may establish administrative forms and procedures necessary to implement this Section.
 3. Tower leases and collocation licenses shall be issued for a term of ten (10) years.
- C. City Tower Leases.
1. The City may lease space for the erection of City Towers.
 2. City Towers erected pursuant to such leases shall remain the personal property of the Provider during the term of the lease.
 3. Each Provider shall be entitled to install one (1) antenna array and associated antenna facilities on the City Tower at a discounted licensing fee for the full duration of the lease.
 4. Each lease may specify the required height of the City Tower and the number of antenna array locations to be made available.

5. Upon termination of a tower lease, if the Provider fails to remove the City Tower within sixty (60) days or otherwise dispose of it, the City Tower shall be deemed abandoned and shall become the property of the City.
- D. Despite the city tower being the provider's personal property during the term of a lease, the city reserves the right to charge license fees to collocutors desiring to install antennae facilities on the city tower. If a city tower was built before adoption of this section, the provider must obtain a tower lease from the city, and any collocutor must obtain a collocation license for its antennae facilities.
- E. The city attorney must approve the form of each tower lease and collocation license that does not conform to this section, both of which must be approved by the city commission.
- F. The non-refundable processing fee for each petition for a wireless communication tower lease is \$3,500.00.

SECTION VIII. GRANTING AND RELEASING EASEMENTS.

A. Petition Requirements.

1. Petitions for the granting or release of easements shall be submitted to the Planning Department.
2. The Planning Director may process such petitions and may establish administrative forms and procedures necessary to implement this Section.
3. Each petition shall be accompanied by a non-refundable processing fee of one hundred fifty dollars (\$150.00).
4. The Planning Director may require the petitioner to demonstrate that the City holds fee ownership of the property for which the easement is sought, and that no conflicting or inconsistent rights have previously been granted.

B. Easement Fees.

1. The fee for the granting or release of an easement on City-owned property shall be the greater of three thousand dollars (\$3,000.00) or the fair market value of the easement.
2. The value of an easement released by the City shall be presumed to equal the fair market value of the fee interest, determined pursuant to the requirements of this Chapter.
3. Nothing in this Chapter obligates the City to grant an easement. The City reserves the right to negotiate a higher fee or compensation than the minimum set forth herein.

C. If requested by the director, petitioner must sign and deliver an agreement setting out the applicable fee and conditions imposed by city departments and utility agencies.

D. Easements need not be granted when they would be inconsistent with the city's use or planned use for the affected property and may be granted or released only with approval by the city commission.

SECTION IX. RIGHTS OF ENTRY.

A. Authority on City Property.

1. A Department Director may, without City Commission action, authorize surveying, measuring, testing, and similar activities on City-owned property under their departmental responsibility.
2. A right-of-entry fee of three hundred dollars (\$300.00) may be charged for such authorization.

B. Authority on Non-City Property.

1. A Department Director may, without City Commission action, enter into right-of-entry agreements permitting the City to conduct surveying, measuring, testing, and similar activities on property the City may wish to acquire, or on property the City otherwise requires access to in the course of municipal operations.
2. Department Directors are authorized to process such requests and to establish administrative forms and procedures necessary to implement this Section.
3. No payment exceeding one thousand dollars (\$1,000.00) may be made under this Section without prior approval from the City Manager or Assistant City Manager.

C. Agreements authorized by this section must be in writing and in form satisfactory to the city attorney.

SECTION X. REQUIREMENTS FOR USERS OF CITY RIGHT-OF-WAY.

A. Ground equipment.

1. Ground Equipment near street corners and intersections. Ground equipment should be minimal and the least intrusive. In accordance with V.T.C.A., Local Government Code § 284.102(1), to minimize any obstruction, impediment, or hindrance to the usual travel or public safety on a public right-of-way the maximum line of sight required to add to safe travel of vehicular and pedestrian traffic and in order to maximize that line of sight at street corners and intersections and to minimize hazards at those locations, ground equipment may not be installed within 250 feet of a street corner or a street intersection.
2. Ground equipment near municipal parks. For the safety of municipal park patrons, particularly small children, and to allow full line of sights near municipal park property, the user shall not install ground equipment in a right-of-way that is within a park or within 250 feet of the boundary line of a park, unless approved by the city manager and parks director in writing.
3. In accordance with V.T.C.A., Local Government Code § 284.102(1) to enhance the safety requirements of line of sight of pedestrians, particularly small children, the city's designee may deny a request for a proposed location if the user installs

network node ground equipment where existing ground equipment within 300 feet already occupies a footprint of 25 square feet or more.

B. Concealment.

1. Concealment of network nodes and node support poles shall be required by the city in design districts with decorative poles and in historic districts pursuant to V.T.C.A., Local Government Code § 284.105.
2. It is also the city's preference that all new node support poles be camouflaged, except those located in an area zoned or predominantly industrial area. Companies shall submit their proposal for camouflage with the permit application.
3. The network node facilities shall be concealed or enclosed as much as reasonably possible in an equipment box, cabinet, or other unit that may include ventilation openings. External cables and wires hanging off a pole shall be sheathed or enclosed in a conduit, so that wires are protected and not visible or visually minimized to the extent possible in strict accordance with the city's rights-of-way management ordinance, and other applicable ordinances, except to the extent not consistent with V.T.C.A., Local Government Code ch. 284.

C. Allowed colors. Colors in historic districts and design districts must be approved by the city manager from a palette of approved colors. Unless otherwise provided, all colors shall be earth tones or shall match the background of any structure the facilities are located upon and all efforts shall be made for the colors to be inconspicuous. Colors in areas other than in historic districts and design districts shall conform to colors of other installations of telecommunication providers in the immediately adjacent areas.

D. Vacation, discontinuance, removal or relocation.

1. In the event that city closes, abandons, or vacates any rights-of-way that contains facilities, any such closure, abandonment, vacation, or conveyance effectuating same shall be subject to, and conditioned upon, the rights of the users of such rights-of-way.
2. In accordance with applicable law, upon the revocation, termination, or expiration and non-renewal of an applicable franchise agreement, license, or permit, either:
 - i. By mutual agreement of city and a user;
 - ii. By the user's acquiescence or failure to challenge same; or
 - iii. By a final order of a court which a user either does not appeal or from which there is no further right of appeal;

Then the following shall occur:

The user shall immediately discontinue the use of its facilities and all rights of said user to use the streets and public ways shall cease. The user, at the direction of city, shall remove its facilities, including all supporting structures, poles, transmission and distribution portions of the system and other appurtenances, fixtures or property from the streets and public ways, in, over, under, along, or through which they are installed within six months of the

revocation, termination, or expiration except that (a) user may abandon its facilities in place with city's consent, and (b) user cannot remove underground facilities without city's consent in advance, which shall not be unreasonably withheld. Prior to any removal the user shall notify city and persons owning property abutting public ways where removal will occur. The user shall also restore any property, public or private, to the condition in which it existed prior the installation, erection or construction of its facilities, including any improvements made to such property subsequent to the construction of its facilities. Restoration of streets and city property, including, but not limited to, the public ways, shall be in accordance with the directions and specifications of city's engineering department, and all generally applicable laws, ordinances and generally applicable regulations, at the user's sole expense. If such removal and restoration is not completed within six months after the revocation, termination, or expiration, all of the user's property remaining in the affected streets and public ways shall, at the option of city, be deemed abandoned and shall, at the option of city, become its property or city may obtain a court order compelling the user to remove same. In the event the user fails or refuses to remove its facilities or to satisfactorily restore all areas to the condition in which they existed prior to the original construction of the facilities, city, at its option, may perform such work and if such work is performed within four years of the revocation, termination or expiration of the applicable franchise agreement, license, or permit collect the costs thereof from the user. No surety on any performance bond shall be discharged until city has certified to the user in writing that the facilities have been dismantled, removed, and all other property restored, to the satisfaction of city.

3. Removal or relocation by user.

- i. If the user removes or relocates a micro network node, network node facilities, node support pole or related ground equipment at its own discretion, it shall notify the city manager in writing not less than ten business days prior to removal or relocation. User shall obtain all permits required for relocation or removal of its micro network node, network node facilities, node support poles and related ground equipment prior to relocation or removal.
- ii. The city shall not issue any refunds for any amounts paid by user for micro network node, network node facilities, node support poles or related ground equipment that have been removed.

4. Removal or relocation required for city project.

- i. In accordance with V.T.C.A., Local Government Code § 284.107, except as provided in existing state and federal law, a user shall relocate or adjust micro network node, network node, node support pole and related ground

equipment in a public right-of-way in a timely manner and without cost to the municipality managing the public right-of-way.

- ii. User understands and acknowledges that the city may require user to remove or relocate its micro network node, network node, node support pole and related ground equipment, or any portion thereof from the right-of-way for city construction projects as allowed by state and feral law, including the common-law.
 - iii. User shall, at the city manager's direction, remove or relocate the same at user's sole cost and expense, except as otherwise provided in existing state and federal law, whenever the city manager reasonably determines that the relocation or removal is needed for any of the following purposes: Required for the construction, completion, repair, widening, relocation, or maintenance of, or use in connection with, any city construction or maintenance project of a street or public rights-of-way to enhance the traveling publics use for travel and transportation.
 - iv. If user fails to remove or relocate the micro network node, network node, node support pole or related ground equipment, or portion thereof as requested by the city manager within 90 days of user 's receipt of the request, then the city shall be entitled to remove the micro network node, network node, node support pole or related ground equipment, or portion thereof at user's sole cost and expense, without further notice to user.
 - v. User shall, within 30 days following issuance of invoice for the same, reimburse the city for its reasonable expenses incurred in the removal (including, without limitation, overhead and storage expenses) of the micro network node, network node, node support pole or related ground equipment, or portion thereof.
5. Removal required by city for safety and imminent danger reasons.
- i. User shall, at its sole cost and expense, promptly disconnect, remove, or relocate the applicable micro network node, network node, node support pole and related ground equipment within the time frame and in the manner required by the city manager if the city manager reasonably determines that the disconnection, removal, or relocation of any part of a micro network node, network node, node support pole and related ground equipment:
 - a) Is necessary to protect the public health, safety, welfare, or city property;
 - b) Is adversely affecting proper operation of streetlights or city property; or
 - c) User fails to obtain all applicable licenses, permits, and certifications required by law for its micro network node, network

node, node support pole and related ground equipment, or use of any location under applicable law.

If the city manager reasonably determines that there is imminent danger to the public, then the city may immediately disconnect, remove, or relocate the applicable micro network node, network node, node support pole and related ground equipment at the user's sole cost and expense.

- ii. The city manager shall provide 90 days written notice to the user before removing a micro network node, network node, node support pole and related ground equipment under this section, unless there is imminent danger to the public health, safety, and welfare.
- iii. User shall reimburse city for the city's actual cost of removal of micro network node, network node, node support pole and related ground equipment within 30 days of receiving the invoice from the city.

E. Installation and inspections.

1. User shall, at its own cost and expense, install the micro network node, network node facilities, node support poles and related ground equipment in a good and workmanlike manner and in accordance with the requirements promulgated by the city manager, as such may be amended from time to time. User's work shall be subject to the regulation, control and direction of the city manager. All work done in connection with the installation, operation, maintenance, repair, modification, and/or replacement of the micro network node, network node facilities, node support poles and related ground equipment shall be in compliance with all applicable laws, ordinances, codes, rules and regulations of the city, applicable county, the state, and the United States ("Laws").
 2. The city manager, or designee, may perform visual inspections of any micro network node, network node, node support pole or related ground equipment located in the right-of-way as the city manager deems appropriate without notice. If the inspection requires physical contact with the micro network node, network node, node support poles or related ground equipment, the city manager shall provide written notice to the user within five business days of the planned inspection. User may have a representative present during such inspection.
- F. As-built maps and records. User shall maintain accurate maps and other appropriate records of its network node facilities, node support poles and related ground equipment as they are actually constructed in the rights-of-way, including, upon request, the use of auto CAD/GIS digital format. User will provide additional maps to the city upon request.
- G. Drug policy. It is the policy of the city to achieve a drug-free workforce and workplace. The manufacture, distribution, dispensation, possession, sale, or use of illegal drugs or alcohol by user's employees, contractors, subcontractors, sub-user's, or vendors while on city rights-of-way is prohibited.

- H. Ownership. No part of a micro network node, network node, node support pole and related ground equipment erected or placed on the right-of-way by user will become, or be considered by the city as being affixed to or a part of, the right-of-way. All portions of the micro network node, network node, node support pole and related ground equipment constructed, modified, erected, or placed by user on the right-of-way will be and remain the property of user and may be removed by user at any time, provided the user shall notify the city manager prior to any work in the right-of-way.
- I. Signage.
1. User shall post its name, location identifying information, and emergency telephone number in an area on the cabinet of the network node facility that is visible to the public. Signage required under this section shall not exceed 4" x 6," unless otherwise required by law (e.g. RF ground notification signs) or the city manager.
 2. Except as required by laws or by the utility pole owner, user shall not post any other signage or advertising on the micro network node, network node, node support pole, service pole or utility pole.
- J. Graffiti abatement. As soon as practical, but not later than 14 calendar days from the date user receives notice thereof, user shall remove all graffiti on any of its micro network node, network node, node support pole, and related ground equipment located in the right-of-way. The foregoing shall not relieve the user from complying with any city graffiti or visual blight ordinance or regulation.
- K. Restoration. User shall repair any damage to the right-of-way, or any facilities located within the right-of-way, and the property of any third party resulting from user's removal or relocation activities (or any other of user's activities hereunder) within ten calendar days following the date of such removal or relocation, at user's sole cost and expense, including restoration of the right-of-way and such property to substantially the same condition as it was immediately before the date user was granted a permit for the applicable location or did the work at such location (even if user did not first obtain a permit), including restoration or replacement of any damaged trees, shrubs or other vegetation. Such repair, restoration and replacement shall be subject to the sole, reasonable approval of the city manager.
- L. User's responsibility. User shall be responsible and liable for the acts and omissions of user's employees, temporary employees, officers, directors, consultants, agents, affiliates, subsidiaries, sub-user's and subcontractors in connection with the installations of any micro network node, network node, node support pole and related ground equipment, as if such acts or omissions were user's acts or omissions.

ARTICLE 3.11

SMALL CELL DESIGN MANUAL.

SECTION I. DEFINITIONS.

- A. The definitions as used in V.T.C.A., Local Govt. Code ch. 284, § 284.002 shall be used in this article, unless otherwise noted in this Section 139-52. When not inconsistent with the context, words used in the present tense include the future; words in the plural number include the singular number, and words in the singular include the plural. The word "shall" is always mandatory and not merely permissive.
- B. *Abandon* and its derivatives means the facilities installed in the right-of-way (including by way of example but not limited to: poles, wires, conduit, manholes, handholes, cuts, network nodes and node support poles, or portion thereof), that have been left by provider in an unused or non-functioning condition for more than 120 consecutive calendar days unless, after notice to provider, provider has established to the reasonable satisfaction of the city that the applicable facilities, or portion thereof, is still in active use.
- C. *Antenna* means communications equipment that transmits or receives electromagnetic radio frequency signals used in the provision of wireless services.
- D. Applicable codes means:
 - 1. Uniform building, fire, electrical, plumbing, or mechanical codes adopted by recognized national code organization; and
 - 2. Local amendments to those codes to the extent not inconsistent with V.T.C.A., Local Govt. Code ch. 284.
- E. *City* means the City of Mercedes, Texas and the city's officers and employees.
- F. *City manager* shall mean city manager or designee.
- G. *Chapter 284* means V.T.C.A., Local Govt. Code ch. 284.
- H. *Collocate and collocation* mean the installation, mounting, maintenance, modification, operation, or replacement of network nodes in a public right-of-way on or adjacent to a pole.
- I. *Concealment or camouflaged* means any wireless facility or pole that is covered, blended, painted, disguised, camouflaged or otherwise concealed such that the wireless facility blends into the surrounding environment and is visually unobtrusive as allowed as a condition for city advance approval under V.T.C.A., Local Govt. Code ch. 284, § 284.105 in historic or design districts. A concealed or camouflaged wireless facility or pole also includes any wireless facility or pole conforming to the surrounding area in which the wireless facility or pole is located and may include, but is not limited to hidden beneath a façade, blended with surrounding area design, painted to match the supporting area, or disguised with artificial tree branches.
- J. *Decorative pole* means a streetlight pole specially designed and placed for aesthetic purposes and on which no appurtenances or attachments, other than specially designed informational or directional signage or temporary holiday or special event attachments, have been placed or are permitted to be placed according to nondiscriminatory municipal codes.

- K. *Design district* means an area that is zoned, or otherwise designated by municipal code, and for which the city maintains and enforces unique design and aesthetic standards on a uniform and nondiscriminatory basis.
- L. *Disaster emergency or disaster or emergency* means an imminent, impending, or actual natural or humanly induced situation wherein the health, safety, or welfare of the residents of the city is threatened, and includes, but is not limited to any declaration of emergency by city state or federal governmental authorities.
- M. *Distributed antenna system or DAS* shall be included as a type of "network node."
- N. Easement means and shall include any public easement or other compatible use created by dedication, or by other means, to the city for public utility purposes or any other purpose whatsoever. "Easement" shall include a private easement used for the provision of utilities.
- O. *Federal Communications Commission or FCC* means the Federal Administrative Agency, or lawful successor, authorized to oversee cable television and other multi-channel regulation on a national level.
- P. *Highway right-of-way* means right-of-way adjacent to a state or federal highway.
- Q. *Historic district* means an area that is zoned or otherwise designated as a historic district under municipal, state, or federal law.
- R. *Law* means common law or a federal, state, or local law, statute, code, rule, regulation, order, or ordinance.
- S. *Local* means within the geographical boundaries of the city.
- T. *Location* means the city approved and lawfully permitted location for the network node.
- U. *Macro tower* means a guyed or self-supported pole or monopole greater than the height parameters prescribed by V.T.C.A., Local Govt. Code ch. 284, § 284.103 and that supports or is capable of supporting antennas.
- V. *Mayor* means the mayor for the city.
- W. *Micro network node* means a network node that is not larger in dimension than 24 inches in length, 15 inches in width, and 12 inches in height, and that has an exterior antenna, if any, not longer than 11 inches.
- X. *Municipal park* means an area that is zoned or otherwise designated by municipal code as a public park for the purpose of recreational activity.
- Y. *Municipally owned utility pole* means a utility pole owned or operated by a municipally owned utility, as defined by V.T.C.A., Utilities Code § 11.003, and located in a public right-of-way.
- Z. *MUTCD* means Manual of Uniform Traffic Control Devices.
- AA. *Network node* means equipment at a fixed location that enables wireless communications between user equipment and a communications network. The term:
 - 1. Includes:
 - i. Equipment associated with wireless communications;
 - ii. A radio transceiver, an antenna, a battery-only backup power supply, and comparable equipment, regardless of technological configuration; and

- iii. Coaxial or fiber-optic cable that is immediately adjacent to and directly associated with a particular collocation; and
 - 2. Does not include:
 - i. An electric generator;
 - ii. A pole; or
 - iii. A macro tower.
- BB. *Network provider* means:
 - 1. A wireless service provider; or
 - 2. A person that does not provide wireless services and that is not an electric utility but builds or installs on behalf of a wireless service provider:
 - i. Network nodes; or
 - ii. Node support poles or any other structure that supports or is capable of supporting a network node.
- CC. *Node support pole* means a pole as defined by V.T.C.A., Local Govt. Code ch. 284.
- DD. *Permit* means a document issued by the city authorizing installation, removal, modification and other work for provider's network nodes or node support poles in accordance with the approved plans and specifications.
- EE. *Pole* means a service pole, municipally owned utility pole, node support pole, or utility pole.
- FF. *Private easement* means an easement or other real property right that is only for the benefit of the grantor and grantee and their successors and assigns.
- GG. *Provider* has the same meaning as "network provider."
- HH. *Public right-of-way* means the area on, below, or above a public roadway, highway, street, public sidewalk, alley, waterway, or utility easement in which the municipality has an interest. The term does not include:
 - 1. A private easement; or
 - 2. The airwaves above a public right-of-way with regard to wireless telecommunications.
- II. *Public right-of-way management ordinance* means chapter 94, article II of the Pharr Code of Ordinances.
- JJ. *Service pole* means a pole, other than a municipally owned utility pole, owned or operated by a municipality and located in a public right-of-way, including:
 - 1. A pole that supports traffic control functions;
 - 2. A structure for signage;
 - 3. A pole that supports lighting, other than a decorative pole; and
 - 4. A pole or similar structure owned or operated by a municipality and supporting only network nodes.
- KK. *Small cell* shall be included as a type of "network node."
- LL. *Street or public way or public right-of-way or public rights-of-way or rights-of-way or right-of-way* means the surface of, and the space above and below a public street, road,

highway, freeway, land, path, public way or place, alley, court, boulevard, parkway, drive, or other easement now or hereafter held by or under the control of the city, to which the city holds the property rights in regard to the use for utilities, excluding easements not intended for public works or public utility facilities but shall not include property of city which is not a dedicated public right-of-way, street, highway, or alley. Neither the inclusion of this definition nor the provisions hereof shall be construed to grant any right or privilege to utilize or occupy the city rights-of-way absent an expressed agreement of the city or by authority expressly granted by state law.

MM. *TAS* means Texas Accessibility Standards.

NN. *Traffic signal* means any device, whether manually, electrically, or mechanically operated by which traffic is alternately directed to stop and to proceed.

OO. *Transport facility* means each transmission path physically within a public right-of-way, extending with a physical line from a network node directly to the network, for the purpose of providing backhaul for network nodes.

PP. *Underground requirement area* means an area where poles, overhead wires, and associated overhead or above ground structures have been removed and buried or have been approved for burial underground pursuant to municipal ordinances, zoning regulations, state law, private deed restrictions, and other public or private restrictions, that prohibit installing aboveground structures in a public right-of-way.

QQ. *User* means a person or organization which conducts a business over facilities occupying the whole or a part of a public street or right-of-way, depending on the context.

RR. *Utility pole* means a pole that provides:

1. Electric distribution with a voltage rating of not more than 34.5 kilovolts; or
2. Services of a telecommunications provider, as defined by V.T.C.A., Utilities Code ch. 284, § 51.002.

SS. *Wireless service* means any service, using licensed or unlicensed wireless spectrum, including the use of Wi-Fi, whether at a fixed location or mobile, provided to the public using a network node.

TT. *Wireless service provider* means a person that provides wireless service to the public.

UU. *Wireless facilities* means "micro network nodes," "network nodes," and "node support poles" as defined in V.T.C.A., Local Govt. Code Ch. 284.

SECTION II. PROHIBITED AND PREFERRED LOCATIONS OF MICRO NETWORK NODE, NETWORK NODE, NODE SUPPORT POLE AND RELATED GROUND EQUIPMENT.

A. Prohibited or restricted areas for certain wireless facilities, except with separate city agreement or subject to concealment conditions.

1. Municipal parks and residential areas. In accordance with V.T.C.A., Local Govt. Code ch. 284, § 284.104(a), a network provider may not install a node support pole

in a public right-of-way without the city's discretionary, nondiscriminatory, and written consent if the public right-of-way is in a municipal park or is adjacent to a street or thoroughfare that is:

- i. Not more than 50 feet wide of paved street surface, being the area measured as the shortest distance between the inside of the curb to the inside of the opposite curb, or the area measured as the shortest distance between the two parallel edges of the paved roadway for vehicular travel where there is no curb; and
- ii. Adjacent to single-family residential lots or other multifamily residences or undeveloped land that is designated for residential use by zoning or deed restrictions.
 - a. In accordance with V.T.C.A., Local Govt. Code ch. 284, § 284.104(b), a network provider installing a network node or node support pole in a public right-of-way described above shall comply with private deed restrictions and other private restrictions in the area that apply to those facilities.

Each permit application shall disclose if it is within a municipal park and residential areas as described above.

2. Historic district and design districts. In accordance with V.T.C.A., Local Govt. Code ch. 284, § 284.105, a network provider must obtain advance written approval from the city before collocating network nodes or installing node support poles in a design district with decorative poles or in an area of the city zoned or otherwise designated as a design district or historic district.
 - i. As a condition for approval of network nodes or node support poles in design districts with decorative poles or in a historic district, the city shall require reasonable design or concealment measures for the network nodes or node support poles. Therefore, any request for installations in a design district with decorative poles or in a historic district, must be accompanied with proposed concealment measures in the permit applications.
 - ii. The city requests that a network provider explore the feasibility of using camouflage measures to improve the aesthetics of the network nodes, node support poles, or related ground equipment, or any portion of the nodes, poles, or equipment, to minimize the impact to the aesthetics in design districts or in an historic district.
 - iii. Network provider shall comply with and observe all applicable city, state, and federal historic preservation laws and requirements.
 - iv. Each permit application shall disclose if it is within a design district with decorative poles or in an area of the city zoned or otherwise designated as a design district or historic district.

3. Historic landmarks. A network provider is discouraged from installing a network node or node support pole within 300 feet of a historic site or structure or historic landmark recognized by the city, state or federal government (see, for example, and not limited to V.T.C.A., Govt. Code § 442.001(3), and 16 U.S.C. § 470), as of the date of the submission of the permit. It is recommended that each permit application disclose if it is within 300 feet of such a structure.
4. Compliance with undergrounding requirements. In accordance with V.T.C.A., Local Govt. Code ch. 284, § 284.107, a network provider shall comply with nondiscriminatory undergrounding requirements, including municipal ordinances, zoning regulations, state law, private deed restrictions, and other public or private restrictions, that prohibit installing aboveground structures in a public right-of-way without first obtaining zoning or land use approval.
 - i. Areas may be designated from time to time by the city as underground requirement areas in accordance with filed plats, and or conversions of overhead to underground areas, as may be allowed by law.
 - ii. Each permit application shall disclose if it is within an area that has undergrounding requirements.

B. Least preferable locations.

1. Residential areas and parks. A network provider is discouraged from installing a network node on an existing pole in a public right-of-way without written consent from the city council and/or designee if the public right-of-way is located in or adjacent to a street or thoroughfare that is adjacent to a municipal park or single-family residential lots or other multifamily residences or undeveloped land that is designated for residential use by zoning or deed restrictions.
 - i. In accordance with V.T.C.A., Local Govt. Code ch. 284, § 284.104(b) a network provider installing a network node or a node support pole in a public right-of-way shall comply with private deed restrictions and other private restrictions in the area that apply to those facilities.
2. Historic districts. A network provider is discouraged from installing a network node or a node support pole in the public right-of-way in any area designated by the city as a historic district unless such a network node or a new node support pole is camouflaged.
3. Most preferable locations.
 - i. Industrial areas if not adjacent to a municipal park, residential area, historic district or design district.
 - ii. Highway rights-of-way areas if not adjacent to a municipal park, residential area, historic district or design district.
 - iii. Retail and commercial areas if not adjacent to a municipal park, residential area, historic district or design district.
4. Designated areas.

- i. The city commission may designate an area as a historic district or a design district under V.T.C.A., Local Govt. Code ch. 284.105 at any time.
 - ii. Currently designated historic districts are:
 - a. Historic district is the area referred to as Historic Downtown Mainstreet District. It includes the properties abutting north and south Cage Blvd. Its boundaries are Juarez Avenue to the north, Kelly Avenue to the south and from Bluebonnet Street to the west and Birch Street to the east.
 - b. The boundaries of the currently designated downtown district are: north and south Cage Blvd. from Frontage to Ridge Road and extending 460 LF to the west and east of Cage Blvd.
 - c. The failure to designate an area in this article shall not mean that such an area is not within a defined district, if so designated by the city commission. Future areas may be designated as one of these districts at any time. Such a designation does not require a zoning case.
 - d. While not required under V.T.C.A., Local Govt. Code ch. 284 to designate underground compliance areas to prohibit above ground wireless facilities, the city may also, from time to time, also designate underground compliance areas. For areas containing no alleys, network providers shall be required to place wireless facilities serving such subdivision underground according to city, state and federal plans and specifications.
5. Exceptions. The city by its discretionary consent and agreement may grant exception to the above prohibited locations and sizes, but only in a non-exclusive, and non-discriminatory manner, as allowed or required by V.T.C.A., Local Govt. Code ch. 284, §§ 284.109 and 284.110.
6. Order of preference regarding network node attachment to existing facilities and new node support poles.
- i. Existing telephone or electrical lines between existing utility poles. Micro network nodes shall only be lashed on existing telephone or electrical lines between existing utility poles (electric poles or telephones poles), with notice to the pole owner as required by the Federal Pole Attachment Act, and not placed on utility poles, node support poles or service poles.
 - ii. Existing utility poles (electric poles or telephones poles), shall be the preferred support facility for network nodes and related ground equipment.
 - iii. New node support poles shall be the least preferred type of allowed facility for attachment of network nodes.
 - iv. Municipal service poles:
 - a. Non-decorative street lights with a height of more than 20 feet.

- b. Traffic signal structures when such installation will not interfere with the integrity of the facility and will not interfere with the safety of public and in accordance with an agreement as allowed by V.T.C.A., Local Govt. Code ch. 284, §§ 285.056 and 284.101(a)(3), and (b).
- c. Street signage shall be a low priority use for attachment of a network node.
- d. Other municipal service pole use is discouraged.
- v. Ground equipment. Ground equipment should be minimal and the least intrusive.

SECTION III. GUIDELINES ON PLACEMENT.

- A. Generally. In accordance with V.T.C.A., Local Govt. Code ch. 284.102, a network provider shall construct and maintain network nodes and node support poles in a manner that does not:
 - 1. Obstruct, impede, or hinder the usual travel or public safety on a public right-of-way;
 - 2. Obstruct the legal use of a public right-of-way by other utility providers;
 - 3. Violate nondiscriminatory applicable codes;
 - 4. Violate or conflict with the municipality's publicly disclosed public right-of-way management ordinance or this article.
 - 5. Violate the federal Americans with Disabilities Act of 1990 (42 U.S.C. Section 12101 et seq.).
- B. General requirements and information.
 - 1. Size limits. Network providers shall provide detailed drawings, with calculations to show strict conformity to the size limitations as set forth in V.T.C.A., Local Govt. Code ch. 284, in accordance with, but not limited to V.T.C.A., Local Govt. Code ch. 284, § 284.002, size of a micro network node, V.T.C.A., Local Govt. Code § 284.003, size of network nodes, and V.T.C.A., Local Govt. Code § 284.103, maximum pole height, with each application and with each request for a permit for each location.
 - 2. State and federal rights-of-way permit. If the project lies within a highway right-of-way, the applicant must provide evidence of a permit from the state or federal government.
 - 3. Confirmation of non-interference with city safety communication networks.
 - i. The Network Provider needs to provide analysis that the proposed network node shall not cause any interference with city public safety radio system, traffic signal light system, or other city safety communications components in accordance with V.T.C.A., Local Govt. Code ch. 284, § 284.304.

- ii. It shall be the responsibility of the network provider to evaluate, prior to making application for permit, the compatibility between the existing city infrastructure and provider's proposed network node. A network node shall not be installed in a location that causes any interference. Network nodes shall not be allowed on city's public safety radio infrastructure.
- 4. Improperly located network node facilities, node support poles and related ground equipment.
 - i. Improperly located network node facilities, node support poles and related ground equipment shall not impede pedestrian or vehicular traffic in the right-of-way. If any network node facilities, node support poles or ground equipment is installed in a location that is not in accordance with the plans approved by the city manager and impedes pedestrian or vehicular traffic or does not comply or otherwise renders the right-of-way non-compliant with applicable laws, including the American Disabilities Act, then network provider shall promptly remove the network node facilities, node support poles or ground equipment.
 - ii. Notice to remove unauthorized facilities and relocate and penalty: After 30 days' notice to remove network node facilities, node support poles or ground equipment that is located in the incorrect permitted location, if not relocated the network provider shall be subject to a penalty of \$50.00 per day penalty until the network node facilities, node support poles or ground equipment is relocated to the correct area within the permitted location, regardless of whether or not the network provider's contractor, subcontractor, or vendor installed the network node facilities, node support poles or ground equipment in strict conformity with the public right-of-way management ordinance, and other applicable ordinances concerning improperly located facilities in the rights-of-way.

C. Underground requirement areas.

- 1. In accordance with V.T.C.A., Local Govt. Code ch. 284.107, a network provider shall, in relation to installation for which the city approved a permit application, comply with nondiscriminatory undergrounding requirements, including municipal ordinances, zoning regulations, state law, private deed restrictions, and other public or private restrictions, that prohibit installing aboveground structures in a public right-of-way without first obtaining zoning or land use approval.
- 2. If a location is designated by the city to transits to be an underground requirement area, then a network provider's permit for the location of the micro network node, network node, node support pole, and related ground equipment at such location will be revoked 90 days after the designation, with removal of said the micro network node, network node, node support pole, and related ground equipment at

such location within 90 days of such designation, or as otherwise reasonably allowed by the city for the transition of other overhead facilities.

D. Network node facilities placement.

1. Right-of-way. Network node facilities, node support poles and related ground equipment shall be placed, as much as possible, within two feet of the outer edge of the right-of-way line to minimize any obstruction, impediment, or hindrance to the usual travel or public safety on a public right-of-way.
2. Height above ground. Network node attachments to a pole shall be installed at least eight feet above the ground in accordance with V.T.C.A., Local Govt. Code ch. 284, § 284.108, and if a network node attachment is projecting toward the street, for the safety and protection of the public and vehicular traffic, the attachment shall be installed no less than 16 feet above the ground.
3. Protrusions. In accordance with V.T.C.A., Local Govt. Code ch. 284, § 284.003(a)(1)(C), §§ 284.003(a)(2)(C) and 284.003(a)(3)(B) no protrusion from the outer circumference of the existing structure or pole shall be more than two feet.
4. Limit on number of network nodes per site. There shall be no more than one network node on any one pole.

E. New node support poles.

1. New node support poles spacing. New node support poles shall be spaced apart from existing utility poles or node support poles at the same as the spacing between utility poles in the immediate proximity, but no less than at a minimum 300 feet from a utility pole or another node support pole to minimize the hazard of poles adjacent to road ways and to minimize effect on property values and aesthetics on the area.
2. Height of node support poles or modified utility pole. In accordance with V.T.C.A., Local Govt. Code ch. 284, § 284.103 a node support pole or modified utility pole may not exceed the lesser of:
 - i. Ten feet in height above the tallest existing utility pole located within 500 linear feet of the new pole in the same public right-of-way; or
 - ii. Fifty-five feet above ground level.

F. Ground equipment.

1. Ground equipment near street corners and intersections. Ground equipment should be minimal and the least intrusive. In accordance with V.T.C.A., Local Govt. Code ch. 284.102(1), to minimize any obstruction, impediment, or hindrance to the usual travel or public safety on a public right-of-way the maximum line of sight required to add to safe travel of vehicular and pedestrian traffic and in order to maximize that line of sight at street corners and intersections and to minimize hazards at those locations, ground equipment may not be installed within 250 feet of a street corner or a street intersection.

2. Ground equipment near municipal parks. For the safety of municipal park patrons, particularly small children, and to allow full line of sight near municipal park property, the network provider shall not install ground equipment in a right-of-way that is within a park or within 250 feet of the boundary line of a park, unless approved by the city manager and parks director in writing.
3. Minimize ground equipment density. In accordance with V.T.C.A., Local Govt. Code ch. 284, § 284.102(1) to enhance the safety requirements of line of sight of pedestrians, particularly small children, the city's designee may deny a request for a proposed location if the network provider installs network node ground equipment where existing ground equipment within 300 feet already occupies a footprint of 25 square feet or more.

G. Municipal service poles.

1. In accordance with agreement. Installations on all service poles shall be in accordance with an agreement as allowed by V.T.C.A., Local Govt. Code ch. 284, § 285.056 and § 284.101(a)(3), and (b).
2. Required industry standard pole load analysis. Installations on all service poles shall have an industry standard pole load analysis completed and submitted to the municipality with each permit application indicating that the service pole to which the network node is to be attached will safely support the load, in accordance with V.T.C.A., Local Govt. Code ch. 284.108.
3. Height of attachments. All attachments on all service poles shall be at least eight feet above grade, in accordance with V.T.C.A., Local Govt. Code ch. 284, § 285.108(a)(1)—(2) and if a network node attachment is projecting toward the street, for the safety and protection of the public and vehicular traffic, the attachment shall be installed no less than 16 feet above the ground.
4. Installations on traffic signals. Installations on all traffic signal structures must not interfere with the integrity of the facility in any way that may compromise the safety of the public and must be in accordance with an agreement as allowed by V.T.C.A., Local Govt. Code ch. 284, §§ 285.056 and 284.101(a)(3), and (b). Installation of network node facilities on any traffic signal structures shall:
 - i. Be encased in a separate conduit than the traffic light electronics;
 - ii. Have a separate electric power connection than the traffic signal structure; and
 - iii. Have a separate access point than the traffic signal structure.
5. Installations on street signage. Installations on all street signage structures must not interfere with the integrity of the facility in any way that may compromise the safety of the public. Installation of network node facilities on any street signage structures that has electrics shall:
 - i. Be encased in a separate conduit than any city signage electronics;
 - ii. Have a separate electric power connection than the signage structure; and

- iii. Have a separate access point than the signage structure.

SECTION IV. GENERAL AESTHETIC REQUIREMENTS.

- A. All new node support poles shall be located a minimum of three hundred feet (300 ft.) from any existing utility pole, streetlight, or other node support pole. This requirement is intended to reduce potential hazards adjacent to roadways and to minimize negative impacts on property values and area aesthetics.
- B. In historic districts and design districts, node support poles and related facilities shall conform strictly to the City's Rights-of-Way Management Ordinance and any other applicable ordinances, except where such requirements are inconsistent with Chapter 284 of the Texas Local Government Code (V.T.C.A., Local Gov't Code Ch. 284).

SECTION V. ELECTRICITY SUPPLY.

- A. Provider responsible for electricity. Network provider shall be responsible for obtaining any required electrical power service to the micro network node, network node facilities, node support poles and ground equipment. The city shall not be liable to the network provider for any stoppages or shortages of electrical power furnished to the micro network node, network node facilities, node support poles or ground equipment, including without limitation, stoppages or shortages caused by any act, omission, or requirement of the public utility serving the structure or the act or omission of any other tenant or network provider of the structure, or for any other cause beyond the control of the city.
- B. Generators prohibited. Network provider shall not allow or install generators or back-up generators in the right-of-way in accordance with V.T.C.A., Local Govt. Code ch. 284, § 284.002(12)(B)(1).

SECTION VI. INSURANCE, INDEMNITY, BONDING AND SECURITY DEPOSITS.

- A. Insurance, bonding and security deposits shall be in strict accordance with other applicable ordinances, except to the extent not consistent with V.T.C.A., Local Govt. Code ch. 284.
- B. Indemnity shall be in accordance with V.T.C.A., Local Govt. Code ch. 284, § 284.302, as provided for in V.T.C.A., Local Govt. Code ch. 283, § 283.057(a) and (b).

2. SEVERABILITY PROVISION

By the adoption of this ordinance, should there be any word, sentence, phrase, and/or expression that may be deemed by a court of competent jurisdiction to be invalid, or legally deleted from the content of this ordinance, it is declared that the remaining portion or portions of this ordinance shall remain fully enabled, active and in full force.

3. CUMULATIVE PROVISION

Should there be any existing ordinance, regulation, policy, and/or guideline that may be in conflict with the established regulations of this zoning ordinance, whether in whole or in part, the terms of this ordinance shall be controlling and override any such existing conflict.

4. PUBLICATION DATE

Once adopted, the City secretary shall as soon as practicable, forward the caption of this coning ordinance to be published in a newspaper of local circulation.

**READ, DISCUSSED, AND APPROVED ON THIS THE 21 DAY OF OCTOBER, IN
THE YEAR OF OUR LORD, 2025.**

1st Reading: OCTOBER 21, 2025

2nd Reading: NOVEMBER 4, 2025

CITY OF MERCEDES:

Oscar D. Montoya, Mayor

ATTEST:

APPROVED AS TO FORM:

Joselynn Castillo
City Secretary

Martie Garcia Vela
City Attorney

DATE: October 21, 2025
FROM: Orlando Diaz, Lieutenant
ITEM: **Discussion and possible action to Discussion and Possible Action on Approval of Interlocal Agreement City of Weslaco and City of Mercedes Mid-Valley Regional Communication Center**

BACKGROUND INFORMATION:

This Agreement is made on this 21st day of October 2025, by and between the City of Mercedes, Texas (hereinafter “Mercedes”) and the City of Weslaco, Texas (hereinafter “Weslaco”). The parties are authorized by the Interlocal Cooperation Act, Texas Government Code Chapter 791 to enter into cooperative agreements with other local government entities of the State of Texas for the purpose of fulfilling and implementing their respective public and governmental purposes, needs, objectives, and programs.

The purpose of this agreement is to provide the terms and conditions for the use, maintenance, and operation of the Mid-Valley Regional Communications Center between Weslaco and Mercedes. The services that are part of this agreement are a governmental function and will involve the relocation of Mercedes’ emergency dispatch services relating to public safety, fire, and /or Emergency Medical Services to Weslaco. The parties have determined that this Agreement is in the best and public interest of the Parties and their respective constituents.

BOARD REVIEW/CITIZEN FEEDBACK:**ALTERNATIVES/OPTIONS:****FISCAL IMPACT: (Total Costs)**

Proposed Expenditure/(Revenue):
\$ 500

Account Number(s):
522-2045

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

LEGAL REVIEW:**ATTACHMENTS:**

1. Interlocal Agreement Between City of Mercedes & City of Mercedes for Mid-Valley Regional Communication Center (New Signed FY22-24)

2. Interlocal Agreement Between City of Mercedes & City of Mercedes for Mid-Valley Regional Communication Center (New Signed FY25-27)

STAFF RECOMMENDATION:

I recommend approval of the Interlocal Agreement between the City of Mercedes and the City of Weslaco for the use, maintenance, and operation of the Mid-Valley Regional Communication Center. This agreement will allow for improved coordination of public safety communications between both cities. Under the terms, the City of Mercedes will pay the City of Weslaco Five Hundred Dollars (\$500.00) per month for a two (2) year term.



Mayor Oscar D. Montoya
Mayor Pro-Tem Joe Martinez
Commissioner Leonel Benavidez

Commissioner Jacob Howell
Commissioner Jose M. Gomez
City Manager Alberto Perez

MERCEDES CITY COMMISSION
REGULAR MEETING
MARCH 1, 2022 – 6:30 P.M.
MERCEDES CITY HALL – COMMISSION CHAMBERS
400 S. OHIO AVE., MERCEDES, TX 78570

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

- 1.) Call Meeting to Order
- 2.) Establish Quorum
- 3.) Invocation
- 4.) Pledge of Allegiance
- 5.) Open Forum-

Maximum length of time of forum is forty-five minutes with individual presentations limited to a maximum of five minutes. The City Commission can take no formal action on any city related matter discussed during the open forum. Persons who wish to participate in this portion of the meeting shall sign up as they arrive, indicating the topic about which they wish to speak. No one will be able to sign up **AFTER 6:20 PM**. The information required for signing up must be completed by that time. No public comments will be allowed during any agenda item unless recognized by the Mayor or if the item requires a public hearing. State your name and address before beginning your presentation.

There can be no comments about specific employees. By Charter, the City Manager is exclusively given authority over personnel matters, including complaints against city personnel. All complaints against city personnel will be addressed pursuant to Mercedes Personnel Policies. Comments must not be repeated and the Commission is not required to answer any question from the public. Any person who decides to directly question any member of the City Commission will be asked to discontinue their comments. The City Secretary's office representative will be responsible for notifying each presenter that their five-minute time limit has expired.

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

- A.) Approval of Minutes for Meeting(s) held February 15, 2022 & February 22, 2022.
- B.) Second and final reading of Ordinance No. 2022-05 to adopt a Cell Tower Ordinance.
- C.) Approval of budget amendment for the Public Information Officer.

- 7.) **Management Item(s):**

- A.) Discussion and Possible Action on a Fund Balance Policy (City Manager)
- B.) Discussion and Possible Action to Re-Appoint 3 seats on the Planning & Zoning Commission and two alternates to the Zoning Board of Adjustments (ACM)
- C.) Discussion and Possible Action for monthly reports to be presented to the City Commission by DCM Director on DCM activity. (Comm Benavidez & Gomez)

- 8.) **Bids/Contracts**

- A. Discussion and Possible Action on Approval of Interlocal Agreement between City of Weslaco and City of Mercedes for Mid-Valley Regional Communication Center (PD)
- B. Discussion and Possible Action to approve the agreement for EMS Billing Specialist Services. (Fire Chief)
- C. Discussion and Possible Action to approve a Waterline Access Agreement between North Alamo Water Supply Corporation and the City of Mercedes. (ACM)

- 9.) **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.) Consideration of Real Estate: Mercedes Original Townsite S. 25' of LT 11, BLK 46 - Section 551.072 Texas Gov't Code Annotated - Deliberation regarding Real Property
- B.) Discussion regarding Project Rios of Mercedes - Section 551.087 Texas Gov't Code Annotated - Economic

Development

- C.) Consultation with legal regarding road conditions and potential remediation procedures.- Section 551.071 Texas Gov't Code Annotated - Consultation with Attorney (Comm. Benavidez & Gomez)

10.) Open Session:

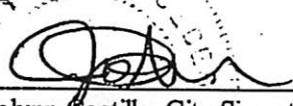
- A.) Discussion and Possible Action on item A listed in executive session.
B.) Discussion and Possible Action on item B listed in executive session.
C.) Discussion and Possible Action on item C listed in executive session.

11.)Adjournment

Notice is hereby given that the City Commissioners of the City of Mercedes, Texas will meet in a **Regular Meeting** on Tuesday, March 1, 2022 at 6:30 P.M. Said meeting will be conducted in the Commission Chambers of the City Hall located at 400 S. Ohio, Mercedes, Texas for the purpose of considering and taking formal action regarding the items listed above. This notice is given in accordance with Vernon's Texas Codes Annotated, Texas Government Code, Section 551.001 et. Seq.

WITNESS MY HAND AND SEAL OF THE CITY THIS THE 25TH DAY OF FEBRUARY, 2022.

ATTEST



Joselynn Castillo, City Secretary
Time of Posting: 5:50 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.

AGENDA ITEM NO. 8A**CONSENT ITEM: NO****DATE:** March 01, 2022**FROM:** Orlando Diaz, Sergeant Mercedes Police Department**ITEM:** **Discussion and Possible Action on Approval of Interlocal Agreement City of Weslaco and City of Mercedes Mid-Valley Regional Communication Center**

BACKGROUND INFORMATION: This Agreement is made on this 15th day of February 2022, by and between the City of Mercedes, Texas (hereinafter "Mercedes") and the City of Weslaco, Texas (hereinafter "Weslaco"). The parties are authorized by the Interlocal Cooperation Act, Texas Government Code Chapter 791 to enter into cooperative agreements with other local government entities of the State of Texas for the purpose of fulfilling and implementing their respective public and governmental purposes, needs, objectives, and programs.

The purpose of this agreement is to provide the terms and conditions for the use, maintenance, and operation of the Mid-Valley Regional Communications Center between Weslaco and Mercedes. The services that are part of this agreement are a governmental function and will involve the relocation of Mercedes' emergency dispatch services relating to public safety, fire, and /or Emergency Medical Services to Weslaco. The parties have determined that this Agreement is in the best and public interest of the Parties and their respective constituents.

BOARD REVIEW/CITIZEN FEEDBACK:**ALTERNATIVES/OPTIONS:**

FISCAL IMPACT: Mercedes hereby agrees to pay Weslaco rent the monthly sum of Five Hundred and No/100th Dollars. The first month's payment is to be made at the execution of this agreement. Thereafter, all future payments shall be made on or before the first working day of the / year due for the term of this contract plus any extensions thereto. The term of the agreement will be for two (2) years.

Proposed Expenditure/(Revenue):	Account Number(s):
\$500.00	522-2045

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

1. Interlocal Agreement (New)
2. Interlocal Agreement (Expired)
- 3.
- 4.

DRAFT MOTION:

INTERLOCAL AGREEMENT

City of Weslaco and City of Mercedes

MID-VALLEY REGIONAL COMMUNICATION CENTER

This Agreement is made on this 15th day of January 2022, by and between the **City of Mercedes, Texas** (hereinafter "Mercedes") and the **City of Weslaco, Texas** (hereinafter "Weslaco"). The parties are authorized by the Interlocal Cooperation Act, Texas Government Code Chapter 791 to enter into cooperative agreements with other local government entities of the State of Texas for the purpose of fulfilling and implementing their respective public and governmental purposes, needs, objectives, and programs.

The purpose of this agreement is to provide the terms and conditions for the use, maintenance, and operation of the Mid-Valley Regional Communications Center between Weslaco and Mercedes. The services that are part of this agreement are a governmental function and will involve the relocation of Mercedes' emergency dispatch services relating to public safety, fire, and/or Emergency Medical Services to Weslaco. The Parties have determined that this Agreement is in the best and public interest of the Parties and their respective constituents.

I. Terms of Use

Beginning February 15, 2022, the Parties agree as follows:

1.1 Weslaco agrees to lease to Mercedes the use of the Mid-Valley Regional Communications Center at 1912 Joe Stephens in Weslaco, Hidalgo County, Texas.

1.2 Mercedes hereby agrees to pay Weslaco as rent the monthly sum of Five Hundred and No/100th Dollars.

1.3 The first month's payment is to be made at the execution of this agreement.

Thereafter, all future payments shall be made on or before the first working day of the /year due for the term of this contract plus any extensions thereto.

1.4 Weslaco will be responsible for providing the 911 office space at 1912 Joe Stephens, Weslaco, Texas. Weslaco agrees to provide the 911 console, manage the facility and share a portion of the grant for software and hardware after its purchase by Weslaco.

1.5 Mercedes will be responsible for all expenses incurred in moving the 911 operation from the Mercedes Police Department to the Weslaco 911 Center. Mercedes will pay their pro-rated share for maintenance of hardware and software and their pro-rated share of utilities based on total consoles divided by consoles used.

1.6 The term of the agreement will be for two (2) years. There will be an option for multiple two (2) year extensions which must be agreed upon by both Parties.

II. General Provisions

2.1 **Nondiscrimination.** None of the Parties shall discriminate against any person on the basis of race, religion, gender, creed, or national origin.

2.2 **Independent Contractor/No Partnership Created.** Nothing contained in this agreement shall be deemed or construed by any party hereto or by any third party as creating the relationship of principal and agent or of partnership or joint venture between the parties hereto, it being understood and agreed that neither any provision herein nor any acts of the parties shall create any relationship between the Parties other than that of independent contractors.

2.3 **Sovereign Immunity.** It is expressly understood and agreed that, in the execution of the agreement, neither party waives, nor shall be deemed hereby to waive any immunity or defense that would otherwise be available to it against claims arising in the exercise of governmental powers and functions.

2.4 **Governance.** This agreement will be governed by state and federal laws and in conformity with all applicable ordinances of the Parties.

2.5 **Texas Law To Apply.** This agreement shall be construed under and in accordance with the laws of the State of Texas and all obligations of the parties created hereunder are performable in Hidalgo County, Texas.

2.6 **Amendment.** The Parties acknowledge it may be necessary to amend or modify this Agreement from time to time in order to address additional concerns or issues that arise. However, no amendment, modification, or alteration of the terms of this agreement shall be binding unless the same is in writing, dated subsequent to the date hereof, and duly executed by an authorized representative of the Parties hereto.

2.6 **Indemnification.** To the extent allowed by law, Mercedes will and does hereby agree to indemnify, protect, defend with counsel approved by Weslaco, and hold harmless Weslaco and their respective elected officials, employees, representatives and agents from and against all damages, losses, liens, causes of action, suits, judgments, expenses, and other claims of any nature, kind, or description, including reasonable attorneys' fees incurred in investigating, defending or settling any of the foregoing by any person or entity, arising out of, caused by, or resulting from Mercedes's performance under or breach of this Agreement and that are caused in whole or in part by any negligent act, negligent omission or willful misconduct of Mercedes, anyone directly employed by Mercedes or anyone for whose acts Mercedes may be liable. The provisions of this section will not be construed to eliminate or reduce any other indemnification or right which any Weslaco indemnitee has by law or equity. Parties will be entitled to be represented by counsel at their own expense.

To the extent allowed by law, Weslaco will and does hereby agree to indemnify, protect, defend with counsel approved by Weslaco, and hold harmless Weslaco and

their respective elected officials, officers, directors, attorneys, employees, representatives, and agents from and against all damages, losses, liens, causes of action, suits, judgments, expenses, and other

claims of any nature, kind, or description, including reasonable attorneys' fees incurred in investigating, defending or settling any of the foregoing by any person or entity, arising out of, caused by, or resulting from Weslaco's performance under or breach of this Agreement and that are caused in whole or in part by any negligent act, negligent omission or willful misconduct of Weslaco employees, anyone directly employed by Weslaco or anyone for whose acts Weslaco may be liable. The provisions of this Section will not be construed to eliminate or reduce any other indemnification or right which any Mercedes indemnitee has by law or equity. Parties will be entitled to be represented by counsel at their own expense.

2.7 Points of Contact All notices pursuant to this agreement shall be deemed given when, either delivered in person or deposited in the United States mail, postage prepaid, certified mail, return receipt requested addressed to the appropriate party at the following addresses:

CITY OF WESLACO

Joel Rivera, Police Chief
901 North Airport Drive
Weslaco, Texas 78596
TX 1081400 Weslaco ORI

CITY OF MERCEDES

Blanca Sanchez, Police Chief
2314 N. FM 491
Mercedes, Texas 78570 TX
1080900 Mercedes ORI

2.8 Discipline Mercedes dispatching personnel will be employees Mercedes and Mercedes personnel policies will apply to them. However, the Weslaco Police Chief may provide his summary of facts of incidents or grievances and may include a recommended plan of action to the Mercedes Police Chief. Mercedes dispatching personnel will also be subject to policies, guidelines, and rules of the Mid-Valley Regional Communications Center which are uniformly imposed on all other dispatchers working in the facility. Should there be a conflict of policies regarding conduct and performance, the stricter policy shall apply.

2.9 Certification All dispatchers shall qualify for and retain any State Certifications or/or Licensing required to perform their duties.

2.10 Compliance Parties agree to address and manage oversight of unauthorized administrative access of the Mid-Valley Regional Communications Center for CJIS compliance.

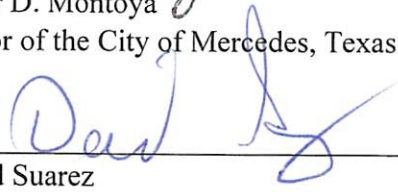
AGREED:



Oscar D. Montoya
Mayor of the City of Mercedes, Texas

3/1/22

Date



David Suarez
Mayor of the City of Weslaco, Texas

2/15/2022

Date

*wcc
2/15/22*

ATTEST:



Norma Cantu, City Secretary

APPROVED AS TO FORM:



Juan E. Gonzalez, City Attorney

INTERLOCAL AGREEMENT

City of Weslaco and City of Mercedes

MID-VALLEY REGIONAL COMMUNICATION CENTER

This Agreement is made on this ____ day of _____ 2025, by and between the **City of Mercedes, Texas** (hereinafter "Mercedes") and the **City of Weslaco, Texas** (hereinafter "Weslaco"). The parties are authorized by the Interlocal Cooperation Act, Texas Government Code Chapter 791 to enter into cooperative agreements with other local government entities of the State of Texas for the purpose of fulfilling and implementing their respective public and governmental purposes, needs, objectives, and programs.

The purpose of this agreement is to provide the terms and conditions for the use, maintenance, and operation of the Mid-Valley Regional Communications Center between Weslaco and Mercedes. The services that are part of this agreement are a governmental function and will involve the relocation of Mercedes' emergency dispatch services relating to public safety, fire, and/or Emergency Medical Services to Weslaco. The Parties have determined that this Agreement is in the best and public interest of the Parties and their respective constituents.

I. Terms of Use

Beginning October 21, 2025, the Parties agree as follows:

1.1 Weslaco agrees to lease to Mercedes the use of the Mid-Valley Regional Communications Center at 1912 Joe Stephens in Weslaco, Hidalgo County, Texas.

1.2 Mercedes hereby agrees to pay Weslaco as rent the monthly sum of Five Hundred and No/100th Dollars.

1.3 The first month's payment is to be made at the execution of this agreement.

Thereafter, all future payments shall be made on or before the first working day of the /year due for the term of this contract plus any extensions thereto.

1.4 Weslaco will be responsible for providing the 911 office space at 1912 Joe Stephens, Weslaco, Texas. Weslaco agrees to provide the 911 console, manage the facility and share a portion of the grant for software and hardware after its purchase by Weslaco.

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1.6 The term of the agreement will be for two (2) years. There will be an option for multiple two (2) year extensions which must be agreed upon by both Parties.

II. General Provisions

2.1 Nondiscrimination. None of the Parties shall discriminate against any person on the basis of race, religion, gender, creed, or national origin.

2.2 Independent Contractor/No Partnership Created. Nothing contained in this agreement shall be deemed or construed by any party hereto or by any third party as creating the relationship of principal and agent or of partnership or joint venture between the parties hereto, it being understood and agreed that neither any provision herein nor any acts of the parties shall create any relationship between the Parties other than that of independent contractors.

2.3 Sovereign Immunity. It is expressly understood and agreed that, in the execution of the agreement, neither party waives, nor shall be deemed hereby to waive any immunity or defense that would otherwise be available to it against claims arising in the exercise of governmental powers and functions.

2.4 Governance. This agreement will be governed by state and federal laws and in conformity with all applicable ordinances of the Parties.

2.5 Texas Law To Apply. This agreement shall be construed under and in accordance with the laws of the State of Texas and all obligations of the parties created hereunder are performable in Hidalgo County, Texas.

2.6 Amendment. The Parties acknowledge it may be necessary to amend or modify this Agreement from time to time in order to address additional concerns or issues that arise. However, no amendment, modification, or alteration of the terms of this agreement shall be binding unless the same is in writing, dated subsequent to the date hereof, and duly executed by an authorized representative of the Parties hereto.

2.6 Indemnification. To the extent allowed by law, Mercedes will and does hereby agrees to indemnify, protect, defend with counsel approved by Weslaco, and hold harmless Weslaco and their respective elected officials, employees, representatives and agents from and against all damages, losses, liens, causes of action, suits, judgments, expenses, and other claims of any nature, kind, or description, including reasonable attorneys' fees incurred in investigating, defending or settling any of the foregoing by any person or entity, arising out of, caused by, or resulting from Mercedes's performance under or breach of this Agreement and that are caused in whole or in part by any negligent act, negligent omission or willful misconduct of Mercedes, anyone directly employed by Mercedes or anyone for whose acts Mercedes may be liable. The provisions of this section will not be construed to eliminate or reduce any other indemnification or right which any Weslaco indemnitee has by law or equity. Parties will be entitled to be represented by counsel at their own expense.

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their respective elected officials, officers, directors, attorneys, employees, representatives, and agents from and against all damages, losses, liens, causes of action, suits, judgments, expenses, and other

claims of any nature, kind, or description, including reasonable attorneys' fees incurred in investigating, defending or settling any of the foregoing by any person or entity, arising out of, caused by, or resulting from Weslaco's performance under or breach of this Agreement and that are caused in whole or in part by any negligent act, negligent omission or willful misconduct of Weslaco employees, anyone directly employed by Weslaco or anyone for whose acts Weslaco may be liable. The provisions of this Section will not be construed to eliminate or reduce any other indemnification or right which any Mercedes indemnitee has by law or equity. Parties will be entitled to be represented by counsel at their own expense.

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CITY OF WESLACO

Robert E. Lopez, Police Chief
300 South Bridge Avenue
Weslaco, Texas 78596
TX 1081400 Weslaco ORI

CITY OF MERCEDES

Francisco J. Sanchez, Police Chief
316 South Ohio Avenue
Mercedes, Texas 78570 TX
1080900 Mercedes ORI

2.8 Discipline Mercedes dispatching personnel will be employees Mercedes and Mercedes personnel policies will apply to them. However, the Weslaco Police Chief may provide his summary of facts of incidents or grievances and may include a recommended plan of action to the Mercedes Police Chief. Mercedes dispatching personnel will also be subject to policies, guidelines, and rules of the Mid-Valley Regional Communications Center which are uniformly imposed on all other dispatchers working in the facility. Should there be a conflict of policies regarding conduct and performance, the stricter policy shall apply.

2.9 Certification All dispatchers shall qualify for and retain any State Certifications or/or Licensing required to perform their duties.

2.10 Compliance Parties agree to address and manage oversight of unauthorized administrative access of the Mid-Valley Regional Communications Center for CJIS compliance.

AGREED:

Oscar D. Montoya
Mayor of the City of Mercedes, Texas

Date

Adrian Gonzalez
Mayor of the City of Weslaco, Texas

Date

ATTEST:

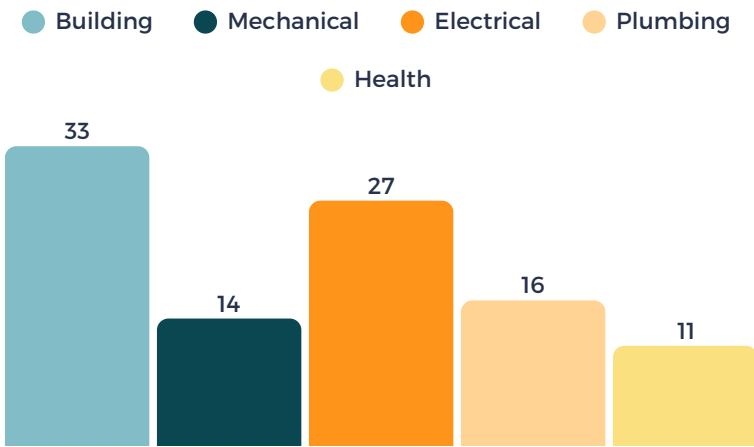
Norma Cantu, City Secretary

APPROVED AS TO FORM:

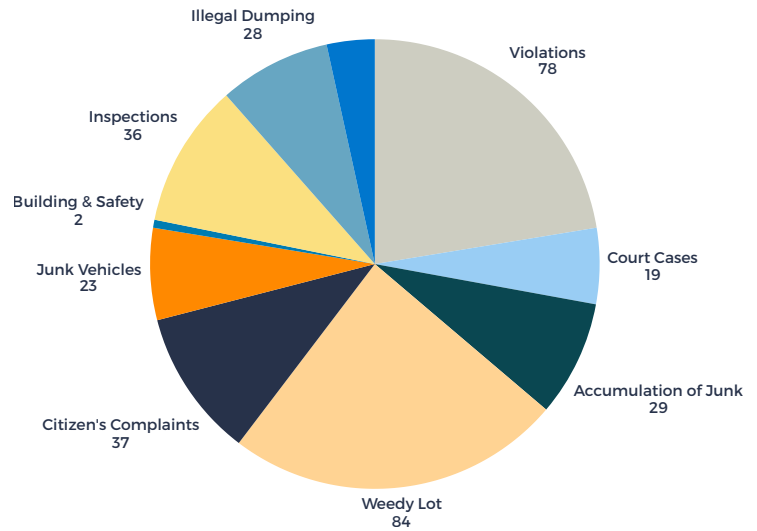
Benjamin Castillo, City Attorney

Department Activity (September 2025)

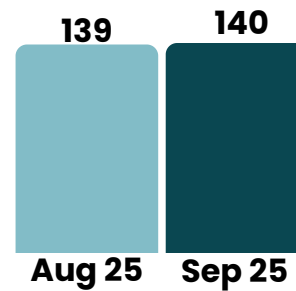
Permits Issued



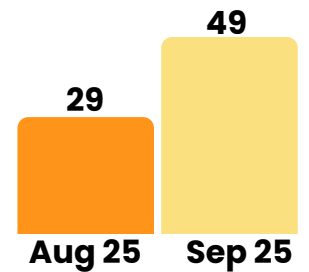
Code Enforcement Activity (September 2025)



Building Inspections

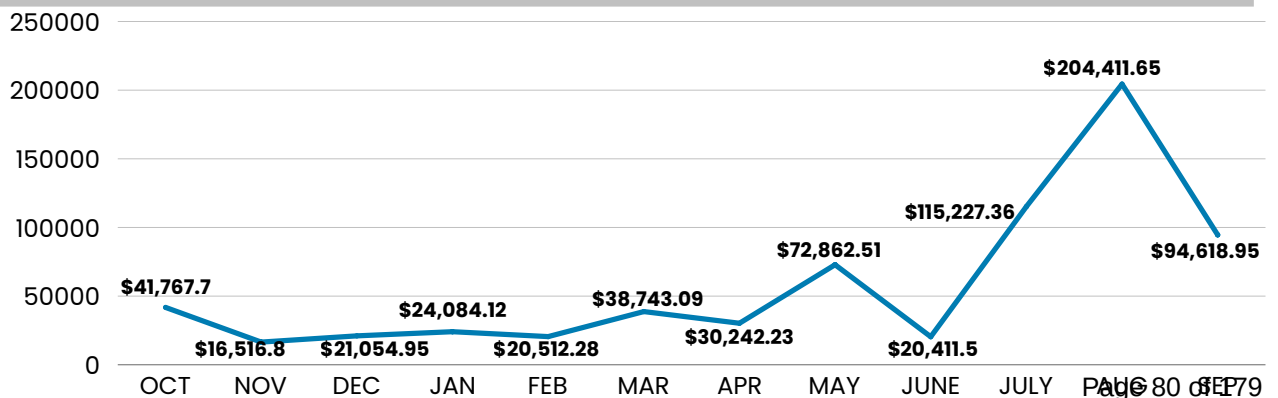


Plan Reviews



*includes both new and renewal licenses

Department Revenue



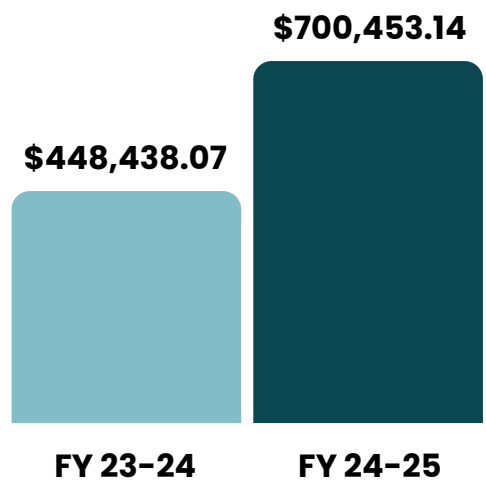
Activity (FY 23-24 VS YTD)

Permits Issued

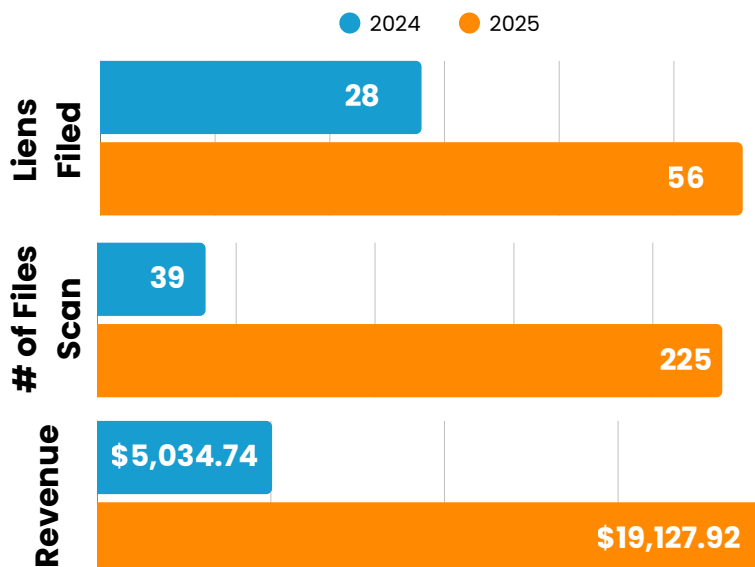
	FY 23-24	YTD
New Residential Construction	151	61
Commercial Construction	8	18
Other Permits	2,005	1,365

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

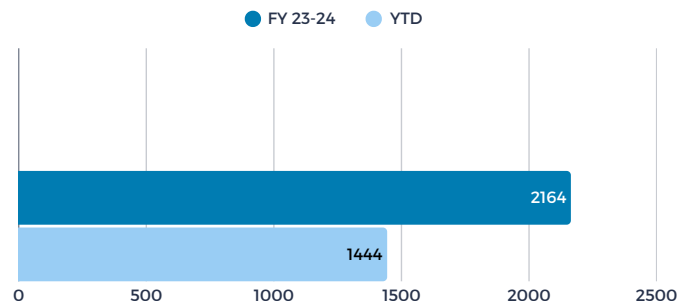
Revenue



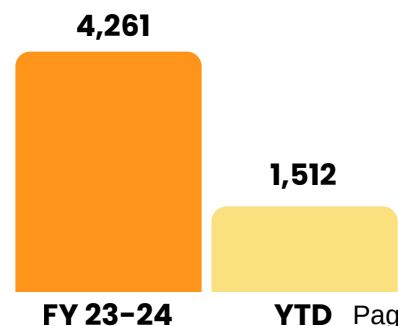
Weedy Lots



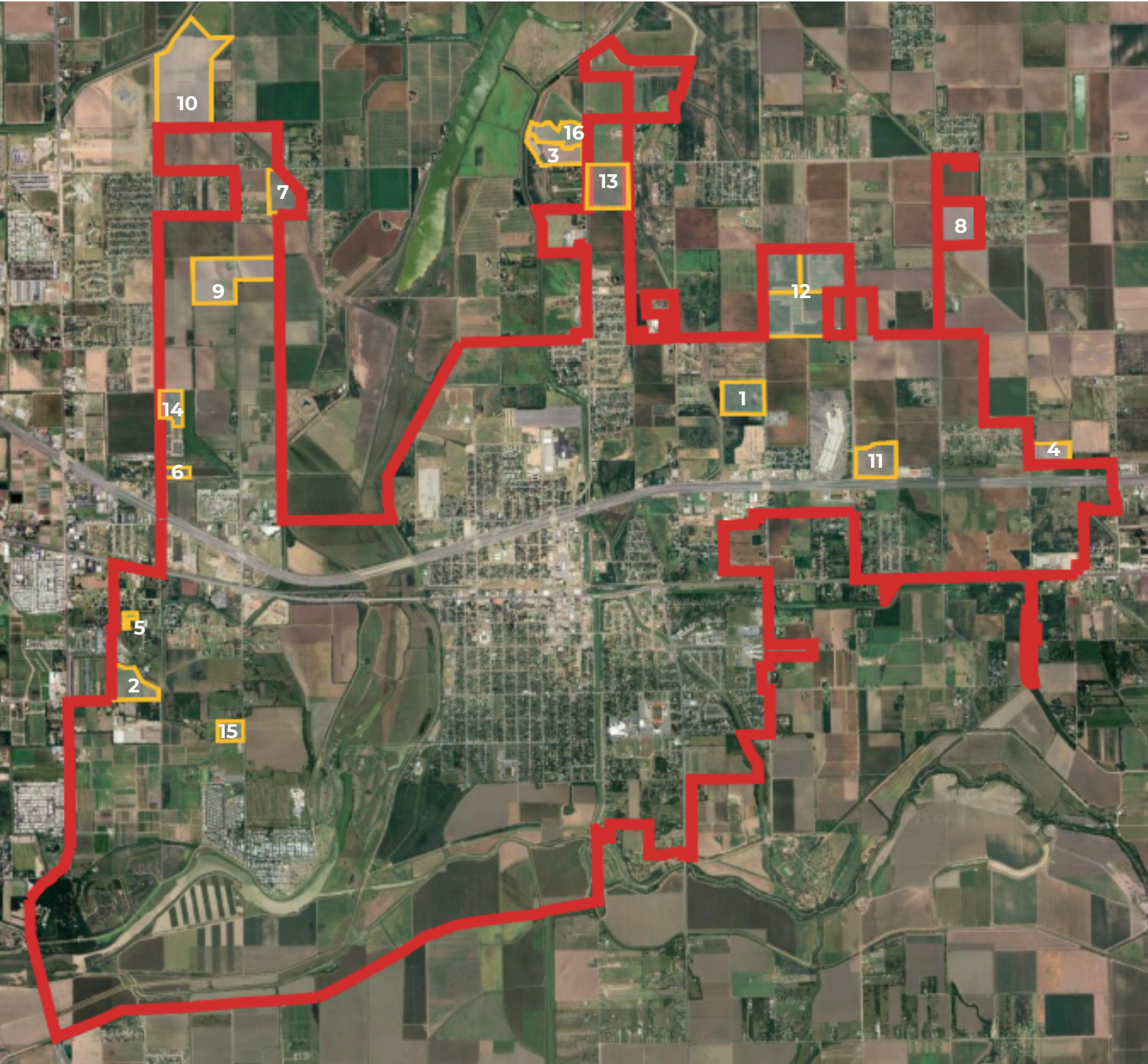
Total of Permits Issued



Building Inspections



SUBDIVISIONS



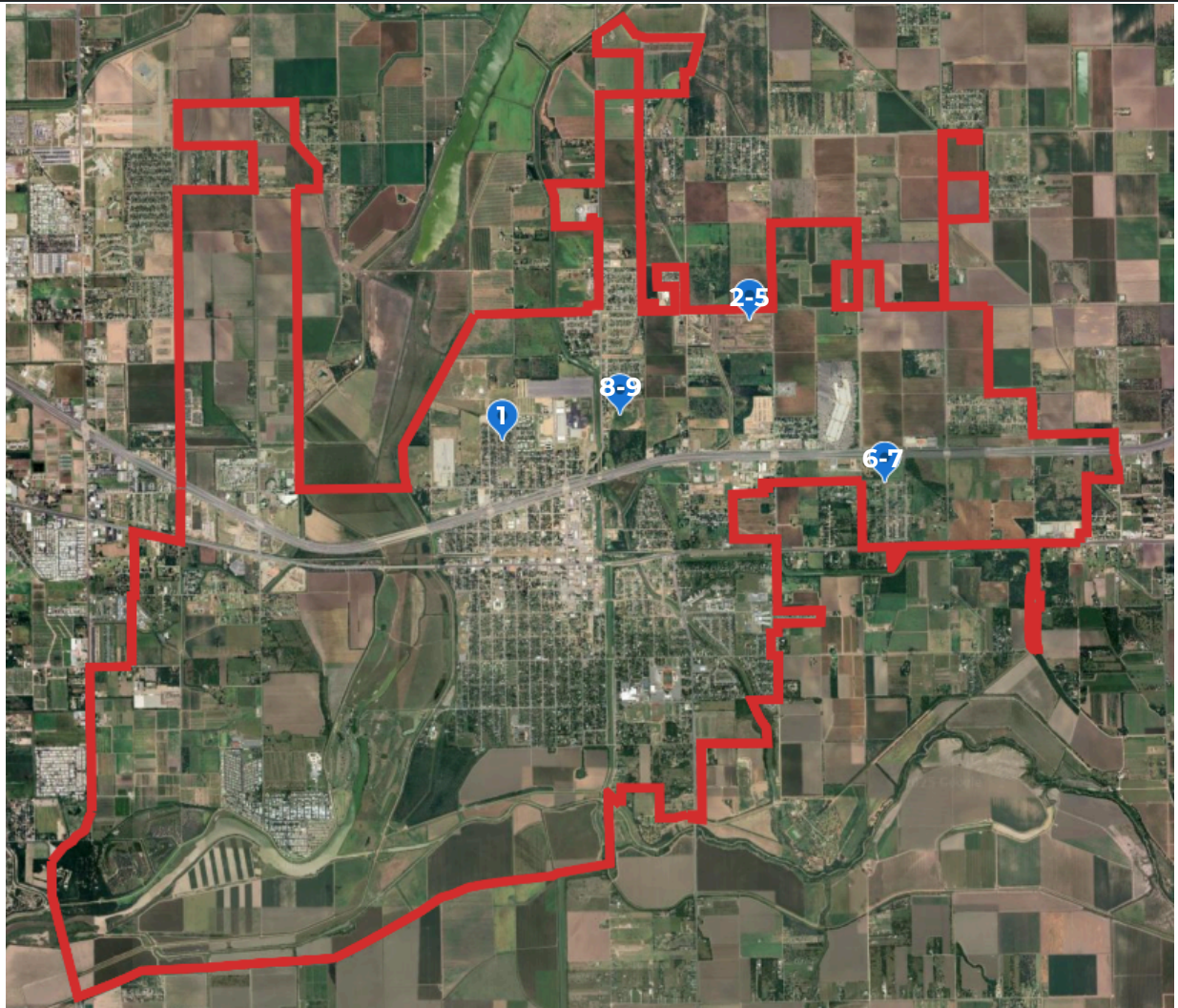
SUBDIVISIONS

	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 & Town Houses
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
4	Mirasol Country Estates	East Side of Mile 2 1/2 East and North of Expwy	59	19	Under Construction	Single Family
5	Camino Heights	S Mile 2 1/2 W and Camino Real Viejo	2.93	22	Waiting for the Irrigation District Approval	Single Family
6	Red Stone	Mile 2 1/2 and north of Expressway 83	6.0	28	Under Review	Single Family
7	Las Cabanas	Mile 9 North and between Mile 2 W & Mile 1 1/2 W	24.90	73	Pre-Construction Stage, On Hold	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 1/2 W & Mile 2 W	127.44	332	Obtain Preliminary Approval, TIRZ Process	Single Family & Multi-Family
10	San Jacinto Estates No. 16	Mile 8 N and Mile 2 W	81.73	319	Obtain Preliminary Approval, TIRZ Process	Single Family

SUBDIVISIONS

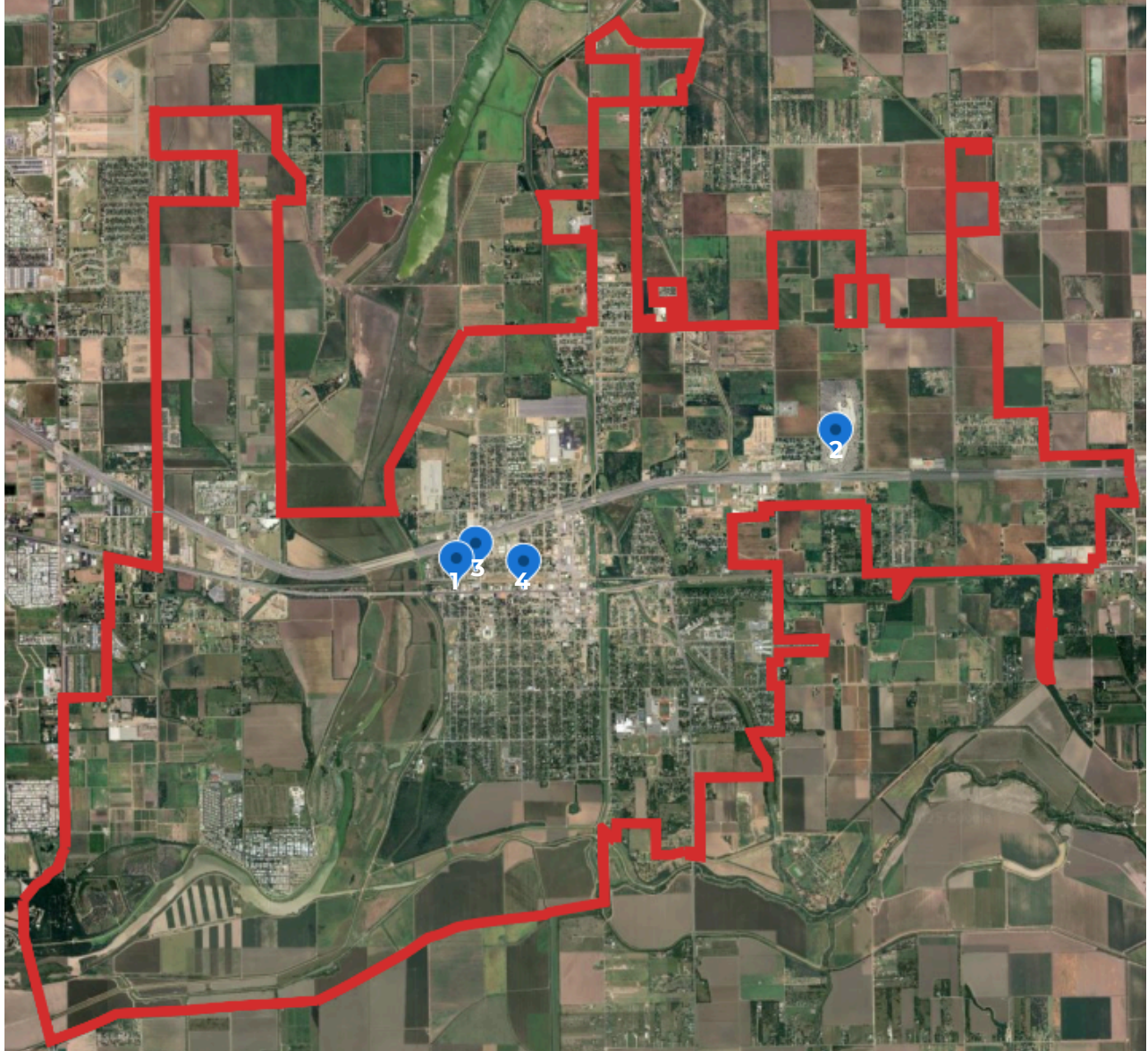
	Subdivision	Location	Acres	Number of lots	Status	Type
11	Shops at Mercedes Ph I	Hwy 83 Frontage next to the Outlets	30	7	Under Construction	Commercial
12	Corona De Cristo	Mile 8 N Rd and Mile 1 E Rd	126.83	530	TIRZ Process	Single Family & Multi-Family
13	Rodeo Estates	Mile 8 and Fm 491	40.00	211	Pre-Development	Single Family & Commercial
14	Villa Del Lago	Mile 2 ½ West and South of Mile 8 N	14.83	42	Waiting for Revised Plans	Multi-Family
15	Palladium Energy	Mile 2 West Road and North of Camino De Verdad Rd	10.56	2	Obtain Final Approval for Plat	Light Industrial
16	Los Prados Ph 2	2 Mile N of Exp 83 on FM 49. NW corner of Fm 491/Mile 9 North	16.238	84	Under Review	Single Family

NEW RESIDENTIAL CONSTRUCTION



	Project Address	Type	Sq Ft	Subdivision
1	900 N Indiana Ave	Single-Family	1,330	Mercedes Original Townsite
2	1806 Alyssa Dr	Single Family	1,600	Valley Ranch Ph 2
3	1806 Karianna Dr	Single Family	1,379	Valley Ranch Ph 2
4	1807 Alyssa Dr	Single Family	1,750	Valley Ranch Ph 2
5	1808 Alyssa Dr	Single Family	1,750	Valley Ranch Ph 2
6	425 Aaron St	Single Family	1,806	Mid-Valley Meadows Ph 1
7	453 Aaron St	Single Family	2,228	Mid-Valley Meadows Ph 1
8	202 E Armory	Multi Family	4,192	Summer Breeze
9	204 E Armory	Multi Family	4,192	Summer Breeze

NEW COMMERCIAL CONSTRUCTION/BUSINESSES



	Business	Project Address	Type of Business	Status
1	Sencia Serving Smiles	1006 W 1 st St	After School Program	Business License Issued
2	Advantage Life & Health Insurance Advisors	5001 E Expressway 83 Ste 831	Insurance	Business License Issued
3	Phoenix Medical Transport LLC	1201 W 2 nd St	Emergency Medical Transport	Business License Issued
4	Holiday Eine & Liquor Express	626 W 2 nd St	Retail Liquor Store	Pending Indpection

Health & Code Enforcement

Health & Code Enforcement Inspections, September

	September 2025
Code Compliance Inspections	291
Citations Issued	12
Health Inspections	34

Health Inspections Results, September 2025

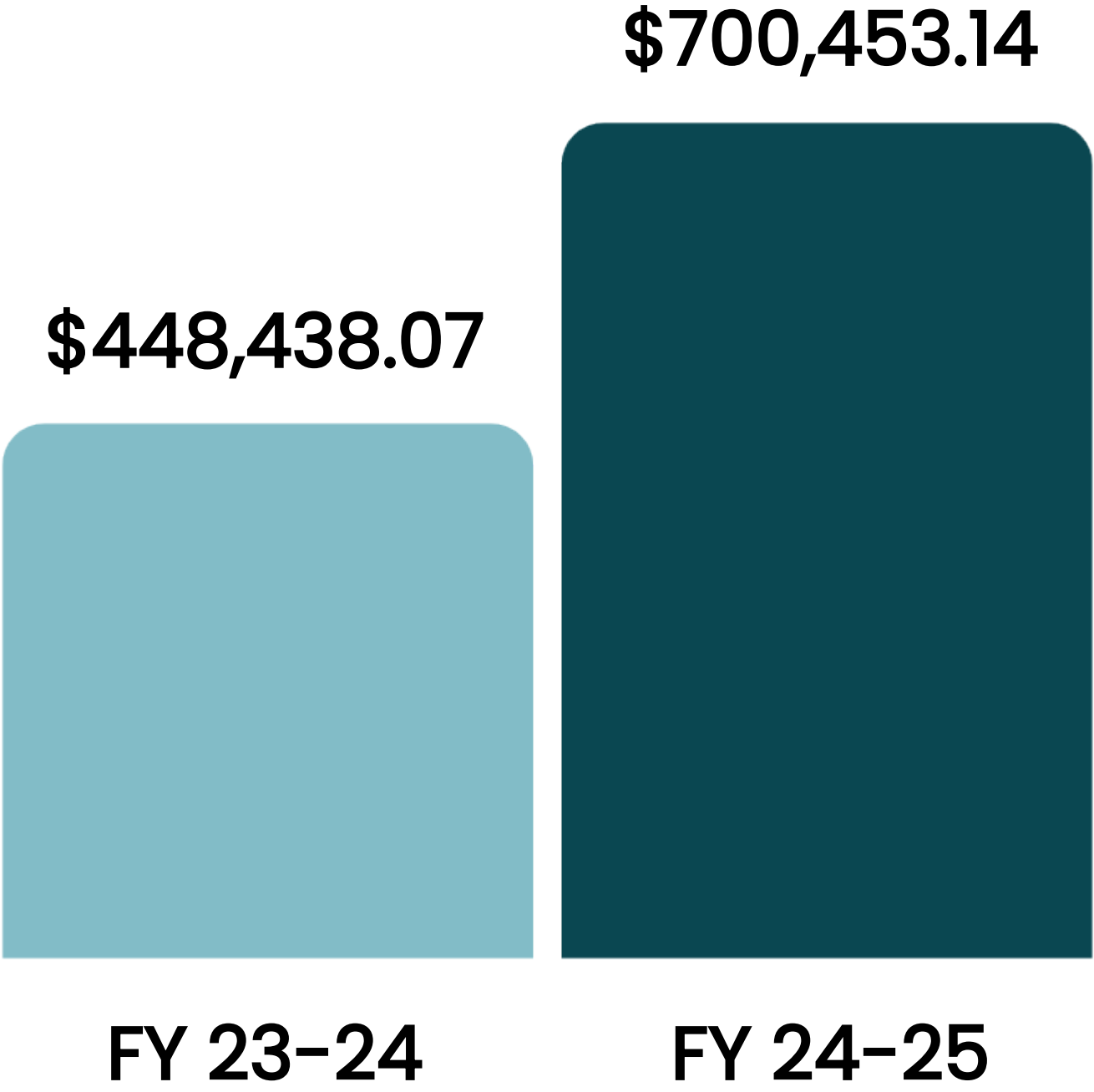
Business Name	Business Type	Address	Pass/Fail
Anaquitas BBQ Smokehouse	Restaurant	544 N Texas Ave Suite B	Pass
Formacio Pizzeria	Restaurant	342 W 3 rd St	Pass
Top Gym	Gym	3039 W Expressway 83	Pass
Mi Casa Restaurant	Restaurant	169 N Texas Ave	Pass
Sencia Serving Smiles	After School Program	1006 W 1 st St	Pass
Ta-Co Madre Tacos & More	Restaurant	345 N Texas Ave	Pass
Hidalgo County Head Start Program	Head Start	950 W 6 th St	Pass
Aguilar's Kitchen	Restaurant	200 S Illinois Ave	Pass
Tacolandia	Restaurant	2330 W Bus 83	Pass
Starbucks	Coffee Shop	5001 E Expressway 83 Ste 340	Pass
Taqueria La Estacion	Restaurant	509 W 2 nd St	Pass

PLANNING DEPT. FY 24-25 ACCOMPLISHMENTS



FY OVERVIEW

Revenue



Permits Issued

	FY 23-24	YTD
New Residential Construction	151	61
Commercial Construction	8	18
Other Permits	2,005	1,365

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

Sludge Haulers

29 permits issued



\$21,610.00



256 business
license issued

37 new businesses

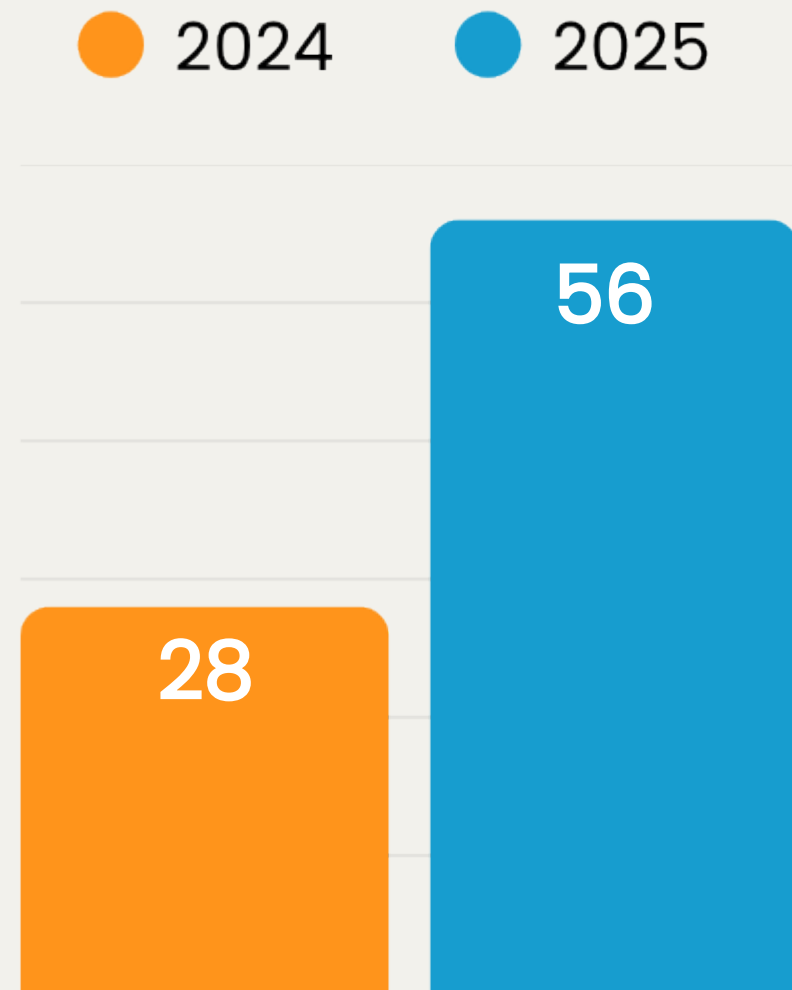
Businesses

Voluntary Annexations

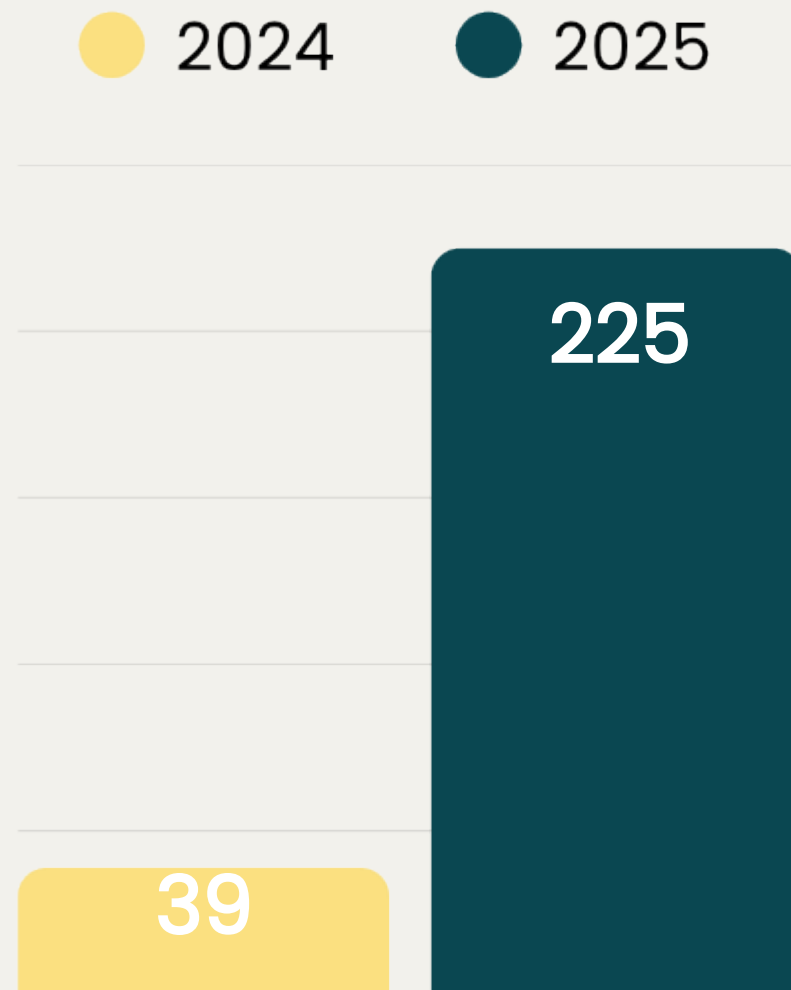


13 acres

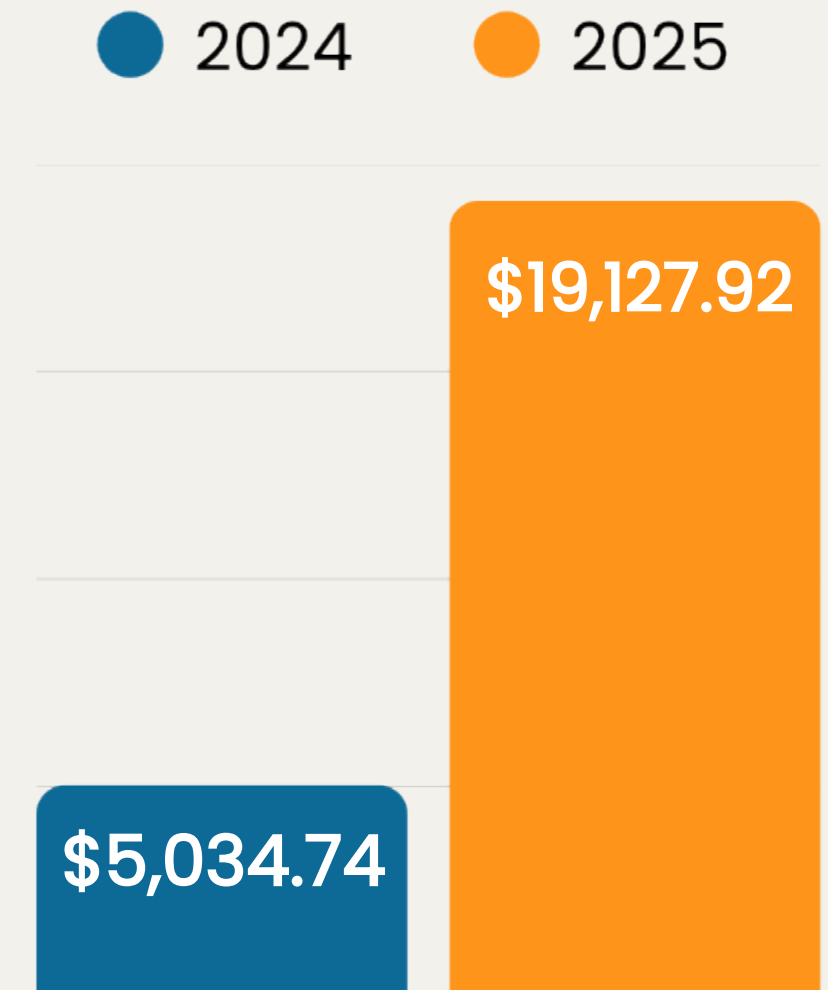
WEEDY LOTS



Liens Filed



Number of Files Scan



Revenue

Condemned Properties

Demolitions



- A total of 23 Demolitions
- All voluntary demolitions

Condemned Properties



23 properties on our list with 6 already in compliance

Full Remodel/ General Repairs



- 19 full remodels/general repairs
- *with 2 off-street vehicle driveway

Homestead Removal



- 14 removed
- 27 sent to county for removal process

Subdivisions

Under Construction

- 4 subdivisions

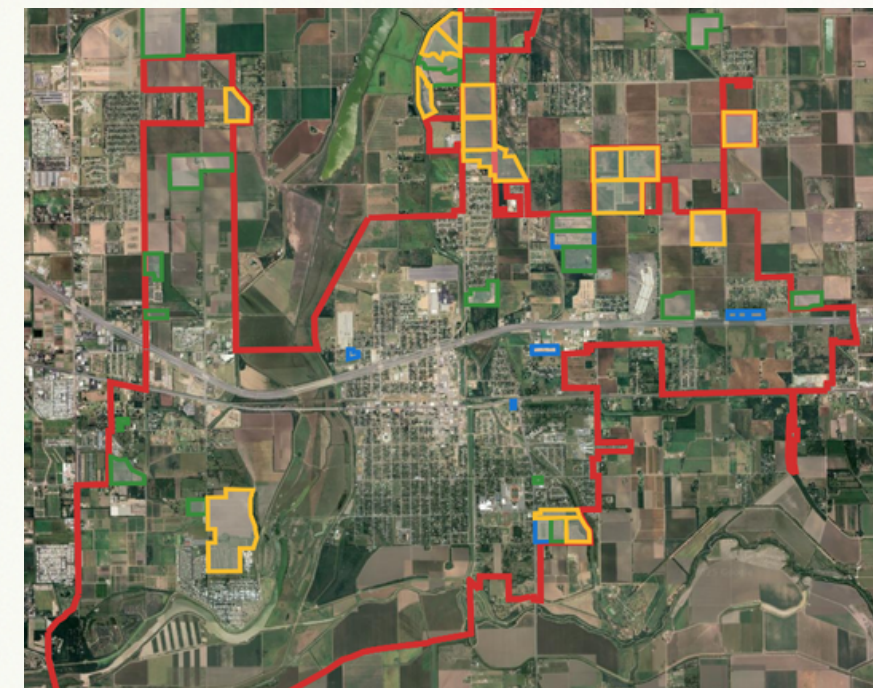
Finalized

- Dollar General
- Mile 2 East Meadows
- Hacienda Olivia Ph 2
- Palladium Energy Storage

Current Development Overview

(These are projects that have been formally submitted to the City and are currently in progress)

- Residential Rooftops :1,921 total
- Single-Family (City Limits): 829 lots
- Multi-Family: 283 lots
- Single-Family (Outside City Limits): 313 lots



DEPARTMENT: Mercedes Recreation Center

MONTHLY REPORT: September 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, 2025**

Fall Program: **Aug. 2025 - May 2026**

After-school At Risk Programs - Weekly Program Mon. - Fri. 3:30pm - 6:00pm

Summer Program: **June & July 2026** - Registration start date May 1, 2026

Summer Program - Weekly Program Mon. - Thurs. 8:00am - 5:00pm

Mercedes Recreation Center Program Registration Numbers: **September**

- After-School Membership Registration 60
- Membership Daily Attendance 30 - 40
- Adult League Registration Pending
- Youth Volleyball Leagues Registration 100
 - Mercedes 100 / Donna 60 / La Feria 40
 - Total League Participation 200
- Youth Flag Football League Registration Pending

Youth Inter-League Play: La Feria / Donna / Mercedes

Rec Staff Training & Meetings:

- **Meeting w/ Recreational Leaders - Fall Program**
 - Staff Training: Programs & Youth Leagues 9/11
 - Staff Work Schedule Revised for Youth Leagues 9/23

Projects/Maintenance Work Orders & Special Task:

- **Meeting w/ Parks Director - Armando Villela**
 - Youth Leagues - Donna / La Feria / Mercedes 9/3
 - Volleyball Meeting - @ Mercedes Dome
 - Youth Leagues - Donna / La Feria / Mercedes 9/9
 - Team Divisions Meeting - @ Donna Rec Center
 - Youth League - Donna / La Feria / Mercedes 9/24
 - Game locations & schedules - @ La Feria Rec Center
- **Public Works - Work Order submitted:**
 - Dome Facility**
 - Water Heater
 - Building Maintenance Inspection
 - JV Plumbing Quote 9/23
 - Rec Facility**
 - Gym AC Unit Outlet 9/11
 - Pool Facility**
 - Baby Pool Chlorinator Dial 9/2
 - Pump #4 Filter - water leak 9/4
 - Pump #3 Motor/Capacitor 9/12
- **Rec & Dome Center - AC Units:**
 - Rec Gym Unit - INFINITY AIR (Quote PM Service) 9/2
 - Rec A/C Filters 9/2
 - Dome A/C Filters - 9/3
 - Dome PM Service L&S Air 9/26

Swimming Pool Projects/Maintenance:

- **Mercedes Public Pool - Public Hours - Pool Rental - Swimming Lessons**
 - Pool Summer Programs Closed for the season
 - Pool Party Rentals: September Availability (Sat. & Sun.)
- **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**
 - September RGV Food-Drive City of Mercedes Dome Site 9/10
- **Dome Shelter**
 - Driscoll - Esperanza De Tejas Community Event
 - Site visit & walk-through
 - Friday Event 9/12 4:30pm - 6:30pm
 - Texas National Bank Edika Gutierrez
 - Dome request 9/2
 - 5K Packet Registration 3pm - 7pm 9/25
- **City of Mercedes**
 - City Commission Meeting - Tues. 9/2
 - Department Head Meeting - Wed. 9/5
 - Training "Emotional Intelligence Conflict" 9/10

Fall After-School Program:

- **Registration**
 - September Program: Location 1202 N. Vermont
 - Mon. - Fri. 3:30pm - 6pm
 - Monthly Fee: \$25.00 per individual

Youth Leagues:

- **Volleyball League**
 - Open Registration Sept. 2nd -
 - 4 Divisions: 5/6 - 7/8 - 9/10 - 11/12
 - Mercedes / Donna / La Feria (**Inter-League Play**)

Out-Reach Programs:

- **Denise Adame Nutrition Program - Meals**
 - Inspection Site Visit Pending
 - Program Start - Oct. TBA
 - Weekly: Monday thru Friday 4pm
 - Number of Meals Served: **September - 0 Meals**
- **Foster Grandparent Senior Corps Program**
 - Assist with Supervision/Mentor & Tutoring
 - 2 Volunteer Foster Grandparents
 - Monday - Friday 1:30pm - 6:00pm
 - Jorge Gutierrez meeting 9/10
- **Out-reach Program Meetings**
 - AgriLife Texas A&M Education Programs - Diana Quintanilla
 - Dome Site Program Location
 - Fall Adult Program Meeting

Recreation Center Programs:

- Programs Attendance: **September**

<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	80	80	107	110	377
Nutrition Food Program Meals	N/A	N/A	N/A	N/A	N/A
Game-room	45	45	60	47	197
Computers	35	35	47	53	170
PS4 Room	30	20	33	30	113
Arts & Crafts	N/A	15	17	20	52
Sports & Fitness / Out-door Activities	50	45	57	57	209
Homework Hour / Tutoring 3:30pm - 4:30pm	10	15	10	10	45
Out-reach Programs	N/A	N/A	N/A	N/A	N/A
Youth Leagues - Games/Practices	N/A	N/A	N/A	N/A	N/A

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

MERCEDES RECREATION CENTER ACCOMPLISHMENTS FY 24-25

YOUTH AND ADULT PROGRAMS

Leagues

- Youth Soccer League Annual Increase 31%
- Youth Basketball League Annual Increase 16%
- Youth Flag Football League Annual Increase 52%
- Youth Volleyball League Annual Increase 11%
- Adult Leagues Annual Increase 18%

Annual increase includes Mercedes participants. Additional youths were served from surrounding cities through various partnerships.

Youth Average Increase 55%

Adult Average Increase 18%

RECREATION CENTER SUMMER PROGRAM

Membership

- Summer 2024 Membership Participation 110
- Summer 2025 Membership Participation 140
- Increase summer membership 30%

Out-reach Programs

New Agencies

- Texas A&M Agri-Life
- Behavioral Health Solutions
- Angels of Love
- Cedar Creek Church - Bible

MISD Food Nutrition Program

- School Year **2024-2025**: June - July
Breakfast: 932 Lunch: 1302 Grand Total: 2234
- School Year **2023-2024**: June - July
Breakfast: 743 Lunch: 1104 Grand Total: 1847

Aquatics Program

- Pool Filtration System
- Public Pool Extended Operation Hrs.
Rec Club Hrs. Wed. - Thurs. 1pm - 3pm
Public Hrs. Wed. - Fri. 3pm - 6pm Sat. 1pm - 5pm
- Life-guard Hires / Training

RECREATION DEPARTMENT ACCOMPLISHMENTS

2024-2025

Year 2023 Youth Soccer League

Age Division	Players	Teams
5-6	17	3
7-8	25	4
9-11	30	3
Total	72	10

Year 2024 Youth Soccer League

Age Division	Players	Teams
5-6	24	3
7-8	27	3
9-11	43	5
Total	94	11
*Annual Increase	31%	

Year 2023 Youth Basketball League

Age Division	Players	Teams
5-6	8	1
7-8	32	4
9-10	32	4
11-12	32	4
9-10 Girls	16	2
11-12 Girls	40	5
Total	160	20

Year 2024 Youth Basketball League

Age Division	Players	Teams
5-6	30	3
7-8	25	3
9-10	25	3
11-12	35	4
9-10 Girls	30	3
11-12 Girls	40	5
Total	185	21
*Annual Increase	16%	

Year 2023 Youth Flag Football League

Age Division	Players	Teams
5-6	25	3
7-8	26	3
9-10	24	2
11-12	31	3
Total	106	11

Year 2024 Youth Flag Football League

Age Division	Players	Teams
5-6	31	4
7-8	22	2
9-10	64	7
11-12	44	4
Total	161	17
*Annual Increase	52%	

RECREATION DEPARTMENT ACCOMPLISHMENTS 2024-2025

Year 2023 Youth Volleyball League

Age Division	Players	Teams
7-9	23	3
10-12	67	6
Total	90	9

Year 2024 Youth Volleyball League

Age Division	Players	Teams
7-8	20	2
9-10	40	4
11-12	40	4
Total	100	10
*Annual Increase	11%	

Year 2023 Adult League

Sports 18+	Players	Teams
Adult Volleyball	70	7
Adult Basketball	100	10
Total	170	17

Year 2024 Adult League

Sports 18+	Players	Teams
Adult Volleyball	90	9
Adult Basketball	110	10
Total	200	19
*Annual Increase	18%	

***Annual Increase includes Mercedes participants. Additional youths were served from surrounding cities through various partnerships.**

Youth Average Increase	55%
Adult Average Increase	18%

CITY OF MERCEDES
SALES TAX COMPARATIVE ANALYSIS
BY MONTH RECEIVED

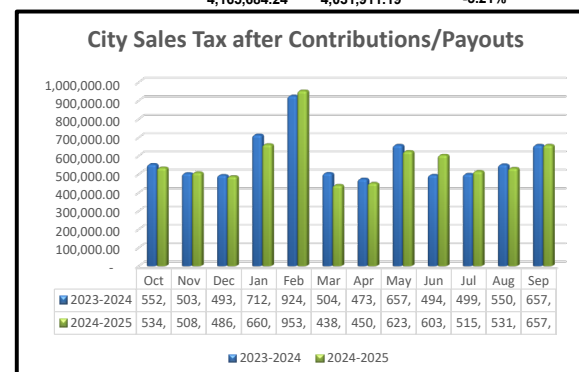
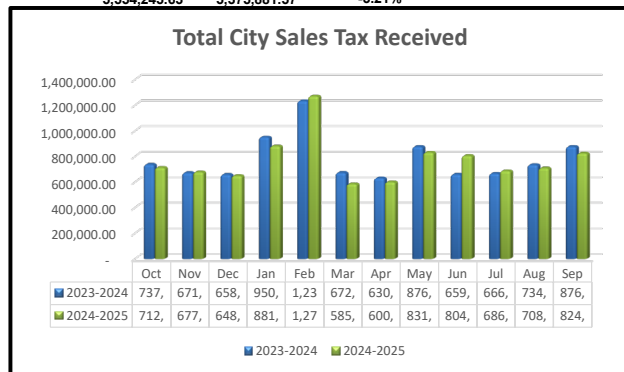
FY 2023-2024								
Recvd	Period	State Comptroller	EDC (25%)	Outlet Mall	Mth % Inc/Dec	City (75%)	Outlet Mall	Mth % Inc/Dec
Oct	Aug	737,168.13	140,625.26	43,666.77	-15.71%	511,209.43	41,666.67	-4.98%
Nov	Sept	671,741.73	132,450.69	35,484.74	-5.81%	462,139.63	41,666.67	-9.60%
Dec	Oct	658,279.45	130,991.12	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%
Jun	Apr	659,163.96	128,128.64	36,662.35	-23.15%	452,706.30	41,666.67	-26.45%
Jul	May	666,202.10	128,918.34	37,632.19	0.62%	457,984.92	41,666.66	1.17%
Aug	June	734,493.42	142,127.80	41,495.56	10.25%	509,203.41	41,666.66	11.18%
Sep	July	876,276.96	166,839.10	52,230.14	17.39%	615,541.05	41,666.67	20.88%
4,250,849.45			1,051,730.07	336,831.34	-31.51%	3,874,017.57	291,666.67	-31.74%

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%	506,851.53	116,666.67	52.01%	
804,825.15	155,300.91	45,905.38	-5.46%	486,952.19	116,666.67	-3.93%	
686,835.76	132,609.65	39,099.29	-14.61%	398,460.15	116,666.67	-18.17%	
708,872.47	136,101.27	41,116.85	2.63%	414,987.68	116,666.67	4.15%	
876,276.96	164,302.34	54,766.90	20.72%	540,541.07	116,666.65	30.25%	
9,284,049.51	1,000,208.56	568,215.01	-43.95%	3,665,244.52	950,000.00	-43.83%	

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%
Jun	659,163.96	804,825.15	22.10%
Jul	666,202.10	686,835.76	3.10%
Aug	734,493.42	708,872.47	-3.49%
Sep	876,276.96	824,508.80	-5.91%
	5,554,245.63	5,375,881.57	-3.21%

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%
Jun	494,372.97	603,618.86	22.10%
Jul	499,651.58	515,126.82	3.10%
Aug	550,870.07	531,654.35	-3.49%
Sep	657,207.72	657,207.72	0.00%
	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 5,518,720



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

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
NON-DEPARTMENTAL	GENERAL FUND	TEXAS MUNICIPAL RET. SYST	PENSION PLAN PAYABLE	15,259.03
			PENSION PLAN PAYABLE	15,293.35
			PENSION PLAN PAYABLE	15,330.06
		DEVELOPMENT CORPORATION OF MERCEDES MELDEN & HUNT INC	SEPTEMBER2025 DEVELOPMENT	206,127.20
			01205413 MELDEN & HUNT INC	20,714.47
			FEDERAL W/H	15,483.55
		TEXAS NATIONAL BANK	FEDERAL W/H	13,356.83
			FICA W/H	14,410.12
			FICA W/H	13,506.67
		STATE COMPTROLLER	3RD QT 2025 STATE COMPTROL	12,994.79
			TOTAL:	342,476.07
POLICE	GENERAL FUND	TEXAS MUNICIPAL RET. SYST	PENSION PLAN PAYABLE	12,779.83
			PENSION PLAN PAYABLE	12,120.39
			PENSION PLAN PAYABLE	12,123.35
		BLUECROSS AND BLUE SHIELD OF TEXAS	AUGUST2025 BCBS	20,006.49
			SEPTEMBER2025 BCBS	14,487.81
			TOTAL:	71,517.87
FIRE DEPARTMENT	GENERAL FUND	BLUECROSS AND BLUE SHIELD OF TEXAS	AUGUST2025 BCBS	12,778.85
			SEPTEMBER2025 BCBS	11,706.86
			TOTAL:	24,485.71
STREETS	GENERAL FUND	LCJ CONTRACTING LLC	1650 LINEAR FT OF 4FT WID	39,270.00
			TOTAL:	39,270.00
VEHICLE MAINTENANCE	GENERAL FUND	PAYNE WESLACO FORD DEERE CREDIT, IN ENTERPRISE FM TRUST	DOL 3/27/25 VIN#1861	15,376.50
			3077573 DEERE CREDIT, IN	38,413.24
			FBN5389190 ENTERPRISE FM T	14,470.00
			TOTAL:	68,259.74
SANITATION DEPARTMENT	GENERAL FUND	WASTE CONNECTIONS OF TEXAS	2707382V113 WASTE CONNECT	136,713.50
			TOTAL:	136,713.50
NON-DEPARTMENTAL	GENERAL FUND	ESTRADA HINOJOSA & CO. INC. PERDUE, BRANDON, FIELDER, COLLINS & MO SIMON PROPERTY GROUP, LP	6400 ESTRADA HINOJOSA	10,000.00
			15250 PERDUE, BRANDON,	11,050.40
			9.2025 SIMON PROPERTY	116,666.67
		SHELL ENERGY EBERLE MATERIALS INC BASKETS FULL FOOD PANTRY	2188133 SHELL ENERGY	34,099.77
			02 EBERLE MATERIALS INC	128,862.00
			10/2024-09/2025 BASKET FUL	20,000.00
			TOTAL:	320,678.84
METER READERS	UTILITY FUND	AGUAWORKS PIPE & SUPPLY, LLC	5/8 X 3/4 METERS	29,750.00
			3/4 ' METERS	258,398.00
			TOTAL:	288,148.00
WATER/SEWER TREATMENT	UTILITY FUND	HIDALGO & CAMERON COUNTIES U.S. WATER SERVICES CORPORATION	2684 HIDALGO & CAMERON	12,853.31
			SI126931 U.S. WATER SERVIC	106,251.92
			SI126932 U.S. WATER SERVIC	108,351.25
			SI129238 U.S. WATER SERVIC	106,251.92
			SI129239 U.S. WATER SERVIC	108,351.25
		SHELL ENERGY	2188133 SHELL ENERGY	34,368.10
			TOTAL:	476,427.75
NON-DEPARTMENTAL	UTILITY FUND	WILLDAN FINANCIAL SERVICES	010-63332 WILLDAN FINANCIA	10,745.00
			TOTAL:	10,745.00

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
INVALID DEPARTMENT	SERIES 2024	MELDEN & HUNT INC	0093029 MELDEN & HUNT INC	42,400.00
			93235 MELDEN & HUNT INC	47,750.00
			JUNE2025 MELDEN & HUNT INC	23,975.00
			TOTAL:	114,125.00

```
===== FUND TOTALS =====
01  GENERAL FUND              1,003,401.73
02  UTILITY FUND               775,320.75
55  SERIES 2024                114,125.00
-----
                        GRAND TOTAL:      1,892,847.48
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TOTAL PAGES: 2

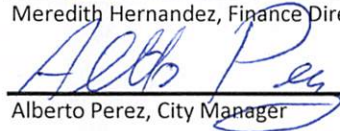
This quarterly report is prepared in compliance with the City's Investment Policy and Investment Strategies and the Public Funds Investment Act (Texas Government Code, Chapter 2256)

Book/Market Value Allocation					
	June 30, 2025		September 30, 2025		Previous Quarter Comparison
	% Equity in TxClass	Book/Market Value Fund Allocation	% Equity in TxClass	Book/Market Value Fund Allocation	Book/Market Value Change (\$)
General Fund	36.10%	6,255,575.25	36.63%	6,224,365.76	(31,209.49)
Utility Fund	13.01%	2,253,670.92	12.52%	2,127,710.28	(125,960.64)
Municipal Court/Technology Fund	0.30%	52,192.04	0.29%	49,763.82	(2,428.22)
Customer Water Meter Project	1.78%	308,118.89	1.83%	311,540.87	3,421.98
Municipal Court Special Expense	0.51%	88,776.30	0.53%	89,762.26	985.96
Local Forfeiture	0.08%	14,591.22	0.07%	12,732.99	(1,858.23)
2013 Bond Series	0.02%	4,015.25	0.02%	4,059.90	44.65
Tax Bond I&S	5.46%	945,828.67	4.06%	689,293.92	(256,534.75)
Hotel/Motel Occupancy Tax	4.11%	711,964.78	4.20%	713,804.30	1,839.52
Mercedes Industrial Foundation	0.12%	20,645.40	0.12%	20,874.67	229.27
NADBank	2.83%	489,732.46	2.91%	495,171.49	5,439.03
2018 Bond Series	0.06%	10,319.27	0.06%	10,433.90	114.63
2021 Bond Series	0.37%	63,556.79	0.38%	64,262.63	705.84
American Rescue Plan Funds	0.00%	-	0.00%	-	-
TIRZ - TXClass	0.33%	56,552.52	0.34%	57,180.60	628.08
EMS - TXClass	0.57%	98,340.50	0.88%	149,774.82	51,434.32
TXClass - Park Fund	1.02%	176,159.50	1.34%	228,458.06	52,298.56
Special Revenue-TXClass	0.48%	83,887.59	0.50%	84,819.23	931.64
Series 2024	32.86%	5,695,136.11	33.30%	5,659,573.40	(35,562.71)
Totals	100%	17,329,063.46	100%	16,993,582.90	(335,480.56)

Note: Allocations are based upon fund equity in TxClass at the end of the period
Average Yield for the period 4.3822%

Prepared by:


Meredith Hernandez, Finance Director


Alberto Perez, City Manager

Memo

To: Alberto Perez, City Manager
From: Meredith Hernandez, Interim Finance Director
CC: Jonas Gonzalez, Assistant City Manager
Date: 10/15/2025
Re: Finance Department Accomplishments

During Fiscal Year 2025, the Finance Department successfully addressed several key initiatives that strengthened the City's financial stability and operational efficiency. The Department effectively managed the unexpected financial obligation related to the Outlet Mall payment while implementing additional personnel positions to enhance departmental performance.

Significant policy updates were completed, including the development of a comprehensive Procurement Policy tailored to the City's operational needs. The Department also played a critical role in securing two Certificates of Obligation (COs) and maintaining accurate and transparent financial records, which contributed to preserving the City's A+ credit rating.

In alignment with efforts to improve service delivery, the Finance Department facilitated the purchase of 800 new smart meters to ensure more accurate water usage readings and improve billing efficiency.

Although the City implemented a budget freeze to offset unforeseen expenditures, the Finance Department's careful planning and fiscal management ensured that these adjustments did not impact employee salaries.

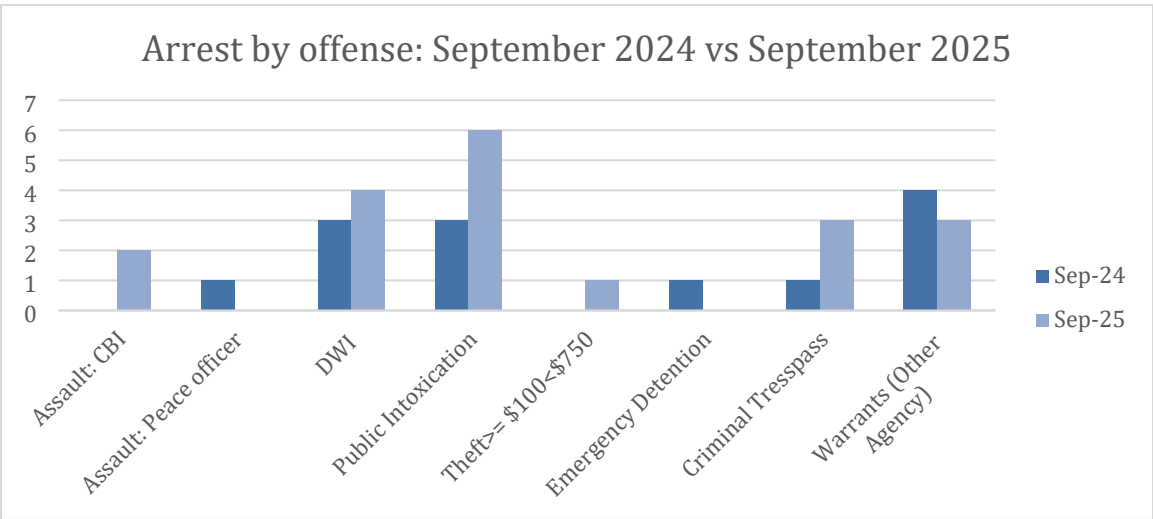
September 2025 Monthly Report

1. Summary Overview

This monthly report outlines notable activity for the Mercedes Police Department during September 2025, including a statistical comparison with September 2024. Key metrics include CAD call volume, arrests by offense, and officer productivity data.

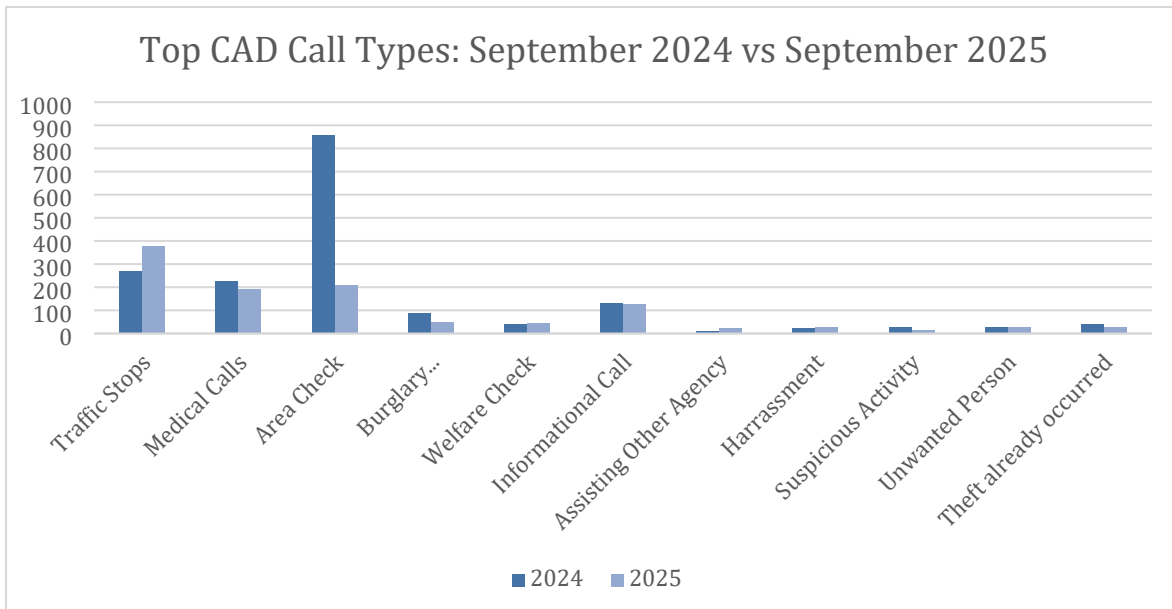
2. Arrests by Offense (September Comparison)

Below is a comparison of arrests made in September 2024 and September 2025. Overall, September 2025 showed an increase in criminal trespass, Thefts and a decrease in emergency detentions. Notably, the number of arrests for Warrants increased drastically.



3. Top CAD Call Types (September Comparison)

The chart below compares top CAD call categories for September 2024 and September 2025. While there was a significant decrease in area checks, there were notable increases in traffic stops and assisting other agencies.



4. Command Staff Notes and Talking Points

- Increase in enforcement activity: Public intoxication arrests rose from 3 to 6.
- Officer-initiated calls such as traffic stops decreased (271 to 380), indicating more proactive policing.
- No calls for Public Intoxication during the month of September.

5. Recommendations

1. Continue targeting high-frequency calls like public intoxication with visibility patrols.
2. Leverage success in warrant enforcement by enhancing regional information sharing.
3. Monitor increase in harassment and unwanted person calls for possible community engagement or prevention strategies.

The month of September 2025 saw a **high volume of proactive patrols** and **community response calls**, particularly in traffic enforcement, medical response, and public safety concerns. Dispatchers coordinated effectively with patrol, fire, and EMS units to address priority incidents while managing routine service calls. The Mercedes Police Department remains committed to rapid response, safety, and transparency in all dispatch operations.

The Dispatch Division received and managed 1,682 calls in September 2025. Below is a breakdown of notable incident categories and public safety responses:

High-Volume Call Categories

Call Type	Number of Calls
Traffic Stops	380
Area Checks	210
Medical Calls	192
Information Calls	128
Burglary Alarms – Commercial	50
Accident (No Injuries)	46
Reckless Vehicles	20
Welfare Checks	43
Verbal Disputes	17
Nuisance/Noise Complaints	21

Traffic-Related Activity

- **Accidents with Injuries:** 10
- **Accidents without Injuries:** 46
- **Hit and Runs:** 4
- **Stalled Vehicles:** 37
- **Traffic Hazards:** 14
- **Reckless Driving Reports:** 20
- **Verbal Dispute:** 17

Criminal & Public Safety Incidents

- **Assaults (Occurred/Just Occurred):** 10
 - **Domestic Disturbance (Occurred):** 4
 - **Criminal Mischief:** 5
 - **Thefts (Already Occurred):** 29
 - **Burglary Alarms (All Types):** 51
 - **Unwanted Person:** 26
 - **Intoxicated Driver:** 1
 - **Suicide/Suicide Attempts:** 0
-

Animal-Related Calls

- **Animal Problems (Non-Vicious):** 10
 - **Animal Bites (Dog/Other):** 2
 - **Vicious Animals:** 5
 - **Animal Rescues:** 1
 - **Livestock in Roadway:** 2
-

Fire & Utility Assistance

- **Fire Alarm/Box Alarm Calls:** 10
 - **Fire Investigations:** 10
 - **Grass/Structure Fires:** 4
 - **Water Line Breaks:** 6
 - **Downed Power Lines:** 0
-

Other Notable Incidents

- **Missing Juveniles:** 6
- **Harassment Reports:** 26
- **Suspicious Activity (Person/Vehicle):** 52
- **Unwanted Persons:** 26
- **Bee Calls & Attacks:** 16
- **Warrant Services:** 0
- **Suicidal Subjects:** 0
- **Wave Downs:** 14

In September 2025, the Dispatch Division managed a high volume of calls involving traffic-related incidents and criminal offenses. Coordination with CID and Patrol resulted in numerous arrests and cleared warrants. Dispatchers also supported missing persons investigations and warrant entry processes efficiently.

1. Wreckers Dispatched

- **Total Wrecker Calls:** 23
Wreckers were dispatched primarily due to accidents, abandoned vehicles, and impound needs.
Most Common Locations: Frontage Rd, Expressway corridors, and school zones.
-

2. Traffic Accidents

- **Total Accidents Dispatched:** 37
Highest volume of incidents occurred along:
 - **E/W Expressway 83**
 - **Dawson Rd / Baseline Intersections**
Multiple-accident dates: **September 12-13, September 19** and **September 26**.
-

3. Stolen Vehicles Entered

- **Total Entered:** 1
 - Incident involved a stolen vehicle from residential areas.
-

4. CID Warrants Entered

- **Total Warrants Entered into TCIC/NCIC: 1**
 - Financial Abuse Elderly, Warrant# 105-0125
-

5. Warrants Cleared

- **Total Cleared Warrants: 3**
 - Offense included Criminal Mischief, Warrant (Other) and Stalking.

6. Arrests

- **Total Arrests for the Month: 28**
 - **Top Offenses:**
 - Public Intoxication (6)
 - Assault (9)
 - Criminal Mischief / Theft (0)
 - DWI & Other Warrants (9)
 - Possession of Control Substance (1)
 - Other (3)
 - Multiple arrests stemmed from CID investigations and patrol response to public calls.
-

7. Criminal Trespass Warnings Entered

- **Total CTWs Entered: 3**
 - Locations included businesses and residential areas with recurring disturbances.
-

8. Missing Persons

- **Total Cases Entered: 5**
 - Individuals ranged in age from **12-39**
 - All cases were entered into TCIC/NCIC and actively investigated.
-

Mercedes Police Department- Administration (September 2025)

I. Meetings Attended

Throughout September, the Administration Division participated in several key meetings to support interagency coordination, community safety initiatives, and strategic projects.

- **9/3 Final Meeting Winter Wonderland/Official Tree Lighting-** Lt. Orlando Diaz and Chief Francisco Sanchez attended this meeting to have updates on the Winter Wonderland event.
- **9/4- LRGV- Flood Risk Mitigation & Awareness Workshop-** Chief Francisco Sanchez attended this meeting to review local flooding challenges and risks, contribute knowledge through participatory mapping activities.
- **9/4- Halloween Block Party Meeting-** Chief Francisco Sanchez and Lt. Orlando Diaz attended this meeting to discuss new plans/layout for block party on 10/30/2025.
- **9/5- Head Department Meeting-** Chief Francisco Sanchez collaborated with other departments heads to align on citywide service objectives and operational coordination.
- **9/5- City of Mercedes Pre- Disaster Readiness Call with FEMA Region 6-** This was a zoom meeting to discuss the city's floodplain management program.
- **9/10- Emotional Intelligence & Conflict Management Session with/ Dr. Albert Irlas (Mercedes Leadership Empowerment Group)-** Chief Francisco Sanchez attended this meeting.
- **9/11- Funding Grant Project Meeting-** Chief Francisco Sanchez attended this meeting to review details about the Funding Grant Project with the City Secretary.
- **9/15- STPCA Executive Board Meeting-** Chief Francisco Sanchez attended this meeting.
- **9/15- Mercedes Crime Stoppers meeting-** Lt. Diaz attended this meeting to have details about future events.
- **9/17- Veterans Day Parade Planning Meeting-** Chief Francisco Sanchez and Lt. Orlando Diaz attended this meeting with the American Legion staff to discuss details for the Veterans day parade.
- **9/18- Head Department Meeting-** Chief Francisco Sanchez collaborated with other departments heads to align on citywide service objectives and operational coordination.
- **9/18- Halloween Follow- Up Meeting-** Chief Francisco Sanchez attended this meeting to have an update on the Halloween Block Party event.

- **9/22- Mandatory Meeting with HR-** Department staff met with HR to go over the new updates on the Time Clock system.
- **9/23- Police Department Overview with ACM Jonas Gonzalez-** Chief Francisco Sanchez met with Mr. Gonzalez to do a walk thru of the Police Department building.
- **9/26- Grants Update-** Command Staff met with Diego Saenz from Border Affairs to go over some updates on some of federal grants.
- **9/29- Mandatory Supervisor Meeting-** This meeting covered upcoming events, division updates, and purchasing needs with the new budget.
- **9/29- RGV Operation Stonegarden Hidalgo County IPT Meeting-** This meeting was conducted by the Weslaco Border Patrol Office and reviewed some rules and regulations for the Federal Operational Grant.
- **9/29- BBQ CookOff- CBA Meeting-** Command Staff attended this meeting to start planning the logistics of the event.

II. Trainings Completed

Officers and staff completed both mandatory and advanced trainings to ensure operational readiness and legal compliance.

- **9/8-9/10- Violence Against Women Conference-** Chief Francisco Sanchez, Sgt. Juan Cuba and Officer Joseph Trevino attended this conference to discuss promising practices and emerging issues in effectively responding to violence crimes.
- **9/8-9/12- Remote Pilot Certification Course-** Lt. Orlando Diaz, Sgt. Andrew Gonzalez, Officer Michael Garza and Officer Oscar Rubio attended this training to get certified to be able to operate the department's drone.
- **9/23-9/25 2025 TCOLE Training Conference-** Chief Francisco Sanchez, Lt. Orlando Diaz and Sgt. Juan Cuba attended this training.
- **9/30 3rd Annual Public Safety Wellness Seminar-** Dispatch personnel attended this training.

III. Community Events & Outreach

Public-facing events focused on recruitment, community partnership, and crime prevention education.

- **9/10- Monthly food drive-** The Police Department attended this event to help with the traffic control.
- **9/16- Let's Fiesta Event-** Officers attended this event at the Mid Valley Nursing & Rehabilitation home to interact with the community.
- **9/20 RGV NRA Friends & Community Day-** PD Staff attended this event to interact with the community.



- **9/28 Weslaco PD National Night Out-** Sgt. Andrew Gonzalez and Officer Ashley Stukes attended this event representing the Mercedes Police Department.
- **9/30- Domestic Violence Awareness Month Proclamation-** Chief Francisco Sanchez, Lt. Jesus Rodriguez and Administrative Assistant Cesar Fuentes attended this event hosted by the Hidalgo County Sheriff's Office.





V. Financial Submissions to Finance Department

Administration submitted the following invoices, payment requests, purchase orders and reimbursements to the Finance Department for processing in September:

- **9/2- O'Reilly Auto Parts PO Requisition-** Animal Control Unit (Unit 219) needed a new alternator.
- **9/2- Manny's Uniforms Payment Request-** Purchase of uniforms for officer Ashley Stukes. Department didn't have proper sizes for the officer.
- **9/2 Enterprise FM Trust Payment Request-** Monthly payment for Leased Vehicles.
- **9/2- Amazon Capital Services PO Req # 25-39668-** Purchase of items to give out during special events.
- **9/4- Amazon Capital Services PO Req# 25-39672-** Purchase of items to give out during the Halloween Block party.
- **9/16- Several invoices were turned in to finance for payment-** Card service center (25-01327), TNOA invoice (25-01326)
- **9/16- Exxon Card Services Payment request-** Receipts for Exxon Card Services were turned in due to Inv. Cristina Anaya being on duty.
- **9/16-9/30-** Several invoices got turned in to finance department to be able to close the FY 2024-2025 Fiscal Year. Invoices were from (O'Reilly Auto Parts, Bill Bunton, HEB, Payne Collision Center, Amazon Capital Services.

VI. Building Maintenance & Fixtures

Administration met with the city contractors to discuss the following fixtures to the Police Department building.

- **9/30** ERO Contractors did a visit to the PD Building to check fixtures on the building.

VII. Background Investigations

9/30 Inv. Rey Vazquez from the HCSO met with Lt. Diaz to conduct a background investigation on Orlando Rodriguez.

Animal Control (September 2025)

During the month of **September 2025**, the Animal Control Division handled a total of **47 service calls**, responding to a wide range of animal-related issues within the city limits. Calls included stray animals, cruelty investigations, dead animal removal, and wildlife concerns

Key Statistics

Activity

Total Intakes (to shelter)	47
Dead Animal Pickups	20
Possums Removed (Relocated)	5
Animal Cruelty Investigations	1
Animal Bites Investigated	0

Animal Cruelty Investigations – **Animal Control responded to 1 Animal Cruelty Investigation.**

- Canine was outside in the heat
 - Owner mentioned they let it outside to do its business and they take him inside
 - Address: 838 N. Indiana Ave. Mercedes, TX 78570.
-

Animal Bite Incident

- On **September 2025** 0 dog bites were reported.
-

Possum Removal - **Animal Control responded to 5 possum-related calls, all involving:**

- Possums trapped in residential yards.
 - Animals were safely relocated to a designated release site.
-

Dead Animal Pickups

- **20 dead animals** (including dogs and possums) were picked up throughout the city.
 - Locations included **Maryland Ave, S Missouri Ave, and Loretta St.**
 - All carcasses were transported to **CCS** for proper disposal.
-

Animal Running at Large - The majority of the month's activity centered on loose and stray animals, including:

- **47 dogs and puppies** were picked up citywide and transported to the **Weslaco shelter**.
 - Areas with frequent activity included: **S Virginia Ave, N Baseline Rd, Mesquite Dr, Indiana Ave, and FM 491.**
 - 1 Puppy was returned to the owner.
-

General Observations

- **High volume of stray and loose dog pickups** indicates a continued need for public education on pet containment
- Ongoing coordination with **Code Enforcement** is needed for nuisance wildlife and property-related complaints.
- Animal Control continues to monitor and address **repeat locations and problem areas**.

School Resource Officers

Throughout the month of **September 2025**, the Mercedes Police Department's Education Resource Officers (EROs) remained actively engaged with Mercedes ISD in various safety, security, and youth engagement efforts. Officers supported **campus security**, attended **district events**, and assisted in **community policing efforts** as needed.

Date(s)

Event

Location/Details

Sept.1	Jr. High Softball vs Donna Sauced	@ Mercedes High School Softball Field
Sept. 2	Tennis Varsity Team vs Brownsville Porter	High School Tennis Courts
	9D, JV Lite. JV Dark and Varsity Volleyball vs Brownsville	Mercedes HS Gym & Jim Norris Gym
Sept. 4	9 th & JV Football vs Donna High	@ Tiger Stadium
Sept. 5	Mercedes Varsity Football vs Donna Hight	@ Donna High Stadium
Sept. 6	Jr. High Football vs Donna Sauced	@ Tiger Stadium
	Varsity Volleyball vs Harlingen South	@ Harlingen South High Gymnasium
Sept. 8	9 th District & JV Light Volleyball vs Donna North	@ Jim Norris Gym
Sept. 9	Tennis Varsity Team vs Donna High	High School Tennis Courts
	Volleyball Varsity vs Donna North HS	Jim Norris Gymnasium
Sept. 11	9 th & JV Football vs Nikki Rowe	@ Tiger Stadium
	Junior High Softball vs Donna Todd	High School Softball Field
Sept. 12	Mercedes Varsity Football Vs McAllen Nikki Rowe	@Tiger Stadium
Sept. 13	All Level Cross Country (30 th Annual Mercedes Invitational)	@ High School Practice Field, adjacent to Soccer Field
	Mercedes Varsity Volleyball vs Edcouch Elsa	@ Edcouch-Elsa Gymnasium
Sept 16	JV and Varsity Volleyball vs Brownsville Rivera	@ Brownsville Rivera H S

Sept. 18	9 th & JV Football vs Edinburg North	@ Tiger Stadium
Sept. 19	Mercedes Varsity Football vs Edinburg North	@ Tiger Stadium
Sept. 20	Chacon Middle School vs Donna Todd	@Tiger Stadium Gym / EROs assisted with traffic control.
	JVL, 9D, JVD, Varsity Volleyball vs Brownsville Lopez	Mercedes HS Gym & Jim Norris Gymnasium
	Varsity Volleyball @ Brownsville	Brownsville Pace Gymnasium
Sept. 25	9 th District & JV Football vs Sharyland	Tiger Stadium / Police Department assisted with traffic control
Sept. 27	1 st Queen City Percussion Festival	Tiger Stadium
	Lady Tigers Varsity Volleyball @ Donna North	Donna North High School Gymnasium
Sept. 27	Jr. High Tennis Tournament vs Weslaco	Mercedes High School and Sgt M. Chacon Middle School Tennis Courts

Service Calls

#2516973 Medical Call High School- Nurse called EMS due to male student with signs of Intoxication- Student was cleared and let with parents.

#2516988 Bus 69- Parent wanted to make report due to student pushing child as they were exiting bus to exit first- Admin notified

#2516308 Chacon Middle School- Damage to Vehicle reported by staff- Incident report taken.

#2516322 Hinojosa Elem.- Injury to child- Reported to CID. Teacher was cleared.

#2516514 Harrell Elem.- Missing Phone report. Information Report taken. Phone was recovered.

Sergeant Notes:

This month presentations have been done to students during ACE program: Interaction with Police Officers (required course for seniors), Mentor at Travis for a Girl Power group, Drone presentation at high school for ACE Drone certification, Safety Meeting for School Dist.

Patrol of school campuses and working along with Admin, and staff for the safety of MISD students during school hours and ACE programs.

Daily monitoring of traffic by MISD Campus areas. Traffic control done in morning and after school when heavy traffic

Municipal Court (September 2025)

During the month of September 2025, the Mercedes Municipal Court processed a total of 101 citations. Below is a breakdown of the most frequently cited offenses:

Violation	Total Citations
No Driver's License	22
Failure to Maintain Financial Responsibility	26
Speeding (Above Posted Limit)	9
Fail to display driver license	3

Public Intoxication	4
Theft	3
Expired Registration	4
Ran Stop Sign	2
Ran Red Light	1
Assault- Physical Contact	2
Dog Bite	1
Possession of Drug Paraphernalia	6
Other (various municipal/city code violations)	18

Dismissals

- **Total Citations Dismissed: 13**
- **Total Amount Dismissed: \$3,260.00**
- All dismissed citations have a **\$0.00 remaining balance.**

Court Revenue

Recipient	Amount
City of Mercedes	\$5,191.00

State of Texas \$3,389.00

Total Revenue Collected \$8,580.00

Court Hearings & Proceedings

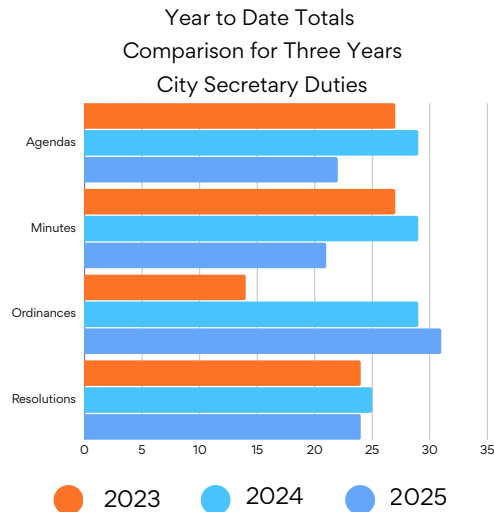
- **Total Cases (Dockets) Heard:** 22
- **Requests for Counsel (Class C Misdemeanors):** None
- **Arrest Warrants Issued:** None
- **Capiases Pro Fine Issued:** None
- **Search Warrants / Emergency Hearings / Peace Bonds:** None
- **Magistrate Warnings, Orders, or Trials Conducted:** None
- **Fines Waived for Indigency:** \$0.00
- **Community Service or Jail Credit Cases:** 0



Quarterly Progress Report

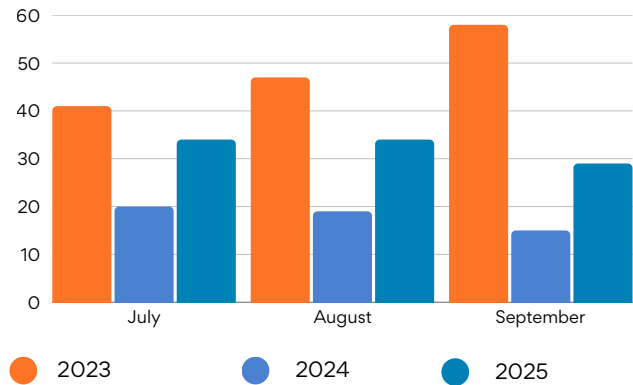
→ A VISUAL REPRESENTATION OF KEY PERFORMANCE METRICS AND ACHIEVEMENTS FOR THE QUARTER.

City Secretary



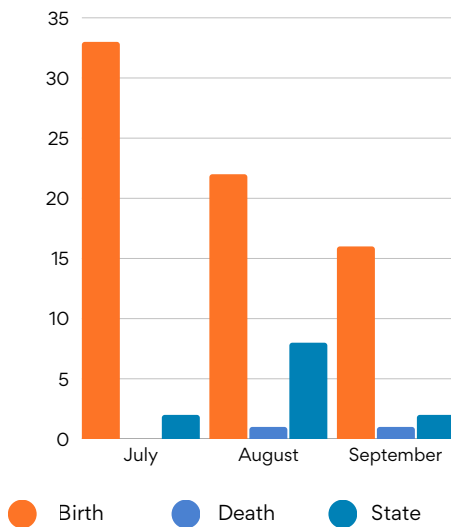
Records Management

Year to Date Open Records for the past three years 3rd Quarter.



Vital Statistics

Birth and Death Records = Requests per Month
State Filing Records = Deaths per Month

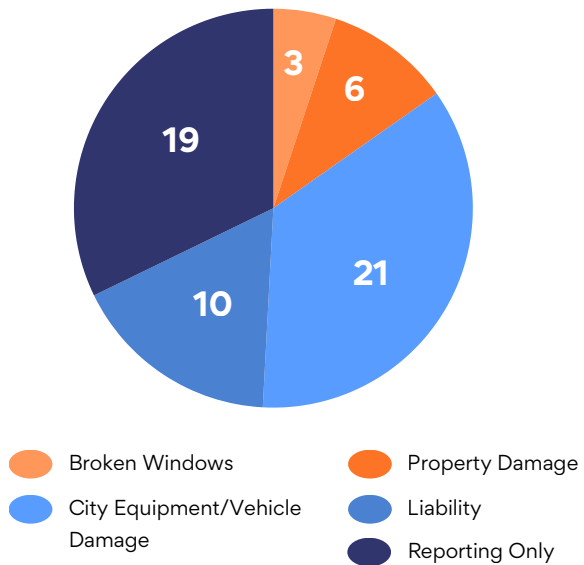


Risk Management

Total Claims Received for FY 2024-2025

YTD Total = 59

September Totals = 5



CITY SECRETARY – ACCOMPLISHMENTS REPORT

Reporting Period: (e.g., October 2024 – September 2025)

1. Legislative Activity

a. Ordinances

- Total number passed: 39
- New ordinances adopted: 18
 - *Voluntary Annexations (Las Cabanas, Gregoria Rodriguez, William Leggett, Arturo Palacios, & Salvador R. Garcia)*
 - *Short Term Rentals*
 - *Tire Disposal*
 - *TIRZ*
- Updated ordinances: 21
 - *Rezones*
 - *Building Fees*
 - *Water & Sewer Rates*
 - *Elections*

b. Resolutions

- Total number approved: 29
- Notable resolutions:
 - *Grants for Police Department*
 - *Certificates of Obligation*
 - *Investment Policy*

2. Contracts and Agreements

a. Renewals:

- Engineers Rotation List
- City Prosecutor – David Gorena
- Water & Wastewater Treatment Plant - USW

b. New Contracts:

- Municipal Judge – Melissa Canales
- IPAWS

c. Tracking Improvement:

- Implemented organized digital tracking for contract expirations, renewals, and compliance monitoring. A notification will be sent three months prior to the contract expiration.

3. Administrative Improvements

- Established **centralized tracking systems** for:
 - **Open Records Requests**
 - **Claims**
 - **Contact Information**
 - **Ordinances & Resolutions**
- Created electronic logs and workflow charts for better transparency and accountability.

4. Asset Management

a. New Vehicles and Equipment:

- Planning – 2 Units and a Trailer
- PD – 1 Polaris, 3 Mobile Surveillance Towers, 1 Unit
- Parks – 1 Unit
- PW – 1 Trailer, 1 Backhoe, 1 Skid Steer, 3 Light Towers, 1 Lay-Mor
- Meter Readers – 2 Units
- FD – 2 Units, 1 Ambulance and 1 Brush Truck

b. Auction Results:

- Conducted City surplus auction on *September 20, 2025*
- Total amount received: **\$15,661.00**
- Equipment sold: *5 decommissioned units, 2 seized vehicles & about 75 computers*

5. Transparency and Efficiency Initiatives

- Introduced new **Claim Reporting Form** to streamline reporting and accountability.
- Enhanced internal coordination between **City Secretary's Office** and **HR Department** for incident management.
- Continued emphasis on public access to records and responsive customer service.

6. Looking Ahead

- Upcoming goals for next year:
 - Digitization of open records with NextRequest.
 - Implementation of automated tracking alerts for contract deadlines.
 - Implementation of online bid specification document system.



Parks Department accomplishments 2024/2025

- Completed lighting project at Mercedes Dome through Urban County funding.
- Repairs and re-surfacing to basketball court at Mercedes Dome.
- Purchase of LED lights for Basketball court at Mercedes Dome.
- Removal of non-compliant and unsafe playground at HEB Park.
- Repairs and reinstallation of swings with safety surfacing at HEB Park and neighborhood Parks.
- Reached compliance on seven of the nine playground structures. One was removed leaving only eight.
- Established fees and passed ordinance for rental of fields at Collier Park.
- Awarded 5,000 Grant for KMB through HEB Trees for Texans Program.
- Awarded 24,000 Grant through National Wildlife Federation for enhancement, restoration and beautification.
- Awarded grant as part of Region One through Texas A&M Forrest Service to receive roughly 600 trees to be used throughout the City of Mercedes. Total grant roughly 1.2 million.
- Developed conceptual plans for HEB Park to seek grant funding for improvements.
- Purchased and installed four shade structures for the bleachers at Collier Park baseball fields.
- Conducted and completed photometrics at Heb Park and the Dome for lighting of the trails. Obtained pricing for budgeting.
- Completed assessment of exercise equipment throughout all Parks facilities and submitted warranty claim.
- Purchased 14,000 worth of Parks furniture to include picnic tables, park benches, bbq pits etc.

Mercedes Dome Park

- Installation of LED security and field lights with timers at Mercedes Dome through Urban County funds.
- Repair and resurfacing of the Basketball Court at the Mercedes Dome.
- Purchase of LED lights for Basketball Court Pavilion.
- Repairs to playground equipment and replenishment of safety surfacing mulch at Mercedes Dome
- Surfacing replenishment of exercise equipment areas.
- Re-painting of parking lot lines and curbs.

HEB Park

- Removal of non-compliant playground. (Safety Concern)
- Removal of unsafe swing bays and parks furniture.
- Repairs and replenishment of safety surfacing for Playground.
- Repairs and reinstallation of two swing bays including barrier and fall surfacing. (Mulch)
- Completed photometrics and pricing for solar trail lighting. (Project to be completed 25/26 fiscal year)
- Completed conceptual layout for added parking, sidewalks, and lighting.

Las Flores Del Valle Park

- Removal of non-compliant and unsafe playground equipment/Parks furniture.
- Repairs to playground equipment and swings including replenishment of safety surfacing. (Mulch)
- Installation of added LED security lighting through AEP.
- Planting of various trees and shrubs throughout park through KMB grant funding.

Goza Park

- Removal of non-compliant and unsafe playground equipment and Parks furniture.
- Repairs and replacement to swing bays and re-installation of new swings.
- Installation of trees, shrubs, and pollinator garden through KMB grant funding.
- Repairs to security lighting through AEP.

S.M Hinojosa Park

- Repairs to playground and replenishment of safety surfacing.
- Obtained pricing to resurface small basketball court.
- Installation of trees, shrubs, and pollinator garden through KMB grant funding.

Saladino Park

- Removal of non-compliant and unsafe playground equipment and Parks furniture.
- Repairs to playground and replenishment of play surfacing. (Mulch)
- Repairs to swing bay and installation of new toddler and belt swings.
- Installation of pollinator garden and planting of shrubs and trees through KMB grant funding.
- Repairs to security lighting through AEP.

Collier Park

- Preliminary repairs made to baseball fields. (in house work)
- Purchase of new bases for all four baseball fields.
- Purchase of replacement field lights for baseball fields. (40)
- Removal of non-compliant and unsafe playground stand alone components.
- Repairs to broken security lights and retrofitting of new LED security lighting. (AEP)
- Repairs to Pony concession stand and restrooms with installation of new perimeter security lighting.
- Installation of new drinking water fountains. (4)
- Purchase and installation of four new shade structures for bleachers on baseball fields one and two.

- Installation of pollinator garden and signage through KMB grant funding.
- Re-painting of curbs and parking lot lines.



city of

mercedes

It Starts Here!

Commission Meeting

Parks Accomplishments

24/25 Fiscal Year

10/21/2025



city of

mercedes

It Starts Here!

Mercedes Parks Facilities (7)

- HEB Park
- Mercedes Dome
- Walter Collier Sports Complex
- Saladino Park (Neighborhood Park)
- S.M Hinojosa Park (Neighborhood Park)
- Las Flores Del Valle Park (Neighborhood Park)
- Goza Park (Neighborhood Park)



city of

mercedes

It Starts Here!





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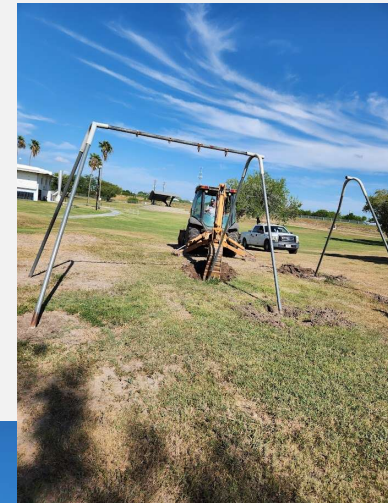




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Questions & Answers

Goza Park

- 28,477 Sq. Ft / .65 Acres
- 1 Small Playground (5yrs-12yrs)
- 2 - 4-person swing bay w/o fall surfacing (2reg/2toddler) (1-new/1-old)
- 1 – Half court Basketball Court
- 1- Stand-alone 6' slide (No Fall surfacing) (**Recommend removing**)
- 1 – 4 person stand-alone see saw (No fall surfacing) (**Recommend removing**)
- 3 - 6' Picnic Tables w/no shade
- Irrigation System??
- 1 – Dated Park Sign



Repairs needed

- Replenish kiddie cushion Mulch (Cost-)
- Replace broken swing belt, Replace toddler swing (Cost-)
- Install basketball net and add backboard square. Wash slab/Paint Key (Cost-)
- Replace Park sign (Cost-
- Install signage for rules and regulations, Parks Hours of operation, Reporting
- Beautification (Flower beds, tree trimming, Butterfly Garden).

Things to Consider- Installation of security lighting, Installation of security fencing, Purchase and installation of 12x12 small gazebo w/BBQ Pit, more trash cans, Dog components,

Las Flores Del Valle Park

- 47,489 Sq. Ft. / 1.09 Acres
- 1 - Small Playground w/Engineered wood fiber (Kiddie Cushion) (5yr-12yr)
- 2 - 4-person swing bay - One compliant/One non-compliant (6-regular belts / 2-Toddler)
- 1 – Stand-alone 8’ Slide (Non-Compliant)
- 1 – Stand-alone 4 persons see saw (Missing 1 seat and Non-Compliant)
- 6 – 6’ Picnic Tables w/ No shade (1- broken 5- good condition)
- 2 – BBQ Pits (no picnic area)
- 1 – Exercise station with shade (3- components / Shade does not cover entire station)
- 1 – Trash Receptacle for entire Park
- No signage (Facility Sign, Rules and Regulations, Park Hours, Questions/Reporting)



Repairs Needed

- Remove non-compliant playground equipment (Stand-alone slide, 4 per see saw)
- Add Kiddie Cushion to 5-12 playground (Est. Cost-) , Pressure wash/Sanitize Playground equip.
- Remove Broken Picnic Bench (Budget for replacement est. cost-)
- Consider relocating shade for exercise equip. and purchasing correct size. (est. cost-)
- Beautification of landscaped area and re-mulch
- Install more trash receptacles
- Install signage (Parks sign, rules and regulations, reporting, Park Hours)

Things to budget for – 12x12 picnic area, Dog Park, 1/2 court BBall, Security lighting. Perimeter Sidewalk, accessibility to playground/exercise equipment.

S.M Hinojosa Parks

- 34,101 Sq. Ft. / .78 Acres
- 1 – Small Playground with engineered wood fiber and curbing
- 1 – 4 Persons swing bay with no surfacing “Non-Compliant” (2 toddler/2 belts)
- 1 – Sand alone 4 persons see saw. (Unsafe, Non-compliant)
- 1 – 5 persons exercise station with shade. No surfacing
- 1 – Full size Basketball Court (w/no surfacing, no striping, no lighting)
- 1 – Half Court Basketball Court (No surfacing, no striping, no lighting)
- 6 – 6’ Park Benches and 4 – 6’ Picnic Tables 1- BBQ Pit, 1- Trash receptacle
- 2 – Security Flood lights (Assess to determine functionality) (Request additional)



Repairs Needed

- Add kiddie Cushion to playground area (Cost-)
- Replace missing swing, replace broken toddler swing on swing bay (Cost-)
- Remove un-safe non-compliant 4 person stand-alone see saw/ Broken Park Benches
- Replace missing basketball nets, add missing backboard square, Pressure wash surface
- Beautification (Tree trimming/debris removal, add landscape or flower bed
- Install signage (Park sign, Rules and Reg, Reporting, Park Hours and contact#) (Cost-)
- Add additional trash receptacles, Assess Perimeter fencing

Things to consider: Surface, stripe, and light court, Designated picnic area, Accessibility,

Saladino Park

- 38592 Sq. Ft. / 0.89 ACRES
- 1 – Small Playground w/ engineered wood fiber (Kiddie Cushion)
- 1 – Stand alone 8' slide (Safety Concern/Non-Compliant)
- 2 – 4-person swing bay (all belt swings)
- 1 – Half court Basketball court
- 1 – Tire Dog Component (Tires falling over)
- 2 – Security Lights (assess functionality)
- 3 - 6' picnic tables w no shade / 3 – 6" Park Benches
- 5' Security Chain Link Fence (North Side of Park)



Repairs Needed

- Add kiddie cushion to playground
- Remove stand-alone slide (safety concern)
- Make repairs to basketball court slab. (recommending removal and re-pour)
- Remove tire component (wear and tear) Remove/replace broken benches/tables
- Park Beautification (tree trimming, debris removal)
- Install signage (Park sign, contact info, reporting, Park Hours)
- Assess chain and links on swings and replace as needed.

Things to consider: Adding BBQ area w/shade, connect existing sidewalk to playground, Fencing

:

Customer tickets overview

Date Filter is from 2025/09/01 until 2025/09/30 Ticket Status is not Merged

Total Tickets

121

Total Ticket Duration (hours)

1,594.63

Average Ticket Duration (hours)

13.40

8

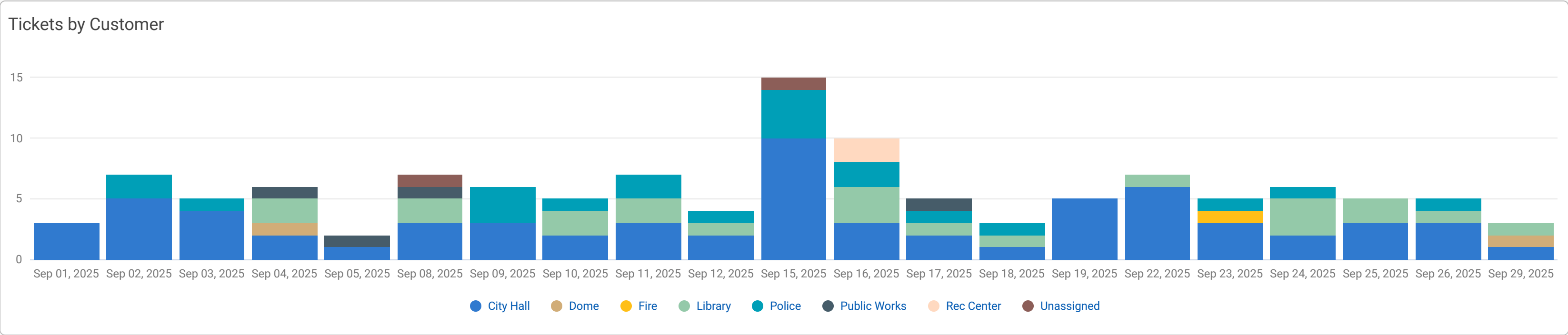
Number of Customers

121

Ticket Volume Per Customer

Ticket SLA Category

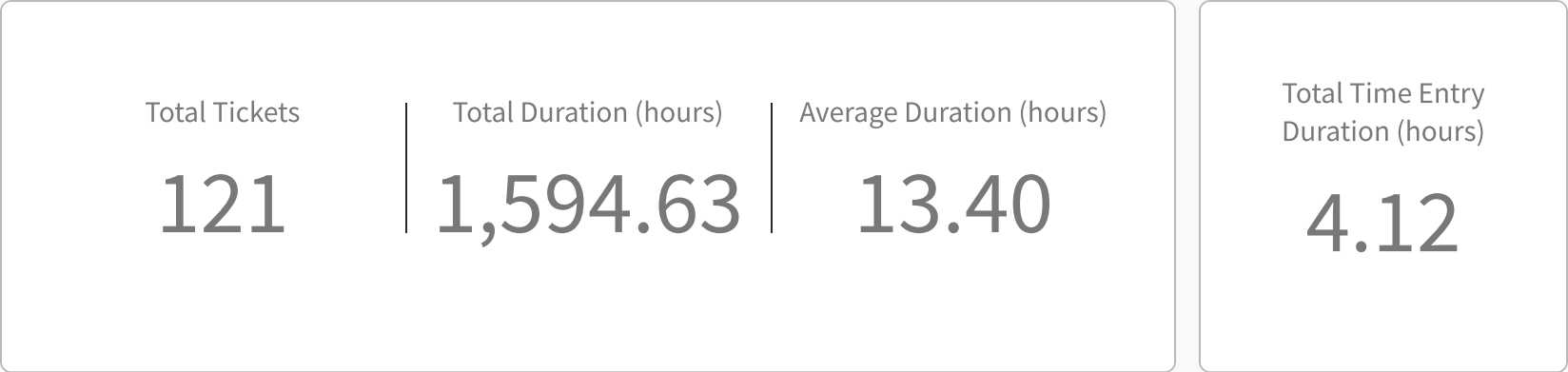
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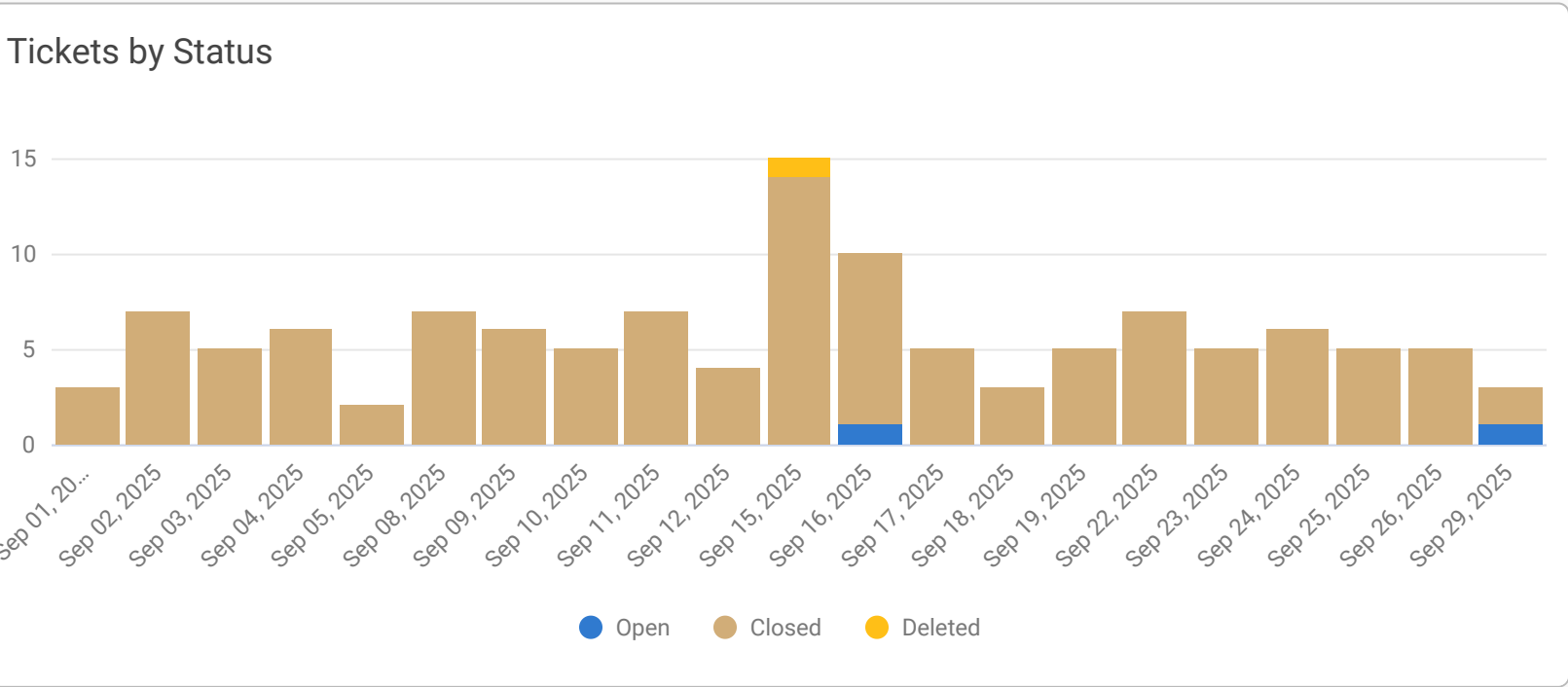
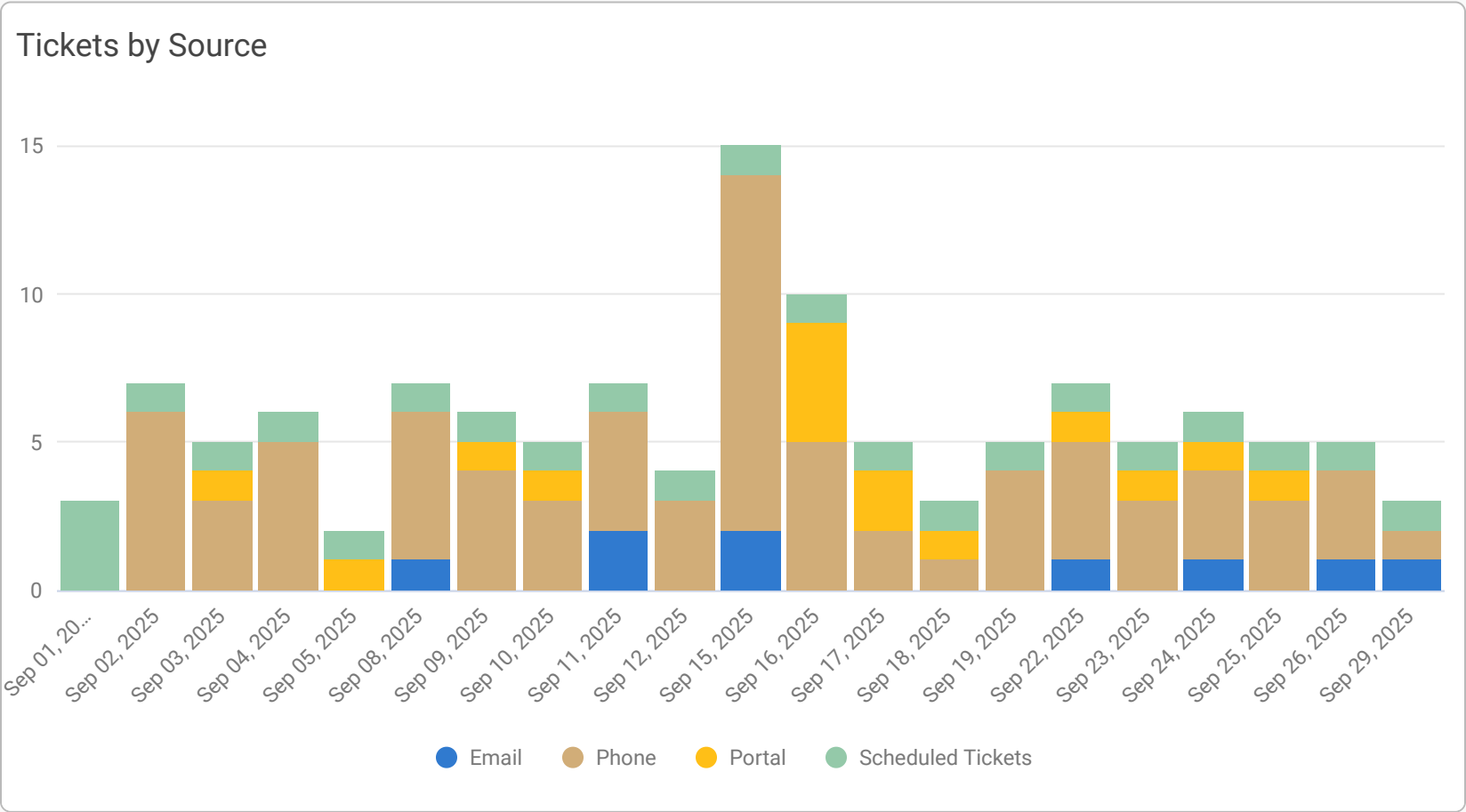
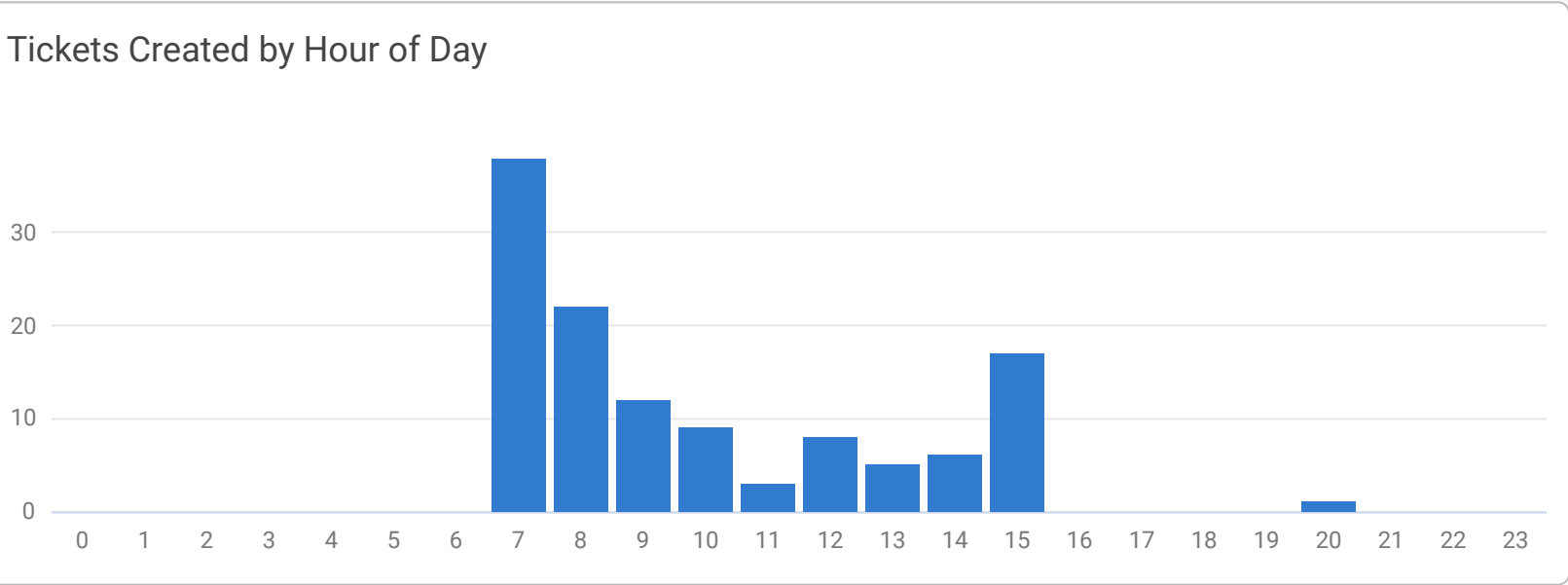
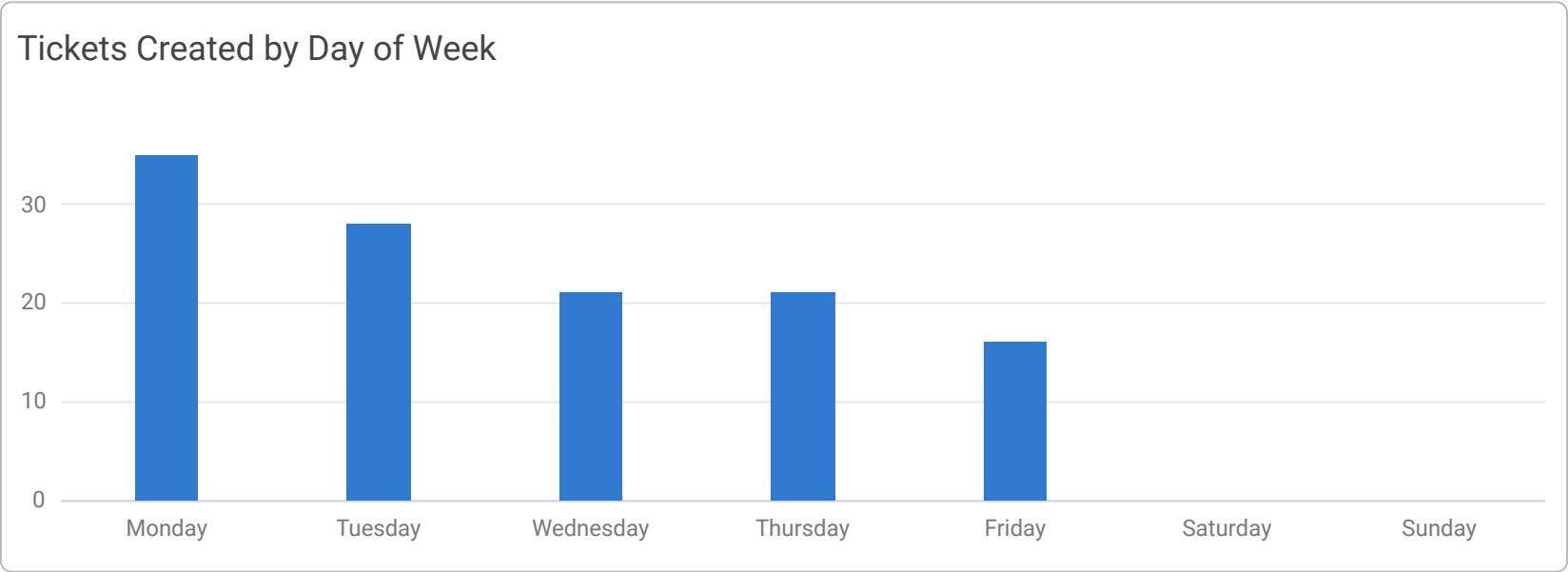
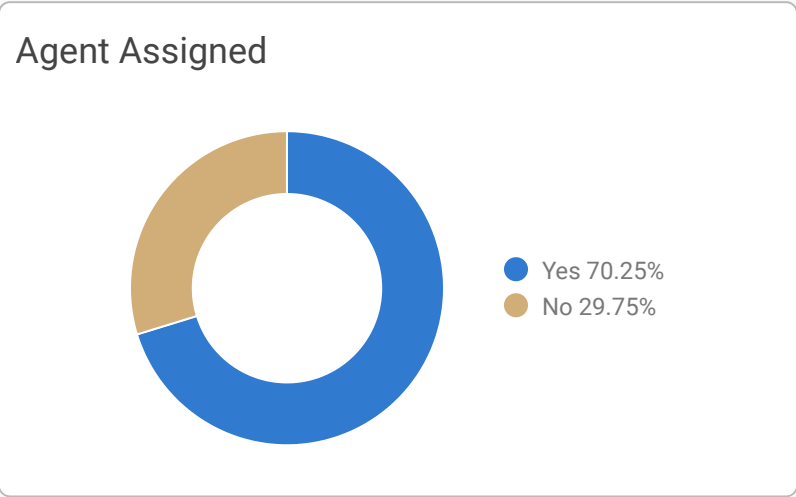
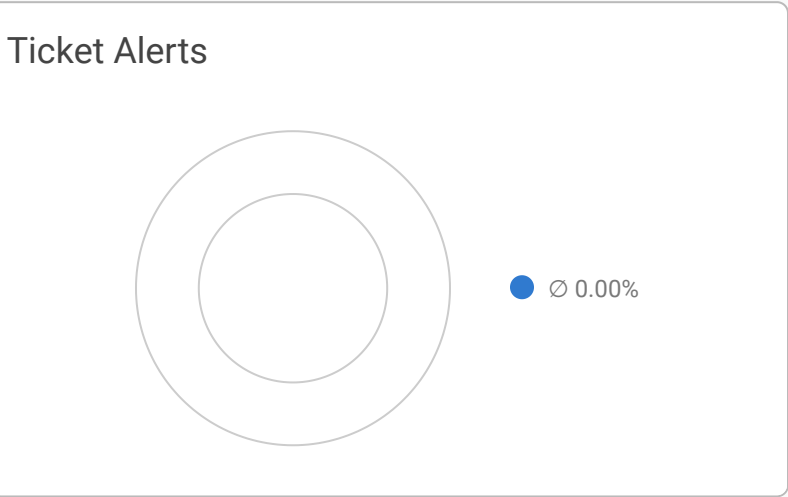
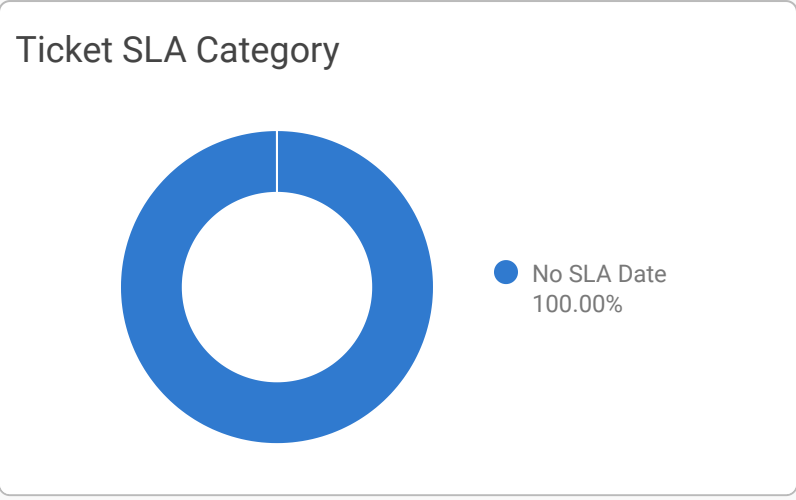
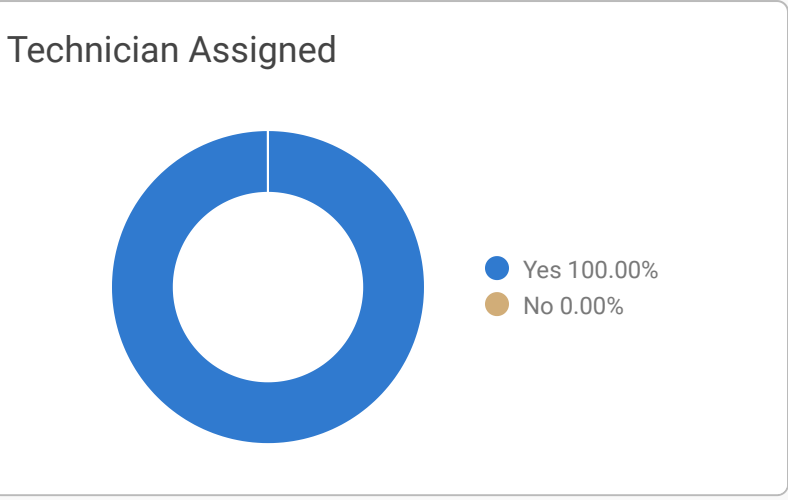
Customer Overview						
Site name	Number of tickets ▼	Total Ticket Duration (hours)	Average Ticket Duration (hours)	Average First Response Time (hours)	Number of alerts	Exceeded SLA
City Hall	67	857.91	12.80	11.22	0	0
Library	22	425.11	20.24	9.07	0	0
Police	21	211.65	10.08	0.18	0	0
Public Works	4	11.49	2.87	1.45	0	0
Dome	2	1.43	1.43	1.43	0	0
Rec Center	2	70.68	35.34	35.34	0	0
Unassigned	2	0.37	0.18	0.18	0	0
Fire	1	16.00	16.00	16.00	0	0

Ticketing summary

Date Filter is from 2025/09/01 until 2025/09/30 Ticket Status is not Merged



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



Technician overview

Date Filter is from 2025/09/01 until 2025/09/30 Ticket Status is not Merged

Number of tickets

121

Total Ticket Duration (hours)

1,594.63

Average Ticket Duration (hours)

13.40

8.72

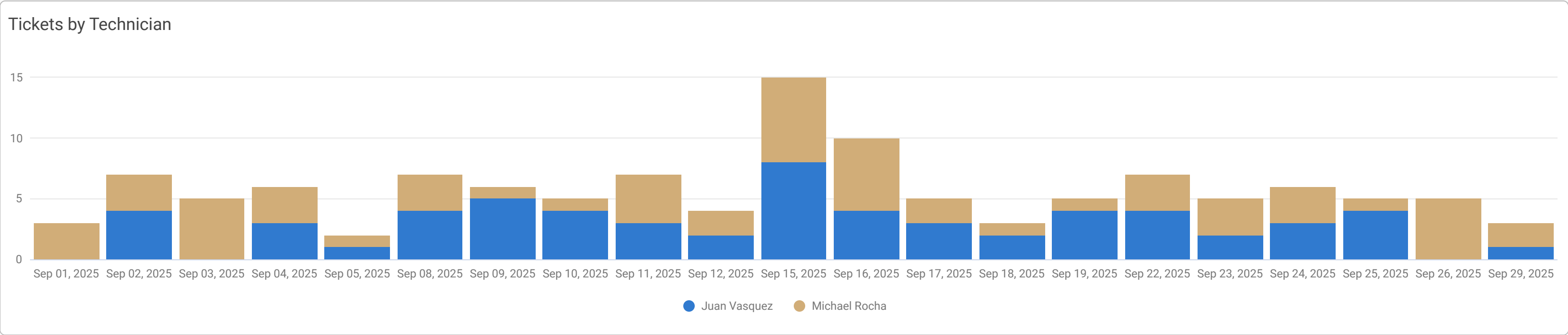
Average First Response Time (h...

13.40

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	61	390.03	6.39	1.25	0	0	0	0
2	Michael Rocha	60	1,204.60	20.77	16.32	0	0	0	0

Traffic

In ?

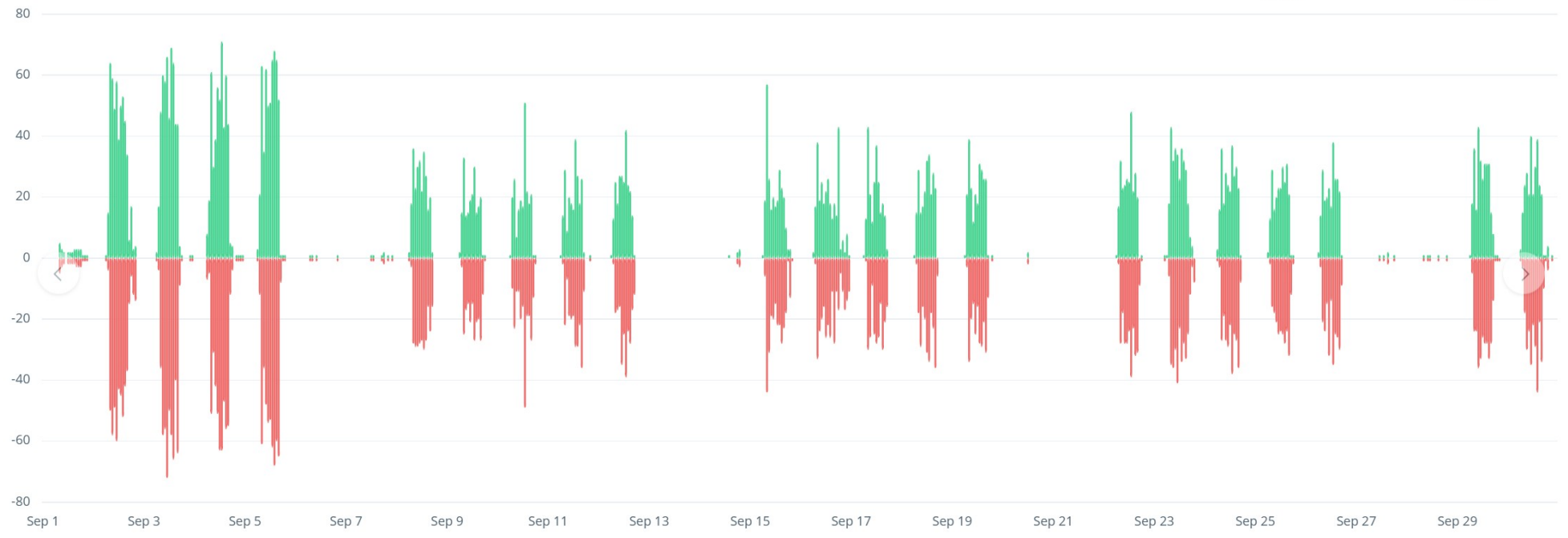
6,414

↑ 4% from previous month

Out ?

6,331

↑ 4% from previous month



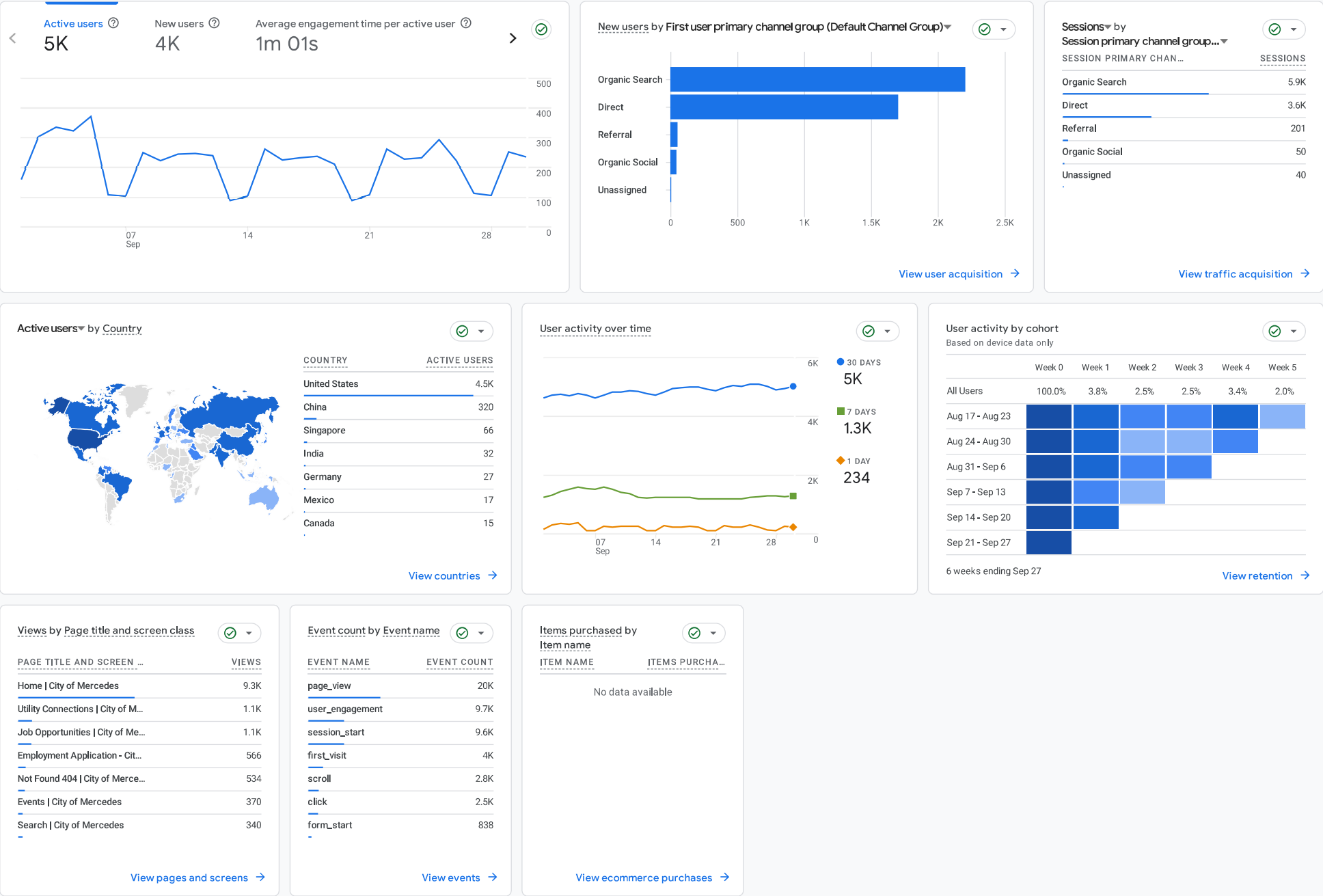
All Users

Add comparison

Custom

Sep 1 - Sep 30, 2025

Reports snapshot



IT Departments Key Improvements for FY 24/25

The IT department has successfully implemented multiple Quality of Life improvements, significantly enhancing both internal operations and public services in FY 24/25.

Public-Facing Improvements

Website Overhaul & Citizen Notifications: The city launched a new public website and implemented a mass notification system with IPAWS (Integrated Public Alert and Warning System) capabilities. This has streamlined the process for residents to access essential information and receive critical alerts.

Internal Services: We have created dedicated intranet portals for all departments. These platforms provide a central hub for information, forms and tools, improving departmental efficiency and collaboration.

Infrastructure & Security Enhancements

Implemented Computer Refresh Plan: Successfully implemented the start of the 5-year computer refresh plan to keep city workstations updated and working properly without compromising security.

Network Upgrades: Completed significant upgrades to network hardware, leading to improved overall stability.

Physical Security: Installed access control systems and security cameras across multiple city sites. A notable achievement was the first-ever cellular setup featuring a license plate reader, which bolsters site security without requiring traditional network infrastructure.

IT Departments Projects for FY 25/26

The IT Department will continue its strategy of implementing platforms on Public-facing items as well as public and staff safety such as:

- Payments across multiple sites without needing to travel to City Hall which includes credit card payments at those sites.
- Reserving city facilities which include the Civic Center, Recreational Fields, Meeting Rooms, and Study Pods for example amongst many more.
- An online portal for recreational leagues handled year-round with our Parks and Recreation departments.
- Easier access to records requests via an online portal to increase efficiency for City Hall staff.
- Continued implementation of security devices and access control among all city sites to protect staff and community sites with an emphasis and targeting illegal dumping across the city.
- Lastly, the IT Department will continue its task of implementing a secure network infrastructure to better serve the community.

These are some of the projects the IT Department has slated for implementation in FY 25/26.





Job Opportunities



Agendas and
Minutes



Building Permits



Apply for a
Business Licence



Library



Report a Problem



Bids and
Contracts



Water Bill



Summer Programs

View the the latest information
on Summer Programs.



Parks

Explore the parks in our
community.



Municipal Court

View the the latest information
on Municipal Court.



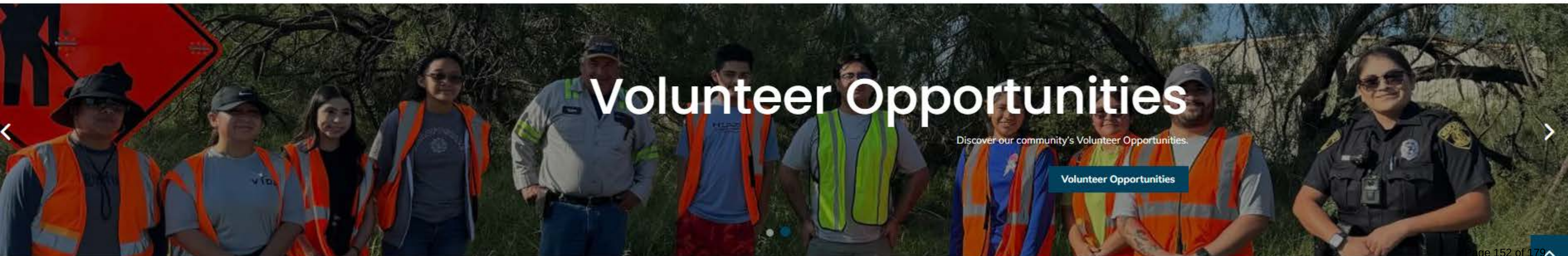
Trash Collection Schedule

Stay up to date on Trash
Collection Schedule.



Community Calendar

View the latest events within
the city.



Volunteer Opportunities

Discover our community's Volunteer Opportunities.

[Volunteer Opportunities](#)



Dashboard



Alerts &
Notifications



Meetings



Meetings

[VIEW ALL EVENTS](#)

City Commission Meeting 3rd Tuesday

 10/21/2025 6:30 PM  Commission Chamber 400 S. Ohio Ave. Mercedes, TX 78570



City Commission

City Commission Meeting 1st Tuesday

 11/04/2025 6:30 PM  Commission Chamber 400 S. Ohio Ave. Mercedes, TX 78570



City Commission

City Commission Meeting 3rd Tuesday

 11/18/2025 6:30 PM  Commission Chamber 400 S. Ohio Ave. Mercedes, TX 78570



City Commission



Alerts & Notifications - Alerts

[VIEW ALL ALERTS & NOTIFICATIONS - ALERTS](#)

Emergency Alerts



Parks & Recreation

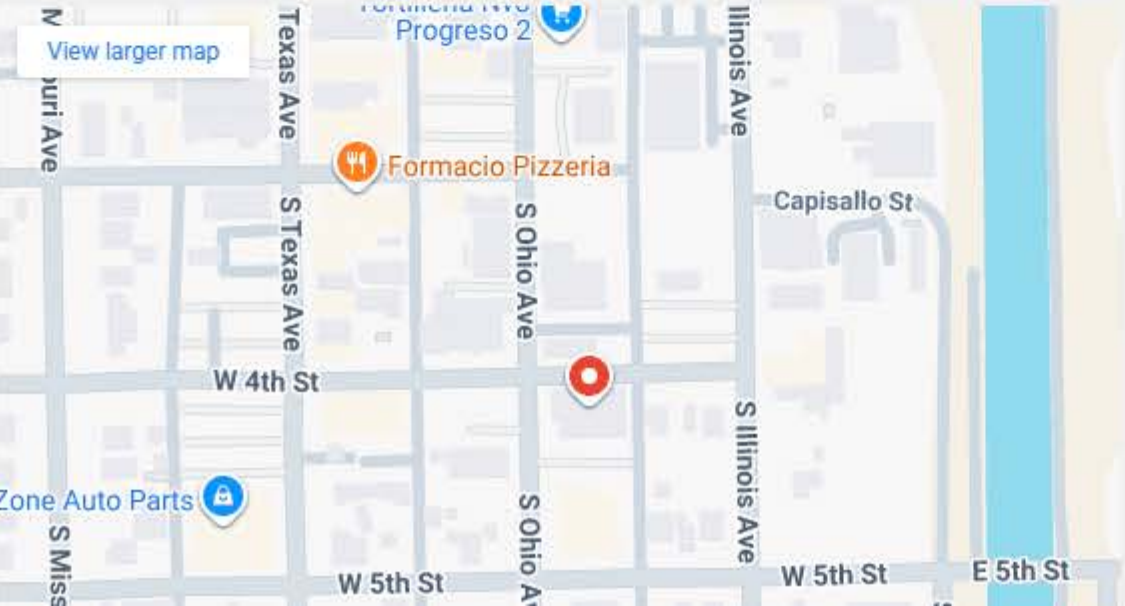


General Notifications





- Gmail
- Google Chat
- Google Meets
- Google Calendar
- Google Drive
- Google Notes



Welcome to the City Portal!

We're excited to have you here! This portal is designed with you in mind — a place where you can easily manage your day-to-day tasks like clocking in, checking your schedule, and submitting requests. Whether you're looking to punch in for the day, track your attendance, or request time off, everything you need is right at your fingertips. We're here to make things smoother, simpler, and more efficient for you. If you ever need help, just reach out!

MERCEDES WEATHER

88°F
overcast clouds

Tue

Wed

Thu

Fri

Sat

Sun

Mon



Public Works SW Gate

● Online ● Reader ● Public Works

Events Access Schedule Settings



Current Schedule

Access Controlled indefinitely

Override >

Door Status

Locked



Time Range: Past 7 days ▾

Groups & Users ▾

Event: All ▾



Keycard Unlock

Keycard Unlock

Keycard Denied

Unassigned Credential

Keycard Unlock

Vehicles

License Plates

License Plate Lists

LPOI



Q Search License Plate...

 Any Color

 Any Type

 Any Time

More 1 X



10/14, 1:57 PM
Northwest MS



10/14, 1:57 PM
Southwest MS



10/14, 1:57 PM
Northwest LPR



10/14, 1:56 PM
Northwest MS



10/14, 1:55 PM
Northwest LPR



10/14, 1:55 PM
Southwest MS.



10/14, 1:55 PM
Southeast MS



10/14, 1:55 PM
Northwest MS



10/14, 1:55 PM
Southwest MS



10/14, 1:55 PM
Northwest MS

 Map



Camera Analytics Smart Trends Device Stats

Search dashboards...

My Dashboards

City Hall Analytics

FD FireWatch

Library Analytics

Public Works Analytics

FD FireWatch

Oct 1, 2025 - Oct 31, 2025

All Sites

Widget

Occupancy

1 Day

Traffic

In 2,124

↓ 0% from last month

Out 2,085

↓ 0% from last month

Oct 01

Oct 03

Oct 05

Oct 07

Oct 09

Oct 11

Oct 13

Oct 15

Oct 17

Oct 19

Oct 21

Oct 23

Oct 25

Oct 27

Oct 29

Oct 31

Net Cumulative Occupancy

Vehicles

0

Wed, 10/22

Peak 30

Now 1

↑ 2,900% from last month

Oct 01

Oct 03

Oct 05

Oct 07

Oct 09

Oct 11

Oct 13

Oct 15

Oct 17

Oct 19

Oct 21

Oct 23

Oct 25

Oct 27

Oct 29

Oct 31

Mercedes Fire Department Annual Accomplishments – FY 2024–2025

During the 2024–2025 fiscal year, the Fire Department continued to strengthen its operational efficiency, fiscal accountability, and community service delivery. Significant progress was made in improving inspection and billing processes, including identifying deficiencies within the fire inspection billing system and initiating efforts to streamline collections. The department began exploring integration options to facilitate more efficient invoicing and payment processing for annual fire inspections.

Operational capabilities were further enhanced through the acquisition of grant-funded specialty response vehicles and equipment, including a dual-purpose ATV capable of supporting both fire suppression and EMS operations in austere environments. These additions have improved the department's ability to respond to emergencies in rural and off-road areas while maintaining a high level of service to the community.

The transition to a new EMS billing provider, Emergicon, led to a noticeable increase in revenue collection and billing efficiency. The department also ensured strong fiscal management across all grant and operational accounts, maintaining compliance with state and local reporting requirements.

Training and professional development remained a priority, with personnel participating in continuing education and cross-training to enhance multi-role proficiency. The department also conducted regular fire inspections, identifying code deficiencies and improving fire safety compliance across the community.

Efforts toward modernization continued with the evaluation of digital tools to enhance inspection tracking, billing integration, and records management. These initiatives, combined with the department's focus on operational readiness, community risk reduction, and staff development, have strengthened overall service delivery and positioned the department for continued improvement in the coming year.

Chief Campos,

Memo

To: Alberto Perez, City Manager
From: Marisol Vidales, Library Director & Historic Preservation Officer
CC: Jonas Gonzalez, Assistant City Manager
Date: October 08, 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 October 2025.

Meetings

- Did a walkthrough of the American Rio Grande Land and Irrigation building with contractor, potential owner, board member, PIO, and tax credit expert. Took numerous photos, ensured the plywood would go up, and discussed what original parts need to be restored and remain. (9/02) – Marisol Vidales
- Weekly staff (Michelle, Josie, Frank, Daniela, & Anthony) meeting on goals and updates. (9/02) – Marisol Vidales
- Met with Dr. Samuel Garcia regarding Creative Bits Writing Challenge and his partnership with KMB and Earth Day. (9/02) – Marisol Vidales & Michelle Muniz
- Attended the City Commission meeting. (9/02) – Marisol Vidales
- Attended the Winter Wonderland meeting and determined the area that will be used and how it will be blocked. (9/03) – Marisol Vidales
- Weekly staff (Tristan, Isabel, & Kathy) meeting on goals and updates. (9/03) – Marisol Vidales
- Met with Mr. Roberto Hinojosa to provide him with contact information for Gabriel Ozuna (MHPC & Hidalgo County Historical Commission) and answered questions on the Irrigation building. (9/03) – Marisol Vidales
- Attended Halloween Block Party meeting. (9/04) – Marisol Vidales & Michelle Muniz
- Attended Department Head Meeting. (9/05) – Marisol Vidales

- Met with Dr. Samuel Garcia about Library Programming & Creative Bits programming with KMB as well as School Yard Forests. (9/05) – Marisol Vidales
- Met with PIO to discuss Esperanza de Tejas agencies participating, the layout, other potential participants, and reviewed Nightmare on Ohio Street information. (9/05) – Marisol Vidales
- Attended the walk through of the Dome for the Esperanza de Tejas event and finalized the layout and staffing. (9/08) – Marisol Vidales & Frank Rivas
- Met with Andrew from RGVLS to view the Halloween Decorations. Went with City PIO to take pictures and look at the condition of the items. (9/10) – Michelle Muniz & Frank Rivas
- Insignia meeting with Cataloging committee to discuss new and pending issues. (9/11) – Mary Jane Hernandez & Michelle Muniz
- Met with City Secretary to go over funding needs in order for Border Affairs to search for and apply for grants. (9/15) – Marisol Vidales
- As HPO, met with Building Inspector to discuss the information that was provided to Mr. Hinojosa regarding asbestos testing. (9/15) – Marisol Vidales
- As HPO, met with Mr. Hinojosa to go over his parking concerns and asbestos testing. Clarified that we will not do the testing but he may select a vendor and that MHPC board permission must be received for any exterior work. (9/15) – Marisol Vidales
- Met with City Manager to get Compudopt MOU signed so that we can start our upcoming classes. (9/15) – Marisol Vidales
- As HPO, met with Mr. Jose Cantu and his daughter regarding the Mer Tex Building and discuss historic designation and future plans for the building. (9/15) – Marisol Vidales
- Attended the City Commission meeting. (9/16) – Marisol Vidales
- Attended the Department Head meeting. (9/18) – Marisol Vidales
- Nightmare on Ohio Street meeting. (9/18) – Marisol Vidales
- Met with Dr. Samuel Garcia to discuss the incoming typewriter, KMB, Texas Children in Nature, and the writing challenge. (9/18) – Marisol Vidales
- Attended the Hidalgo County Library System meeting. (9/19) – Marisol Vidales & Mary Jane Hernandez
- Meeting with Commissioner Eddie Cantu in regard to HCLS budget and ILS. (9/23) – Marisol Vidales
- Met with PIO, Finance, Parks, and Rec over events budget. (9/23) – Marisol Vidales
- Met with Mary Jane Hernandez over her exchange with Assistant Director and being on the cataloging committee. (9/23) – Marisol Vidales
- Met with Precinct 2 Executive Assistant over the funding disagreement between McAllen, Edinburg, and the other 12 libraries. (9/23) – Marisol Vidales
- Met with HR Specialist/Buildings Supervisor about demolishing the sidewalk wrapping around the program room and tech services. (9/23) – Marisol Vidales
- Met with Children's Staff about the supplies they are needing for the upcoming 2 to 3 months for children, teen, and adult programming. (9/25) – Michelle Muniz
- Met with Assistant City Manager to go over the library goals and objectives as well as challenges. (9/29) – Marisol Vidales
- Met with staff member, Daniela Alejo, about her resignation, her last day, and her duties. (9/29) – Marisol Vidales

Trainings

- Compudopt Class training on Basic Digital Learning Skills for Adults. (9/08 & 9/09) – Tristan Garza, Anthony Cardenas, & Isaiah Ramirez
- 3D Printer training for Digital Navigators taught by Anthony Cardenas. (9/08) – Tristan Garza, Anthony Cardenas, & Isaiah Ramirez
- ASL for Librarians (9/09) – Frank Rivas
- Emotional Intelligence training provided by the Leadership Empowerment Group. (9/10) – Marisol Vidales
- Family Place Libraries & HABA Toys (9/15) – Frank Rivas
- Attended the Texas Children in Nature Regional meeting at the National Butterfly Center. Learned about landscaping ideas, new initiatives, networked, and shared events. (9/16) – Marisol Vidales & Daniela Alejo
- Niche Academy Kick-Off meeting to learn about academy tutorials, staff, teams, settings, etc. (9/19) – Marisol Vidales, Michelle Muniz, & Anthony Cardenas
- Attended widget training from Niche Academy. (9/29) – Marisol Vidales, Michelle Muniz, & Anthony Cardenas

Events/Programming

Adult Programming

- Spanish Class by Kathy Suarez (09/03 – 1 students; 09/17 - 2 students)
- Crochet Club (09/02 – 8 adults; 09/16 - 3 adults & 3 teens)
- Besos Y Caricias (9/10 – 16 adults)
- Delta Independent Living (9/02 – 20 adults; 9/18 – 20 adults)
- Adult Craft – Perler Beads (9/19 – 2 adults)
- Digital Skills Builder for Adults (09/27 – 11 adults)
- Silent Book Club (09/24 – 7 adults)

Children Programming

- Children's Painting Classes (9/10 – 2 children)
- Reading with Royalty STEM (9/11 – 6 children & 4 adults)
- Reading with Royalty (9/17 – 3 children & 3 adults)
- Movie Day & Craft (9/18 – 2 children & 1 adult)
- Hand in Nature (9/25 @ 10:30 – 1 child & 1 adult; @ 5:30 – 4 children & 3 adults)

Toddler Programming

- Toddler Tea Time (9/24 – 1 toddler & 2 adults)

Outreach

- Literacy Night at Harrell Elementary (9/15– 32 children & 23 adults)

Events

- Food Distribution (09/10) – Josefina Mancias
- Esperanza de Tejas event (9/12 – 193 Attendees) – Frank Rivas, Isaiah Ramirez, and Nathan Salinas
- Black Veil Tattoo Ribbon Cutting (9/26) – Michelle Muniz, Frank Rivas, & Isaiah Ramirez

Café

- 79 visits, 72 items sold, \$303.29 in sales (08/04 – 08/08)
- 81 visits, 107 items sold, \$482.65 in sales (09/08 – 9/12)
- 124 visits, 72 items sold, \$313.62 in sales (09/15 – 09/19)
- 157 visits, 75 items were sold, \$316.58 in sales (09/22 – 09/26)
 - Total sales \$1,567.07 and 361 items sold

Marketing

- Created 147 social media posts for the library, 8 for the Café, and 1 for the City
- Answered 2 library DMs
- Posted 1 Library Story
- Posted 1 time for HCLS
- Designed 23 original flyers and 3 newsletters
- Updated the website 27 times
- Published 2 cloudLibrary shelves: Young Adult Hispanic Heritage Books & Books Written by Hispanic Authors
- Teen Book Display: Hispanic Heritage Month
- Adult Book Display: National Library Card Sign Up Month
- Insignia Shelves: Hispanic Heritage Month

Highlight of the Month

The library acquired a new Digital Navigator, Isaiah Ramirez, that will be assisting with weekend computer classes, digital assistance walk-ins, and new programming for children and young adults. For crochet club, we received 6 new members that found out about the program from Facebook and from attending other programs.

Dr. Hector P. Garcia Memorial Library Statistical Report

Sep-25

Circulation	2025	2024
Check-Outs & Renewals:	425	564
Year to Date Total:	5,993	8,726
In-House Book Circulation:	98	186
Year to Date Total:	1,346	2,635
In-House Magazine Circulation:	30	5
Year to Date Total:	284	545
In-House Newspaper Circulation:	44	30
Year to Date Total:	293	494
New Borrowers:	33	27
Year to Date Total:	400	336

Digital Resources	2025	2024
cloudLibrary Checkouts:	250	163
Year to Date Total:	2,510	2,547
NewsStand Checkouts:	336	436
Year to Date Total:	4,012	5,017
Biblio+ Views:	152	262
Year to Date Total:	1,355	1,344

Interlibrary Loans (ILL's)	2025	2024
Items Requested:	42	81
Year to Date Total:	310	1,121
Items Sent:	23	62
Year to Date Total:	177	645

Book & Media Donations	2025	2024
Donations Received:	20	3
Year to Date Total:	197	282
Donations Selected:	13	3
Year to Date Total:	75	56

Assistance	2025	2024
Reference By Phone:	77	100
Year to Date Total:	1,162	2,453
Reference In-Person:	93	110
Year to Date Total:	1,366	2,015
Directional By Phone:	118	0
Year to Date Total:	1,603	0
Directional In-Person:	217	0
Year to Date Total:	2,042	0

Library Service	2025	2024
Digital Assistance:	154	110
Year to Date Total:	1,556	1,478
Fax Assistance:	59	48
Year to Date Total:	700	651
Copy Assistance:	107	88
Year to Date Total:	1,321	1,642
Scan Assistance:	20	19
Year to Date Total:	136	188
Print Outs:	2,631	1,929
Year to Date Total:	21,411	23,046

Computer Sessions	2025	2024
Adult Lab Sessions:	900	502
Year to Date Total:	10,034	4,990
Juvenile Lab Sessions:	64	60
Year to Date Total:	2,265	801
WiFi:	2,040	1,442
Year to Date Total:	23,547	24,539

Meeting Room Sessions	2025	2024
Sessions:	48	64
Year to Date Total:	764	781

Technical Services	2025	2024
New Items Added:	35	122
Year to Date Total:	1,850	1,158
Items Processed:	25	96
Year to Date Total:	819	821
Items Withdrawn:	2,712	60
Year to Date Total:	4,025	1,464
Items Recataloged:	5	19
Year to Date Total:	421	572
Items Repaired:	2	4
Year to Date Total:	28	120

Dr. Hector P. Garcia Memorial Library Statistical Report

Sep-25

Adult Programming	2025	2024
Adult Events:	10	10
Year to Date Total:	138	100
Adults in Attendance:	93	103
Year to Date Total:	1,105	1,107

Teen Programming	2025	2024
Teen Events:	2	0
Year to Date Total:	13	9
Teens in Attendance:	5	0
Year to Date Total:	79	107

Children's Programming	2025	2024
Children Events:	6	5
Year to Date Total:	65	65
Children in Attendance:	18	15
Year to Date Total:	1,223	1,124
Adults in Attendance:	12	3
Year to Date Total:	688	135

Family Place	2025	2024
Early Learning Space Total:	43	0
Year to Date Total:	1,155	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:	1	0
Year to Date Total:	1	0
Children in Attendance:	1	0
Year to Date Total:	1	0
Adults in Attendance:	2	0
Year to Date Total:	2	0

General Programming	2025	2024
Events:	0	1
Year to Date Total:	16	15
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	15
Year to Date Total:	2,645	1,867

Outreach Programming	2025	2024
Events:	2	1
Year to Date Total:	37	28
Toddlers in Attendance:	0	0
Year to Date Total:	0	0
Children in Attendance:	32	35
Year to Date Total:	1,668	939
Teens in Attendance:	0	0
Year to Date Total:	0	0
Adults in Attendance:	23	20
Year to Date Total:	842	614
General Attendance:	0	0
Year to Date Total:	558	1,837

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:	0.00	167.50
Year to Date Total:	1,998.25	2,153.50

Dr. Hector P. Garcia Memorial Library Statistical Report

Sep-25

Curbside Services	2025	2024
Curbside Café:	3	0
Year to Date Total:	13	35
Curbside Circulation:	0	3
Year to Date Total:	1	11
Curbside Crafts:	0	0
Year to Date Total:	0	0
Curbside Other Services:	0	2
Year to Date Total:	10	19

Library Visits	2025	2024
Visits:	2,488	2,606
Year to Date Total:	30,888	31,489

Café Visits	2025	2024
Visits:	500	485
Year to Date Total:	4,816	5,650

Café Sales	2025	2024
Net Sales:	\$ 1,436.15	\$ 1,530.55
Year to Date Total:	\$ 17,176.49	\$ 19,719.05
Sales Tax:	\$ 117.23	\$ 126.33
Year to Date Total:	\$ 1,401.11	\$ 1,623.05

Social Media	2025	2024
Library Posts:	147	92
Year to Date Total:	1,537	1,498
Library DMs:	2	3
Year to Date Total:	78	83
Cafe Posts:	8	19
Year to Date Total:	253	210
Café DMs:	1	0
Year to Date Total:	1	2
City Posts:	1	28
Year to Date Total:	406	564
City DMs:	0	10
Year to Date Total:	94	140
Videos Created:	0	0
Year to Date Total:	6	64
Website Updates:	27	12
Year to Date Total:	144	235
HCLS Posts:	1	2
Year to Date:	27	11
Stories:	1	0
Year to Date Total:	117	0
Flyers:	23	0
Year to Date Total:	366	0



Dr. Hector P. Garcia
Memorial Library

DR. HECTOR P. GARCIA MEMORIAL LIBRARY

Advocating Lifelong Learning since 1969.



HISTORIC PRESERVATION OFFICE





Dr. Hector P. Garcia
Memorial Library



AWARDS & RECOGNITIONS





Dr. Hector P. Garcia
Memorial Library



NEW PROGRAMMING





NEW RESOURCE



**Read more,
together.**

The leading solution for motivating people to read, Beanstack uses competition, recognition, and proven gamification principles to grow community reading culture.

[See It In Action >](#)



Challenges Activities Reviews Events

More Challenges

Other available challenges at Dr. Hector P. Garcia Memorial Library (TX).



Spooky Season Movies

October 01, 2025 - October 31, 2025

Overview Description Bingo Card Badge

Overall Progress



1

Badge Earned



0%

0 / 180

Minutes Logged

Cancel Join Challenge Ignore

Welcome to Beanstack
Challenge for New Clients



Welcome to Beanstack

Ongoing challenge

[Logging](#)

[Activities](#)



HIDALGO COUNTY LIBRARY SYSTEM VICE-PRESIDENT



Home



My Account



Events



Branches



ShareIt Texas



Tex-Share



Cloud-Library

All Libraries

All Libraries

Donna Public

Dr. Hector P. Garcia Memorial Library

Dustin Michael Sekula Memorial Library

Elsa Public Library

Hidalgo County Library

Hidalgo Public Library

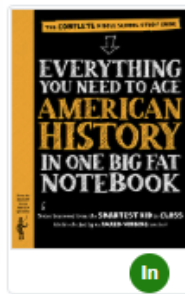
La Joya Municipal Library

Mavor Joe V. Sanchez

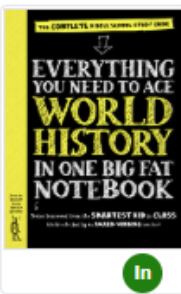
[E]

Out

Keywords



In



In



In



Out



Out



Out



Out



Out



Out



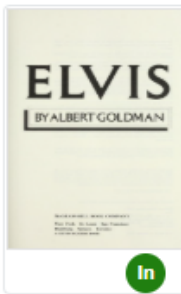
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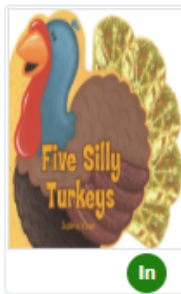
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Out



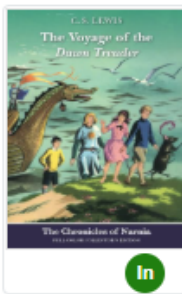
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In



Out



In



In

Most Circulated



In



Out



In



In



In



In



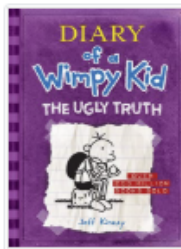
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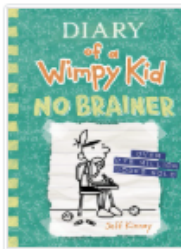
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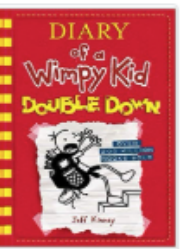
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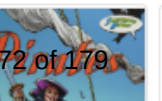
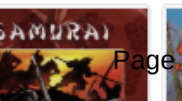
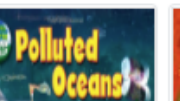
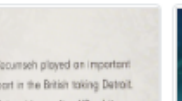
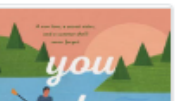
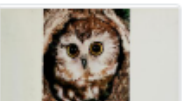
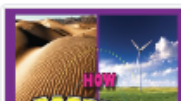
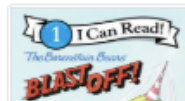
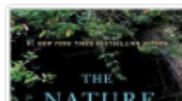


In



In

Recently Viewed





Accomplishments - October 2024 - September 2025

Historic Preservation Office

An application was submitted for the American Rio Grande Land & Irrigation Company building to the Texas Historical Commission for a Recorded Texas Historic Landmark (RTHL) and was approved. A marker should arrive sometime in 2026 and a dedication ceremony will be scheduled.

A Recorded Texas Historic Landmark designation is awarded to historic structures deemed worthy of preservation for their architectural integrity and historical associations. Designated properties are afforded a measure of legal protection and become part of the recorded history of the state's-built environment.

Restoration work was also started using Hotel Occupancy Tax Funds on the windows of the American Rio Grande Land & Irrigation Company building. A total of 10 windows were restored and are now fully functional.

Awards & Recognitions

The Library obtained the Achievement of Excellence in Libraries for the 2nd year in a row from the Texas Municipal Library Directors Association.

The library and its staff were featured in the Benton Institute for Broadband & Society newsletter for its work in the Digital Navigation field. Our grantors Methodist Healthcare Ministries (MHM) were pleased with the article and distributed it amongst administration. Library staff also served on a panel discussion at the October MHM convening to highlight our work.

The Crochet Club was also featured on Take 5 on KRGV News. Frank Rivas, our Children's Librarian & the volunteer instructor along with members were interviewed.

The Library continues to meet all the accreditation requirements from the Texas State Library and Archives Commission which is based on collection size for our population, the overall average age of the collection, programming and services offered, funding, and more.

New Programming

The Library held its first Family Place Parent & Child Workshop in February 2025. It also opened its Early Learning Space in October 2024 and since then it has been utilized 1,155 times.



The Library obtained a grant from the American Library Association for kits to teach children about money. The grant provided us with tablets, known as Launchpads, with preloaded games which cover spending, saving, and investing. Along with the tablets we received physical board games to make our sessions more fun and exciting for children. We held two Thinking Money sessions in February and March. Each session consisted of 5 classes. We had an overall attendance of 101 children and 42 adults. We intend to have the program once again in the winter or spring.

The Library also added two new adult programs based on patron request which were Spanish classes taught by one of our part-time staff members and adult craft programs during the day.

We were also able to expand the reach of our Digital Navigator program. The Digital Navigators were able to do classes at Llano Grande Resort and assist UMOs staff with computer classes to assist them with new technology that was incorporated into their workplace.

We also added 10 additional hotspots for our community through additional funding provided by MHM and a seasonal part-time digital navigator which has already assisted twice at outreach events and issuing new library cards on site. He has also taught two Saturday classes with one of our other full-time Digital Navigators.

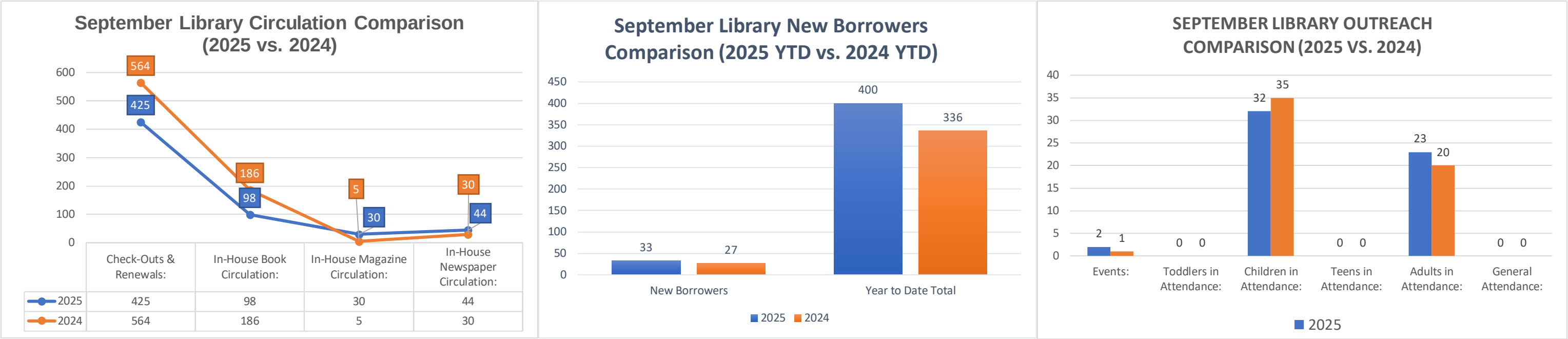
New Resource

The Library saw the addition of Beanstack which was used for the first time for our Summer Reading Program in June. This enabled our patrons to be able to track their reading through an app and submit their reports. For those who prefer paper we continued to offer that option. However, the majority were extremely happy with this new resource. Our community goal for the month of June was 600 books and we surpassed it by reaching 660. We had an increase of 142% of read and logged books from last year.

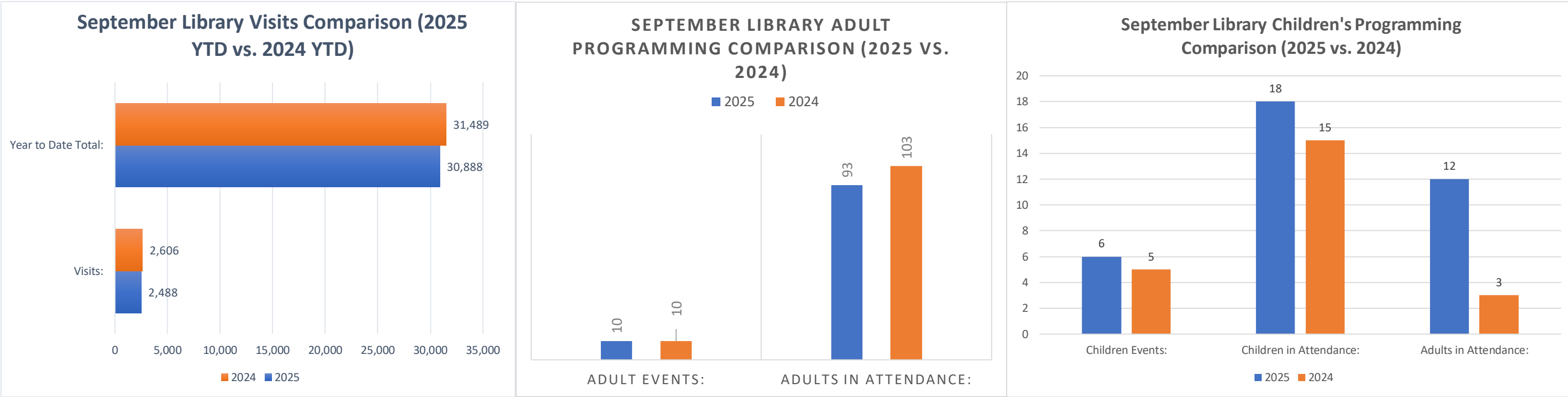
We plan to use Beanstack throughout the year for numerous challenges to encourage reading and grow a community reading culture for the City.

Hidalgo County Library System Vice- President

As the Hidalgo County Library System Vice President I helped lobby for increased funding for both a new Integrated Library System (ILS) and a courier system. Our budget was increased by a total of \$80,000 from \$238,000 to \$318,000. We were able to implement both the new ILS and Courier.



September Library Comparison 2025 vs. 2024



PUBLIC WORKS	
CLOSED WORK ORDER REPORT	
SEPTEMBER 2025	
Row Labels	Count of Category
Alley	1
ANGLE STOP	1
BRUSH PICKUP	50
BUILDING MAINTENANCE	5
Curb Scraping	39
Cut Grass	77
Cut Trees on ROW	4
EQUIPMENT MAINT.	9
Fire Hydrant Repair	3
Flush Fire Hydrant	4
Illegal Dumping Pick-Up (Planning)	5
Inlet Maintenance	48
INSTALL CLEAN OUT	1
LIFT STATION MAINT.	3
LOCATE METER	1
Locate Water & Sewer //Tap	28
LOW WATER PRESSURE / NO WATER	5
MANHOLE MAINTENANCE	4
Manhole Replacement	2
OPEN/CLOSE METER	8
Pot Hole Patching	208
RELOCATE WATER METER	1
Repair Meter	1
Replace Cut-Off	10
SEWER SMELL	1
Sewer Stop	29
SPECIAL EVENTS- PREP-SHUTDOWN-ASSIS	2
Traffic Sign Replacement	2
TRASH PICK-UP	45
Utility Patch	7
Vehicle Maintenance (City Mechanics)	32
Water Break Repair	28
WATER LEAK (METER)	8
WATER TAP OR SEWER TAP SERVICE	6
Grand Total	678

2024-2025 Accomplishments

Sidewalk reconstruction on Hidalgo St between Missouri & Virginia St

We have replaced 13 Fire Hydrants that were damaged or in need of repair.

Resurfaced Virginia St. from 8th St to 10th St.

Resurfaced Missouri St. from 10th to 12th St.

Replaced 1700 LT of Cast Iron pipe on 5th St.

Replaced 700 LT of Clay Sewer Main line to PVC that had collapsed from business 83 to 4th St. in the alley.

Started cleaning the Storm Water Pump Station at Collier Park, encountered a 32'' line that comes from Maryland that heads south to the SWPS.

Identified Several Cast Iron & Asbestos Water Pipes throughout the City. We are prioritizing them to get them replaced.

Established a healthy communication with the Drainage District to improve response when requesting maintenance on the drainage ditches.

We reintroduced a storm sewer preventive maintenance program to insure proper water flow in key sectors of our City.

We have been and still continuing to identifying Fire Hydrants, Water Valves, Manholes for our GIS Program.

During the identification process we were able to locate several old structures that are allowing infiltration into our system. We are recommending these structures to get replaced.

Human Resources and Building Maintenance

Digital Transformation: Eliminating Paper and Boosting Efficiency

A primary focus has been the complete digitization HR and payroll processes, resulting in reduced administrative overhead and improved accessibility for all staff.

- **Fully Electronic Leave Submission:** We successfully transitioned **all city employees** to a fully electronic system for submitting leave requests. This means that paper forms for sick leave, vacation, birthday, or any other type of leave have been entirely eliminated. This not only streamlines the approval process but also ensures **instant record-keeping** and universal access for staff, regardless of their work location or standard hours.
- **Electronic Timesheet Signatures:** We moved to **fully electronic employee signatures for timesheets**. This change has been a tremendous help to staff who work non-standard shifts, particularly the **Fire Department and the Police Department**. By removing the need to track down physical signatures, we have significantly accelerated the timesheet submission and payroll verification process, ensuring greater accuracy and faster processing.

Modernizing Talent/Streamline Hiring Process

We have implemented targeted strategies to improve the speed and effectiveness of our hiring process while simultaneously investing in a culture of employee recognition.

- As of the **2024-2025 fiscal year**, the City of Mercedes has onboarded **68 new employees**
- **Accelerated Hiring Cycle:** We have successfully moved quicker on the overall **advertising, interviewing, and hiring turnaround** process. This ensures essential city positions are filled faster, reducing the burden on existing teams and improving service delivery.
- **Optimized Advertising Tools:** We now utilize a comprehensive suite of modern tools to advertise job vacancies, including **Indeed, social media platforms, and the city website**. This multi-channel approach ensures we reach a broader and more qualified applicant pool, making our recruitment efforts more effective.
- **Enhanced Employee Morale:** To actively foster a positive work environment, we started a monthly **Employee Birthday Spotlight**. This recognition is featured on the hallway screens, and all department heads and supervisors are actively encouraged to participate by highlighting their employees.

Departmental Alignment Project

- **Goals & Objectives Clean-Up:** Restructuring and standardizing goals across all departments.
- **KPI Alignment:** Targeting and defining measurable Key Performance Indicators for each functional area.

Operational Excellence in Building Maintenance

In addition to HR improvements, I oversee the Building Maintenance Department, and we have achieved significant operational improvements through process standardization.

- **Streamlined Daily Work Order System:** We completely re-engineered the work order process, implementing a **daily work order system through See Click Fix**. This new procedure allows us to better track the team's work on a day-to-day basis, ensuring tasks are prioritized, accountability is clear, and resources are deployed efficiently. This change has provided greater oversight and **measurable improvements** in the department's service delivery.

Upcoming Projects

Key Projects Include:

- Major roofing replacement for the **Recreation Center** and **City Library**.
- Full interior refresh at **City Hall** (walls, floors, and doors).
- Repairing **Fire Department overhead bay doors** for improved safety and reliability.
- Installing new **interior lighting at the library** for energy efficiency and improved environment.