
MERCEDES CITY COMMISSION
REGULAR MEETING
JANUARY 20, 2026 – 6:30 PM
MERCEDES CITY HALL – COMMISSION CHAMBERS
400 S. OHIO AVE., MERCEDES, TX 78570

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

1. **Call Meeting to Order**
2. **Establish Quorum**
3. **Invocation**
4. **Pledge of Allegiance**
5. **Open Forum**
6. **Presentation**
 - a. Presentation by Melden & Hunt regarding Water Well Project
 - b. Presentation by Planning Director regarding an Annual Registration and Inspection for Multi-Family Dwellings
7. **Consent Agenda**
 - a. Approval of Minutes for Meeting(s) held January 6, 2026
8. **Management Items:** Present, discuss, consider and possibly take action regarding:
 - a. Approval to accept resignation and appoint a new member to the Mercedes Historic Preservation Commission.
 - b. Approval of library policy changes in regard to check out limits.
 - c. Approval of changes to Mercedes Historic Preservation Grant application.
 - d. Consideration to appoint/reappoint members to the Planning and Zoning Committee
 - e. Consideration to appoint/reappoint members to the Building and Standards Board
 - f. Consideration to appoint/reappoint members to the Zoning Board of Adjustments
 - g. Consideration and possible action to approve the surplus and donation of Mercedes Fire Department protective equipment (fire gear) to the City’s sister city, Ramos Arizpe, Mexico
9. **Ordinances/Resolutions**
 - a. Consideration and possible action on Ordinance 2026-01 Ordering an Election for May 2, 2026
 - b. Consideration and Possible Action on Ordinance 2026-02 amending the Ordinance 2025-33 regarding Water Wells
 - c. Consideration and Approval of a Resolution (2026-03) by the City Commission of the City of

Mercedes, Texas rescheduling the sale from January 20, 2026 to February 17, 2026 of Obligations to be issued and designated as "City of Mercedes, Texas Combination Tax and Subordinate Lien Revenue Certificates of Obligation, Series 2026A" and "City of Mercedes, Texas Combination Tax and Subordinate Lien Revenue Certificates of Obligation, Series 2026B"

- d. Consideration of Resolution 2026-04 adopting the Work Plan and Budget for Fiscal Year 2026 for the Urban County Program

10. Monthly Departmental Reports

- a. Planning, Library, I.T., Recreation Center, Finance, City Sec/HR

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, January 20, 2026 at 6:30 PM. Said meeting will be conducted in the Commission Chambers of the City Hall located at 400 S. Ohio, Mercedes, Texas for the purpose of considering and taking formal action regarding the items listed above. This notice is given in accordance with Vernon's Texas Codes Annotated, Texas Government Code, Section 551.001 et. Seq.

WITNESS MY HAND AND SEAL OF THE CITY THIS 13TH DAY OF JANUARY, 2026.

ATTEST:



Joselynn Castillo, City Secretary

Time of Posting: 4:50 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.

**MERCEDES CITY COMMISSION
REGULAR MEETING
JANUARY 6, 2026 – 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
Meredith Hernandez, Interim Finance Director
Francisco Sanchez, Police Chief
Juan Vasquez, I.T Specialist
Tom Villagomez, Public Works Director
Marisol Vidales, Library 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

Commissioner Howell, Commissioner Garcia and Mayor Pro-Tem Saldana were present. Commissioner Martinez arrived during the open forum. Mayor Montoya was absent.

3. Invocation

Commissioner Howell said the invocation.

4. Pledge of Allegiance

Commissioner Garcia led in the Pledge of Allegiance.

5. Open Forum

Dr. Jacob C. Howell addressed the Commission expressing his approval of any entity donating to the City of Mercedes and expressed he is for funding the City and City projects. He stated he will not stand for false accusations and is looking into finding out what was leaked. He added that the water well ordinance had some miscommunication and existing wells were to be grandfathered in.
There were no further comments.

6. Presentation

- a. Presentation on Winter Wonderland Event Held December 12, 2025 at RGV Premium Outlets

Police Chief Sanchez presented to the Commission regarding the Winter Wonderland event. He shared a video of the event and added the event was a success. Mayor Pro-Tem Saldana stated the event went well and would like feedback from staff regarding what improvements they can make for future events. Mr. Perez stated the positive was the accessibility for the handicapped children and adults. The Commission stated the event brought positivity to the community and the tree being moved to the outlet brought more people from other parts of the Rio Grande Valley to Mercedes. There was no further discussion.

- b. Presentation on Mercedes PD and Friends Of The Library BBQ Cookoff Event Held November 15, 2025 at the Mercedes Recreation Center

Police Chief Sanchez informed the Commission about the BBQ Cook-off event held on November 15, 2025. They had 33 teams registered, with 28 participating. They raised over \$6,000 in registrations and raised over \$7,000 in sponsorships. Expenditures were also noted. The funds were split 50/50 with the Friends of the Library and the Police Department. He showed a video of the cook-off. Mayor Pro-Tem Saldana thanked Chief Sanchez for providing the report and added that some of the teams stated they would be attending next year. Commissioner Garcia and Commissioner Howell expressed their approval of the event. No further discussion.

Commissioner Howell motioned to move to item 9D. Commissioner Garcia seconded. Upon a called vote, the motion passed unanimously.

7. Consent Agenda

- a. Approval of Minutes for Meeting(s) held December 16, 2025

Commissioner Martinez motioned to approve the minutes for meeting held December 16, 2025. Commissioner Garcia seconded. Upon a called vote, the motion passed unanimously.

- b. Approval of the First Amendment to the Interlocal Cooperation Agreement Between the County of Hidalgo and the City of Mercedes, Texas Regarding the MVCPA Task Force (FY26)

Lt. Cuba was present for this item. The City Attorney stated she had reviewed and approves of the agreement. Commissioner Martinez motioned to approve. Commissioner Garcia seconded. Upon a called vote, the motion passed unanimously.

8. City Manager Update

- a. Update regarding RioPlex

Mr. Perez informed the Commission about RioPlex which is an opportunity to shift to industrial development. RioPlex is a marketing arm of the RGV and is connected with all the EDC's in the region. Commissioner Howell agreed due to the city's residential area growing. At a question, Mr. Perez explained the membership fee of \$5,000 to participate and can be done administratively and only wanted to update the commission.

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

a. Consider and take possible action to ratify the Final Plat Approval for Stable Estates Planning Director Hernandez stated this subdivision is just south of Valley Ranch Estates. The applicant is requesting final approval of a residential subdivision consisting of 109 lots with a mix of fourplex units and townhouses on a 30-acre tract. She added that there is a minor outstanding and engineering items which are being addressed by the applicant. Commissioner Martinez motion to approve. Commissioner Garcia seconded. Upon a called vote, the motion passed unanimously.

b. Consider and take action on the approval of the Interlocal Agreement between Hidalgo County Urban County Program and the City of Mercedes for FY 2025 Commissioner Martinez motioned to approve. Commissioner Garcia seconded. Upon a called vote, the motion passed unanimously.

c. Consider and take action regarding the Approval to Terminate the Tax Increment Reinvestment Zone No. 1 Agreement
Commissioner Martinez motioned to approve. Commissioner Howell seconded. Mr. Perez informed the Commission that since he started there have been issues with TIRZ No. 1 and the City could not provide any reports being requested by the County. In order to move forward with the TIRZ No. 2 development project, staff is recommending terminating TIRZ No. 1. Mr. Perez added that the City and County have been allocating funds for this project and terminating this agreement will send the funds back to the county's general fund. Upon a called vote, the motion passed unanimously.

d. Discussion and Possible Action Regarding City Support for Catholic Cemetery
Ms. Edwina Salazar Trevino shared a brief history of the Our Lady of Mercy Cemetery. She stated the cemetery was unkept and, due to this, they established the Catholic Association in 1994. They have received contributions and support from different entities. There are over 3000 resting in the cemetery. Their goal is to maintain the cemetery to respect the graves and honor their loved ones and veterans. There was a historical marker stating the town was established in 1907, the Catholic Church was designated in 1909, the Capisallo company gave 4 acres to the Brownsville Diocese in 1910. The marker was erected in 2000. She listed the deceased and three living members of the original Catholic Association. Mayor Pro-Tem Saldana informed the Commission that the cemetery is nearly full, which slows down the revenues for that cemetery. He added there has been discussion about assisting with the maintenance and any legal issues that may arise. Commissioner Howell expressed his support in assisting with the maintenance but added for legal to research the legality. Commissioner Garcia also expressed his support. Mayor Pro-Tem Saldana stated there is probably not a solution today, but this item is for discussion. Ms. Trevino stated their budget is \$3,000 per month, and they do have some patrons that donate yearly, but there are few. Mayor Pro-Tem Saldan recommended adding funding for this project in the next fiscal year. The City Attorney recommended utilizing the volunteer boards to assist. Commissioner Martinez motioned to approve adding this item for consideration for the next fiscal year. Commissioner Garcia seconded. Upon a called vote, the motion passed unanimously.

10. Ordinances/Resolutions

- a. Consider and take action to Approve of Resolution 2026-01 regarding the Agreement for the Temporary Closure of State Right-of-Way – 87th Annual Rio Grande Valley Livestock Show Parade
- b. Consider and take Action on Approval of Resolution 2026-02 regarding the Agreement for the Temporary Closure of State Right-of-Way – 87th Annual Rio Grande Valley Livestock Show

Commissioner Martinez motioned to approve items 10A and 10B. Commissioner Howell seconded. Lt. Cuba mentioned there was a change to the exit route for the parade. There was discussion regarding the new route, congestion and notice to surrounding areas for street closures. Upon a called vote, the motion passed 3-1. Commissioner Howell voted against. Commissioner Howell stated he is for the parade but is against the route.

11. Bids/Contracts

- a. Consider and take Action on Agreement to Ratify the purchase agreement for the Neuhaus Property known as Capisallo S28.50 AC EXC AN IRR TR S200' -E476' LOT 9 BLK 81 26.50 AC NET

Commissioner Martinez motioned to approve. Commissioner Garcia seconded. Mr. Perez stated this property is located near the Public Works Department. At a question, Mr. Perez stated the property has been appraised. Upon a called vote, the motion passed unanimously.

- b. Consider and take possible action to approve Municipal Court Judge Ms. Melisa Canales renewal agreement.

Commissioner Howell motioned to approve the renewal of Municipal Court Judge. Commissioner Martinez seconded. Upon a called vote, the motion passed unanimously.

- c. Consider and take action regarding the Conveyance of Real Estate to the Development Corporation of Mercedes: Mercedes Original Townsite S. 88.5' -E 110' BLK 2
The City Attorney corrected the legal description to Bixby S735.5' -W862.43' IRR TR -S OF HWY 83 Lot 5 & An IRR TR E202.58' -S665.51' Lot 6 17.338 AC GR 17.118 AC Net. Commissioner Martinez motioned to approve the conveyance with the updated legal description. Commissioner Garcia seconded. Upon a called vote, the motion passed unanimously.

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

Commissioner Martinez motioned to move into executive session. Commissioner Garcia seconded. Upon a called vote, the motion passed unanimously. The meeting went into executive session at 7:55 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 ALP172 - Section 551.087

13. Open Session

Mayor Pro-Tem Saldana reconvened the meeting at 8:42 P.M

- a. Possible Action pertaining to executive session item A

No action was taken on this item.

- b. Possible Action pertaining to executive session item B

No action was taken on this item.

- c. Possible Action pertaining to executive session item C

Commissioner Martinez motioned to approve submitting a letter of support for the grant application for the American Legion Project. Commissioner Garcia seconded. Upon a called vote, the motion passed unanimously.

14. Adjournment

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

DATE: January 20, 2026
FROM: Marisol Vidales, Library Director
ITEM: Discussion and possible action to Approval to accept resignation and appoint a new member to the Mercedes Historic Preservation Commission.

BACKGROUND INFORMATION: The Mercedes Historic Preservation Commission is a 7-member advisory board for the City of Mercedes. Its purpose is to maximize conservation & preservation of any historical landmarks for future generations to discover and appreciate Mercedes' structural heritage...

The board's scope of work includes the following:

- Nominates properties for local historic designation
- Reviews grant applications for local historic properties
- Provides suggestions for work performed on local historic properties
- Research history on local historic properties
- Review applications for historical business awards

At this time, we have a total of one vacancy on our board. Mrs. Donna Otto, who served as our archeologist, has resigned due to her relocation.

We have one applicant at this time, which is Ms. Alexis Riojas.

Ms. Riojas currently serves as the Downtown Director for the City of Harlingen, so she has the experience of dealing with historic buildings. She would be a great asset as we go through the First Street Initiative with the Texas Historic Commission.

If appointed, Ms. Riojas term would run until 12/31/2027.

BOARD REVIEW/CITIZEN FEEDBACK: Not applicable

ALTERNATIVES/OPTIONS: Not applicable

FISCAL IMPACT: (Total Costs)

Proposed Expenditure/(Revenue):

\$

Account Number(s):

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

LEGAL REVIEW: Not Applicable

ATTACHMENTS:

1. Board Application - City of Mercedes Historic Committee_Redacted
2. A. Riojas Resume_Redacted
3. MHPC Resignation Jan 2026

STAFF RECOMMENDATION: Recommendation to approve the appointment of Alexis Riojas.

NOTE: Applications are kept on file for (6) months for consideration.



city of
mercedes

It Starts Here!

--- Queen City of the Rio Grande----

BOARD / COMMISSION APPLICATION

Name: Alexis Ashley Riojas

Address: [REDACTED]

Telephone No. Business: [REDACTED] Home:

Occupation: Downtown Director

Interests:

(Check *✓all of interest*)

Housing Authority Board

Planning & Zoning Board *

Library Board

Buildings & Standards Comm.

Development Corporation

Industrial Foundation

Charter Review

Special Boards/ Commissions

Board of Adjustments

Parks & Recreation

Keep Mercedes Beautiful Comm

Historic Committee X

Reason for Interest:

I'm interested in joining the City of Mercedes Historic Committee because I'm passionate about preserving our community's history and helping highlight the stories, landmarks, and cultural heritage that makes Mercedes unique. I hope to contribute fresh ideas, support ongoing preservation efforts, and engage the community in celebrating our shared past.

Alexis Riojas

Signature

11/26/25

Date

NOTE: Citizens interested in serving on city boards and commission 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 Board, applicants must be property owners.
THANK YOU!

ALEXIS RIOJAS

CITY DIRECTOR



WORK EXPERIENCE

2019 - PRESENT

City of Harlingen, Harlingen, TX

Downtown Director

- Collaborate with city departments, local businesses, and community organizations to plan and execute large-scale projects and events for the City of Harlingen.
- Oversee budgets, grants, and funding for downtown projects, ensuring fiscal responsibility and project success.
- Serve as the primary liason between the city government and downtown business community addressing concerns and ensuring effective communication.
- Facilitate public meetings, manage public outreach, and develop promotional materials for city programs and events.
- Ensure compliance with city regulations and policies in all downtown related activities and projects.

2016 - 2019

Harlingen Chamber of Commerce, Harlingen, TX

Executive Assistant

- Coordinated meetings, prepared agendas, and handled communication between the Chamber, local businesses, and the community.
- Organized community events, such as business related events and networking programs, helping local businesses expand their reach.
- Worked closely with public sector partners to enhance policies that benefited the local businesses in Harlingen.

EDUCATION

2012

WESLACO EAST HIGH SCHOOL

- High School Diploma

SOUTH TEXAS COLLEGE

- Bachelor of Organizational Leadership
- Hours Earned: 89
- Graduation: Fall 2026

SKILLS

- Leadership & Strategic Planning
- Community Engagement
- Public Relations
- Marketing
- Project Management
- Government Regulations & Compliance
- Event Planning
- Downtown Revitalization

CERTIFICATIONS

- Certified Public Manager
University of Texas Rio Grande Valley,
June 2023

REFERENCES

Julio Olmeda

South Texas Urgent Care Center

Phone: 956-205-1244

Amanda Lucio

Sunny Glen Childrens Home

Phone: 956-408-0036

January 5, 2026

Mercedes Historic Preservation Commission

Marisol Vidales, Library Director, Historic Preservation Officer

This letter is to request your acceptance of my resignation as a member of the Mercedes Historic Preservation Commission. I have enjoyed serving the community and becoming involved in local preservation efforts for the last five years.

Due to life changes my husband and I have decided to move from the Rio Grande Valley back to the Texas Panhandle to be closer to family. We have purchased a home in Canyon, Texas and expect to relocate this spring upon the sale of our home here in the Llano Grande Resort and Golf Course.

Thank you for the opportunity to be involved, receive training, and learn from Commission members, Marisol Vidales, and other City and Library staff.

Sincerely,

Donna Kay Otto

A black rectangular redaction box covering the signature of Donna Kay Otto.

Management Items

DATE: January 20, 2026
FROM: Marisol Vidales, Library Director
ITEM: **Discussion and possible action to Approval of library policy changes in regard to check out limits.**

BACKGROUND INFORMATION: As part of the Hidalgo County Library System, patrons are able to use their Mercedes library card in 12 of the 14 libraries in the system. Due to this, patrons can become confused with our different check-out quantities and also the time that the material can be borrowed for. In an effort to streamline this, we proposed the following changes to our Library Board, which they approved; allowing a total of 15 books and 10 media items to be checked out at a time, the checkout period being 14 days for all types of books whether they are part of the new or regular collection. The media would remain a total of 10 days. All the new proposed quantities and time frames reflect the majority of HCLS library limits.

BOARD REVIEW/CITIZEN FEEDBACK: Approved by Library 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: Not Applicable

LEGAL REVIEW: Not Applicable

ATTACHMENTS:

1. DHPGML Policy Manual 8th Version 2026

STAFF RECOMMENDATION: Recommendation to approve the changes.

Appendix B - Loan Periods & Limits

Loan Limits & Periods

Item	Limit	Loan Period	Borrower Type
New Books	40 15	14 Days	Adult & Child
Books	40 15	28 14 Days	Adult & Child
AV – DVD	10 3	5 Days	Adult Only
AV – Blu-Ray	3 10	5 Days	Adult Only
AV – Kit	1	14 Days	Adult Only
AV – Audiobook (Playaway & CD)	1	14 Days	Adult Only
Laptop	1	2 Hours in-house	Adult Only
Hotspot	1	28 Days	Adult Only

*Only a total of ~~40~~15 items may be borrowed at a time, which can consist of a combination of books, AV- audiovisual material and a laptop.

*Each item checked out may be renewed for a total of 2 times for 14 day periods.

DATE: January 20, 2026
FROM: Marisol Vidales, Library Director
ITEM: **Discussion and possible action to Approval of changes to Mercedes Historic Preservation Grant application.**

BACKGROUND INFORMATION:

The historic preservation grant was established in 2014 in order to assist property owners with historically designated properties to maintain their properties in the best condition possible, thus preserving our history. Some revisions were suggested and approved by the board this year.

The following changes have been made:

The dates were changed from November 1 through February to October 1 to April 1.

It no longer states that grants will be reviewed and awarded by March 1 as they are reviewed and awarded on a first-serve, first-come basis.

The entire section stating that the property being restored must remain under the current ownership for a minimum of two years was removed.

Added Number 5 which reads – Change orders during the construction process that go over the initially approved amount are not guaranteed to be reimbursable. Proper documentation must be submitted explaining the increase.

The current grant application form has been revised as well to include the legal description and property ID of the address. A section for them to list all the proposals received, and the bid amounts and for them to make their recommendation to the board.

BOARD REVIEW/CITIZEN FEEDBACK: Board approved

ALTERNATIVES/OPTIONS: Not applicable

FISCAL IMPACT: (Total Costs)

Proposed Expenditure/(Revenue):

\$

Account Number(s):

Finance Review by: Not Applicable

LEGAL REVIEW: Not Applicable

ATTACHMENTS:

1. Historic Preservation Grant Application 12.9.25
2. Historic Preservation Grant Program Guidelines 12.2.25 (1)

STAFF RECOMMENDATION: Recommendation to approve all the changes.



Mercedes Historic Preservation Commission



Grant Application

1. Property Owner/ Owners

First Name: _____

First Name: _____

Last Name: _____

Last Name: _____

Address: _____

Address: _____

Phone: _____

Phone: _____

Email: _____

Email: _____

2. Historic Property Address

Property I.D.: _____

Address: _____

Legal Description:

3. Grant/ Amount Requested

Roof: ☐

Amount: _____

Leveling: ☐

Amount: _____

Façade: ☐

Amount: _____

4. Proposals

Vendor: _____

Amount: _____

Vendor: _____

Amount: _____

Vendor: _____

Amount: _____

Which vendor are you recommending?: _____

5. Brief Summary of Project (If additional space is required please attach another page).

6. Have you ever applies for a grant before? If so, was it granted and when (If additional space is required please attach another page)?

I hereby agree to the guidelines set forth by the Mercedes Historical Preservation Commission Grant

I certify that, to the best of my knowledge and belief, the statements made by me in this application are true and the information provided is correct.

Signature _____

Date _____

Signature _____

Date _____

Staff Use Only

Grant Request Approved:

Quotes Submitted:

Photos Submitted:

Samples Submitted:



HISTORICAL PRESERVATION GRANT PROGRAM GUIDELINES

ABOUT THE MERCEDES HISTORIC PRESERVATION COMMISSION

The Mercedes Historic Preservation Commission is a seven-member advisory board for the City of Mercedes. It is the purpose and intent of this board to conserve any historical landmarks or districts for future generations to discover and enjoy. The commission has been created with the following purpose:

To protect and enhance the landmarks and districts which represent distinctive elements of Mercedes' historic, architectural, and cultural heritage.

To foster civic pride in the accomplishments of the past.

To protect and enhance Mercedes' attractiveness to visitors and the support and stimulus to the economy thereby provided.

To encourage stabilization, restoration, and improvements of such properties and their values.

ROOF, FAÇADE, AND LEVELING GRANTS

The City of Mercedes and the Mercedes Historic Preservation Commission recognize the importance that historical buildings have for the cultural and economic growth of the city. Recognizing the value of local historical buildings prompted the City and the Commission to create a matching grant program for the property owners of historical homes or businesses in a locally designated historic district. The roof, façade, and leveling grants are reimbursable grants, which means the property owner **must pay** for the restoration and maintenance **up front**, and then be **reimbursed for up to half of the cost**. Roof grants are reimbursable for up to \$10,000 matching, and the leveling and façade grants are reimbursable for up to \$5,000 matching. Grants are eligible to be awarded on a first come, first serve basis each fiscal year up to the amount of money the City Commission determines will be available for the program. Applicants may qualify for a grant of each kind once per fiscal year.

The application period will run from October 1 to April 1.

It is important to note that **work cannot be done** prior to the grant application being approved by the Commission. Any work done prior to the approval **will not** qualify for the reimbursement.

NOTE: The Commission reserves the right to make recommendations to any project and the right to decline grants requests for any project, for any reason, at its own discretion.

CRITERIA

To qualify for a grant through the City of Mercedes program, you must meet the following criteria:

Revised 12.9.25

- The home or business must be a locally designated historic site; and
- The home or business must be at least 50 years of age and retain a high degree of their original historic fabric; and
- The applicant cannot be a member of the Mercedes Historic Preservation Commission

USE

Eligible homes or businesses may use the roof grant money for:

- Purchase and installation of new roof, or repairs to existing roof.
- Roof materials must be similar to original material or keep with historical style of the time.

Eligible homes or businesses may use the façade grant money for:

- Exterior lighting
- Installation of new doors or windows
- Painting
- Repair of exterior walls
- Facades must be repaired or renovated with material similar to the original and keep with the historical style of the time (Note this is not an all-inclusive list of eligible repairs).

Eligible homes or business may use the leveling grant money for:

- Materials and labor to complete pier and foundation leveling
- Other types of leveling typically accepted in the industry

APPLICATION STEPS

IMPORTANT: Do not begin repairs or improvements before the Historic Commission reviews and approves the plans. The City of Mercedes will not pay for work done prior to granting approval.

1. Contact the Mercedes Historic Preservation Commission city representative to confirm grant funds are available and eligibility. Grants may not be available for properties or businesses which are delinquent on any payments due to the city.
2. Submit a completed building application to the Commission for review along with the following:
 - Three written proposals from bonded and licensed contractors. Proposals must be itemized and the same scope of work should be listed in all three proposals. The proposal should be as specific as possible stating colors, materials (samples of the materials are recommended), design, layout, dimensions, costs and the contact information of the contractors. Whenever possible one proposal should be from a Mercedes contractor. When submitting the grant application the applicant must indicate which proposal they have selected.
 - If the property owner is proposing doing the labor themselves then three quotes for materials must be presented to the commission. Furthermore, the grant will only cover material and not any estimated labor

cost. A written proposal from the property owner specifying colors, materials, design, layout, and dimensions is still required.

- A Current photo of the building emphasizing areas which will be repaired.
 - Current identification of the owner or owners
 - Proof of ownership – Title, Deed, or Tax Records
3. The Mercedes Historic Preservation Commission will review and vote on the proposed project. The applicant must be present during the review process to address any possible questions. If the proposed project fails to meet the commission's approval, the commission may make recommendations to help you qualify in the future.
 4. You will be notified in writing if your project has been approved and repair and renovation can commence.
 5. Change orders during the construction process that go over the initially approved amount are not guaranteed to be reimbursable. Proper documentation must be submitted explaining the increase.
 6. Notification of project grant approval does not constitute a building permit which must be obtained from the Building Inspection department prior to starting construction.
 7. The project must be completed within 3 months/90 days of receiving the written notification of the approval. An extension may be granted but a written explanation of the delay must be presented to the board for their approval.
 8. A monthly update of the project is recommended. The update should include photos, current costs, and projected completion date.
 9. Once the project is completed, receipts and a photo of the completed renovation will need to be submitted to the Historic Commission city representative for reimbursement. Reimbursement will take place within 30 days of receiving your payment receipt.

DATE: January 20, 2026
FROM: Denisse Hernandez, Interim Planning Director
ITEM: **Discussion and possible action to Consideration to appoint/reappoint members to the Planning and Zoning Committee**

BACKGROUND INFORMATION: A current board member has experienced ongoing health issues that prevent them from continuing to actively serve on the board. As a result, the position is no longer able to be fulfilled as required. The board should formally acknowledge the vacancy and consider initiating the process to appoint a replacement member in accordance with applicable bylaws, ordinances, or governing procedures.

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. P&Z Board_Redacted

STAFF RECOMMENDATION: Staff recommends approval of one of the submitted applications to fill the vacant position on the P&Z Board, based on qualifications and ability to serve. Staff further recommends that the remaining qualified applicants be designated as alternates to serve as needed, in accordance with the board's rules and applicable governing regulations.

PLANNING & ZONING BOARD			
Member Name	Position	Term Expiration	Member Since (Year)
NANCY KAY GARZA	CHAIRMAN	3/19/2026	1 YEARS (2024)
LEONARDO GARCIA JR	VICE-CHAIRMAN	5/7/2027	3 Years(2022)
Michael Rivera	MEMBER	3/18/2027	0 YEARS (2025)
SAMUEL LONGORIA JR	MEMBER	5/7/2026	1 YEARS (2024)
JONATHAN L MUNOZ	MEMBER	5/7/2027	3 Years (2022)
ZBA ALTERNATES			
ALTERNATE 1			
ALTERNATE 2			
ALTERNATE 3			
BUILDING & STANDARDS			
ROEL VILLANUEVA	CHAIRMAN	4/1/2027	2 YEARS (2023)
JODIE MARTINEZ	VICE-CHAIRMAN	4/1/2027	2 YEARS (2023)
YVETTE REYES	MEMBER	4/1/2027	2 YEARS (2023)
JONATHAN MUNOZ	MEMBER	4/1/2027	2 YEARS (2023)
ROLANDO GARCIA	MEMBER	4/1/2027	2 YEARS (2023)



APPLICATION TO SERVE ON
BOARDS & COMMITTEES

Name: Jose Luis Muniz Date: Aug, 4 2025

Home Address: [REDACTED]

() Inside City Limits () Outside City Limits

Cell Phone: [REDACTED] Email: [REDACTED]

Occupation

(Note: If "Retired", what was your predominant occupation?): retired civil engineering projects management 43

years

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:

I retired 4 years ago and would like to serve my community once again, previously served over 20 years on the following boards, as chair and member. Planning and Zoning Commission, Board of Adjustments, Building Standards Commission, and Historical Preservation Commission,

August 5, 2025
Date

Signature Jose Luis Muniz

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.

I am a Mercedes resident and have lived here for over 56 year at [REDACTED] and [REDACTED]. I am 67 years old and have seen many changes throughout these years, some good and bad.

1. My beautiful wife of 45 years, wants me to stay active "get out of the house and do something " and I have always tried to please her. 2. It is also a way of teaching by example, to my 3 beautiful daughters and their families that it's never too late to serve our community. This is something I truly believe, and of course voting as a responsibility for everyone that lives in the USA that have that right .

3. Another reason is that I am very happy with the way the current Mercedes commission is working together, as it should. Jose Luis Muniz

August 5, 2025



JAN 06 2026

APPLICATION TO SERVE ON
BOARDS & COMMITTEES

Name: Chris Deig Date: 1-6-26

Home Address: [REDACTED]

(☒) Inside City Limits (☐) Outside City Limits

Cell Phone: [REDACTED] Email: [REDACTED]

Occupation
(Note: If "Retired", what was your predominant occupation?): business owner - property owner

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:

I am seeking a position on the planning board because I want to give back to my community. I am committed to learning the city's ordinance & helping Mercedes grow.

[Signature]
Signature

1-6-26
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.

DATE: January 20, 2026
FROM: Denisse Hernandez, Interim Planning Director
ITEM: **Discussion and possible action to Consideration to appoint/reappoint members to the Building and Standards Board**

BACKGROUND INFORMATION: A current board member has experienced ongoing health issues that prevent them from continuing to actively serve on the board. As a result, the position is no longer able to be fulfilled as required. The board should formally acknowledge the vacancy and consider initiating the process to appoint a replacement member in accordance with applicable bylaws, ordinances, or governing procedures.

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. Building & Standards Board_Redacted

STAFF RECOMMENDATION: Staff recommends approval of one of the submitted applications to fill the vacant position on the Building & Standards Board, based on qualifications and ability to serve.



APPLICATION TO SERVE ON
BOARDS & COMMITTEES

Name: Nancy Kay Garza Date: 1/6/26

Home Address: [REDACTED]

☒ Inside City Limits

☐ Outside City Limits

Cell Phone: [REDACTED]

Email: [REDACTED]

Occupation

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

Risk Assessment Manager

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:

I would love to serve because I value safe, well-maintained neighborhoods and fair consistent enforcement of building standards. It will allow me to give back to my community.

[Signature]
Signature

1/6/26
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.

NOTE: Applications are kept on file for (6) months for consideration.



city of

mercedes

It Starts Here! --- Queen City of the Rio Grande----

BOARD / COMMISSION APPLICATION

Name: Michael Rivera

Address: [REDACTED]

Telephone No. Business: [REDACTED] Home: [REDACTED]

Occupation: Sr. Technical Project Manager for Johnson Controls

Interests:

(Check *✓* all of interest)

Housing Authority Board	☐
Planning & Zoning Board *	☒
Library Board	☐
Buildings & Standards Comm.	☒
Development Corporation	☐
Industrial Foundation	☐
Charter Review	☐
Special Boards/ Commissions	☐
Board of Adjustments	☐
Parks & Recreation	☐
Keep Mercedes Beautiful Comm	☐
Historic Committee	☐

Reason for Interest:

I am interested in volunteering on this board to help the community to provide assistance and/or guidance to the different community entities

that can benefit from my experience

[Signature]
Signature

2/26/25
Date

NOTE: Citizens interested in serving on city boards and commission 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 Board, applicants must be property owners.
THANK YOU!



APPLICATION TO SERVE ON
BOARDS & COMMITTEES

Name: Jose Luis Muniz Date: Aug, 4 2025

Home Address: [REDACTED]

() Inside City Limits () Outside City Limits

Cell Phone: [REDACTED] Email: [REDACTED]

Occupation

(Note: If "Retired", what was your predominant occupation?): retired civil engineering projects management 43

years

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:

I retired 4 years ago and would like to serve my community once again, previously served over 20 years on the following boards, as chair and member. Planning and Zoning Commission, Board of Adjustments, Building Standards Commission, and Historical Preservation Commission,

August 5, 2025
Date

Signature Jose Luis Muniz

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.

I am a Mercedes resident and have lived here for over 56 year at [REDACTED] and [REDACTED]. I am 67 years old and have seen many changes throughout these years, some good and bad.

1. My beautiful wife of 45 years, wants me to stay active "get out of the house and do something " and I have always tried to please her. 2. It is also a way of teaching by example, to my 3 beautiful daughters and their families that it's never too late to serve our community. This is something I truly believe, and of course voting as a responsibility for everyone that lives in the USA that have that right .

3. Another reason is that I am very happy with the way the current Mercedes commission is working together, as it should. Jose Luis Muniz

August 5, 2025

DATE: January 20, 2026
FROM: Denisse Hernandez, Interim Planning Director
ITEM: **Discussion and possible action to Consideration to appoint/reappoint members to the Zoning Board of Adjustments**

BACKGROUND INFORMATION: The Zoning Board of Adjustment (ZBA) currently has no designated alternate members. In the absence of alternates, the board may be unable to achieve a quorum or conduct business when regular members are unavailable due to scheduling conflicts, illness, or other circumstances. Establishing alternates is necessary to ensure continuity of operations, timely consideration of cases, and compliance with applicable state law and local regulations governing board composition and quorum requirements.

The appointment of alternates will allow qualified individuals to serve when regular members are absent or unable to participate, thereby minimizing delays to applicants and maintaining the effectiveness of the ZBA.

BOARD REVIEW/CITIZEN FEEDBACK:

ALTERNATIVES/OPTIONS:

FISCAL IMPACT: (Total Costs)

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

Not Applicable

LEGAL REVIEW: Not Applicable

ATTACHMENTS:

1. ZBA Board_Redacted

STAFF RECOMMENDATION: staff recommends approval of the appointment of qualified applicants as alternate members to the Zoning Board of Adjustment to ensure quorum availability and uninterrupted board operations.



APPLICATION TO SERVE ON
BOARDS & COMMITTEES

Name: Jose Luis Muniz Date: Aug, 4 2025

Home Address: [REDACTED]

() Inside City Limits () Outside City Limits

Cell Phone: [REDACTED] Email: [REDACTED]

Occupation

(Note: If "Retired", what was your predominant occupation?) : retired civil engineering projects management 43

years

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:

I retired 4 years ago and would like to serve my community once again, previously served over 20 years on the following boards, as chair and member. Planning and Zoning Commission, Board of Adjustments, Building Standards Commission, and Historical Preservation Commission,

August 5, 2025
Date

Signature Jose Luis Muniz

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.

I am a Mercedes resident and have lived here for over 56 year at [REDACTED] and [REDACTED]. I am 67 years old and have seen many changes throughout these years, some good and bad.

1. My beautiful wife of 45 years, wants me to stay active "get out of the house and do something " and I have always tried to please her. 2. It is also a way of teaching by example, to my 3 beautiful daughters and their families that it's never too late to serve our community. This is something I truly believe, and of course voting as a responsibility for everyone that lives in the USA that have that right .

3. Another reason is that I am very happy with the way the current Mercedes commission is working together, as it should. Jose Luis Muniz

August 5, 2025

DATE: January 20, 2026
FROM: Javier Campos, Fire Chief
ITEM: **Discussion and possible action to Consideration and possible action to approve the surplus and donation of Mercedes Fire Department protective equipment (fire gear) to the City's sister city, Ramos Arizpe, Mexico**

BACKGROUND INFORMATION: The Mercedes Fire Department is requesting Commission approval to declare certain firefighting personal protective equipment as surplus and authorize its donation to the City of Mercedes' sister city, **Ramos Arizpe, Mexico**. This equipment has exceeded its manufacturer-recommended service life and is no longer compliant with current safety and performance standards, making it unsuitable for continued use in active fire suppression or emergency response. Approval of this item will allow the Department to properly dispose of the non-compliant gear through surplus transfer in accordance with applicable policies, with no fiscal impact to the City.

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):
\$ 0

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. Gear Donation

STAFF RECOMMENDATION: Fire Department administration recommends approval of this item.

Mercedes Fire Department EMS

Ramos Arizpe Surplus/Donation List

Coats: 14

Pants: 11

Boot Pairs: 6

Yellow Wildland Gear: 1

Yellow Helmets: 2

Nomex Hoods: 2

Mercedes Fire Department

105 N. Ohio Ave

956-565-7755









City of Mercedes

Asset Disposition Form

(Use this form only for equipment that has the City of Mercedes bar code tag)

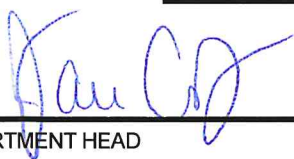
The following equipment being disposed:

Barcode #	Qty	Description of Items	Purchase Date	Cost	Disposition Code
	14	Coats			D
	11	Pants			D
	6	Boot Pairs			D
	1	Yellow Wild Gear			D
	2	Yellow Helmets			D
	2	Nomex Hoods			D

REASON OF DISPOSAL:

This equipment has exceeded its manufacturer-recommended service life and is no longer
compliant with current safety and performance standards, making it unsuitable for continued use
in active fire suppression or emergency response.

Department: FIRE



1/12/26

DEPARTMENT HEAD

DATE

Disposition Code	
A	Lost
B	Stolen
C	Damaged
D	Other (exceeded useful life)

CITY MANAGER

DATE

DATE: January 20, 2026
FROM: Joselynn Castillo, City Secretary
ITEM: **Discussion and possible action to Consideration and possible action on Ordinance 2026-01 Ordering an Election for May 2, 2026**

BACKGROUND INFORMATION: This ordinance is to call the election for May 2, 2026. This election will be for Mayor, Commissioner Place 1 and Commissioner Place 3. Early Voting begins April 20, 2026, and ends April 28, 2026. The City of Mercedes contracts the Hidalgo County Elections Department to hold the elections for the city. Once this ordinance is passed, the City Secretary will submit it to Hidalgo County so they can prepare the contract. Once the contract is received, we will bring it back to the Commission for approval. The contract will also include the cost of the election.

BOARD REVIEW/CITIZEN FEEDBACK:

ALTERNATIVES/OPTIONS:

FISCAL IMPACT: (Total Costs)

Proposed Expenditure/(Revenue):

\$

Account Number(s):

Finance Review by:

LEGAL REVIEW:

ATTACHMENTS:

1. 2026-01- Election Ordinance 2026
2. 5 - Important dates for Candidates 2026

STAFF RECOMMENDATION: Staff recommends approval of Ordinance 2026-01 to call the election for May 2, 2026 for Mayor, Commissioner Place 1 and Commissioner Place 3.

ORDINANCE NO. 2026-01

AN ORDINANCE DECLARING AN ELECTION TO BE HELD IN THE CITY OF MERCEDES, TEXAS FOR THE PURPOSE OF ELECTING A MAYOR, COMMISSIONER PLACE #1 AND COMMISSIONER PLACE #3, OF SAID CITY; PROVIDING FOR THE GIVING OF NOTICE OF ELECTION; PROVIDING FOR APPOINTING OFFICERS AND SETTING OUT THEIR POWERS, DUTIES, COMPENSATION, AND MANNER OF ELECTION; PROVIDING THAT NO IRREGULARITY IN SAID NOTICE SHALL INVALIDATE SAID ELECTION; PROVIDING THE METHOD OF HAVING THE CANDIDATES' NAMES PLACED UPON AND WITHDRAWN FROM THE OFFICIAL BALLOT; AUTHORIZING AND INSTRUCTING THE MAYOR, CITY SECRETARY AND THE CHIEF OF POLICE TO PERFORM THEIR RESPECTIVE DUTIES IN CONNECTION WITH SAID ELECTION; PROVIDING FOR A SAVINGS AND REPEAL CLAUSE AND PROVIDING FOR AN EFFECTIVE DATE.

BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF MERCEDES, TEXAS:

That an election shall be held in the City of Mercedes, Texas on the first Saturday of May, the same being May 2, 2026 for the purpose of electing a Mayor, Commissioner Place #1 and a Commissioner Place #3, of said City, such election to be held at the Mercedes Civic Center located at 520 East Second, Mercedes, Texas from seven o'clock in the morning until seven o'clock in the evening, and that notice of the same shall be given by the City Secretary by posting a properly executed copy of this election ordinance and notice for a period of thirty (30) days before the date of said election, or for any period required by law at City Hall in Mercedes, Texas, and;

That the voting at said election shall be by means of voting machines on election day and paper ballots for early voting by mail, and by means of voting machine for early voting by personal appearance. Early voting shall commence April 20, 2026 at the Mercedes Civic Center, 520 East Second, Mercedes, Texas and shall continue until April 28, 2026.

That the compensation of the presiding judge, alternate judge and clerks shall be set per the contract with the Hidalgo County Elections Administrator, the election official who delivers the returns of the election immediately after the votes have been tallied shall be paid the rate assigned as judge or clerk for that service, and shall also return all election supplies not used with the returns of said election. The powers and duties of the aforementioned presiding officers and clerks shall be those prescribed by the Texas Election Code.

That no irregularity in the notice herein provided shall invalidate said notice, and; that any candidate for City Commission may have their name placed on the official ballot by complying with the provision of the City Charter, and with the pertinent provisions of the Texas Election Code, and;

That any candidate for the City Commission may name poll watchers as provided in the Texas Election Code.

That the names of all those candidates who have filed their applications to have their name placed on the official ballot as candidates shall be posted by the City Secretary at a conspicuous place in the City Secretary's office, from and after which time said application is received. Any such candidate may cause their name to be withdrawn at any time from the official ballot before the official ballots are prepared, by complying with the pertinent provisions of the Texas Election Code, and

BE IT FURTHER ORDAINED, that the Mayor, City Secretary, and Chief of Police be and they are hereby authorized and instructed to perform their respective duties in connection with said election imposed upon them by this Ordinance, the City Charter of the City of Mercedes, Texas, and the Texas Election Code, and;

That if any section, subsection, phrase, sentence, clause or provision of the Ordinance shall be declared invalid for any reason, such invalidity shall not affect the remaining provisions of this Ordinance or their application to the other persons or sets of circumstances, and to this end, all provisions of this Ordinance are declared severally, and Ordinance or parts of Ordinances in conflict herewith are hereby repealed.

This notice shall become effective in accordance with Article II, Section 2.13 of the City Charter of the City of Mercedes, Texas.

Passed and approved on first reading this the 20th Day of January, 2026.

Passed, Approved and adopted on second reading this the 3rd Day of February, 2026.

ATTEST:

Joselynn Castillo, City Secretary

Oscar D. Montoya Sr., Mayor

APPROVED:

Martie Garcia-Vela, City Attorney

**IMPORTANT DATES FOR CANDIDATES
CITY OF MERCEDES
GENERAL ELECTION – MAY 2, 2026**

JANUARY 14, 2026	1ST DAY TO APPLY FOR A PLACE ON THE BALLOT
JANUARY 20, 2026	1ST READING OF ORDINANCE CALLING ELECTION
FEBRUARY 1, 2026	1ST DAY TO BEGIN POSTING CAMPAIGN SIGNS
FEBRUARY 3, 2026	2ND READING OF ORDINANCE CALLING ELECTION
FEBRUARY 13, 2026	LAST DAY TO FILE FOR A PLACE ON THE BALLOT (5:00 PM)
FEBRUARY 20, 2026	LAST DAY FOR BALLOT CANDIDATE IN GENERAL ELECTION TO WITHDRAW
FEBRUARY 20, 2026	(4:40 PM) CONDUCT BALLOT POSITION DRAWING (DATE SUBJECT TO CHANGE – NOTICE WILL BE POSTED AND ALL CANDIDATES WILL BE NOTIFIED IF DATE IS TO CHANGE)
MARCH 3, 2026	1ST DAY TO ACCEPT APPLICATIONS FOR BALLOT BY MAIL.
APRIL 2, 2026	LAST DAY TO REGISTER TO VOTE IN MAY 6 ELECTION. DUE DATE FOR FIRST CAMPAIGN REPORT (30th DAY BEFORE ELECTION).
APRIL 2, 2026	PUBLISH NOTICE OF CITY ELECTION (POST AT CITY HALL &)
APRIL 20, 2026	1ST DAY OF EARLY VOTING BY PERSONAL APPEARANCE
APRIL 21, 2026	LAST DAY TO ACCEPT APPLICATIONS FOR BALLOT BY MAIL (RECEIVED, NOT POSTMARKED)
APRIL 24, 2026	DUE DATE FOR SECOND CAMPAIGN REPORT (8th DAY BEFORE ELECTIONS).
APRIL 28, 2026	LAST DAY TO VOTE EARLY BY PERSONAL APPEARANCE
MAY 2, 2026	ELECTION DAY
MAY 12, 2026	LAST DAY TO REMOVE CAMPAIGN SIGNS UNLESS IN RUNOFF

DATE: January 20, 2026
FROM: Joselynn Castillo, City Secretary
ITEM: **Discussion and possible action to Consideration and Possible Action on Ordinance 2026-02 amending the Ordinance 2025-33 regarding Water Wells**

BACKGROUND INFORMATION: The water well ordinance's first reading was on November 18, 2025, at which the Commission expressed grandfathering existing wells. The second reading was approved on December 2, 2025, with no changes made. However, staff was aware about the grandfathering of the existing wells. Due to some confusion, this ordinance was updated to continue the registration of existing wells. However, no registration fee or annual fee will apply on existing wells. Any new wells moving forward will require registration and annual inspection at the cost listed on the ordinance.

BOARD REVIEW/CITIZEN FEEDBACK:

ALTERNATIVES/OPTIONS:

FISCAL IMPACT: (Total Costs)

Proposed Expenditure/(Revenue):

Account Number(s):

\$

Finance Review by:

LEGAL REVIEW: Yes, this is to correct the clerical error in the ordinance to reflect the Commission's recommendation.

ATTACHMENTS:

1. 2026-02 - Water Well Revised

STAFF RECOMMENDATION: Staff recommends approval of the ordinance.

ORDINANCE NO.: 2026-02

AN ORDINANCE OF THE CITY OF MERCEDES, TEXAS, AMENDING ORDINANCE NO. 2020-08 AND 2025-33, 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 & 2025-33, 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 Mercedes, 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 Class C 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. Existing private water wells within the city limits shall be registered with the City of Mercedes Planning Department with no registration or annual fee.
- B. New private water wells within the city limits shall be registered with the City of Mercedes 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 new 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 Mercedes.
 - 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 five hundred dollars (\$500.00). 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 Mercedes and maintain current registration status before performing any sampling or testing for compliance with this section.
- F. No private water well shall be used as the primary potable source of water for a residence or structure connected to the public water system. Such wells may be used exclusively for irrigation or non-potable purposes, provided that they are physically separated from the potable water system to prevent cross-connection or backflow. In accordance with 30 TAC Chapter 290 and Chapter 344, any connection of a private well to a potable water supply or system that may create a cross-connection is prohibited.

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 20TH DAY OF JANUARY, IN
THE YEAR OF OUR LORD, 2026.**

1st Reading: January 20, 2026

2nd Reading: February 3, 2026

CITY OF MERCEDES:

Oscar D. Montoya, Mayor

ATTEST:

Joselynn Castillo
City Secretary

APPROVED AS TO FORM:

Martie Garcia Vela
City Attorney

RESOLUTION: 2026-03

A RESOLUTION BY THE CITY COMMISSION OF THE CITY OF MERCEDES, TEXAS RESCHEDULING THE SALE FROM JANUARY 20, 2026 TO FEBRUARY 17, 2026 OF OBLIGATIONS TO BE ISSUED AND DESIGNATED AS “CITY OF MERCEDES, TEXAS COMBINATION TAX AND SUBORDINATE LIEN REVENUE CERTIFICATES OF OBLIGATION, SERIES 2026A” AND “CITY OF MERCEDES, TEXAS COMBINATION TAX AND SUBORDINATE LIEN REVENUE CERTIFICATES OF OBLIGATION, SERIES 2026B”; AND RESOLVING OTHER MATTERS IN CONNECTION THEREWITH

* * * * *

WHEREAS, the City Commission (the *City Commission*) of the City of Mercedes, Texas (the *City*) previously published a notice of intention to issue obligations designated as “City of Mercedes, Texas Combination Tax and Subordinate Lien Revenue Certificates Of Obligation, Series 2026A” (the *2026A Certificates*) and “City of Mercedes, Texas Combination Tax and Subordinate Lien Revenue Certificates Of Obligation, Series 2026B” (the *2026B Certificates*) and together with the 2026A Certificates, the *Certificates*) in an amount not to exceed \$15,000,000;

WHEREAS, this notice disclosed that the City Commission intended to meet on January 20, 2026 to consider the adoption of respective ordinances authorizing the sale of each series of Certificates;

WHEREAS, certain of the projects to be financed with the proceeds of the Certificates that were included in the notice of intention are not feasible at this time;

WHEREAS, the City Commission hereby finds and determines that it is in the best interests of the residents of the City to delay the sale of the Certificates until February 17, 2026; now, therefore,

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

SECTION 1: The City Commission establishes that at a regular meeting on February 17, 2026, it will consider the adoption of an ordinance authorizing the sale of the Certificates, all in accordance with provisions of the Certificate of Obligation Act of 1971, as amended, Section 271.041 through Section 271.064, Texas Local Government Code.

SECTION 2: The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the City Commission.

SECTION 3: All ordinances and resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict,

and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

SECTION 4: This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

SECTION 5: If any provision of this Resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City Commission hereby declares that this Resolution would have been enacted without such invalid provision.

SECTION 6: It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Resolution, was given, all as required by Chapter 551, as amended, Texas Government Code.

SECTION 7: This Resolution shall be in force and effect from and after the date of its adoption, and it is so resolved.

[The remainder of this page intentionally left blank]

PASSED AND APPROVED, this the 20th day of January, 2026.

THE CITY OF MERCEDES, TEXAS

Mayor

ATTEST:

City Secretary

(CITY SEAL)

DATE: January 20, 2026
FROM: Joselynn Castillo, City Secretary
ITEM: **Discussion and possible action to Consideration of Resolution 2026-04 adopting the Work Plan and Budget for Fiscal Year 2026 for the Urban County Program**

BACKGROUND INFORMATION: This Resolution is for the 2026 Funding for Urban County. The budget will go towards street improvements. The proposed streets include: Silver Ave (from Cedar to Anacuitas St.); N. Indiana (from Willacy to North St.); S. Capisallo (from 5th St. to 10th St.) and Cedar (from Garcia to Washington Ave.)

BOARD REVIEW/CITIZEN FEEDBACK:

ALTERNATIVES/OPTIONS:

FISCAL IMPACT: (Total Costs)

Proposed Expenditure/(Revenue):

\$ 3000 Funds

248,932.00 Eligible Funds

Account Number(s):

General Administration - Urban County Funds

Street Improvements - Urban County Funds

Finance Review by:

LEGAL REVIEW:

ATTACHMENTS:

1. UCP ResolutionSAMPLE 2026 WORK PLANS MERCEDES

STAFF RECOMMENDATION: Staff Recommends approval of the budget and work plan for FY2026 Urban County Program

RESOLUTION NO. 2026-04

A RESOLUTION ADOPTING THE WORK PLAN AND BUDGET FOR FISCAL YEAR 2026
FOR THE URBAN COUNTY PROGRAM.

WHEREAS: the City of **Mercedes** is participating in the Urban County Program; and

WHEREAS: the City of Mercedes conducted a Public Hearing on Tuesday, October 7, 2025, at 6:30 P.M. at the City of Mercedes, City Hall to solicit public input on community needs in compliance with CDBG Requirements’

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF **Mercedes**, TEXAS THAT:

The Urban County Program Work Plan and Budget for **Year 2026** is hereby adopted as follows:

FISCAL YEAR 2026

<u>PROGRAM ACITIVITY</u>	<u>BUDGET</u>
Street Improvements	\$ 248,932.00
<u>General Administration</u>	<u>\$ 3,000.00</u>
Total:	\$ 251,932.00

PASSED, APPROVED AND ADOPTED ON THIS THE 20th DAY OF JANUARY, 2026.

(SEAL)

Oscar D. Montoya Sr., Mayor

Joselynn Castillo, City Secretary

DATE: January 20, 2026
FROM: Denisse Hernandez, Interim Planning Director
Marisol Vidales, Library Director
Michael Rocha, IT Director
Richard Morin, Recreation Director
Meredith Hernandez, Interim Finance Director
Joselynn Castillo, City Secretary
Kristine Longoria, HR Specialist
ITEM: **Discussion and possible action to Planning, Library, I.T., Recreation Center, Finance, City Sec/HR**

BACKGROUND INFORMATION: Monthly Reports are included for the Commission to review. No action is required for this item.

BOARD REVIEW/CITIZEN FEEDBACK:

ALTERNATIVES/OPTIONS:

FISCAL IMPACT: (Total Costs)

LEGAL REVIEW:

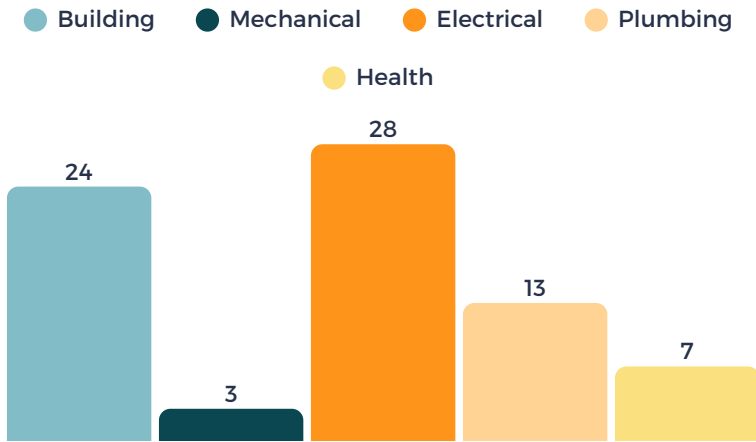
ATTACHMENTS:

1. 1 - Planning Department Report
2. 2 - Library Monthly Report
3. 3 - Library Monthly Stats
4. 4 - Library MHM Award
5. 5 - December Library Comparison 2025 vs
6. 6 - IT Monthly Report Dec 2025
7. 7 - Rec Center Monthly Report - December 2025
8. 8 - FINANCE - JAN 2026
9. 9 - City Sec HR Monthly Report

STAFF RECOMMENDATION: No Action

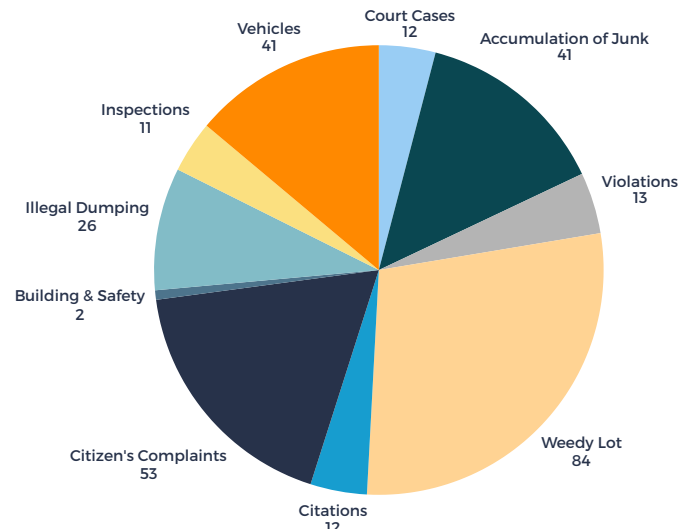
Department Activity (December 2025)

Permits Issued

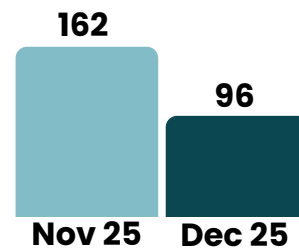


*includes both new and renewal licenses

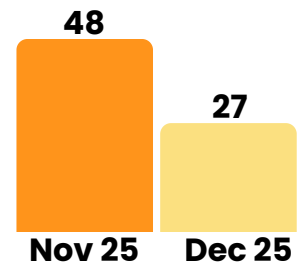
Code Enforcement Activity (December 2025)



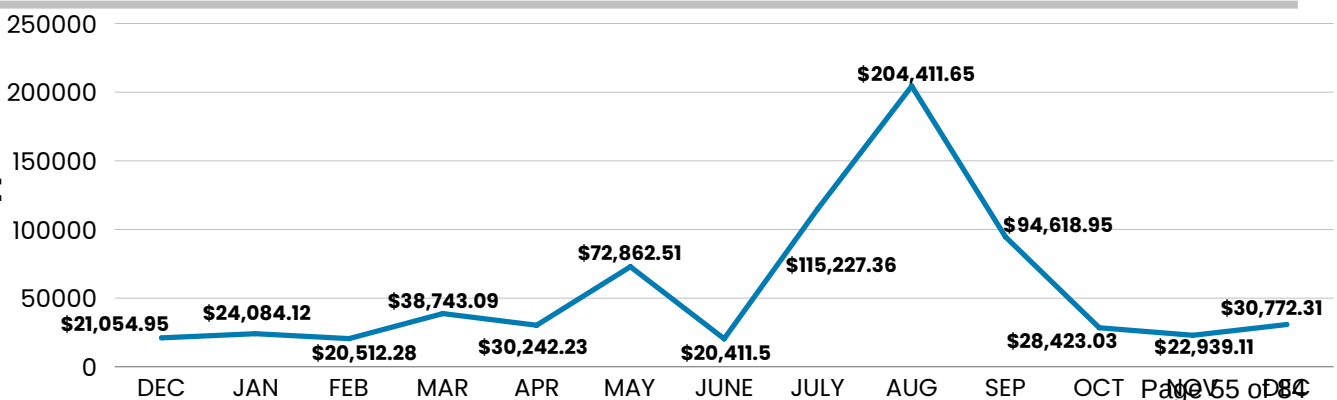
Building Inspections



Plan Reviews



Department Revenue



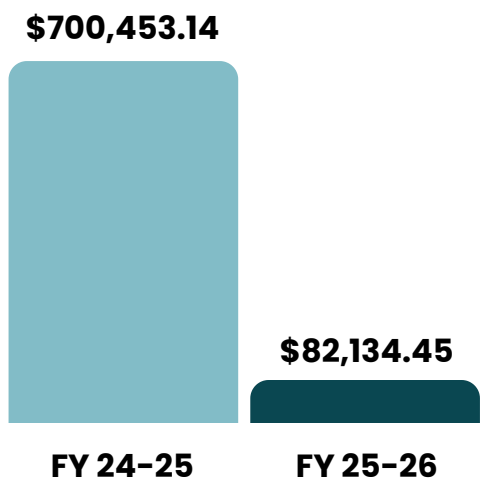
Activity (FY 24-25 VS YTD)

Permits Issued

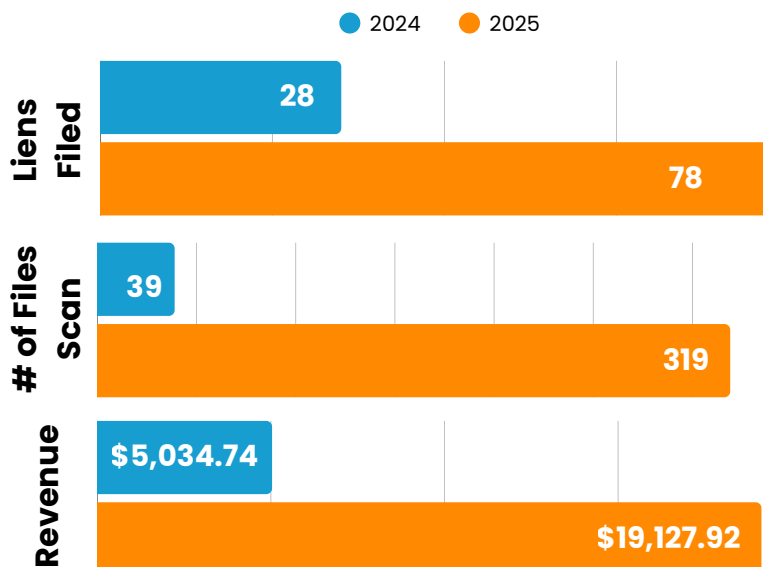
	FY 24-25	YTD
New Residential Construction	61	12
Commercial Construction	18	2
Other Permits	1,365	287

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

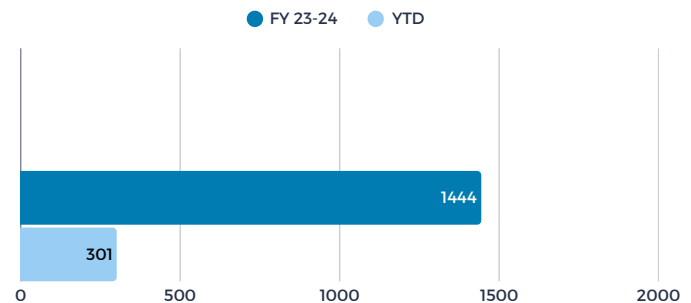
Revenue



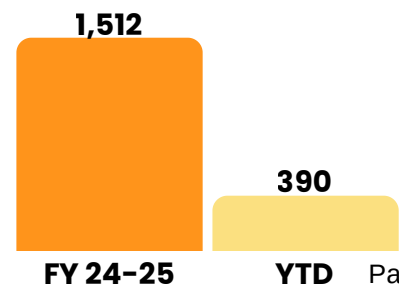
Weedy Lots



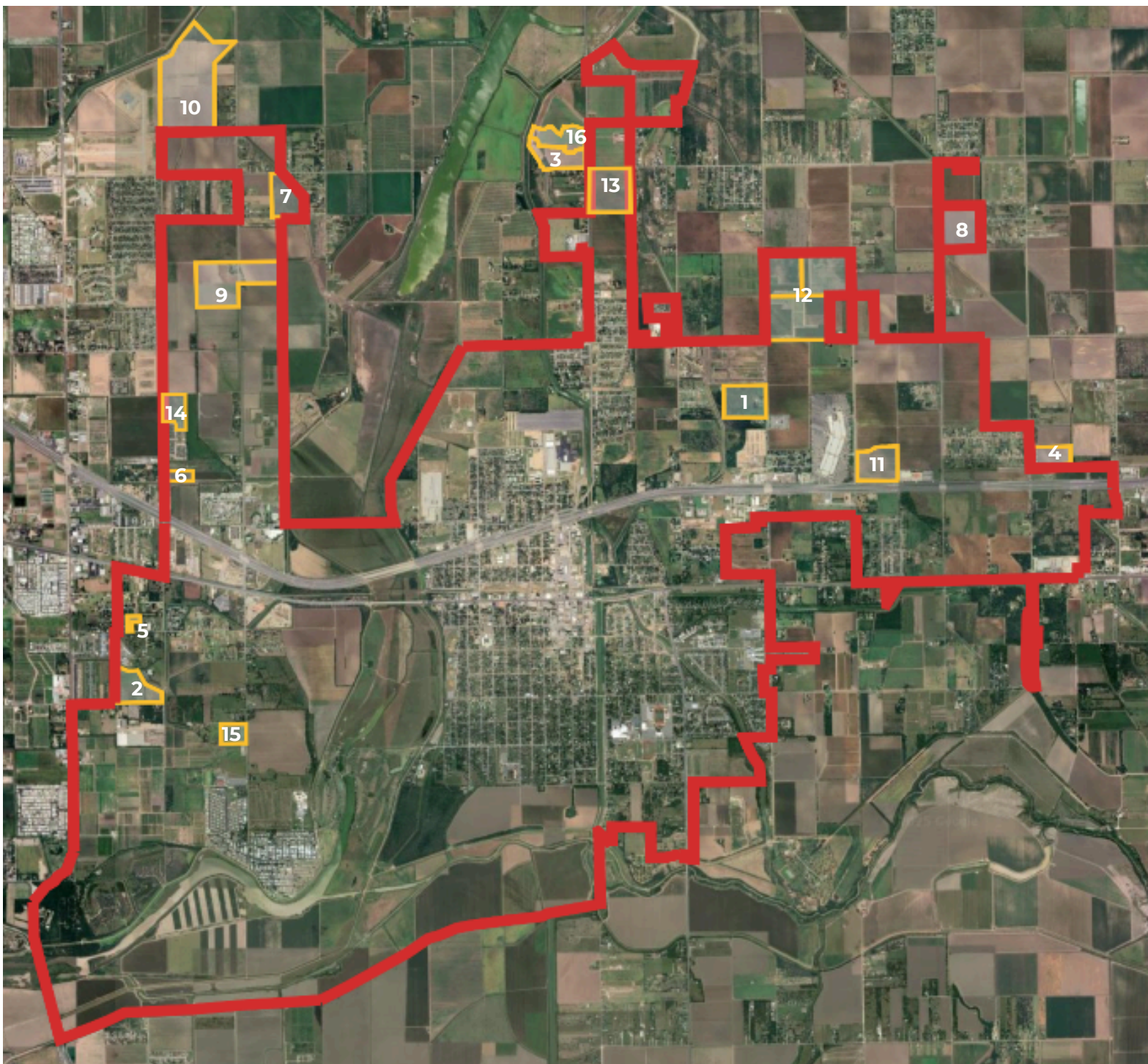
Total of Permits Issued



Building Inspections



SUBDIVISIONS



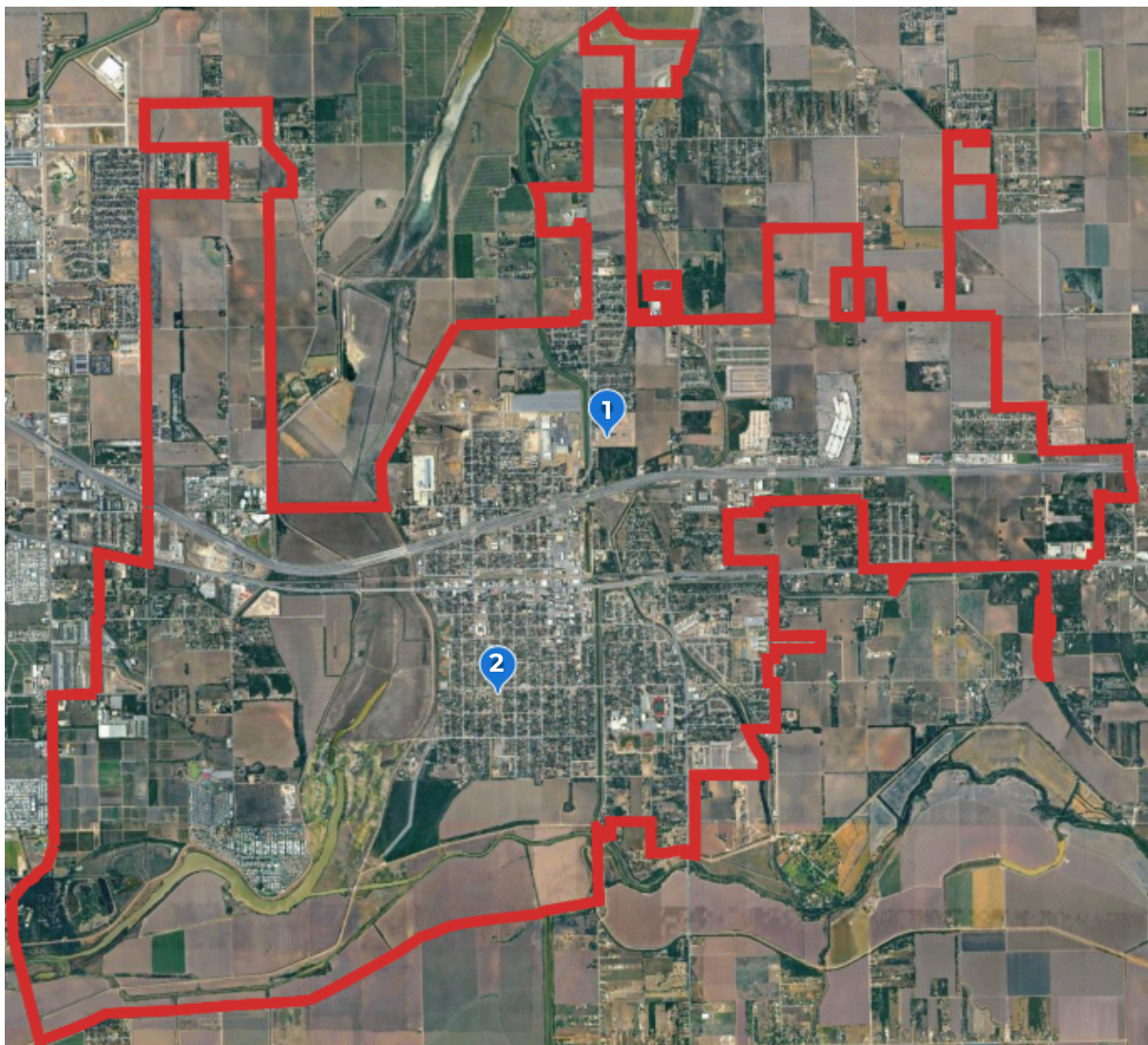
SUBDIVISIONS

	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, Awaiting County Filing	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	Obtain Final Approval, Awaiting County Filing	Single Family
4	Mirasol Country Estates	East Side of Mile 2 1/2 East and North of Expwy	59	19	Obtain Final Approval, Awaiting County Filing	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	Obtain Preliminary Approval	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

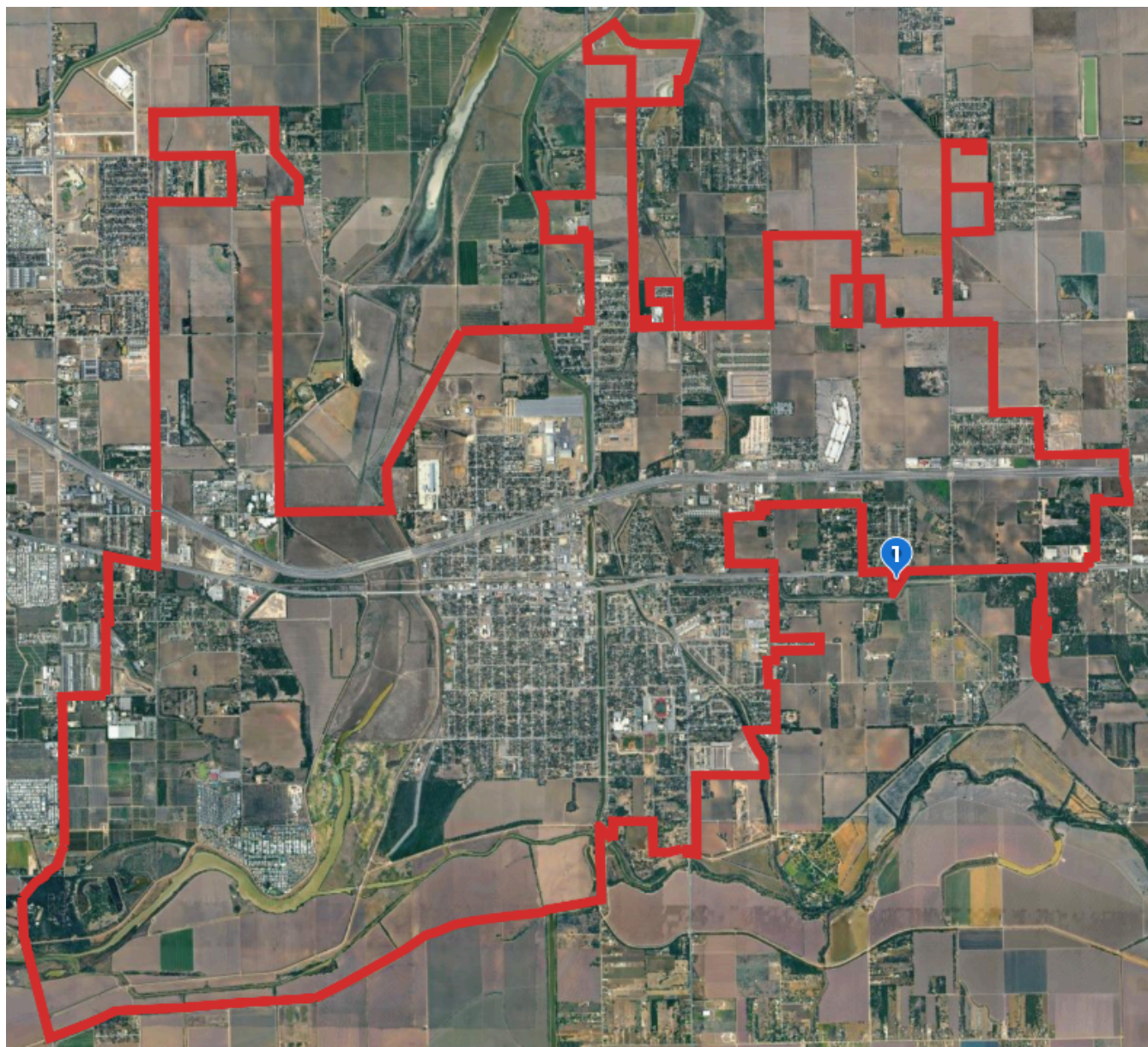
	Subdivision	Location	Acres	Number of lots	Status	Type
11	Shops at Mercedes Ph I	Hwy 83 Frontage next to the Outlets	30	7	Under Construction	Commercial
12	Corona De Cristo	Mile 8 N Rd and Mile 1 E Rd	126.83	530	TIRZ Process	Single Family & Multi-Family
13	Rodeo Estates	Mile 8 and Fm 491	40.00	211	Under Review Phase 1 of 2	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, Awaiting County Filing	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	Obtain Preliminary Approval	Single Family

NEW RESIDENTIAL CONSTRUCTION



	Project Address	Type	Sq Ft	Subdivision
1	105 E Royal Palm Dr	Multi-Family	4,212	Summer Breeze
2	1105 S Washington	Single Family	1,114	Mercedes Original Townsite

NEW COMMERCIAL CONSTRUCTION/BUSINESSES



	Business	Project Address	Type of Business	Status
1	T&R USA LLC Pallets	2311 E Bus 83	Warehouse	Business License Issued

Health & Code Enforcement

Health & Code Enforcement Inspections, December

	December 2025
Code Compliance Inspections	261
Citations Issued	12
Health Inspections	10

Health Inspections Results, December 2025

Business Name	Business Type	Address	Pass/Fail
Chente's Tortilleria Factory	Restaurant	1140 W 2 nd St	Pass
Oti's Boba Tea and Snack	Snack Place	5001 E Exp 83 Ste 1	Pass
A&D Meat Market	Store	1010 N Washington	Pass
Chick-fil-a	Restaurant	8007 E Exp 83	Pass
Extreme Nutrition	Health & Wellness	7013 E Exp 83 #F	Pass
De La Garza Bakery	Bakery	230 N Texas Ave	Pass
Fastrip#1	Convenience Store	349 W 2 nd St	Pass with conditions
Danny's Cafe	Restaurant	246 S Texas Ave	Pass with conditions
Rocky Mountain Chocolate	Store	5001 E Exp 83 Ste 331	Pass
The Pirate's Cab	Restaurant	107 N Texas Ave	Pass



Memo

To: Alberto Perez, City Manager
From: Marisol Vidales, Library Director & Historic Preservation Officer
CC: Jonas Gonzalez, Assistant City Manager
Date: January 09, 2026
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 December 2025.

Trainings

- Attended Recruiting & Engaging Volunteers webinar (12/03) – Frank Rivas
- Summer Symposium 2025 (12/04) – Frank Rivas
- Connecting Library of Congress Collections to Texas Libraries (12/09) – Frank Rivas
- Attended the Methodist Healthcare Ministries & Blue Zones discussion. (12/15
- Texas Nature Smart Library Cohort Call (12/16) – Frank Rivas

Events/Programming

Adult Programming

- Crochet Club (12/02 – 3 adults; 12/16 – 7 adults) – Frank Rivas
- Adult Craft – Snowman Cutting Board (12/08 – 5 adults) – Frank Rivas
- Besos Y Carisias (12/09 – 20 adults) – Frank Rivas
- Delta Independent Living (12/10 – 19 adults) – Frank Rivas

Children Programming

- Pokémon Club (12/08 – 1 child) – Isaiah Ramirez
- Author Meet & Greet: Brenda Frese (12/15 – 3 children & 1 adult) – Frank Rivas
- Hand in Nature (12/18 @ 10:30 – 1 adult; @ 5:30 – 3 children & 2 adult)

Toddler Programming

- Toddler Christmas PJ Day (12/19 – 11 toddlers, 1 child, & 9 adults) – Frank Rivas

General Programming

- Christmas at the Library (12/22 – 165 General Attendance)

Outreach

- MISD Parent & Family Engagement 2025 Fall Conference (12/11 – 34 Tweens/Teens & 29 adults) – Frank Rivas & Anthony Cardenas

Events

- Assisted at the Winter Wonderland event. Did 246 crafts. (12/12) – Marisol Vidales, Michelle Muniz,

Café

- 194 visits, 115 items sold, \$513.97 in sales (12/01 – 12/05)
- 109 visits, 94 items sold, \$433.39 in sales (12/08 – 12/12)
- 146 visits, 68 items sold, \$286.34 in sales (12/15 – 12/19)
- 70 visits, 39 items were sold, \$183.73 in sales (12/22 – 12/26)
- 87 visits, 22 items were sold, \$108.79 in sales (12/29 – 12/31)
 - Total sales \$1,526.22 and 338 items sold

Marketing

- Created 61 social media posts for the library & 22 for the City
- Answered 2 Library DMs
- Designed 64 original flyers
- Updated the website 34 times
- Adult Book Display: Stranger Reads
- Adult Shelving Display: Christmas Fiction & Nonfiction Titles
- Teen Book Display: Cozy Reads
- Children Book Display: Christmas Books

- Insignia Shelves: Cozy Mysteries
- cloudLibrary Shelves: Cozy Reads, Haul Out the Holly (Adult Christmas Books), and Merry & Bright (Children Christmas Books)

Highlight of the Month

Methodist Healthcare Ministries donated a one-time funding of \$25,000 to provide support to strengthen our Finance and Accounting operations. Funds will be given to the City's Finance Department to potentially contract a nonprofit consultant, procure accounting systems, upgrade hardware, etc. The support and care that MHM has shown our organization is immense as every year they continue to surprise us with their generosity.

Dr. Hector P. Garcia Memorial Library Statistical Report

Dec-25

Circulation	2025	2024
Check-Outs & Renewals:	397	282
Year to Date Total:	1,312	1,105
In-House Book Circulation:	133	96
Year to Date Total:	435	240
In-House Magazine Circulation:	3	15
Year to Date Total:	29	54
In-House Newspaper Circulation:	7	20
Year to Date Total:	51	65
New Borrowers:	31	17
Year to Date Total:	82	75

Book & Media Donations	2025	2024
Donations Received:	32	40
Year to Date Total:	106	57
Donations Selected:	3	15
Year to Date Total:	10	19

Computer Sessions	2025	2024
Adult Lab Sessions:	735	864
Year to Date Total:	2,371	1,487
Juvenile Lab Sessions:	80	66
Year to Date Total:	241	214
WiFi:	1,581	1,736
Year to Date Total:	5,279	5,254

Assistance	2025	2024
Reference:	125	142
Year to Date Total:	528	627
Directional:	302	216
Year to Date Total:	1,001	675

Meeting Room Sessions	2025	2024
Sessions:	35	46
Year to Date Total:	124	162

Digital Resources	2025	2024
cloudLibrary Checkouts:	283	140
Year to Date Total:	807	399
NewsStand Checkouts:	438	231
Year to Date Total:	1,144	724
Biblio+ Views:	88	78
Year to Date Total:	251	304

Library Service	2025	2024
Fax Assistance:	59	54
Year to Date Total:	151	150
Copy Assistance:	64	95
Year to Date Total:	272	242
Scan Assistance:	14	5
Year to Date Total:	38	15
Print Outs:	1,907	618
Year to Date Total:	5,333	3,990
3-D Printing:	2	0
Year to Date Total:	10	0
Notary:	6	0
Year to Date Total:	23	0

Technical Services	2025	2024
New Items Added:	118	167
Year to Date Total:	307	337
Items Processed:	73	53
Year to Date Total:	155	239
Items Withdrawn:	1	60
Year to Date Total:	3,854	219
Items Recataloged:	8	0
Year to Date Total:	138	64
Items Repaired:	4	3
Year to Date Total:	11	9

Interlibrary Loans (ILL's)	2025	2024
Items Requested:	24	10
Year to Date Total:	75	99
Items Sent:	16	5
Year to Date Total:	39	64

Dr. Hector P. Garcia Memorial Library Statistical Report

Dec-25

Adult Programming	2025	2024
Adult Events:	5	2
Year to Date Total:	24	23
Adults in Attendance:	54	8
Year to Date Total:	198	231

Teen Programming	2025	2024
Teen Events:	0	0
Year to Date Total:	2	2
Teens in Attendance:	0	0
Year to Date Total:	4	10

Children's Programming	2025	2024
Children Events:	3	4
Year to Date Total:	16	11
Children in Attendance:	6	58
Year to Date Total:	87	81
Adults in Attendance:	4	12
Year to Date Total:	57	25

Toddler Programming	2025	2024
Toddler Events:	1	0
Year to Date Total:	1	0
Toddler in Attendance:	11	0
Year to Date Total:	11	0
Adults in Attendance:	10	0
Year to Date Total:	10	0

Family Place	2025	2024
Early Learning Space Total:	71	120
Year to Date Total:	264	196
Workshop Toddler in Attendance:	0	0
Year to Date Total:	35	0
Workshop Adults in Attendance:	0	0
Year to Date Total:	26	0

General Programming	2025	2024
Events:	1	4
Year to Date Total:	4	7
Total General Programing Attendance:	165	658
Year to Date Total:	195	1833

Outreach Programming	2025	2024
Events:	1	1
Year to Date Total:	8	5
Toddlers in Attendance:	0	0
Year to Date Total:	15	0
Children in Attendance:	0	0
Year to Date Total:	1,100	25
Teens in Attendance:	34	0
Year to Date Total:	34	0
Adults in Attendance:	29	0
Year to Date Total:	388	8
General Attendance:	0	80
Year to Date Total:	164	353

SRP Stats	2025	2024
Children Events:	0	0
Children Attendance:	0	0
Adults Attendance:	0	0
Adult/Teen Events:	0	0
Teen Attendance:	0	0
Adult Attendance:	0	0
Adults Registered:	0	0
Teens Registered:	0	0
Children Registered:	0	0
Toddlers Registered:	0	0
Challenges Completed:	0	0
Badges Earned:	0	0
Reviews Submitted:	0	0
Books Read:	0	0

Beanstack Stats	2025	2024
Reviews Submitted:	0	0
Year to Date Total:	0	0
Books Read:	0	0
Year to Date Total:	0	0
Challenges Completed:	0	0
Year to Date Total:	0	0
Badges Earned:	0	0
Year to Date Total:	0	0

Volunteer Hours	2025	2024
Total:	156.00	120.50
Year to Date Total:	313.25	634.25

Dr. Hector P. Garcia Memorial Library Statistical Report

Dec-25

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

Library Visits	2025	2024
Visits:	2,357	2,088
Year to Date Total:	9,735	8,024

Café Visits	2025	2024
Visits:	583	300
Year to Date Total:	1,599	1,018

Café Sales	2025	2024
Net Sales:	\$ 1,422.90	\$ 1,153.90
Year to Date Total:	\$ 4,723.69	\$ 4,364.32
Sales Tax:	\$ 116.19	\$ 95.28
Year to Date Total:	\$ 385.95	\$ 359.37

Social Media	2025	2024
Library Posts:	61	87
Year to Date Total:	287	319
Library DMs:	2	5
Year to Date Total:	2	10
City Posts:	22	50
Year to Date Total:	35	164
City DMs:	0	31
Year to Date Total:	0	57
Videos Created:	0	1
Year to Date Total:	0	2
Website Updates:	34	16
Year to Date Total:	75	20
HCLS Posts:	0	2
Year to Date Total:	0	15
Flyers	64	38
Year to Date Total:	149	80
Facebook Followers:	1933	0
Year to Date Total:	1933	0
Instagram Followers:	236	0
Year to Date Total:	236	0

Digital Assistance	2025	2024
Walk-Ins:	123	0
Year to Date Total:	376	0
Appointment:	2	0
Year to Date Total:	9	0
Telephone:	1	0
Year to Date Total:	19	0
Outreach:	1	0
Year to Date Total:	2	0
Children in Attendance:	0	0
Year to Date Total:	0	0
Teen in Attendance:	0	0
Year to Date Total:	0	0
Adults in Attendance:	0	0
Year to Date Total:	7	0
Classes:	0	0
Year to Date Total:	0	0
Attendance:	63	0
Year to Date Total:	63	0



December 17, 2025

Dear **Alberto Perez**,

In response to on-going shifts in federal funding, our Board of Directors and CEO, Jaime Wesolowski, have allocated resources to support affected organizations working tirelessly to meet community needs.

We are pleased to notify you that Methodist Healthcare Ministries will provide the **City of Mercedes - Dr. Hector P. Garcia Memorial Library** a one-time donation of **\$25,000** to provide support to strengthen your organization's finance and accounting operations. Funds will be received within 45 days.

Examples of support could include contracting with a nonprofit accounting consultant, procuring accounting systems/software, and upgrading hardware (computers, networks) etc. If you would like to discuss ideas or ways to utilize this donation, email the Methodist Healthcare Ministries Capacity Building Team at CICapacityBuilding@mhmm.org. For other questions, contact Donations@mhmm.org.

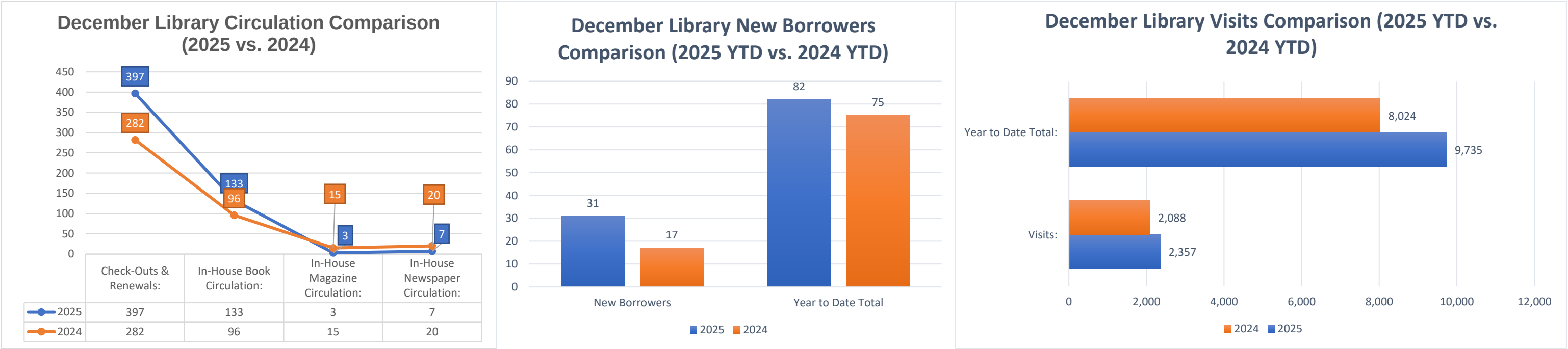
If interested in a consultant, **Your Part-Time Controller, LLC (YPTC)**, a financial management services firm not affiliated with Methodist Healthcare Ministries, offers a range of professional services, including:

- Policies and procedures
- Budgeting
- Grant management and grant proposals
- Audit preparation
- Accounting and month-end close
- Financial reporting and data visualization
- Analysis and recommendations
- Board meeting attendance and training

To learn more about YPTC, visit www.yptc.com, call 844-358-4023, or e-mail hello@yptc.com.

Sincerely,

Charito Lincoln, VP of Community Investments
Methodist Healthcare Ministries



Customer tickets overview

Date Filter is from 2025/12/01 until 2025/12/31 Ticket Status is not Merged

Total Tickets

93

Total Ticket Duration (hours)

1,470.56

Average Ticket Duration (hours)

15.81

6

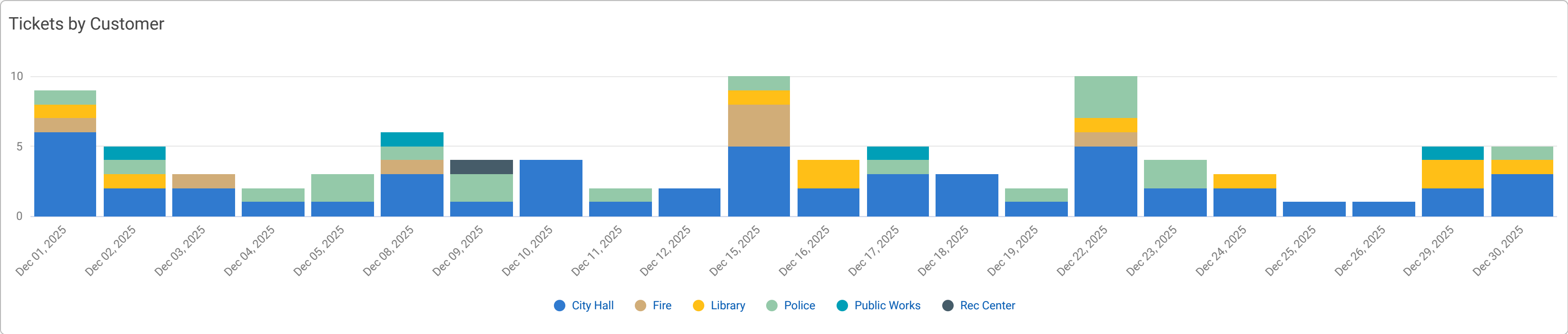
Number of Customers

93

Ticket Volume Per Customer

Ticket SLA Category

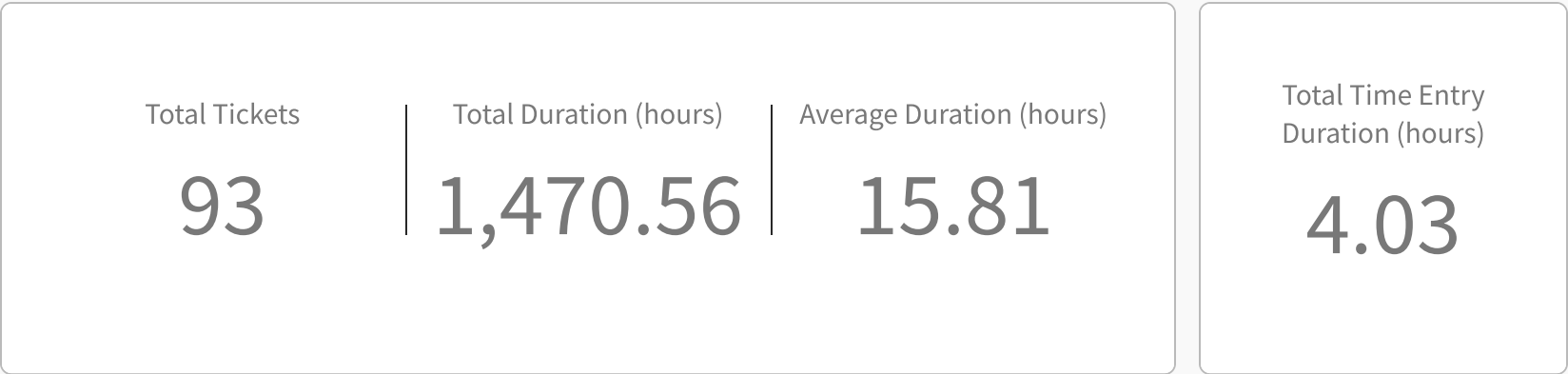
No SLA Date
100.00%



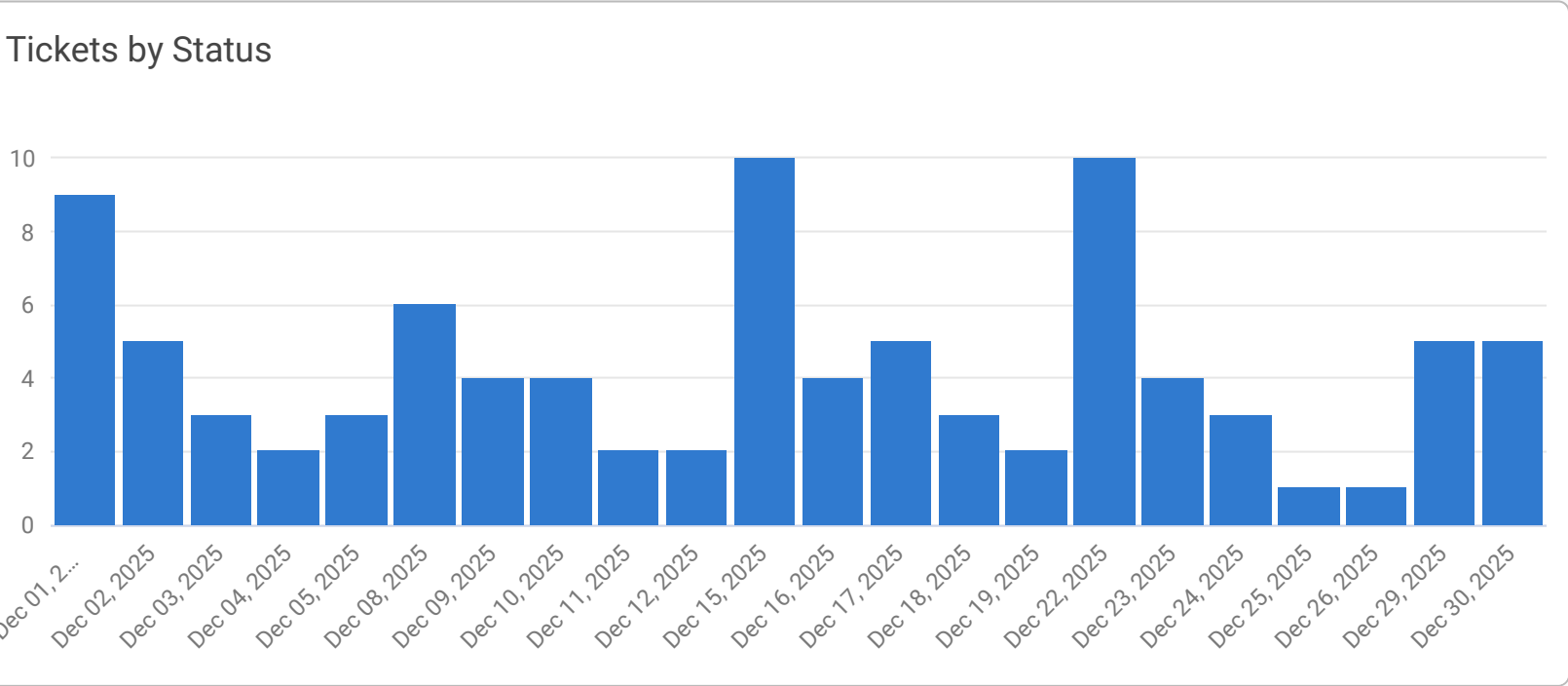
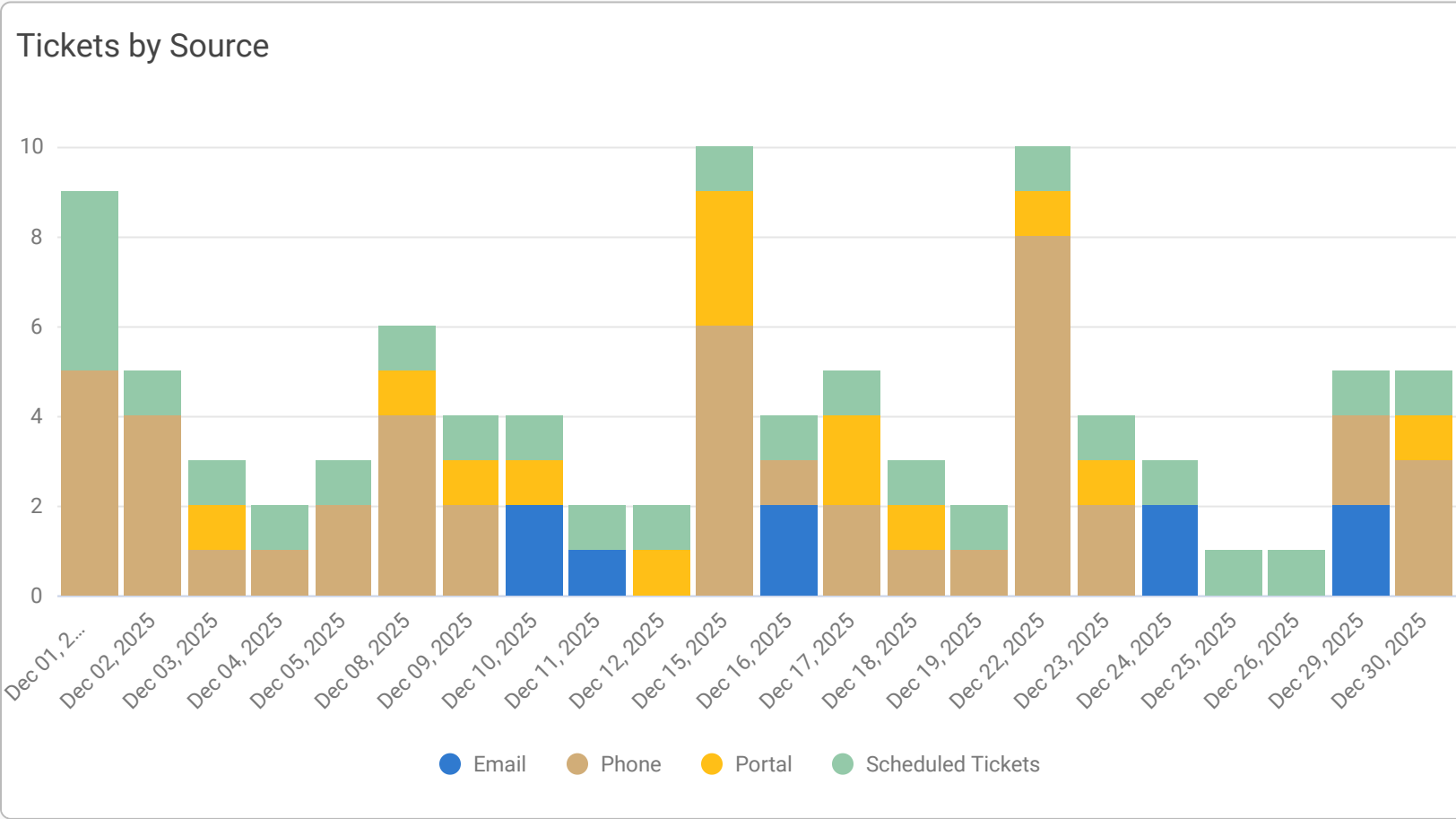
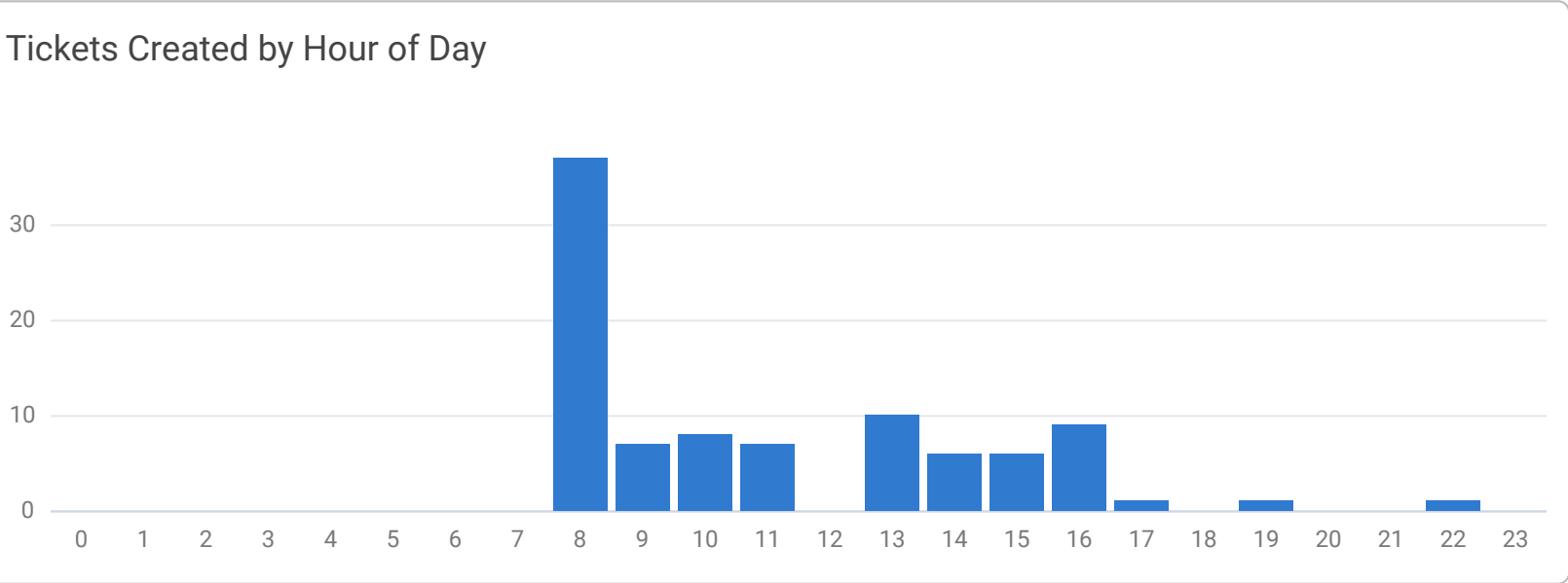
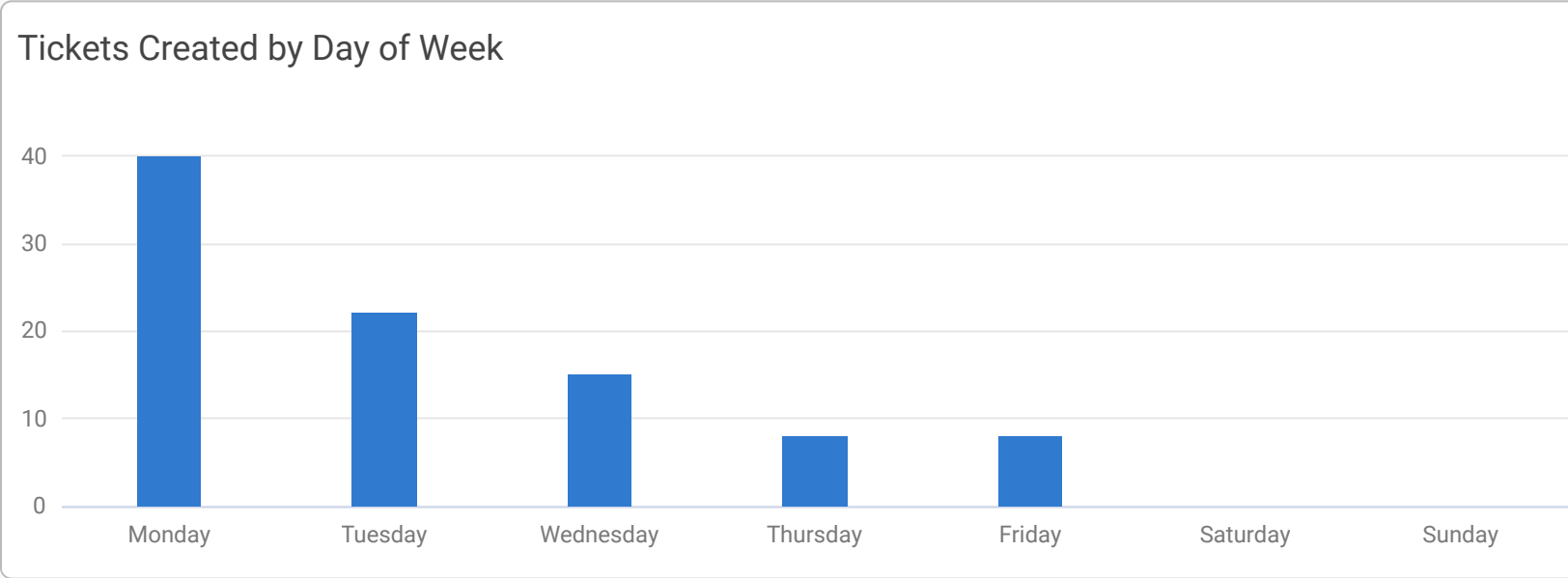
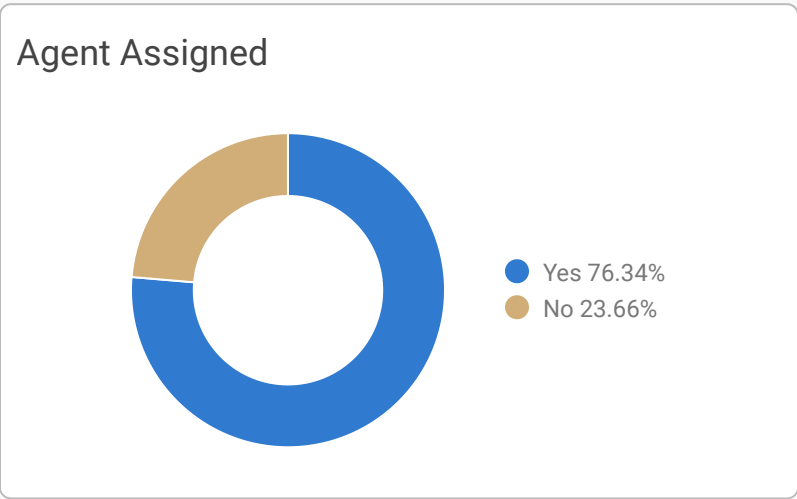
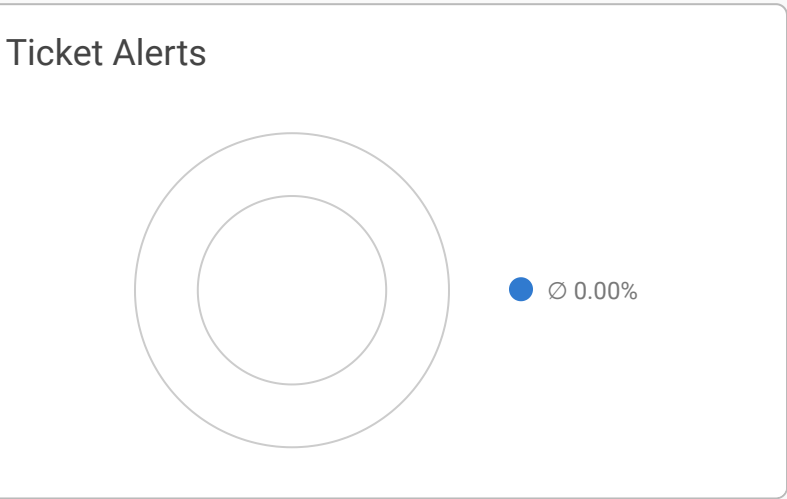
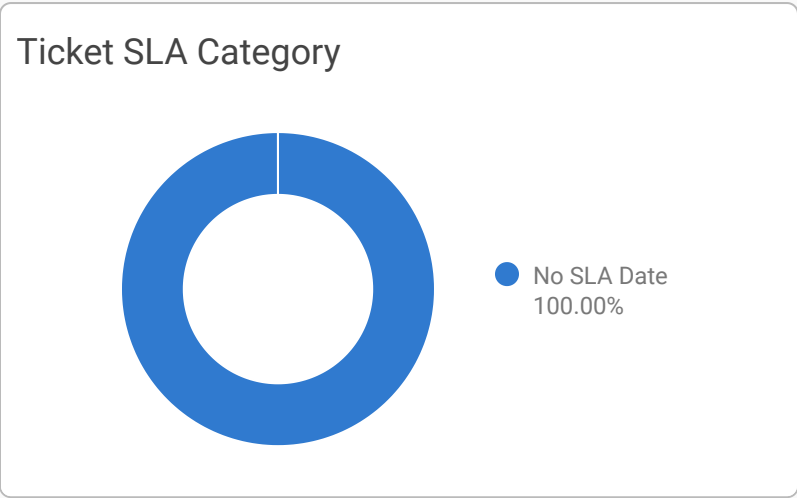
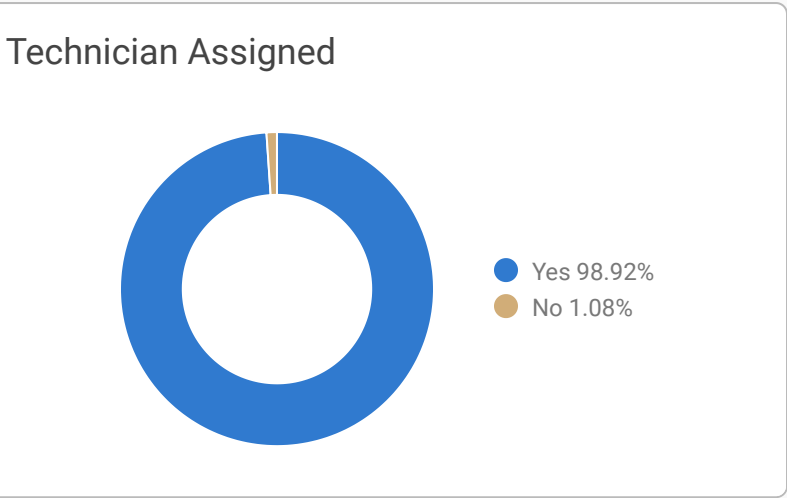
Customer Overview						
Site name	Number of tickets ▾	Total Ticket Duration (hours)	Average Ticket Duration (hours)	Average First Response Time (hours)	Number of alerts	Exceeded SLA
City Hall	53	1,040.42	19.63	17.50	0	0
Police	18	221.40	12.30	7.18	0	0
Library	10	70.48	7.05	7.05	0	0
Fire	7	120.42	17.20	17.20	0	0
Public Works	4	17.65	4.41	4.41	0	0
Rec Center	1	0.19	0.19	0.19	0	0

Ticketing summary

Date Filter is from 2025/12/01 until 2025/12/31 Ticket Status is not Merged



	Tag Name	Number of Tags ▾
1	Security / Security Alerts and Threats	22
2	System / Windows / Login - Password Reset	17
3	Application / Application usability ⓘ setup	6
4	Hardware / Equipment orders and installations	6
5	Application / Email Management, Delivery and Settings	6
6	Network / Onboarding - Offboarding User	6
7	Application / Application usability 26 setup	4
8	Hardware / Printing Device	3
9	Printer / Printing Usage ⓘ Setup	3
10	Hardware / Damaged - Faulty	3
11	Network / Internet and Phone Connectivity Issues	3
12	Application / Application usability ⓘ setup	2
13	System / Windows / User Account Creation and Setup	2
14	Storage / OneDrive and Cloud Storage	1
15	Application / Access ⓘ Permissions	1
16	License / License and Subscription Management	1
17	Network / Configuration Change	1
18	Application / Install - Uninstall - Update	1
19	Application / Office 365	1
20	Printer / Printing Usage 26 Setup	1
21	Network / Remote Access ⓘ Permissions	1



Technician overview

Date Filter is from 2025/12/01 until 2025/12/31 Ticket Status is not Merged

Number of tickets

93

Total Ticket Duration (hours)

1,470.56

Average Ticket Duration (hours)

15.81

13.61

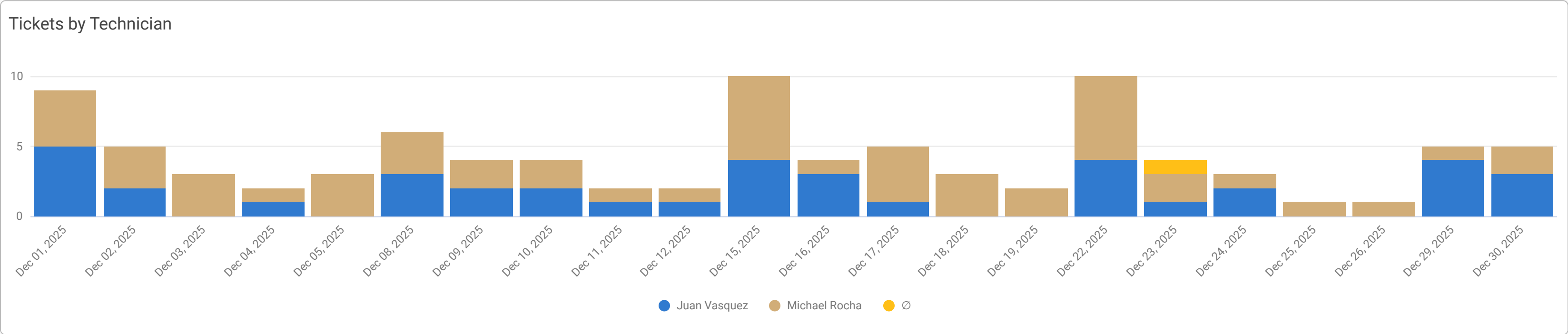
Average First Response Time (h...

15.81

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	Michael Rocha	53	920.01	17.36	16.04	0	0	0	0
2	Juan Vasquez	39	548.67	14.07	10.61	0	0	0	0
3	∅	1	1.87	1.87	1.87	0	0	0	0

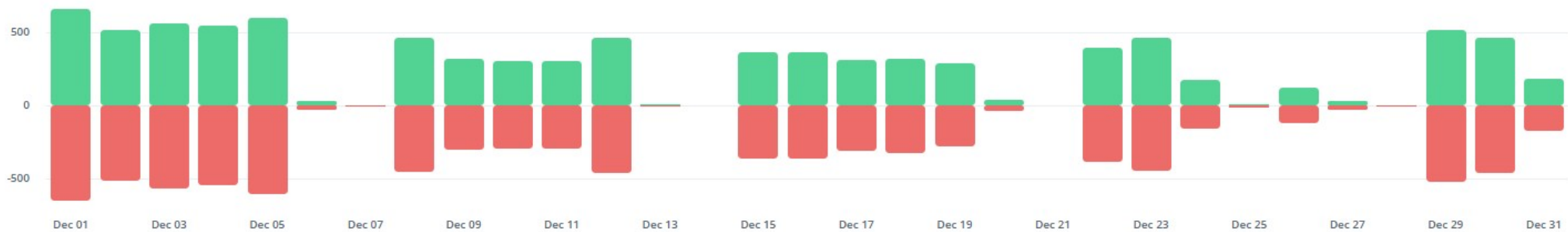


Occupancy 1 Day

Traffic

In 8,833
↑ 29% from last month

Out 8,697
↑ 29% from last month



Net Cumulative Occupancy

Peak 63
↑ 7% from last month

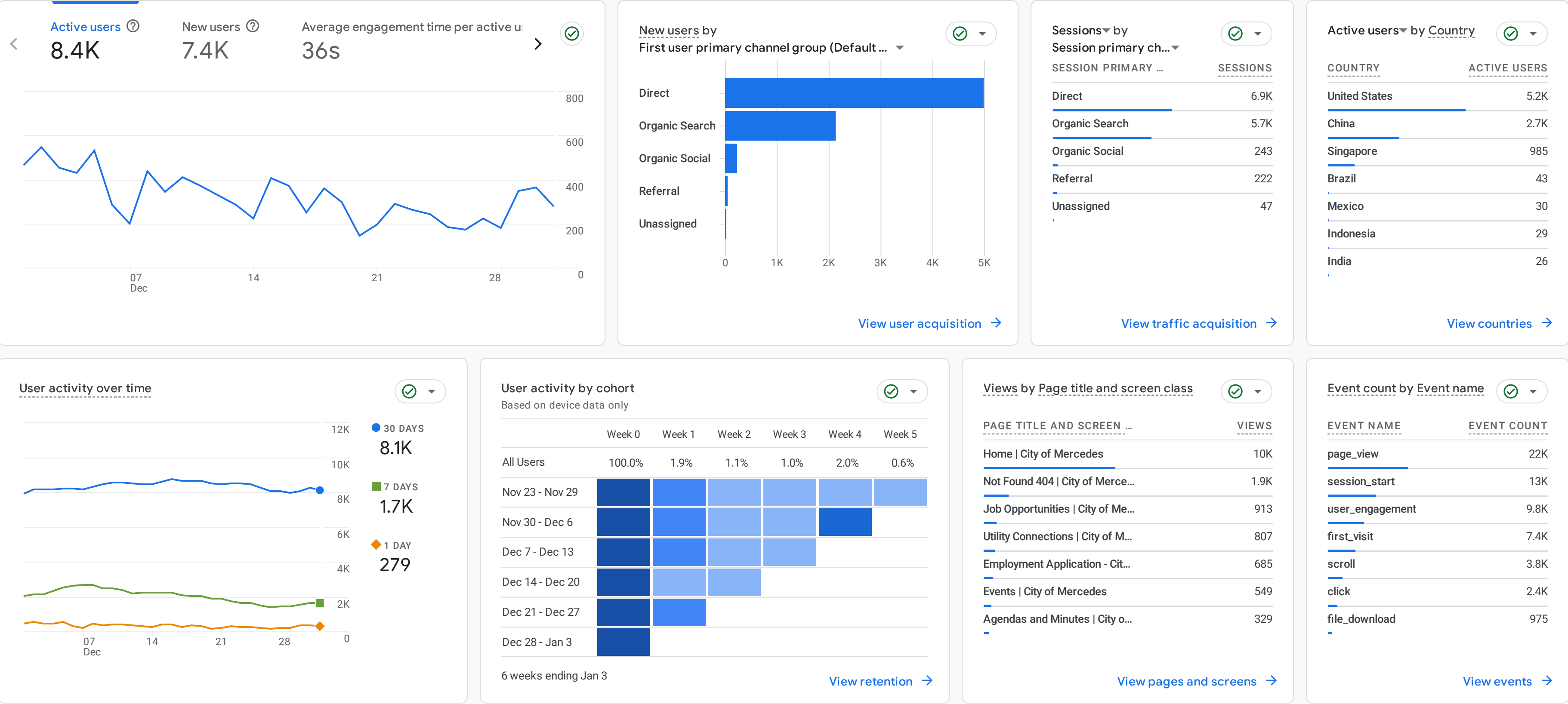


A All Users

Add comparison +

Custom Dec 1 - Dec 31, 2025

Reports snapshot



Sessions by

Session primary ch...

SESSION PRIMARY ...

SESSIONS

Direct

Organic Search

Organic Social

Referral

Unassigned

6.9K

5.7K

243

222

47

View traffic acquisition

Active users by Country

COUNTRY

ACTIVE USERS

United States

China

Singapore

Brazil

Mexico

Indonesia

India

5.2K

2.7K

985

43

30

29

26

View countries

User activity over time

30 DAYS

8.1K

7 DAYS

1.7K

1 DAY

279

User activity by cohort

Based on device data only

Week 0

Week 1

Week 2

Week 3

Week 4

Week 5

All Users

Nov 23 - Nov 29

Nov 30 - Dec 6

Dec 7 - Dec 13

Dec 14 - Dec 20

Dec 21 - Dec 27

Dec 28 - Jan 3

100.0%

1.9%

1.1%

1.0%

2.0%

0.6%

6 weeks ending Jan 3

View retention

Views by Page title and screen class

PAGE TITLE AND SCREEN ...

VIEWS

Home | City of Mercedes

Not Found 404 | City of Merce...

Job Opportunities | City of Me...

Utility Connections | City of M...

Employment Application - Cit...

Events | City of Mercedes

Agendas and Minutes | City o...

10K

1.9K

913

807

685

549

329

View pages and screens

Event count by Event name

EVENT NAME

EVENT COUNT

page_view

session_start

user_engagement

first_visit

scroll

click

file_download

22K

13K

9.8K

7.4K

3.8K

2.4K

975

View events

DEPARTMENT: Mercedes Recreation Center

MONTHLY REPORT: December 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: December

- After-School Membership Registration 45
- Membership Daily Attendance 25-30
- Adult League CO-ED Volleyball Registration Pending
- Youth Flag Football Leagues Registration
 - Mercedes 150 / Donna 50 / La Feria 50
 - Total League Participation 250
 - Total Tournament Participation 200
- Youth Basketball League Registration Pending

Mid-Valley Inter-League Play: La Feria / Donna / Mercedes

Rec Staff Training & Meetings:

- **Meeting w/ Recreational Leaders - Fall Program**
 - Staff Items:
 - Staff work attendance/requesting time off 12/1
 - Reporting to work (Punctual) / Cleaning Detail 12/5
- **Meeting w/ Recreation Centers**
 - Youth Flag Football League:
 - Coach & Parent Meeting 12/4
 - Meeting w/ La Feria (Officials) 12/9

Projects/Maintenance Work Orders & Special Task:

- **Meeting w/ Parks Director - Armando Villela**
 - Pool Walk-through Visit 12/11
 - ACM Gonzalez / Pool Manager / Department Heads: P.W. - Parks - Rec)
 - Pool issues: water leaks / plaster / pool drains
 - Action Plan
- **Public Works - Work Order submitted:**
 - Dome Facility**
 - Door Entrance Buzzer
 - VXT1 Vendor - Installation (**Pending**)
 - Rec Facility**
 - Roof Repair Vendor Approval - City Commission 12/2
 - Pool Facility**
 - Villegas Pool Vendor - Action Plan Meeting 12/11
 - Erasmo Reyes Artist/Mural Pool Bath-house 12/16
- **Rec & Dome Center - Pest Control & AC Units:**
 - Rec / Dome Pest Control 12/3
 - L&S Air – Dome Women's Restroom 12/18

Swimming Pool Projects/Maintenance:

- **Mercedes Public Pool - Public Hours - Pool Rental - Swimming Lessons**
 - Closed for the season / Pool Weekly Maintenance - Lee Puckett
 - Villegas Pool Repair 12/11
 - Erasmo Reyes Mural Artist Pool Bath-house 12/16
- **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**
 - December RGV Food-Drive City of Mercedes Dome Site 12/10
- **Dome Shelter**
 - Brand Geniuz
 - Dome Filming 12/15
- **City of Mercedes**
 - Commission Meeting - Tues. 12/2
 - Department Head Meeting - Wed. 12/3
 - MISD Meeting w/ Superintendent 12/4
 - Department Head Photos 12/9
 - Winter Wonderland Event 12/12
 - Commission Meeting - Tues. 12/16
 - Department Head Meeting - Wed. 12/17

Fall After-School Program:

- **Registration Information**

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

Youth Leagues:

- **Flag Football**

- 23 Teams - Mercedes / Donna / La Feria (Inter-League Play)
- 5-week schedule
 - Monday - Thursday
 - All cities to alternate and host weekly games
 - Mid-Season Tournament Saturday 12/20

- **Basketball**

- Registration Dec. 2nd - Jan. 2nd
- Mercedes / Donna / La Feria (Inter-League Play)
 - League Meeting: Teams / Game Locations / Schedules

Out-Reach Programs:

- **Denise Adame Nutrition Program - Meals**

- Senica Serving Smiles Food Program
- Mon. - Fri. 4:00pm - 4:30pm
- Meals Served: **December 302**

- **Foster Grandparent Senior Corps Program**

- Assist with Supervision/Mentor & Tutoring
- 2 Volunteer Foster Grandparents
- Monday - Friday 1:30pm - 5:30pm

- **Out-reach Program Meetings**

- Behavioral Health Solutions
 - Weekly Youth Program
 - Wednesdays - Sessions at Dome Center

Recreation Center Programs:

- Programs Attendance: **December**

<u>Program/Activites Descipition</u>	<u>Week 1</u>	<u>Week 2</u>	<u>Week 3</u>	<u>Week 4</u>	<u>Total</u>
Membership Daily Attendance	108	107	87	Closed	302
Nutrition Food Program Meals	108	107	87	Holidays	302
Game-room	43	40	22		105
Computers	40	35	30		105
PS4 Room	40	24	35		99
Arts & Crafts	25	28	20		73
Sports & Fitness / Out-door Activities	60	87	67		214
Homework Hour / Tutoring 3:30pm - 4:30pm	10	8	10		28
Out-reach Programs	10	10	10		30
Youth Leagues - Practices/Games	250	250	250		750
Adult Leagues - Games					

Mission Statement

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

Mercedes Recreation Center

“Impacting the youth in our community”



United Way of South Texas
Serving Hidalgo & Starr Counties

CITY OF MERCEDES
SALES TAX COMPARATIVE ANALYSIS
 BY MONTH RECEIVED

FY 2024-2025

Recvd	Period	State Comptroller	EDC (25%)	Outlet Mall	Mth % Inc/Dec	City (75%)	Outlet Mall	Mth % Inc/Dec
Oct	Aug	712,624.17	138,975.89	39,180.15	-15.41%	492,801.46	41,666.67	-8.83%
Nov	Sept	677,399.29	134,275.74	35,074.08	-3.38%	466,382.80	41,666.67	-5.36%
Dec	Oct	648,808.72	125,166.17	37,036.01	-6.78%	444,939.88	41,666.66	-4.60%
Jan	Nov	881,150.97	152,496.95	67,790.79	21.84%	619,196.56	41,666.67	39.16%
		2,919,983.15	550,914.75	179,081.03	-64.13%	2,023,320.70	166,666.67	-64.35%

FY 2025-2026

State Comptroller	EDC (25%)	Outlet Mall	Mth % Inc/Dec	City (75%)	Outlet Mall	Mth % Inc/Dec
736,184.23	184,046.06	-	12.02%	552,138.17	-	2.15%
679,547.05	169,886.76	-	-7.69%	(1,490,339.71)	2,000,000.00	-369.92%
677,582.24	169,395.56		-0.29%	446,908.36	61,278.32	-129.99%
947,491.35	236,872.84		39.83%	649,340.19	61,278.32	45.30%
3,040,804.87	760,201.22	-	-57.40%	158,047.01	2,122,556.64	-97.58%

Yearly Total Sales Tax Comparison

	2024-2025	2025-2026	Yr % Inc/Dec
Oct	712,624.17	736,184.23	3.31%
Nov	677,399.29	679,547.05	0.32%
Dec	648,808.72	677,582.24	4.43%
Jan	881,150.97	947,491.35	7.53%
	2,919,983.15	3,040,804.87	4.14%

Yearly City Sales Tax Comparison

	2024-2025	2025-2026	Yr % Inc/Dec
Oct	552,876.10	552,138.17	-0.13%
Nov	503,806.30	509,660.29	1.16%
Dec	493,709.59	508,186.68	2.93%
Jan	712,802.54	710,618.51	-0.31%
	2,263,194.53	2,280,603.65	0.77%

BUDGET	4,249,414
% OF BUDGET	22.02%
TO EDC	2,124,707
Total Projection	6,374,122

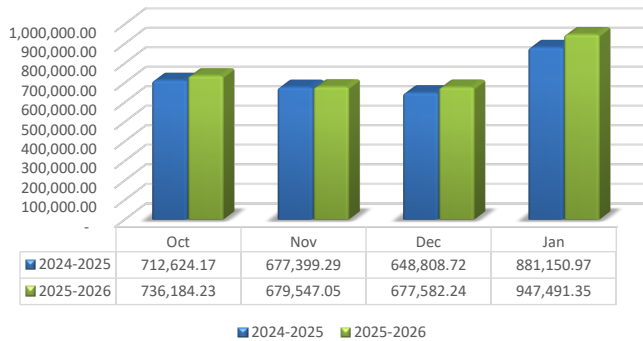
FY 25-26

Gain/(Loss) 120,822

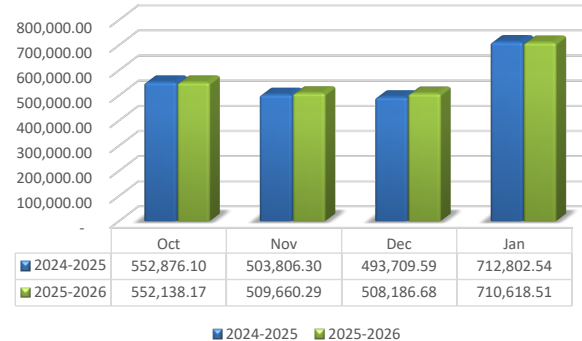
FY 25-26

Gain/(Loss) 17,409

Total City Sales Tax Received



City Sales Tax after Contributions/Payouts



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	15,566.30
			PENSION PLAN PAYABLE	16,280.30
		TEXAS NATIONAL BANK	FEDERAL W/H	14,571.14
			FEDERAL W/H	14,644.34
			FICA W/H	14,164.10
			FICA W/H	14,370.01
			TOTAL:	89,596.19
POLICE	GENERAL FUND	TEXAS MUNICIPAL RET. SYST	PENSION PLAN PAYABLE	12,589.53
			PENSION PLAN PAYABLE	14,216.65
			TOTAL:	26,806.18
STREETS	GENERAL FUND	AM UTILITIES & CONSTRUCTION, LLC LGR CONTRACTORS & INVESTMENTS	STRIPING CRSWALKS/TRN LAN	16,850.00
			SIDEWALK REPAIR	34,850.00
			TOTAL:	51,700.00
VEHICLE MAINTENANCE	GENERAL FUND	ENTERPRISE FM TRUST	631420-2511 ENTERPRISE	18,333.94
			631420-2512 ENTERPRISE	14,406.28
			TOTAL:	32,740.22
SANITATION DEPARTMENT	GENERAL FUND	WASTE CONNECTIONS OF TEXAS	2765479V113 WASTE CONNECTI	137,607.28
			TOTAL:	137,607.28
NON-DEPARTMENTAL	GENERAL FUND	PERDUE, BRANDON, FIELDER, COLLINS & MO DEVELOPMENT CORPORATION OF MERCEDES LAW OF OF MARTIE GARCIA VELA, PC. SHELL ENERGY	16636 PERDUE, BRANDON, FIE	11,356.45
			90 DEVELOPMENT CORPORATION	10,416.67
			SEPTEMBER2025 LAW OF OF MG	25,000.00
			2221225 SHELL ENERGY	18,739.10
			TOTAL:	65,512.22
WATER/SEWER FIELD CREW UTILITY FUND		K2K AUTOMOTIVELLC 2LG CONSTRUCTION LLC	CM14'X101" FLATBED	10,189.90
			MAN HOLE INSTALLATION	18,900.00
			TOTAL:	29,089.90
WATER/SEWER TREATMENT	UTILITY FUND	HIDALGO & CAMERON COUNTIES	2696 HIDALGO & CAMERON	10,157.24
			2702 HIDALGO & CAMERON	13,769.95
			PHS0231547 TCEQ	13,298.60
		TEXAS COMMISSION ON ENVIRONMENTAL QUAL U.S. WATER SERVICES CORPORATION	SI134431 U.S. WSC	106,251.92
			SI134432 U.S. WSC	108,351.25
			2221225 SHELL ENERGY	20,417.59
		SHELL ENERGY CB3 CONSULTANTS, LLC	151 CB3 CONSULTANTS, LLC	15,500.00
			TOTAL:	287,746.55

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
------------	------	-------------	-------------	--------

===== FUND TOTALS =====				
01	GENERAL FUND			403,962.09
02	UTILITY FUND			316,836.45

	GRAND TOTAL:			720,798.54

TOTAL PAGES: 2

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

TYPE	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	OCT.	NOV.	DEC.	YTD Total
CITY SECRETARY													
Agenda Reg./Special/Wkshp	2	2	2	2	3	3	2	3	3	2	1	2	27
Minutes Reg./Special	1	2	2	2	3	3	2	3	3	2	1	2	26
Ordinances	2	2	2	2	5	0	5	5	8	4	3	5	43
Resolutions	4	2	6	0	2	2	2	1	5	3	2	5	34
Contracts	3	0	0	1	0	1	6	0	2	1	0	0	14
Bids	0	0	1	0	0	1	0	0	0	0	0	1	3
PERMITS													
Sound/Dance	4	3	1	3	6	12	3	5	5	3	3	4	52
TABC	0	0	0	2	0	1	0	1	1	0	0	1	6
VITAL STATISTICS													
Filling w. State	6	8	8	8	4	7	2	8	2	5	8	5	71
Issuing Birth	27	40	30	35	22	27	33	22	16	21	11	15	299
Issuing Death	4	4	3	1	1	0	0	1	1	4	3	1	23
RISK MANAGEMENT													
Vehicle Claims	2	2	4	3	2	1	3	1	0	1	1	2	22
Liability Claims	1	2	1	0	2	0	1	2	5	2	3	0	19
OPEN RECORDS													
Received	35	32	26	29	18	26	33	34	29	30	24	16	332
Responded	31	30	22	26	12	25	26	32	27	27	18	12	288
HUMAN RESOURCES													
New Hires	5	2	1	6	0	4	4	2	3		4	1	32
Resignations	5	1	1	0	6	2	8	5	8		2	4	42
Retirements	6	2	1	2	0	4	2	0	2		0	3	22
Workers Comp	0	1	2	2	1	0	0	5	1		1	1	14

Significant Comments: