



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

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

MERCEDES CITY COMMISSION  
REGULAR MEETING  
FEBRUARY 15, 2022 – 6:30 P.M.  
MERCEDDES CITY HALL – COMMISSION CHAMBERS  
400 S. OHIO AVE., MERCEDDES, TX 78570

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

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

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

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

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

6.) **Presentations:**

A.) Update on Parks Maintenance (PW Director)

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

A.) Approval of Minutes for Meeting(s) held February 1, 2022 & February 4, 2022.

B.) Second and final reading of Ordinance No. 2022-01 regarding the 2022 City Commission Election for Place 2 and Place 4.

C.) Second and final reading of Ordinance No. 2022-02 to rezone J.A. Chapman's Subdivision Lot 1-5 Block 6 from Class "N" Newly Annexed to Class "B" Business: Applicant - Charles G. and Julia Ann Bertholf.

D.) Approval of Budget Amendment from Parks & Recreation Budget to Public Works Administration for Public Works Office Clerk.

8.) **City Manager Comments:**

- 1.) Update on Replacement of Manhole Covers
- 2.) Introduction of the Public Information Officer and update on recent activity.
- 3.) Update on the Anacuitas RDF Project
- 4.) Update on Meter Warranty

9.) **Ordinances/Resolutions:**

- A. Discussion and Possible Action on first reading of Ordinance No. 2022-03 to rezone Capisallo Lot 11 Block 66 from Class "N" Newly Annexed to Class "B" Two Family Applicant: Rosalinda H. Forsythe, Executrix of Roy B. Herrera (Asst. City Manager)
- B. Discussion and Possible Action on first reading of Ordinance No. 2022-04 to rezone Capisallo Lot 1 Blk 65 & 15.85 Acres of Lot 2 Blk 65 from Class "N" Newly Annexed to Class "A-1" Single Family Residence District Applicant: Valley Ranch Estates Mercedes LLC (Asst. City Manager)

**10.) Management Item(s):**

- A.) Discussion and Possible Action to select a firm for energy representative services and authorize the City Manager to negotiate a contract. (City Manager)
- B.) Discussion and Possible Action to approve seeking RFP's for the Police Department Remediation and Abatement. (ACM)
- C.) Discussion and Possible Action to approve the gun-trade of (21) department issued weapons in exchange for (6) Glock 22 Gen 4 40 S&W pistols. (PD)
- D.) Discussion and Possible Action to approve advertising for bids for the construction of Capisallo Terrace Sanitary Sewer Improvements. (City Engineer)
- E.) Discussion and Possible Action on approval to go out for bids on the replacement for the City Hall roof. (Public Works Director)
- F.) Discussion and Possible Action on Approval of ClearGov Budgeting Software and Budget Amendment. (Finance Director)
- G.) Discussion and Possible Action to approve the purchase of the memorial plaque for residents of Mercedes who died from COVID-19 (Comm. Benavidez & Gomez)
- H.) Discussion and Possible Action to research service options for an unpaved road within the City limits of Mercedes - Chapman Street (Comm. Benavidez & Gomez)
- I.) Discussion and Possible Action to increase the stand-by pay amount for the Public Works employees. (Comm. Benavidez & Gomez)

**11.) Bids/Contracts**

- A. Discussion and Possible action to award rebid contract for the Rehabilitation and Improvements to the Storm Water Pump Station at Collier Park - Phase 2. (City Engineer)
- B. Discussion and Possible Action on Approval of Interlocal Cooperation Agreement between the County of Hidalgo, Texas and the City of Mercedes, Texas on behalf of Dr. Hector P. Garcia Memorial Library in order to provide library services to county residents. (Library Director)
- C. Discussion and Possible Action to approve the contract with Ambiotec.
- D. Discussion and Possible Action to renew the agreement for EMS Billing Specialist Services. (Fire Chief)
- E. Discussion and Possible Action to proceed with Interlocal Agreement with Drainage District #1 for Anacuitas RDF Project. (City Engineer)

**12.) Monthly Department Reports**

**13.) 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.) Consultation with City Attorney relating to personnel matters (Section 551.071 and Section 551.074, Tex. Gov't Code)
- B.) Consultation with Attorney regarding update on legal matters - Section 551.071 Texas Gov't Code Annotated


**14.) Open Session: Discussion and Possible Action on item(s) listed in executive session.**

**15.) Adjournment**

Notice is hereby given that the City Commissioners of the City of Mercedes, Texas will meet in a **Regular Meeting** on Tuesday, February 15, 2022 at 6:30 P.M. Said meeting will be conducted in the Commission Chambers of the City Hall located at 400 S. Ohio, Mercedes, Texas for the purpose of considering and taking formal action regarding the items listed above. This notice is given in accordance with Vernon's Texas Codes Annotated, Texas Government Code, Section 551.001 et. Seq.

WITNESS MY HAND AND SEAL OF THE CITY THIS THE 11<sup>TH</sup> DAY OF FEBRUARY, 2022.

ATTEST:

  
Joselynn Castillo, City Secretary  
Time of Posting: 6:30 P.M.

**ACCESSIBILITY STATEMENT**

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

**MERCEDES CITY COMMISSION  
REGULAR MEETING  
FEBRUARY 1, 2022 – 6:30 P.M.  
MERCEDES CITY HALL – COMMISSION CHAMBERS**

<b>MEMBERS PRESENT:</b>	Oscar D. Montoya Sr. Jose Martinez Leonel Benavidez Jacob Howell Jose M. Gomez	Mayor Mayor Pro-Tem Commissioner Commissioner Commissioner
<b>STAFF PRESENT:</b>	Alberto Perez Martie Garcia-Vela Joselynn Castillo Javier Ramirez Joaquin Hernandez Blanca Sanchez Nereida Perez Richard Morin Orlando Diaz Ervin Vilchis Kristine Longoria	City Manager City Attorney City Secretary Asst. City Manager Public Works Director Interim Police Chief Finance Director Recreation Director Sergeant I.T Director Asst. City Secretary

**OTHERS PRESENT:** Jovana Garcia (Candidate), Emily Hernandez (MECA Student), Noe Garcia (MECA Student), Marina Tamez (MECA Student), Edward Martinez (MECA Asst. Principle), Hiram Gutierrez (Delqt. Tax Attorney), Isaac Huacuja (City Engineer), David Garza (Resident)

**1.) CALL MEETING TO ORDER**

Mayor Montoya welcomed everyone and called the meeting to order at 6:30 P.M.

**2.) ESTABLISH QUORUM**

Four members of the Commission were present. Commissioner Benavidez arrived during open forum which constitutes a full quorum.

**3.) INVOCATION**

Mayor Pro-Tem Martinez said the invocation.

**4.) PLEDGE OF ALLEGIANCE**

Commissioner Gomez led in the Pledge of Allegiance.

**5.) OPEN FORUM**

- Ms. Jovana Garcia expressed her concerns with drainage issues throughout the City. She provided recommendations to assist with the drainage issues. She recommended cisterns and permeable pavement. Ms. Garcia spoke about the city parks and the concern to include ADA compliant equipment.

Commissioner Howell motioned to move to item 10H. Mayor Pro-Tem Martinez seconded. Upon a called vote, the motion passed unanimously.

**10H.) DISCUSSION AND POSSIBLE ACTION TO APPROVE THE MERCEDES EARLY COLLEGE STUDENTS TO POST POSITIVE SIGNS AROUND THE CITY OF MERCEDES.**

Commissioner Howell motioned to approve. Ms. Emily Hernandez, Noe Diaz, Mariana Tamez from Mercedes Early College Academy. Proposed putting posters of positive messages around the City. To encourage citizens to be better. Asst. Principle of Mercedes Early College informed the Commission about the request from the students to put the positive messages out. Mr. Perez stated that any signs would need to follow the regulations. Mayor Pro-Tem Martinez seconded. Mayor Montoya congratulated

the students on their leadership and their presentation. Commissioner Howell expressed how proud he was of the students. Upon a called vote, the motion passed unanimously.

**6.) Presentations:**

**a. PRESENTATION BY PERDUE, BRANDON, FIELDER, COLLINGS & MOTT, LLC.**

Mr. Hiram Gutierrez presented to the Commission the delinquent tax from 10/1/2020 to 9/30/2021. He stated they have mailed over 3,000 letters on the delinquent taxes. They have entered 18 payment agreements. Payment agreements in \$20,963. Six properties went for tax sales and payments were made in full in the amount of \$22,866.97. Mr. Gutierrez stated they are the bankruptcy representative for the City. There have been collections for the City in the amount of \$257,459. The First quarter of the fiscal year 10/1/2021 to 12/31/2021 there was a collection of \$62,158. At a question, Mr. Gutierrez stated that the mailed responses are minimal and move to the next step of home visits. He added that most of the delinquencies are from elderly population that are on deferrals due to age. There are two ways to tackle the delinquent tax roll, by dollar amount and years of delinquency. Mr. Gutierrez explained the deferral process and the process to remove a deferral. The City Collection is about 20 percent. At a question, Mr. Gutierrez stated that there are orphan accounts, they are working with the appraisal district to clean up the accounts. Commissioner Gomez stated that the City should not be in the business of taking properties away. Commissioner Howell stated for the record, at the last moment it's either the court house or the city takes it over and it's about finding solutions to get the job done. Mr. Gutierrez stated that the county developed a program that will allow the people to pay that became delinquent due to COVID. Mayor Pro-Tem Martinez wants an analysis of the properties that are delinquent and abandoned and to take that property and make something good. Commissioner Benavidez noticed that there are no previous years and would like the report from previous years prior to the pandemic. Mr. Gutierrez provided a report of collection from 2014 to 2021 for a comparison of the years and amounts collected.

**b. UPDATE ON STATUS OF CURRENT TCEQ VIOLATIONS TO ENSURE COMMUNITY SAFETY AND SUPPORTING FUTURE DEVELOPMENT.**

Mr. Ramirez informed the Commission of the TCEQ violations. The clarifier, the oxidation ditch. The clarifier has ground water infiltration which is a violation. At a question, Mr. Isaac Huacuja stated that the clarifier has been out of service for about a decade. The mechanism inside needs to be replaced. Mr. Huacuja stated it would take a few months to repair. The clarifier provides about 1 Million gallons. Mr. Ramirez stated that if this clarifier is back in service will bring the City back to where the city should be. At a question, Mr. Perez stated that this was part of the self-reporting to TCEQ. Mr. Perez stated that the majority of the issues have been corrected and there are currently four issues still pending to be fixed. Mr. Huacuja stated that during his tenure he had not been asked to look at the issue with the clarifier until Mr. Perez came in. The last potential violation is the drying beds. All waste needs to be put through a treatment process and cannot be dumped. Commissioner Benavidez stated that the issue is unacceptable. The violation has been an issue since 2018 and now the City is acting to address the issue by cleaning it out. Mr. Ramirez stated that they are requesting an extension for an additional four months.

**7.) CONSENT AGENDA**

**a. APPROVAL OF MINUTES FOR MEETING(S) HELD NOVEMBER 23, 2021, DECEMBER 21, 2021, JANUARY 4, 2022 & JANUARY 18, 2022.**

**b. APPROVAL OF AGREEMENT FOR THE TEMPORARY CLOSURE OF STATE RIGHT-OF-WAY**

Mayor Pro-Tem Martinez made a motion to approve item A and B and move up item 9B. Commissioner Howell seconded. Commissioner Benavidez stated that there was verbiage by the mayor regarding HB 2840 and would like to add to the minutes. Mayor Pro-Tem Martinez rescinded his motion to approve with changes. Commissioner Benavidez seconded. Upon a called vote, the motion passed unanimously.

**9B.) DISCUSSION AND POSSIBLE ACTION ON RESOLUTION NO. 2022-01 APPROVING THE TEMPORARY CLOSURE OF THE STATE RIGHT-OF-WAY.**

Mayor Pro-Tem Martinez made a motion to approve. Commissioner Benavidez seconded. Upon a called vote, the motion passed unanimously. Commissioner Gomez asked about overtime. Interim Police Chief Sanchez stated that all intersections need to be covered and the employees on shift are only 4 to 5 employees so the other shifts will need to be present at the parade.

**8.) CITY MANAGER COMMENTS:**

**1.) UPDATE ON PARKS BOARD**

Mr. Perez stated the city will be advertising the opening on the park board.

**2.) ARP FUNDS UPDATE**

There was a presentation on the check of the ARP funds. Mr. Perez stated that the amount awarded was to be split in two payments. The first amount was \$2 Mil and the next amount is \$2 Mil.

**3.) UPDATE ON NEW PW EQUIPMENT**

Mr. Hernandez informed the Commission of the equipment that has arrived that was purchased with CO funds. The paver, roller, sweeper and lift were purchased. The lift can be used for several projects. New toolboxes and tools were purchased for the employees to use at work. The grapple for the backhoe will be used to pick up bulky items, the diagnostics tablet was purchased for the mechanics. Mr. Perez stated that the employee safety is of concern and the new equipment will help and be more efficient. The equipment does have warranty. Mayor Pro-Tem Martinez would like to look at the extension to clean out some of the ditches.

**9.) ORDINANCES/RESOLUTIONS:**

**a. DISCUSSION AND POSSIBLE ACTION ON FIRST READING OF ORDINANCE NO. 2022-01 REGARDING THE 2022 CITY COMMISSION ELECTIONS FOR PLACE 2 AND PLACE 4.**

Mayor Pro-Tem Martinez made a motion to approve. Commissioner Benavidez seconded. Upon a called a vote, the motion passed unanimously.

**b. This item was discussed earlier in the meeting**

**c. DISCUSSION AND POSSIBLE ACTION ON RESOLUTION 2022-02 ADOPTING THE WORK PLAN FOR URBAN COUNTY PROGRAM YEAR 35 (2022)**

Mayor Pro-Tem Martinez motioned to approve resolution. Commissioner Benavidez seconded. Upon a called vote, the motion passed unanimously.

**10.)MANAGEMENT ITEMS:**

**a. DISCUSSION AND POSSIBLE ACTION TO SELECT A VEHICLE MONITORING AND DATA SERVICES PROVIDER.**

Mr. Ramirez recommends Verizon for monitoring and data service providers for city vehicles. Mayor Pro-Tem Martinez made a motion to approve going with Verizon. Commissioner Benavidez seconded. This will track the driving habits for the city employees. Commissioner Howell asked if this will help save the city money by tracking their driving. The services will include five tablets for free and \$30 per month for service. Mr. Perez stated that this item has been on the agenda several times but were looking for better alternatives. Upon a called vote, the motion passed unanimously.

**b. DISCUSSION AND POSSIBLE ACTION TO SOLICIT REQUEST FOR QUALIFICATIONS FOR SPECIALIZED ENGINEERING SERVICES.**

Mr. Ramirez stated that the City is on the verge to experience rapid growth. All the growth is coming to a concentrated area that lacks infrastructure. Commissioner Howell motioned to approve. The motion dies for lack of second. No further motions were made.

**c. DISCUSSION AND POSSIBLE ACTION TO AUTHROIZE CITY MANAGER TO SEEK I.T CONTRACTING SERVICES.**

Mr. Perez stated that the City does not have an IT director and the city needs expertise.

Mr. Perez is looking to go out to provide services to take care of the servers.

Commissioner Benavidez made a motion to approve and come back and report.

Commissioner Howell seconded. Mayor Pro-Tem Martinez asked how its being advertised. The position has been posted and are now being posted on indeed.

Commissioner Benavidez amended his motion to approve and to post in the local newspaper. Mayor Pro-Tem Martinez seconded. Upon a called vote, the motion passed unanimously.

**d. DISCUSSION AND POSSIBLE ACTION TO APPROVE THE PURCHASE OF AMI WATER METERS.**

Mr. Ramirez stated that the city currently has mechanical meter. The accuracy slows down over time. There is an ultrasonic meter that is in stock and at the same price as the current.

Mr. Ramirez stated that this is for new installations only and will not be replacing all meters. Commissioner Benavidez made a motion to approve. Mayor Pro-Tem Martinez seconded. This meter is more modern and efficient. The vendor has enough for the 51 installations. At a question, Mr. Ramirez stated that there is warranty on the current meters but the new meter is for new installations not to replace the current meters. Mr. Perez stated that the employees have to redo the work because the readings are wrong. The current meters vendor does not have meters to replace any bad meters so purchasing the new meters will help get meters for the residents waiting to get one. Upon a called vote, the motion passed unanimously.

**e. DISCUSSION AND POSSIBLE ACTION TO CREATE A BUSINESS SERVICES TAB LINK ON THE CITY OF MERCEDES WEBSITE THAT PROVIDES INSTURCTIONS, INFORMATION AND HELPFUL RESOURCES FOR BUSINESS OWNERS.**

Commissioner Benavidez stated he put this on the agenda. Other cities provide this to assist with information for new business. There are tabs on how to start a business, small business owners. Mayor Pro-Tem Martinez motioned to approve. Commissioner Benavidez seconded. Upon a called vote, the motion passed unanimously.

**f. DISCUSSION AND POSSIBLE ACTION ON DAVID GARZA'S REQUEST FOR DE-ANNEXATION.**

Commissioner Benavidez motioned to untangle. Commissioner Gomez seconded. Upon a called vote, the motion passed unanimously.

Commissioner Benavidez brought the item back to see where the city is at for this request from Mr. David Garza. Mr. Garza stated this was the second time he requested to be placed on the agenda. Commissioner Benavidez stated that he was tagged by Mr. Garza and took initiative to place the item on the agenda. Commissioner Gomez co-signed because the item was placed on the agenda and no action was taken. Mr. Perez stated that Mr. Garza was placed on the agenda in November. Mr. Perez stated that there is a way to get Mr. Garza services but needs to get the easements from neighbors to go and put the line in the easement. Mr. Garza stated he is asking for de-annexation not for services. There was discussion on the length of time it has taken to give Mr. Garza services. Mr. Perez stated that there was no record of a request for permits from Mr. Garza. Mr. Perez asked if Mr. Garza would give up his easement if he wants to proceed with the de-annexation to provide services to properties further west. Mayor Montoya stated it was wrong that nothing was done in the past but are looking at providing services now.

Commissioner Benavidez motioned for City Manager to prepare the documentation necessary to de-annex Mr. Garza with Legal team for the easement. If there is no easement there is no de-annexation. Commissioner Howell seconded. Upon a called vote, the motion passed. Mayor Pro-Tem Martinez voted against. Commissioner Benavidez amended his motion to gather the information on paper and review at the next regular meeting. Commissioner Howell seconded. The motion passed 4 to 1. Mayor Pro-Tem Martinez voted against.

**g. DISCUSSION AND POSSIBLE ACTION TO GET THE SERVICE STATUS OF PROPERTIES THAT HAVE BEEN ANNEXED AND PROVIDE SERVICES ACCORDINGLY.**

Commissioner Benavidez would like to gather the information to know the status of the residents still needing city services. He wants to see if there are any other subdivisions that are having the same issue as Mr. Garza and Capisallo Terrace. Commissioner Benavidez made a motion for the City Manager to do the research and gather the data. Commissioner Gomez seconded. Upon a called vote, the motion passed unanimously.

**h. This item was discussed earlier in the meeting.**

**i. DISCUSSION AND POSSIBLE ACTION TO DIRECT CITY MANAGER TO WORK ON DEVELOPING A PAY SCALE THAT IS COMPETATIVE AND THAT CAN BE SUPPORTED BY OUR BUDGET.**

Mayor Pro-Tem Martinez asked the City Manager to do an analysis of the pay grade to make sure the staff is being paid accordingly. Commissioner Benavidez made a motion to approve. Mayor Pro-Tem Martinez seconded. Upon a called vote, the motion passed unanimously. Commissioner Howell would like the talent to stay in Mercedes.

**j. DISCUSSION AND POSSIBLE ACTION TO DIRECT CITY MANAGER TO SOLICIT RFP'S FOR REPAIRS, MAINTENANCE, AND INSPECTION OF MERCEDES ELECTED STORAGE TANKS.**

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

**11.)EXECUTIVE SESSION**

Commissioner Benavidez motioned to go into executive session. Commissioner Howell seconded. called the meeting into executive session at 8:19 p.m.

- a. DISCUSSION REGARDING DUTIES AND RESPONSIBILITIES OF THE CITY MANAGER – SECTION 551.074 TEXAS GOV'T CODE ANNOTATED – PERSONNEL MATTERS.**
- b. CONSULTATION WITH ATTORNEY REGARDING UPDATE ON LEGAL MATTERS – SECTION 551.071 TEXAS GOV'T CODE ANNOTATED – CONSULTATION WITH ATTORNEY**
- c. DISCUSSION REGARDING PROJECT MD – SECTION 551.087 TEXAS GOV'T CODE ANNOTATED – ECONOMIC DEVELOPMENT**
- d. DISCUSSION REGARDING PROJECT J. DUENAS – SECTION 551.087 TEXAS GOV'T CODE ANNOTATED – ECONOMIC DEVELOPMENT.**

Mayor Montoya called the meeting back to order at 9:37 P.M.

**12.)OPEN SESSION: DISCUSSION AND POSSIBLE ACTION ON ITEMS LISTED IN EXECUTIVE SESSION.**

- a. No action was taken on executive session item a.**
- b. Commissioner Benavidez made a motion to proceed with the directive as discussed in executive session. Mayor Pro-Tem Martinez seconded the motion. Upon a called vote, the motion passed unanimously.**
- c. Commissioner Howell motioned to instruct the City Manager to proceed as discussed in executive session. Commissioner Benavidez seconded. Upon a called vote the motion passed 4 to 1. Commissioner Gomez voted against.**

- d. Commissioner Benavidez made a motion to approve the loan in the amount of \$50,000. Commissioner Howell seconded the motion. Upon a called vote, the motion passed unanimously.

**13.)ADJOURNMENT**

Mayor Pro-Tem Martinez made a motion to adjourn. Commissioner Benavidez seconded. Upon a called vote, the motion passed unanimously. The meeting was adjourned at 9:39 P.M.

**MERCEDES CITY COMMISSION  
SPECIAL MEETING  
FEBRUARY 4, 2022 – 6:30 P.M.  
MERCEDES CITY HALL – COMMISSION CHAMBERS**

<b>MEMBERS PRESENT:</b>	Oscar Montoya Sr. Joe Martinez Leonel Benavidez Jacob Howell Jose M. Gomez	Mayor Mayor Pro-Tem Commissioner Commissioner Commissioner
<b>STAFF PRESENT:</b>	Alberto Perez Javier Ramirez Martie Garcia Vela Joselynn Castillo Ervin Vichis	City Manager Asst. City Manager City Attorney via Webex City Secretary I.T Liason

- 1) **CALL MEETING TO ORDER**  
Mayor Montoya called the meeting to order at 6:30p.m.
- 2) **ESTABLISH QUORUM**  
All members of the Commission were present which constitutes a quorum.
- 3) **INVOCATION**  
Commissioner Benavidez said the invocation.
- 4) **PLEDGE OF ALLEGIANCE**  
Mayor Pro-Tem Martinez led in the pledge of allegiance.
- 5) **DISCUSSION AND POSSIBLE ACTION ON FIRST READING ORDINANCE NO.2022-02 TO REZONE J.A. CHAPMAN'S SUBDIVISION LOT 1-5 BLOCK 6 FROM CLASS "N" NEWLY ANNEXED TO CLASS "B" BUSINESS: APPLICANT – CHARLES G. AND JULIA ANN BERTHOF.**  
Commissioner Benavidez made a motion to approve Ordinance No.2022-02. Mayor Pro-Tem Martinez seconded the motion. Upon called vote, the motion passed unanimously.
- 6) **ADJOURN**  
Commissioner Benavidez made a motion to adjourn. Mayor Pro-Tem Martinez seconded the motion. Upon a called vote, the motion passed unanimously. The meeting was adjourned at 6:32PM.

ATTEST:

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Oscar Montoya, Mayor

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Joselynn Castillo, City Secretary

**ORDINANCE NO. 2022-\_\_**

**AN ORDINANCE DECLARING AN ELECTION TO BE HELD IN THE CITY OF MERCEDES, TEXAS FOR THE PURPOSE OF ELECTING A COMMISSIONER PLACE #2, AND A COMMISSIONER PLACE #4, 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 7, 2022 for the purpose of electing a Commissioner Place #2 and a Commissioner Place #4, 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 25, 2022 at the Mercedes Civic Center, 520 East Second, Mercedes, Texas and shall continue until May 3, 2022.

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 1<sup>st</sup> Day of February, 2022.

Passed, Approved and adopted on second reading this the 15<sup>th</sup> Day of February, 2022.

ATTEST:

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Joselynn Castillo, City Secretary

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Oscar D. Montoya Sr., Mayor

APPROVED:

\_\_\_\_\_  
Martie Garcia-Vela, City Attorney

ORDINANCE NO. 2022-\_\_\_\_\_

**AN ORDINANCE CHANGING THE CLASSIFICATION FOR ZONING PURPOSES OF THE FOLLOWING TRACT OF LAND: J. A. CHAPMANS SUBDIVISION LOT 1-5 BLOCK 6, FROM “N” NEWLY ANNEXED TO CLASS “B” BUSINESS DISTRICT; PROVIDING FOR A SAVINGS AND REPEAL CLAUSE; PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, on the 4<sup>th</sup> day of February, 2022 a public hearing was held for the purpose of hearing any objections as to why: J. A. Chapmans Subdivision Lot 1-5 Block 6, Mercedes, Hidalgo County, Texas, should be rezoned and classified as follows: from a Class “A” Newly Annexed to a Class “B” Business District.

**WHEREAS**, the City Commission at its Regular Meeting of February 4<sup>th</sup>, 2022, having considered the rezoning of the above-described property as listed in the foregoing section and having heard the pros and cons as to such rezoning request, is of the opinion that the aforementioned rezoning is in the best interest of the City of Mercedes, Texas.

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

**Section 1:** J. A. Chapman’s Subdivision Lot 1-5 Block 6, FROM “N” NEWLY ANNEXED TO “B” BUSINESS DISTRICT, Mercedes, Hidalgo County, Texas, should be rezoned and classified as follows: from a Class “N” Newly Annexed to a Class “B” Business District.

**Section 2:** That the aforementioned rezoning of the above property be incorporated into the official map of the City of Mercedes, Texas by the City Planner of said City.

**Section 3:** That if any provision, section, subsection, phrase, paragraph, sentence, clause or portion of this Ordinance shall for any reason be declared invalid, such invalidity shall not affect the remaining provisions of this Ordinance or their application of persons or sets of circumstances and to this end, all provisions of this Ordinance or parts of Ordinances in conflict herewith are hereby repealed.

**Section 4:** This Ordinance shall become and be effective in accordance with the City Charter of the City of Mercedes, Texas and the laws of the State of Texas.

**PASSED, APPROVED AND ADOPTED ON FIRST READING THIS THE 4<sup>th</sup> DAY OF FEBRUARY 2022.**

**PASSED, APPROVED AND ADOPTED ON SECOND READING THIS THE \_\_\_\_ DAY OF \_\_\_\_\_, 2022.**

**CITY OF MERCEDES**

\_\_\_\_\_  
**Oscar D. Montoya, Sr., Mayor**

**ATTEST:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
**Joselynn Castillo**  
City Secretary

\_\_\_\_\_  
**Martie Garcia Vela**  
City Attorney

**CONSENT ITEM : YES****DATE:** February 15, 2022**FROM:** Joaquin Hernandez Jr., Public Works Director**ITEM:** Discussion and Possible Action to Approve the Budget Amendment from Parks & Recreation Budget to Public Works Administration for Public Works Office Clerk

---

**BACKGROUND INFORMATION:** Public Works is respectfully requesting the approval the budget amendment to move funds from the Parks & Recreation budget to Public Works Administration budget to cover the expense for the Public Works Office Clerk.

**BOARD REVIEW/CITIZEN FEEDBACK:** N/A

**ALTERNATIVES/OPTIONS:** N/A

**FISCAL IMPACT:** N/A

**Proposed Expenditure/(Revenue):**

**Account Number(s):**

See Attached

**Finance Review by:** Nereida Perez, Finance Director

**LEGAL REVIEW:** Law office of Martie Garcia Vela

**ATTACHMENTS:**

1. City of Mercedes Budget Amendment

**DRAFT MOTION:** Move to approve the budget amendment to move funds from the Parks & Recreation budget to Public Works Administration budget to cover the expense for the Public Works Office Clerk.



**CITY OF MERCEDES**  
**BUDGET AMENDMENT**



FUND: 1

BUDGET AMENDMENT# \_\_\_\_\_

8/3/2021

DEPARTMENT: P. W. DEPT.

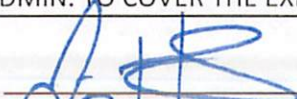
DATE POSTED: \_\_\_\_\_

Fund	G/L ACCT#	DESCRIPTION	Approved Budget	(Decrease)	Add	Amended Budget
01	534-1010	FULL TIME EMPLOYEE	195,708.00	(20,739.00)		174,969.00
01	534-1100	PENSION CONTRIBUTION	35,694.00	(3,339.00)		32,355.00
01	534-1120	SOCIAL SECURITY	16,119.00	(1,587.00)		14,532.00
01	534-1160	HEALTH & LIFE INSURANCE	45,127.00	(4,992.00)		40,135.00
						-
01	526-1010	FULL TIME EMPLOYEE	44,136.00		20,739.00	64,875.00
01	526-1100	PENSION CONTRIBUTION	7,561.00		3,339.00	10,900.00
01	526-1120	SOCIAL SECURITY	3,415.00		1,587.00	5,002.00
01	526-1160	HEALTH & LIFE INSURANCE	6,600.00		4,992.00	11,592.00
						-


Justification/Explanation for change:

PUBLIC WORKS RESPECTFULLY REQUEST THE APPROVAL OF BUDGET AMENDMENT TO MOVE FUNDS FROM PARKS ADMIN.

TO P. W. ADMIN. TO COVER THE EXPENSE FOR P. W. OFFICE CLERK

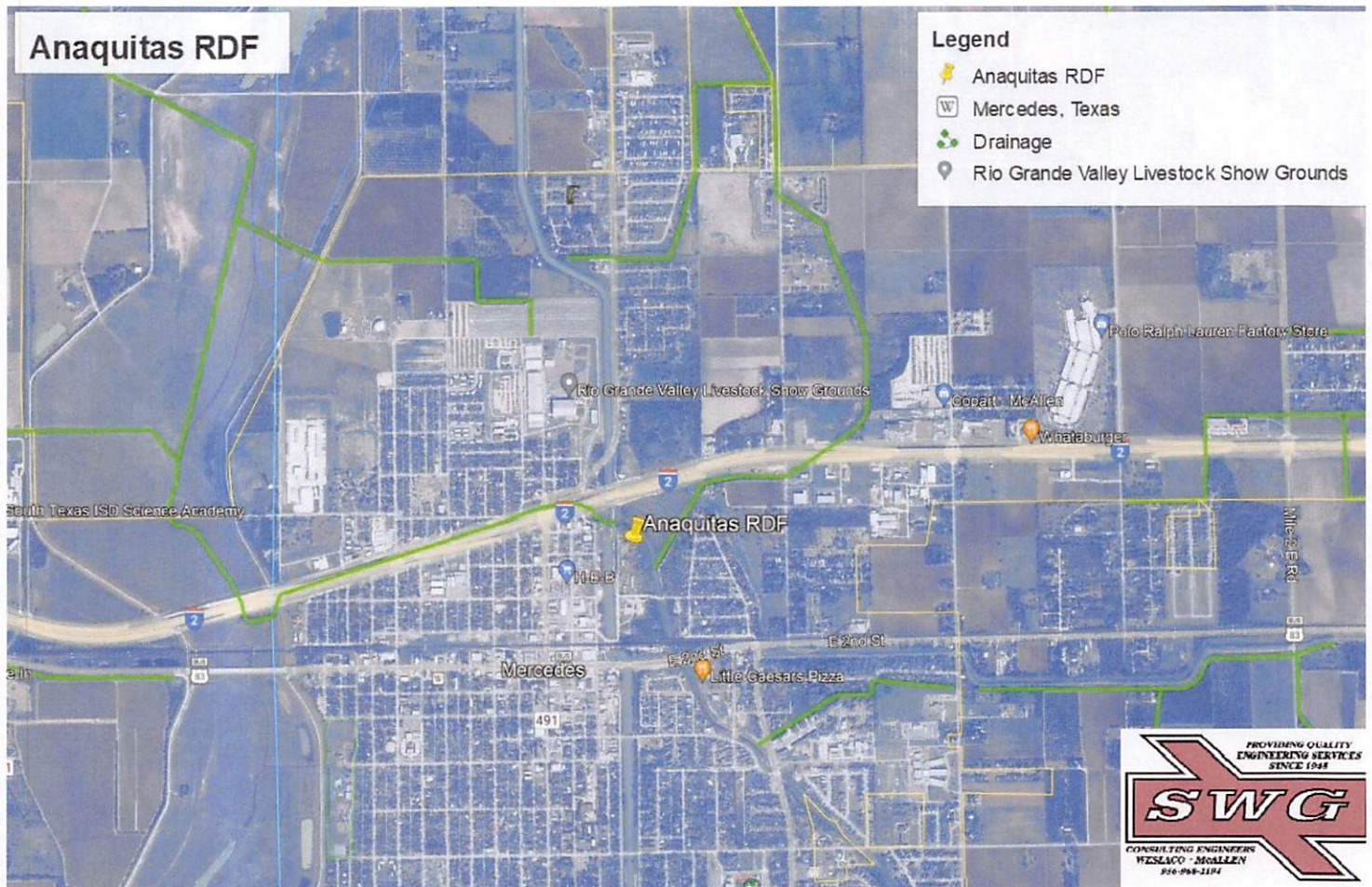
  
Dept. Head Requesting change

  
Finance Dept

Approved:   
City Manager

\_\_\_\_\_  
Mayor







Received: 1997-07-11; Accepted: 1997-07-17; 179 Macromol Chem Rapid Commun 1997, 18, 1047-1049



**Ordinances/Resolution**

---

**DATE:** February 15, 2022  
**FROM:** Javier A. Ramirez, Assistant City Manager  
**ITEM:** Rezone Capisallo Lot 11 Block 66  
From Class "N" Newly Annexed to Class "B" Two Family  
Applicant: Rosalinda H Forsythe, Executrix of Roy B Herrera

---

**BACKGROUND INFORMATION:**

**LOCATION:** The site is on located on the South/East corner of Orange St. and Chapman St East of H.E.B. Park/Civic Center (see vicinity map). The surrounding zones are a mixture of the following:

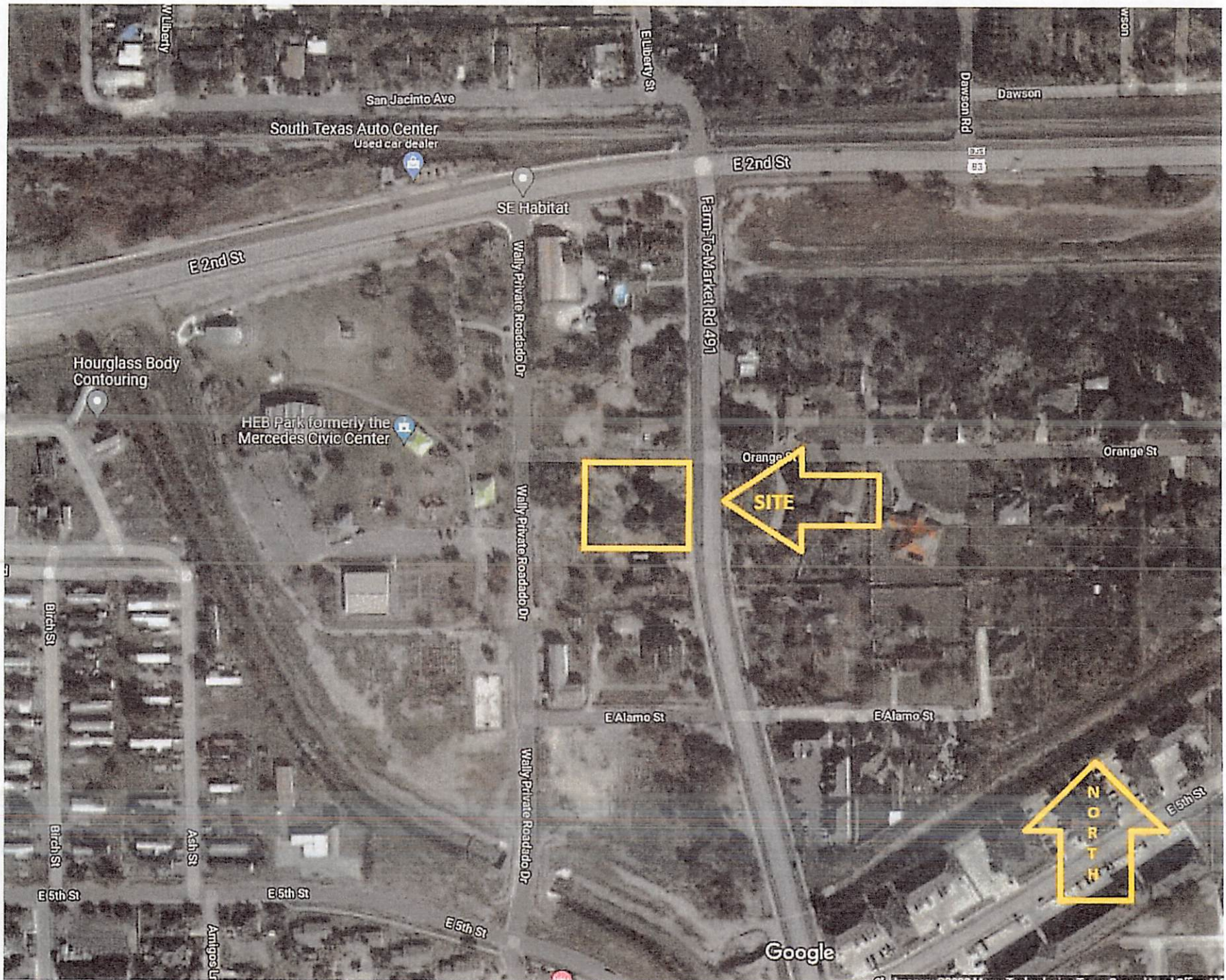
**North-** Residential **South-**Apartment/Residential **East-**Residential **West-**Park

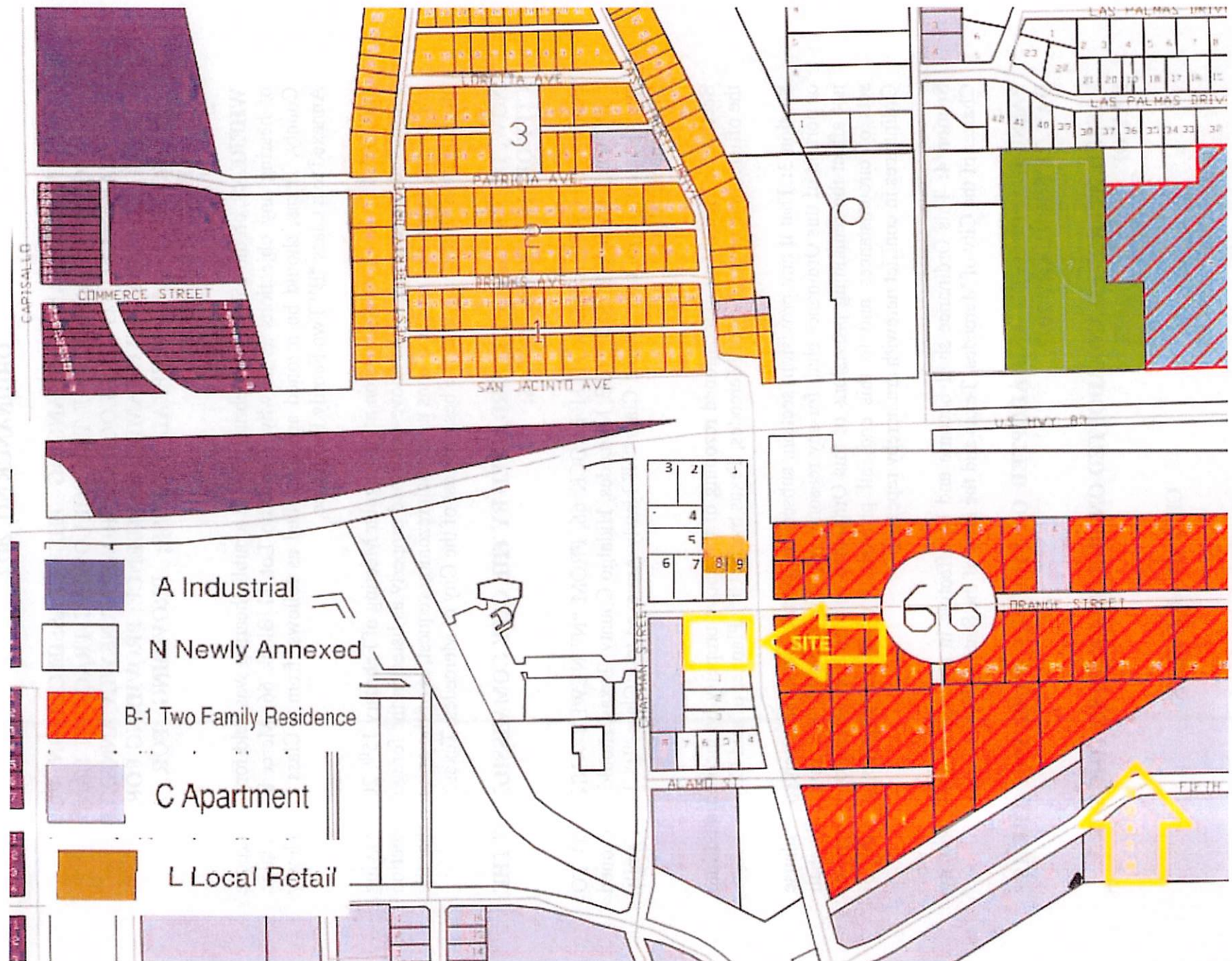
The current owner is proposing to build a duplex on this property. To do so it would need to be rezoned to Class "B" Two Family. This property does meet the minimum lot size for the proposed "B" Two Family zone. This property has been vacant for quite some time and since the area is developing a duplex would be beneficial to the city and nearby residents.

**ATTACHMENTS:**

- Location Site Map
- Zoning Map

**Staff Recommendation:** Approval





**ORDINANCE NO. 2022-\_\_\_\_\_**

**AN ORDINANCE CHANGING THE CLASSIFICATION FOR ZONING PURPOSES OF THE FOLLOWING TRACT OF LAND: CAPISALLO LOT 11 BLOCK 66, FROM "N" NEWLY ANNEXED TO CLASS "B" TWO FAMILY RESIDENCE; PROVIDING FOR A SAVINGS AND REPEAL CLAUSE; PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, on the 15<sup>th</sup> day of February, 2022 a public hearing was held for the purpose of hearing any objections as to why: Capisallo Lot 11 Block 66, Mercedes, Hidalgo County, Texas, should be rezoned and classified as follows: from a Class "A" Newly Annexed to a Class "B" Two Family Residence.

**WHEREAS**, the City Commission at its Regular Meeting of February 15<sup>th</sup>, 2022, having considered the rezoning of the above-described property as listed in the foregoing section and having heard the pros and cons as to such rezoning request, is of the opinion that the aforementioned rezoning is in the best interest of the City of Mercedes, Texas.

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

**Section 1:** CAPISALLO LOT 11 BLOCK 66, FROM "N" NEWLY ANNEXED TO "B" TWO FAMILY RESIDENCE, Mercedes, Hidalgo County, Texas, should be rezoned and classified as follows: from a Class "N" Newly Annexed to a Class "B" Two Family Residence District.

**Section 2:** That the aforementioned rezoning of the above property be incorporated into the official map of the City of Mercedes, Texas by the City Planner of said City.

**Section 3:** That if any provision, section, subsection, phrase, paragraph, sentence, clause or portion of this Ordinance shall for any reason be declared invalid, such invalidity shall not affect the remaining provisions of this Ordinance or their application of persons or sets of circumstances and to this end, all provisions of this Ordinance or parts of Ordinances in conflict herewith are hereby repealed.

**Section 4:** This Ordinance shall become and be effective in accordance with the City Charter of the City of Mercedes, Texas and the laws of the State of Texas.

**PASSED, APPROVED AND ADOPTED ON FIRST READING THIS THE 15<sup>th</sup> DAY OF FEBRUARY 2022.**

**PASSED, APPROVED AND ADOPTED ON SECOND READING THIS THE \_\_\_\_ DAY OF \_\_\_\_\_, 2022.**

**CITY OF MERCEDES**

\_\_\_\_\_  
**Oscar D. Montoya, Sr., Mayor**

**ATTEST:**

---

**Joselynn Castillo**  
**City Secretary**

**APPROVED AS TO FORM:**

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**Martie Garcia Vela**  
**City Attorney**

Ordinances/Resolution

---

**DATE:** February 15, 2022  
**FROM:** Javier A. Ramirez, Assistant City Manager  
**ITEM:** Rezone Capisallo Lot 1 Blk 65 & 15.85 Acres of Lot 2 Blk 65  
From Class "N" Newly Annexed to Class "A-1" Single Family Residence District  
Applicant: Valley Ranch Estates Mercedes LLC

---

**BACKGROUND INFORMATION:**

**LOCATION:** The site is located on the South/West corner of Mile 8 North and Mile 1 East (see vicinity map). The surrounding zones are a mixture of the following:

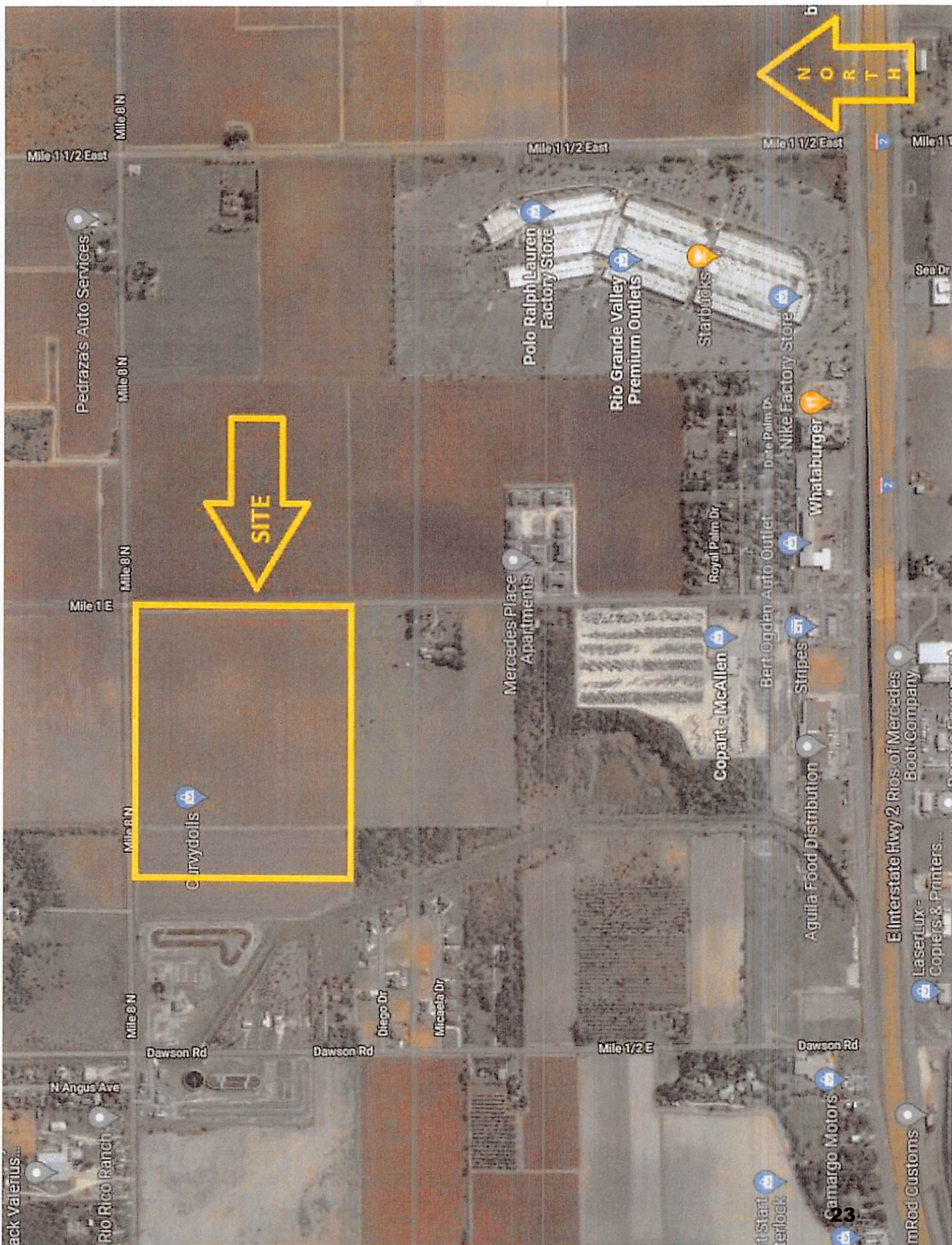
**North-** Residential **South-**Residential **East-**Business **West-** Residential

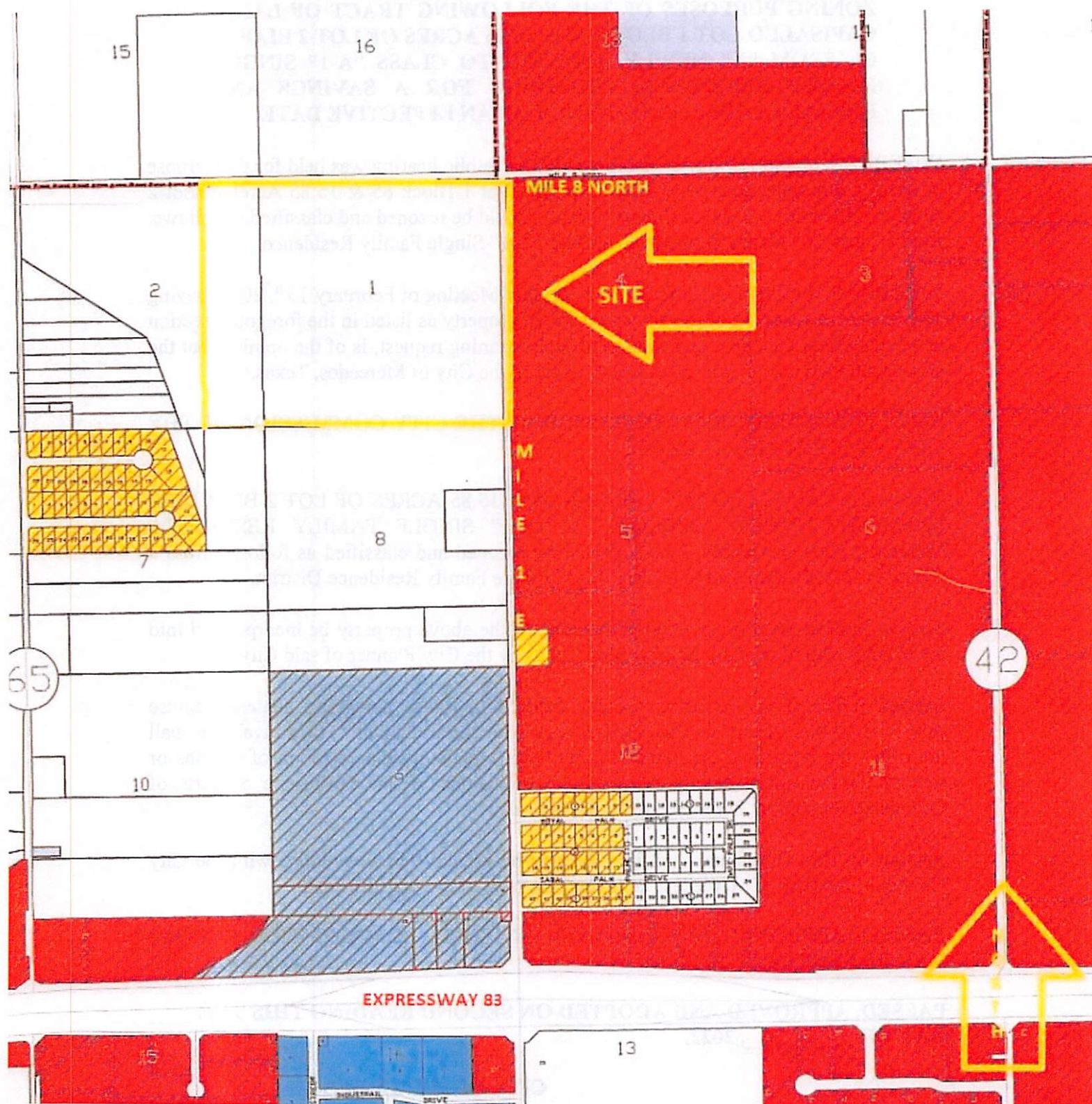
The current owner is proposing to subdivide this property into 185 lots. They are requested to rezone the property to zone that better fits the this proposed subdivision lot size. The minimum lot area of 8400 square feet meets the proposed lot sizes. If this rezone is approved as well as the subdivision, in the near future, it will bring in more residents to the City of Mercedes as well as property taxes.

**ATTACHMENTS:**

- Location Site Map
- Zoning Map

**Staff Recommendation:** Approval





**ORDINANCE NO. 2022-\_\_\_\_\_**

**AN ORDINANCE CHANGING THE CLASSIFICATION FOR ZONING PURPOSES OF THE FOLLOWING TRACT OF LAND: CAPISALLO LOT 1 BLOCK 65 & 15.85 ACRES OF LOT 2 BLOCK 65, FROM "N" NEWLY ANNEXED TO CLASS "A-1" SINGLE FAMILY RESIDENCE; PROVIDING FOR A SAVINGS AND REPEAL CLAUSE; PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, on the 15<sup>th</sup> day of February, 2022 a public hearing was held for the purpose of hearing any objections as to why: Capisallo Lot 1 Block 65 & 15.85 Acres of Lot 2 Block 65, Mercedes, Hidalgo County, Texas, should be rezoned and classified as follows: from a Class "A" Newly Annexed to a Class "A-1" Single Family Residence.

**WHEREAS**, the City Commission at its Regular Meeting of February 15<sup>th</sup>, 2022, having considered the rezoning of the above-described property as listed in the foregoing section and having heard the pros and cons as to such rezoning request, is of the opinion that the aforementioned rezoning is in the best interest of the City of Mercedes, Texas.

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

**Section 1:** CAPISALLO LOT 1 BLOCK 65 & 15.85 ACRES OF LOT 2 BLOCK 65, FROM "N" NEWLY ANNEXED TO "A-1" SINGLE FAMILY RESIDENCE, Mercedes, Hidalgo County, Texas, should be rezoned and classified as follows: from a Class "N" Newly Annexed to a Class "A-1" Single Family Residence District.

**Section 2:** That the aforementioned rezoning of the above property be incorporated into the official map of the City of Mercedes, Texas by the City Planner of said City.

**Section 3:** That if any provision, section, subsection, phrase, paragraph, sentence, clause or portion of this Ordinance shall for any reason be declared invalid, such invalidity shall not affect the remaining provisions of this Ordinance or their application of persons or sets of circumstances and to this end, all provisions of this Ordinance or parts of Ordinances in conflict herewith are hereby repealed.

**Section 4:** This Ordinance shall become and be effective in accordance with the City Charter of the City of Mercedes, Texas and the laws of the State of Texas.

**PASSED, APPROVED AND ADOPTED ON FIRST READING THIS THE 15<sup>th</sup> DAY OF FEBRUARY 2022.**

**PASSED, APPROVED AND ADOPTED ON SECOND READING THIS THE \_\_\_\_ DAY OF \_\_\_\_\_, 2022.**

**CITY OF MERCEDES**

**Oscar D. Montoya, Sr., Mayor**

**ATTEST:**

---

**Joselynn Castillo**  
**City Secretary**

**APPROVED AS TO FORM:**

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**Martie Garcia Vela**  
**City Attorney**

CONSENT ITEM :

---

**DATE:** February 15, 2022

**FROM:** Alberto Perez

**ITEM:** Discussion and Possible Action to select a firm for energy representative services and authorize the City Manager to negotiate a contract

---

**BACKGROUND INFORMATION:**

City directed City Manager on November 2021 to go out for RFQ for Energy Consultants.

Three bidders responded (Valiant Energy Sources, Harris Energy Solutions and Marco A. Arredondo, Inc.)

The City of Mercedes secures its energy rate via TCAP, during the winter storm the City was billed an approximately an extra \$179,000. An energy consultant will need to be contract to research and monitor the energy rate market to secure a fixed rate for the City of Mercedes thus avoid being faced with charges tied to a variable market rate.

Marco A. Arredondo, Inc.

**BOARD REVIEW/CITIZEN FEEDBACK:** N/A

**ALTERNATIVES/OPTIONS:** N/A

**FISCAL IMPACT:** N/A

**LEGAL REVIEW:** Martie Vela-Garcia

**ATTACHMENTS:** N/A

**DRAFT MOTION:** Move to authorize the City Manager to award Energy Consultant/Representative contract to Marco A. Arredondo Inc.

## Energy Consultant/Representative

### Bid Evaluation Matrix

Factor	Points Available	Harris	Marco A. Arredondo, Inc.	Valiant Energy Sources
Qualifications	60	20	20	20
Prior Experience with Cities	20	10	20	20
Overall Benefit to City	20	5	20	5
TOTAL	100	35	60	45

Based on evaluation of submittals staff recommends Marco A. Arredondo, Inc as Consultant/Representative for Energy Services to the City of Mercedes.

CONSENT ITEM :

---

**DATE:** February 15, 2022

**FROM:** Javier Ramirez, Asst. City Manager

**ITEM:** Discussion and Possible Action to approve seeking RFP's for the Police Department Remediation and Abatement.

---

**BACKGROUND INFORMATION:**

The specifications for Asbestos, Abatement and Mold Remediation are complete. Solicitations for proposals are required to proceed with the Police Building Improvements.

**BOARD REVIEW/CITIZEN FEEDBACK:** N/A

**ALTERNATIVES/OPTIONS:** N/A

**FISCAL IMPACT:** N/A

**LEGAL REVIEW:** Martie Vela-Garcia

**ATTACHMENTS:** N/A

**DRAFT MOTION:** Approval to solicit RFP's for the Remediation and Abatement

CONSENT ITEM: NO

**DATE:** February 15, 2022

**FROM:** Orlando Diaz, Sergeant Mercedes Police Department

**ITEM:** Discussion and Possible Action to approve the gun-trade of (21) department issued weapons in exchange for (6) Glock 22 Gen 4 .40 S&W pistols.

**BACKGROUND INFORMATION:** The Mercedes Police Department currently holds in inventory

- (1) Beretta 1201 FP 12G Shotgun
- (1) Ruger Mini-14 Range Rifle
- (15) Glock 22 Gen 3 40 S&W Pistols
- (1) Glock 22 Gen 2 40 S&W Pistol
- (3) Eastfield 916 12G Shotguns

all of which the department would like to trade-in in exchange for (6) Glock 22 Gen 4 .40 S&W pistols with night sights. Note: This exchange will be at **No Cost** to the department and will have a remaining credit balance of **\$2,558.00** which may be used to purchase equipment to be determined.

**BOARD REVIEW/CITIZEN FEEDBACK:**

**ALTERNATIVES/OPTIONS:**

**FISCAL IMPACT:**

**Proposed Expenditure/(Revenue):**  
\$0.00

**Account Number(s):**  
N/A

**Finance Review by:**

**LEGAL REVIEW:**

**ATTACHMENTS:**

1. Memo
2. Gun-Trade Evaluation Form
3. GT Distributors, Inc. Quote QTE0148975
4. Photographs

**DRAFT MOTION:**



# MERCEDES POLICE DEPARTMENT

2314 N. FM 491 Rd.  
Mercedes, Texas 78570  
(956) 565-3102 Fax (956) 565-2583

Blanca I. Sanchez  
Interim Chief of Police

Tuesday, February 15, 2022

The Mercedes Police Department currently holds in inventory (1) Beretta 1201 FP 12G Shotgun, (1) Ruger Mini-14 Range Rifle, (15) Glock 22 Gen 3 40 S&W Pistols, (1) Glock 22 Gen 2 40 S&W Pistol, and (3) Eastfield 916 12G Shotguns all of which the department would like to trade-in to GT Distributors, Inc. for a total credit of **\$5,012.00** in exchange for (6) Glock 22 Gen 4 .40 S&W pistols with night sights valued at **\$2,454.00**. The reason for this trade will be due to the age and the condition of the older pistols, rifles and shotguns which are unfit for duty. Note: This exchange will be at **No Cost** to the department and will have a remaining credit balance of **\$2,558.00** which may be used to purchase equipment to be determined.

## Gun-Trade Eval. Form for:

Agency Name: MPD

Department Acct #

Date Received:

Total Cost: **\$5,012.00**

Total BB Price: \$0.00

Manufacturer	Importer	Model	Serial #	Caliber & Action	Part #	Control #	Cost	BB Price	Sights	Mags	Misc./Notes	Condition
Beretta		1201 FP	A26607L	12g SG			\$169.00		GR	0		Good
Ruger		Mini 14 Ranch	582-16889	.223 LG			\$325.00		RS	0		Good
Glock		22 Gen 3	1EMC462US	40 S&W P			\$289.50		PS	2		Good
Glock		22 Gen 3	1EMC463US	40 S&W P			\$289.50		PS	2		Good
Glock		22 Gen 3	1EMC464US	40 S&W P			\$289.50		PS	2		Good
Glock		22 Gen 3	1EMC470US	40 S&W P			\$289.50		PS	2		Good
Glock		22 Gen 3	1EMC473US	40 S&W P			\$289.50		PS	2		Good
Glock		22 Gen 3	1EMC476US	40 S&W P			\$289.50		PS	2		Good
Glock		22 Gen 3	1EMC458US	40 S&W P			\$289.50		PS	2		Good
Glock		22 Gen 3	1EMC466US	40 S&W P			\$289.50		PS	2		Good
Glock		22 Gen 3	1EMC481US	40 S&W P			\$289.50		PS	2		Good
Glock		22 Gen 3	1EMC471US	40 S&W P			\$289.50		PS	2		Good
Glock		22 Gen 3	1EMC461US	40 S&W P			\$289.50		PS	2		Good
Glock		22 Gen 3	1EMC478US	40 S&W P			\$289.50		PS	2		Good

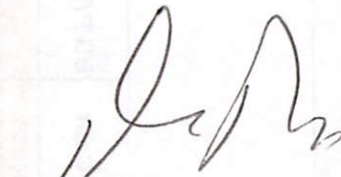
# MERCEDES POLICE DEPARTMENT

2314 N. FM 491 Rd.

Mercedes, Texas 78570

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

Glock	22 Gen 3	1EMC472US	40 S&W P		\$289.50	PS	2		Good
Glock	22 Gen 3	1EMC460US	40 S&W P		\$289.50	PS	2		Good
Glock	22 Gen 2	YD971US	40 S&W P		\$150.00	PS	2	Missing slide parts	Fair
Glock	22 Gen 3	KME071	40 S&W P		\$115.00		0	Lower frame only	Good
Eastfield	916	B12770	12g SG		\$100.00	BS	0		Fair
Eastfield	916	B11685	12g SG		\$50.00	BS	0		Poor
Eastfield	916	B11684	12g SG		\$50.00	BS	0		Poor



Sgt. Orlando Diaz

Gun-Trade Eval. Form for:  
Agency Name: MPD

Convert Cost to Code

Action

P=Pistol

R=Revolver

SG=Shotgun

LG=Rifle

PGSG=Pistol Grip S

REC=Receive

Department Acct #

Date Received:

Total Cost: \$5,012.00

Total BB Price \$0.00

Manufacturer	Importer	Model	Serial #	Caliber & Action	Part #	Control #	Cost	BB Price	Sights	Mags	Misc./Notes	Condition
Beretta		1201 FP	A26607L	12g SG	✓	RP	\$169.00		GR	0		Good
Ruger		Mini 14 Ran	582-16889	.223 LG	✓		\$325.00		RS	0		Good
Glock		22 Gen 3	1EMC462US	40 S&W P	✓		\$289.50		PS	2		Good
Glock		22 Gen 3	1EMC463US	40 S&W P	✓		\$289.50		PS	2		Good
Glock		22 Gen 3	1EMC464US	40 S&W P	✓		\$289.50		PS	2		Good
Glock		22 Gen 3	1EMC470US	40 S&W P	✓		\$289.50		PS	2		Good
Glock		22 Gen 3	1EMC473US	40 S&W P	✓		\$289.50		PS	2		Good
Glock		22 Gen 3	1EMC476US	40 S&W P	✓		\$289.50		PS	2		Good
Glock		22 Gen 3	1EMC458US	40 S&W P	✓		\$289.50		PS	2		Good
Glock		22 Gen 3	1EMC466US	40 S&W P	✓		\$289.50		PS	2		Good
Glock		22 Gen 3	1EMC481US	40 S&W P	✓		\$289.50		PS	2		Good
Glock		22 Gen 3	1EMC471US	40 S&W P	✓		\$289.50		PS	2		Good
Glock		22 Gen 3	1EMC461US	40 S&W P	✓		\$289.50		PS	2		Good
Glock		22 Gen 3	1EMC478US	40 S&W P	✓		\$289.50		PS	2		Good
Glock		22 Gen 3	1EMC472US	40 S&W P	✓		\$289.50		PS	2		Good
Glock		22 Gen 3	1EMC460US	40 S&W P	✓		\$289.50		PS	2		Good
Glock		22 Gen 2	YD971US	40 S&W P	✓		\$150.00		PS	2	Missing slide parts	Fair
Glock		22 Gen 3	KME071	40 S&W P	✓		\$115.00			0	Lower frame only	Good
Eastfield		916	B12770	12g SG	✓		\$100.00		BS	0		Fair
Eastfield		916	B11685	12g SG	✓		\$50.00		BS	0		Poor
Eastfield		916	B11684	12g SG	✓		\$50.00		BS	0		Poor

All accounted for  
2-7-22 *RP*



GT Distributors - Austin  
1124 New Melster Ln., Ste 100  
Pflugerville TX 78660  
(512) 451-8298 Ext. 0000

Quote	QTE0148975
Date	1/19/2022
Page:	1

**Bill To:**

Mercedes Police Department (TX)  
Mercedes Police Department  
Attn: Accounts Payable  
316 South Ohio  
Mercedes TX 78570

**Ship To:**

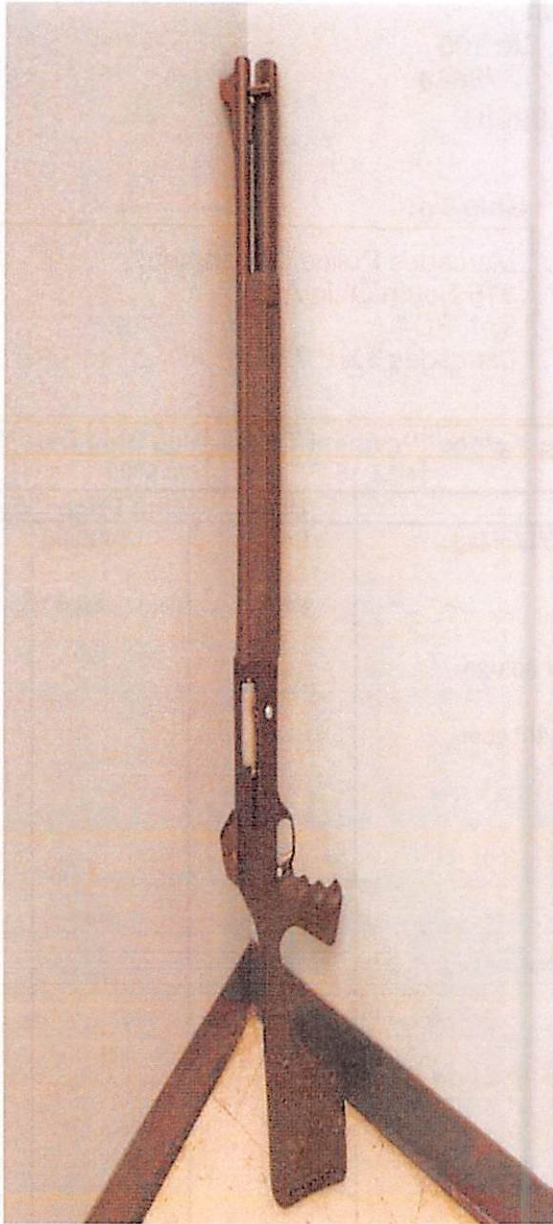
Mercedes Police Department  
316 South Ohio Ave  
Ref. PO#  
Mercedes TX 78570

Purchase Order No.	Customer ID	Salesperson ID	Shipping Method	Payment Terms	Reg Ship Date	Master No.
220119 GLOCK	000326	DE		NET 15	0/0/0000	2,529,845
Quantity	Item Number	Description	UOM	Unit Price	Ext. Price	
6	GLOCK-UG22507*	Glock-22-GEN IV .40 US Made;GNS;3 LE Mag	EA	\$409.00	\$2,454.00	
1	NOTES:	Notes:  Quotation reflects BuyBoard Contract 603-20 Contract period 04/01/21-03/31/22. Email BuyBoard PO's to info@buyboard.com	EA	\$0.00	\$0.00	

QUOTE IS GOOD FOR 30 DAYS. IN ORDER TO RECEIVE QUOTED PRICE  
PLEASE PRESENT A COPY OF QUOTE AT POINT OF SALE IN STORES OR  
REFERENCE QUOTE NUMBER ON PO OR REQUISITION

Your salesperson is Doug Epler. Thank you!  
Ruben Pena <rpena@cityofmercedes.com>

Subtotal	\$2,454.00
Misc	\$0.00
Tax	\$0.00
Freight	\$0.00
Total	\$2,454.00



Beretta 1201 FP A26607L



Ruger Mini-14 Range Rifle 582-16889



Glock 22 Gen 3 40 S&W P 1EMC462US



Glock 22 Gen 3 40 S&W P 1EMC463US



Glock 22 Gen 3 40 S&W P 1EMC464US



Glock 22 Gen 3 40 S&W P 1EMC470US



Glock 22 Gen 3 40 S&W P 1EMC473US



Glock 22 Gen 3 40 S&W P 1EMC476US



Glock 22 Gen 3 40 S&W P 1EMC458US



Glock 22 Gen 3 40 S&W P 1EMC466US



Glock 22 Gen 3 40 S&W P 1EMC481US



Glock 22 Gen 3 40 S&W P 1EMC471US



Glock 22 Gen 3 40 S&W P 1EMC461US



Glock 22 Gen 3 40 S&W P 1EMC478US



Glock 22 Gen 3 40 S&W P 1EMC472US



Glock 22 Gen 3 40 S&W P 1EMC460US



Glock 22 Gen 2 40 S&W P YD971US



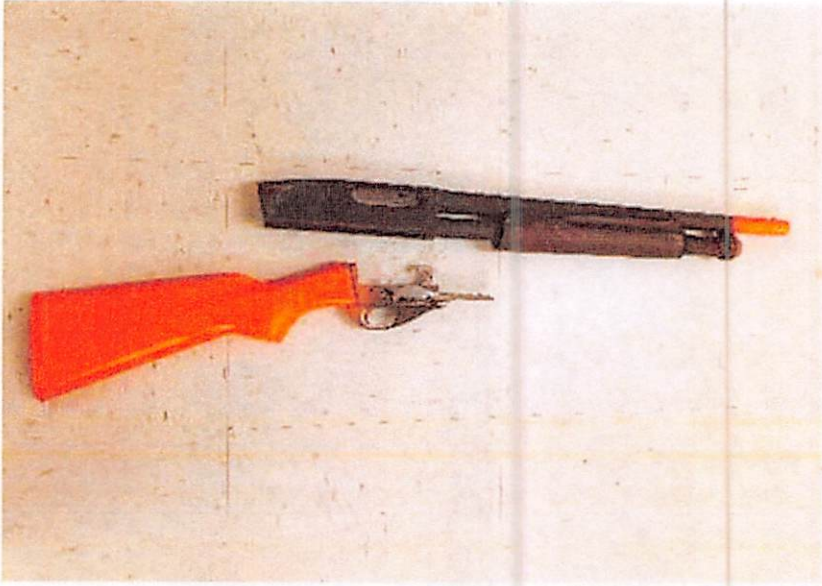
Glock 22 Gen 3 40 S&W P KME071



Eastfield 916 B12770 12G Shotgun



Eastfield 916 B11685 12G Shotgun



Eastfield 916 B11684 12G Shotgun

CONSENT ITEM :

---

**DATE:** February 15, 2022

**FROM:** Isaac Huacuja, City Engineer

**ITEM:** Discussion and Possible Action to approve advertising for bids for the construction of Capisallo Terrace Sanitary Sewer Improvements.

---

**BACKGROUND INFORMATION:**

**BOARD REVIEW/CITIZEN FEEDBACK:** N/A

**ALTERNATIVES/OPTIONS:** N/A

**FISCAL IMPACT:** N/A

**LEGAL REVIEW:** Martie Vela-Garcia

**ATTACHMENTS:** N/A

**DRAFT MOTION:**

**CONSENT ITEM : NO****DATE:** February 15, 2022**FROM:** Joaquin Hernandez Jr., Public Works Director**ITEM:** Discussion and Possible Action to approve to go out for bids on the replacement of the City Hall Roof

**BACKGROUND INFORMATION:** Public Works is respectfully requesting the approval to go out for bids on the replacement of the City Hall Roof. During past rainfall events several roof leaks have been spotted throughout City Hall offices such as in the Planning Department, Administration Department, and in the hallways. Public Works on multiple occasions has attempted to patch the roof leaks but they re-appear. Staff desks and files are exposed to water leaks. Over time the leaks pose a threat as ceiling tiles get wet and may fall on staff or residents as they walk occupy the City Hall Building. The roof has been assessed and requires a roof replacement. A quote was obtained to get an idea of the roof replacement costs.

**BOARD REVIEW/CITIZEN FEEDBACK:** N/A**ALTERNATIVES/OPTIONS:** N/A**FISCAL IMPACT:** N/A**Proposed Expenditure/(Revenue):****Account Number(s):****Finance Review by:****LEGAL REVIEW:** Law office of Martie Garcia Vela**ATTACHMENTS:**

1. F1 General Contractor & Roofing Quote

**DRAFT MOTION:** Move to approve to go out for bids of the replacement of the City Hall Roof.



## **F1 GENERAL CONTRACTOR & ROOFING**

315 E. Jackson Suite 5 Harlingen Texas 78550  
Phone: 956-369 4918 \* 956-400 3545  
f1roofing@outlook.com

ESTIMATE 10279  
01/24/2022

City of Mercedes/Joaquin Hernandez.  
400 S. Ohio Ave.  
Mercedes, Texas 78570.

### **\*\*\*\*\* TPO ROOF REPLACEMENT \*\*\*\*\***

#### ***City Hall***

- Remove existing roof down to the deck
- Repair damage metal deck
- Install 3" (ISO) insulation.
- Install TPO roof 60mm with bonding adhesive.
- Install TPO adjustable pocket on a/c penetrations and seal with pourable sealer.
- Install termination bar on all perimeter.
- Install new gutters (82' lineal feet).
- Clean up and haul away all debris.

**.... TOTAL \$ 113,984.00**

Includes:

\* All materials and labor are provided by F1 General Contractor & Roofing. 20 Years Warranty Directly with factory.

Acceptance Signature:

\_\_\_\_\_

City of Mercedes/Joaquin Hernandez.

\_\_\_\_\_

F1 General Contractor & Roofing.

\*By signing this estimate I'm accepting F1 General Contractor & Roofing to proceed on the acquisition of the materials.

**CONSENT ITEM : NO****DATE:** February 15, 2022**FROM:** Nereida Perez, Finance Director**ITEM:** Approval of ClearGov Budgeting Software and Budget Amendment.**BACKGROUND INFORMATION:**

Attached is a proposal for budgeting software from ClearGov. Currently the budgeting process is done manually using excel worksheets and staff manually entering the data into these worksheets, which could result in errors. ClearGov would work with the City in order to import and export this information directly to and from Incode. This software will also allow us to give limited access to department heads so they can enter their requests directly for their department budgets and any capital expenditures.

Aside from these features, they will also provide a link to their website on our city page where citizens can view the budget for the current year and prior year(s) and view the monthly or quarterly updates.

We will also be able to include any progress on any projects the city is currently working on. We can include location, pictures and financial information related to that specific project.

Since the fiscal year has already begun, we have been provided a prorated Buyboard quote and they have pushed back the setup fee till next fiscal year:

FY 21-22, 7.5 months at a total of \$10,312.50

FY 22-25, \$3,600 set up fee and \$16,500 annually for the next three years. (Can Cancel anytime)

I currently have some funds available under personnel cost due to vacancies, which would cover the cost of the software for this fiscal year. Budget amendment is attached.

**BOARD REVIEW/CITIZEN FEEDBACK:** N/A**ALTERNATIVES/OPTIONS:** N/A**FISCAL IMPACT:** Cost to FY 21-22 \$10,312.50**Proposed Expenditure/(Revenue):**

\$10,312.50

**Account Number(s):**

01-519-3018

**Finance Review by:** Nereida Perez, Finance Director**LEGAL REVIEW:****ATTACHMENTS:**

1. Buyboard Quote
2. Proposal
3. Budget Amendment

**DRAFT MOTION:** Move to approve investment in budget software.

<b>Created by</b>	Kristin Fine
<b>Contact Phone</b>	972-948-2999
<b>Contact Email</b>	kfine@cleargov.com

<b>Order Date</b>	Feb 3, 2022
<b>Order valid if signed by</b>	<b>Feb 18, 2022</b>

Customer Information			
<b>Customer</b>	City of Mercedes, TX	<b>Contact</b>	Nereida Perez
<b>Address</b>	400 South Ohio	<b>Title</b>	Finance Director
<b>City, St, Zip</b>	Mercedes, TX 78570	<b>Email</b>	nperez@cityofmercedes.com
<b>Phone</b>	956-565-3114	<b>Billing Contact</b>	
		<b>Title</b>	
		<b>Email</b>	
		<b>PO # (If any)</b>	

This Service Order will be contracted through...	
<b>Procurement Aggregator</b>	<b>ClearGov Contract</b>
Buyboard	Buyboard Proposal No. #607-20

To be clear, you will be billed as follows...		
Billing Date(s)	Amount(s)	Notes
Feb 15, 2022	\$ 10,312.50	7.5 Month Pro-Rata Subscription Fee
Oct 1, 2022	\$ 3,600.00	One Time Setup Fee
Oct 1, 2022	\$ 16,500.00	Annual Subscription Fee
Additional subscription years and/or renewals will be billed annually in accordance with pricing and terms set forth herein.		

ClearGov will provide your Services according to this schedule...			
Period	Start Date	End Date	Description
<b>Setup</b>	Feb 15, 2022	Feb 15, 2022	ClearGov Setup Services
<b>Pro-Rata</b>	Feb 15, 2022	Sep 30, 2022	ClearGov Subscription Services
<b>Initial</b>	Oct 1, 2022	Oct 1, 2025	ClearGov Subscription Services

The Services you will receive and the Fees for those Services are...		
Set up Services		Tier/Rate
ClearGov Setup: Includes activation, onboarding and training for ClearGov solutions.		Tier 1
ClearGov Setup Bundle Discount: Discount for bundled solutions.		Tier 1
<b>Total ClearGov Setup Service Fee - Billed ONE-TIME</b>		<b>\$ 3,600.00</b>
Subscription Services		Tier
ClearGov Operational Budgeting - Civic Edition		Tier 1
ClearGov Personnel Budgeting - Civic Edition		Tier 1
ClearGov Capital Budgeting - Civic Edition		Tier 1
ClearGov Digital Budget Book - Civic Edition		Tier 1
ClearGov Transparency - Civic Edition		Tier 1
ClearGov Budget Cycle Management Bundle Discount: Discount for bundled solutions.		Tier 1
<b>Total ClearGov Subscription Service Fee - Billed ANNUALLY IN ADVANCE</b>		<b>\$ 16,500.00</b>
Billing Terms and Conditions		
<b>Valid Until</b>	<b>Feb 18, 2022</b>	Pricing set forth herein is valid only if ClearGov Service Order is executed on or before this date.
<b>Payment</b>	<b>Net 30</b>	All invoices are due Net 30 days from the date of invoice.
<b>Rate Increase</b>	3% per annum	After the Initial Service Period, the Annual Subscription Service Fee shall automatically increase by this amount.

### Customer Upgrades (ClearGov internal use only)

This Service Order is a Customer Upgrade	No	If Yes: Original Service Order Date
--	----	-------------------------------------

### General Terms & Conditions

<b>Customer Satisfaction Guarantee</b>	During the first thirty (30) days of the Service, Customer shall have the option to terminate the Service, by providing written notice. In the event that Customer exercises this customer satisfaction guarantee option, such termination shall become effective immediately and Customer shall be eligible for a full refund of the applicable Service Fees.
<b>Statement of Work</b>	ClearGov and Customer mutually agree to the ClearGov Service activation and onboarding process set forth in the attached Statement of Work.
<b>Taxes</b>	The Service Fees and Billing amounts set forth above in this ClearGov Service Order <b>DO NOT</b> include applicable taxes. In accordance with the laws of the applicable state, in the event that sales, use or other taxes apply to this transaction, ClearGov shall include such taxes on applicable invoices and Customer is solely responsible for such taxes, unless documentation is provided to ClearGov demonstrating Customer's exemption from such taxes.
<b>Term &amp; Termination</b>	Subject to the termination rights and obligations set forth in the ClearGov Service Agreement, this ClearGov Service Order commences upon the Order Date set forth herein and shall continue until the completion of the Service Period(s) for the Service(s) set forth herein. Each Service shall commence upon the Start Date set forth herein and shall continue until the completion of the applicable Service Period.
<b>Appropriations</b>	Customer shall have the option to terminate this ClearGov Service Order in advance of any annual renewal in the event that the applicable appropriating body does not appropriate funds for such upcoming renewal period.
<b>Auto-Renewal</b>	After the Initial Period, the Service Period for any ClearGov Annual Subscription Services shall automatically renew for successive annual periods (each an <b>"Annual Term"</b> ), unless either Party provides written notice of its desire not to renew at least sixty (60) days prior to the end of the then current Annual Term.
<b>Agreement</b>	This ClearGov Service Order shall become binding upon execution by both Parties. The signature herein affirms your commitment to pay for the Service(s) ordered in accordance with the terms set forth in this ClearGov Service Order and also acknowledges that you have read and agree to the terms and conditions set forth in the ClearGov Service Agreement found at the following URL: <a href="http://www.ClearGov.com/terms-and-conditions">http://www.ClearGov.com/terms-and-conditions</a> . This Service Order incorporates by reference the terms of such ClearGov Service Agreement.

#### Customer

<b>Signature</b>	
<b>Name</b>	
<b>Title</b>	

#### ClearGov, Inc.

<b>Signature</b>	
<b>Name</b>	Bryan A. Burdick
<b>Title</b>	President

**Please e-mail signed Service Order to [Orders@ClearGov.com](mailto:Orders@ClearGov.com) or Fax to (774) 759-3045**

# Statement of Work

This Statement of Work outlines the roles and responsibilities by both ClearGov and Customer required for the activation and onboarding of the ClearGov Service. ClearGov will begin this onboarding process upon execution of this Service Order. All onboarding services and communications will be provided through remote methods - email, phone and web conferencing.

## ClearGov Responsibilities

- ClearGov will activate ClearGov Service subscription(s) as of the applicable Start Date(s). ClearGov will create the initial Admin User account, and the Customer Admin User will be responsible for creating additional User accounts.
- ClearGov will assign a Client Success Manager (CSM) responsible for managing the activation and onboarding process. ClearGov CSM will coordinate with other ClearGov resources, as necessary.
- ClearGov CSM will provide a Kickoff Call schedule to Customer's Primary Contact - to be scheduled within two weeks after the Service Order has been executed.
- ClearGov will provide Customer with financial data requirements and instructions, based on the ClearGov Service subscription(s). If necessary, ClearGov will set up a Data Discovery call to assist with such requirements/instructions.
- ClearGov will review financial data files and confirm that data is complete, or request additional information, if necessary. Once complete financial data files have been received, ClearGov will format the data, upload it to the ClearGov platform and complete an initial mapping of the data.
- After initial mapping, ClearGov will schedule a Data Review call with a ClearGov Data Onboarding Consultant (DOC), who will present how the data was mapped, ask for feedback and get answers to open questions. Depending upon Customer feedback and the complexity of data mapping requests, there may be additional follow up calls or emails required to complete the data onboarding process.
- ClearGov will make Customer aware of all training, learning and support options. ClearGov recommends all Users attend training sessions and/or read Support Center articles before using the ClearGov Service to ensure a quick ramp and success. As needed, ClearGov will design and deliver one customized remote training session for Admins and one for End Users - via video conference - and these sessions will be recorded for future reference.
- ClearGov will make commercially reasonable efforts to complete the onboarding process in a timely fashion, provided Customer submits financial data files and responds to review and approval requests by ClearGov in a similarly timely fashion. Any delay by Customer in meeting these deliverable requirements may result in a delayed data onboarding process. Any such delay shall not affect or change the Service Period(s) as set forth in the applicable Service Order.

## Customer Responsibilities

- Customer's Primary Contact will coordinate the necessary personnel to attend Kickoff Call within two weeks after the Service Order has been executed. If Customer needs to change the date/time of the Kickoff Call, the Primary Contact will notify the ClearGov CSM at least one business day in advance.
- Customer will provide requested financial data files (revenue, expense, chart of accounts, etc.) to ClearGov in accordance with the requirements provided by ClearGov.
- Customer's Primary Contact will coordinate the necessary personnel to attend the Data Review call. It is recommended that all stakeholders with input on how data should be mapped should attend. Based on the Data Review call and any subsequent internal review, Customer shall provide a detailed list of requested changes in a timely manner, and Customer will approve the final data mapping, once completed to Customer's satisfaction.
- Customer shall be solely responsible for inputting applicable text narrative, custom graphics, performance metrics, capital requests and personnel data and other such information for budget books, projects, dashboards, etc.

A circular icon containing a stylized flag on a pole.

# Software Proposal

## PREPARED ON

12/10/21

## PREPARED FOR

Alberto Perez  
City Manager  
City of Mercedes, TX

## PREPARED BY

Kristin Fine  
ClearGov, Inc.  
kfine@cleargov.com  
972-948-2999



## OUR MISSION

**We Create Easy-to-Use Software  
to Help Governments Budget Better**

12/10/21

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

Dear Alberto,

Per our discussions, I am pleased to provide you and your team at Mercedes, TX with the attached software proposal for your consideration

Our mission at ClearGov is to create easy-to-use, modern software to help governments budget better. We make it easy for governments like yours to operate more efficiently and communicate more effectively. Our solutions are easy to afford, implement, and use. They don't cause a lot of upheaval, and they don't force you to reinvent the wheel. ClearGov solutions are designed to be just right for local governments like Mercedes, TX.

We fully appreciate the demands on your time, so I'd like to thank you in advance for the time that you and your team will spend reviewing this proposal. If you have any questions or need additional information of any kind, please do not hesitate to ask.

I am confident that you and your team will be impressed by the ClearGov solutions and even more impressed by how hard we will work to make you happy.

We look forward to working with you.

Sincerely yours,

Kristin Fine  
ClearGov, Inc.  
kfine@cleargov.com  
972-948-2999



# Table of Contents

<b>EXECUTIVE SUMMARY</b>	<b>5</b>
<b>BUDGET CYCLE MANAGEMENT OVERVIEW</b>	<b>8</b>
<b>INVESTMENT</b>	<b>24</b>
<b>PRODUCT SCOPE</b>	<b>25</b>
<b>PROJECT MANAGEMENT</b>	<b>28</b>
<b>ONBOARDING</b>	<b>30</b>
<b>TRAINING &amp; SUPPORT</b>	<b>35</b>
<b>SECURITY OVERVIEW</b>	<b>37</b>
<b>FAQs</b>	<b>38</b>

# Executive Summary

## Mission

ClearGov's mission is to create easy-to-use, modern software that helps local governments budget better. We believe that every local government should have the opportunity to leverage technology to operate more efficiently and communicate more effectively. We pursue this mission by carefully designing solutions that are clear, collaborative, compelling and cost-effective to fuel better budgeting and drive community support.

## Solutions Overview

Based on our conversations with Mercedes, TX and our understanding of your key needs and objectives, we are proposing the following ClearGov solutions:

### ClearGov Operational Budgeting

- A robust, yet simple-to-use budgeting and forecasting tool that is specifically tailored to the needs of local governments
- Enables finance teams to easily collaborate in real time
- Eliminates spreadsheet errors
- Automatically generates long-term forecasts
- Streamlines the entire budget-building process

### ClearGov Digital Budget Book

- The easiest and fastest way to build an award-winning budget book
- Automatically generates a professionally formatted template that's pre-populated with your financials, capital request data, charts, and more
- Let's you and your team work collaboratively to fill in the details
- Built to GFOA guidelines, optimized to ADA standards and designed to be mobile-friendly

### ClearGov Personnel Budgeting

- A filterable personnel dashboard provides a birds-eye view of your headcount budget and enables you to visually compare unlimited personnel budgeting scenarios
- Automated workflows streamline position and reclassification requests
- Create salary and benefits plans for up to 20 years
- Analyze the effects of salary/benefit adjustments for more informed union negotiations
- Create and export custom reports to share your personnel budget internally and externally

### ClearGov Capital Budgeting

- Utilize built-in templates to easily create customized capital request forms
- Automated workflows collect, organize and present capital requests in an intuitive dashboard with the ability to filter by department, funding source, request type and more
- Create unlimited multi-year scenario plans to optimize capital utilization
- Score and rank capital requests based on custom criteria to prioritize requests
- Includes a robust capital improvement portal to communicate projects internally and externally

### ClearGov Transparency

- Transforms complex government financials into easy-to-understand infographics
- Publishes fiscal information in a uniquely compelling way that drives understanding and support throughout your community
- Includes simple but powerful tools that enable you to offer residents a window into capital projects and department performance

## Investment

ClearGov offers solutions that are affordable for local governments of all shapes and sizes. A summary of your investment in the ClearGov Solutions proposed herein includes:

Setup Service Fees (One time investment)	
<b>Setup Fee: Includes</b> - Full activation and setup; Data onboarding; Client training	<b>\$6,000.00</b>
<b>Setup Bundle Discount:</b>	<b>(\$2,400.00)</b>
<b>Setup Discount:</b> If signed by 12/31/21	<b>(\$3,600.00)</b>
<b>Total Setup Service Fees</b>	<b>\$0.00</b>

Annual Subscription Service Fees (Annual investment)	
<b>ClearGov Operational Budgeting</b>	<b>\$8,300.00</b>
<b>ClearGov Personnel Budgeting</b>	<b>\$8,300.00</b>
<b>ClearGov Capital Budgeting</b>	<b>\$4,700.00</b>
<b>ClearGov Digital Budget Book</b>	<b>\$4,700.00</b>
<b>ClearGov Transparency</b>	<b>\$4,100.00</b>
<b>Bundle Discount</b>	<b>(\$13,600.00)</b>
<b>Total Annual Subscription Service Fees</b>	<b>\$16,500.00</b>

See the Investment Section below for full details on setup fees and annual subscriptions.

## Implementation Plan

While implementing ClearGov's accessible solutions is designed to be a straightforward process, we offer dedicated Client Success resources to help you get up and running quickly and efficiently. A comprehensive implementation plan is described in more detail later in this proposal. Here are the highlights:

### Project Management

- ClearGov will assign you a dedicated Client Success Manager (CSM) to coordinate, lead, and manage the entire setup process as well as provide ongoing support. A ClearGov Data Onboarding Consultant will facilitate the onboarding of your data with the ClearGov platform. They will work side-by-side with key members of your team to get you up and running as quickly as possible.

### Data Onboarding Scope of Work

- ClearGov will handle importing, onboarding, and mapping of your financial data. In short, we'll take your raw revenue and expenditure information, format it, and upload it to the ClearGov platform so it is consistent with your chart of accounts. The only thing you have to do is supply the data, which generally involves running a few simple reports from your existing accounting system and review/confirm the results. We'll walk you through the process.

### Onboarding Process & Timeline

- See below for a step-by-step review of our process, which we have successfully deployed with hundreds of local government customers. The heavy lifting is on us, and you should only need

to spend a few hours here and there over the course of a handful of weeks, depending upon the volume/complexity of your data as well as ClearGov client backlog.

## Training and Support

- ClearGov provides all the training and support you need throughout implementation and for as long as you're a ClearGov customer. You will also have access to a frequently updated library of online resources and best practices to help you achieve the best outcomes.

## Conclusion

In the pages that follow, we'll explain how and why ClearGov solutions not only offer the best value for Mercedes, TX, but also make your day-to-day operations more efficient, productive, and impactful.

ClearGov is committed to helping local governments like yours "make democracy work better". And while that may sound lofty, "democracy" is simply what you do every day. We just want to help you do it in a modern, data-driven way — a way that makes your job easier, lightens your load, showcases all the good work that you do, and ultimately helps you better serve your community.

ClearGov already works with hundreds of local governments across the country, and we'd be delighted to welcome Mercedes, TX into the fold. If you have questions or concerns as you review this proposal, please do not hesitate to reach out. Thank you for your consideration.



# Budget Cycle Management Overview

We know that you're working hard to make your government run better, and you know that technology can help you get it done. Unfortunately, most of the gov-tech software on the market right now is designed for sprawling megacities or state and federal government — not local agencies like yours. So, these platforms are often complicated, expensive, and loaded with bells and whistles that you'll never use. You don't need a chainsaw to carve a turkey. You simply need the right tool for the job.

ClearGov is built from the ground up specifically for local governments. It does everything you need it to do. It's just-right software for agencies that are looking to take that critical next step toward modernizing their budget process. Therefore, all ClearGov solutions are:



## CLEAR AND EASY TO USE

At ClearGov, everything we do is designed to make complex government data easy to understand and easy to use, internally and by the public at large. We present data in readily-understood infographic form, and offer an interface for our internal tools that's easy for every staff member to learn and use.



## CLOUD-BASED

Web-based software requires no installation, no maintenance and is always up-to-date. Plus, it gives Local governments the ability to quickly adjust to evolving input and changing dynamics. We host our software and our data with Amazon Web Services, which ensures data security and world-class software performance.



## CONNECTED

All ClearGov solutions share a common data set and work together seamlessly. Plus, when you're ready to implement, we do all the heavy lifting for you. To get started, all you have to do is send us an Excel file with your financial data, and we'll onboard it for you.



## COLLABORATIVE

ClearGov solutions are designed to improve collaboration and efficiency by automating processes and outcomes. Streamlining the collaborative process is vital to prevent key items from falling through the cracks. Centralization and remote access to documents, systems and processes is mission-critical.



## COST EFFECTIVE

ClearGov is built and priced for local governments and school districts. Our packages are all-inclusive, so you'll never be charged extra for per-seat licenses, never be surprised with hidden fees, and never pay for support or product updates...never.

***Our goal is to delight our customers with unbeatable value in everything we do.***

# Operational Budgeting

<<EDITOR'S NOTE>> Edit/remove product sections below, as necessary

## Budget Better Together

ClearGov Operational Budgeting is a suite of flexible, cloud-based budgeting and forecasting and benchmarking modules designed to leverage your existing financial data into a more efficient and collaborative budget building process that streamlines communication with department heads and other budget stakeholders.

It is a one-stop shop to dynamically forecast what-if scenarios, build a budget and communicate budgeting rationale. Designed specifically for local governments and school districts, ClearGov Operational Budgeting is a giant step forward from building your budgets and forecasts with Excel or the legacy accounting system budgeting tools.



[Watch a 5 minute micro-demo here](#)

- ✓ Budget Dashboard
- ✓ AI Driven Forecasting
- ✓ Automated Audit Trail
- ✓ Budget to Actuals Charts
- ✓ Unlimited Budgets
- ✓ Departmental Collaboration
- ✓ Centralized Communication
- ✓ Integrated Report Builder
- ✓ Peer Benchmarking
- ✓ And more...



*"From start to finish, ClearGov Budget Cycle Management is a suite that's well thought out. They clearly did their homework and did a great job integrating all of the products. ClearGov software is worth more than what we're paying for it!"*

**Brandon Neish**  
Finance Director  
City of Sweet Home, OR  
Population: 10,000



## Budget Builder

ClearGov's Budget Builder helps your staff budget better, together. Using a single, shared online workspace, financial executives, committee members, and department heads can collaborate on building a budget using an efficient tool that's been designed specifically to meet the budgeting needs of local governments.

- **Choose your baseline:** Base your budget on last year's data, on a simple-to-generate budget forecast (see below) or use zero-based budgeting.
- **Collaborate effectively:** ClearGov Budgets makes it easy to manage, merge, track and review budget requests and changes as a team, every step of the way.
- **Create unlimited budgets:** Create multiple budgets every year across different funds or for the same fund. You can even build out what-if scenarios.
- **Add notes and supporting material:** Comments and supporting documents are easily attached directly to line items so they are readily available for reference.
- **Keep a thorough audit trail:** Automatically track every change, comment, and version so you always know who changed what and when.
- **Build custom reports with a click:** Easily create and export custom reports to share your operational budget with internal and external stakeholders and existing systems.
- **Operational Budget Dashboard:** Quickly see and share the status of your budget-building process. Filter on current and historical financial data. Automatically aggregate all budget requests in one place.



## Forecasting

With ClearGov's sophisticated yet easy-to-use Forecasting tool, you can generate AI-driven budget forecasts for up to ten years forward. The more historical data you provide the more accurate your forecast will be.

- **Create unlimited forecasts:** Create projections for every year or every fund. And, create multiple what-if scenarios.
- **Customize your forecast:** Easily override forecast figures. All changes automatically roll up to the parent categories.
- **Generate a baseline budget:** Generate a quick, one-click revenue and/or expense forecast to use as a baseline to build next year's budget.





## Benchmarking

The ClearGov Benchmarking module lets you compare any budget category against a relevant set of peer communities — not just ClearGov clients, but everyone in your state — to help drive better budgeting decisions and outcomes.

- **Peer groups:** Instantly create side-by-side spending and funding comparisons vs. relevant peers based on size, area, average income, and other criteria.
- **Dynamic graphs:** Easily visualize metrics to identify opportunities to be more efficient with your spend.



## Why does Mercedes, TX need this?

- **Improve accuracy:** Nearly 9 out of 10 spreadsheets contain errors. Finding those mistakes and fixing them can be frustrating and wastes precious time. But ClearGov is cloud-based, so everybody works on the same error-free master file vs. a multiple spreadsheet monster that has to be managed and merged manually.
- **Collaborate more effectively:** ClearGov allows everyone involved to work from the same platform, share comments and suggestions, and immediately see the impact across the organization — in real time — as budget development unfolds.
- **Free up time and resources:** Preparing the annual budget consumes a big chunk of your time, but it's not the only thing you do. Modernizing your budgeting process will free up your time and talent to focus on other critical projects as well.
- **Make better budgeting decisions:** ClearGov's dynamic, graphical interface helps you clearly visualize historical trends — at a glance — so you can readily identify areas that are consistently under or over budget and make adjustments accordingly.
- **Plan for the long term:** Access to an AI-driven forecasting tool enables you to better assess how budget decisions made today will impact revenues and expenditures down the road. Create multiple forecasts to better plan for “best case” or “worst case” scenarios.
- **Identify areas of potential overspend/prevent waste:** With instant, easy access to benchmarking data, you can uncover areas for savings quickly and adjust your budget accordingly.

# Personnel Budgeting

## Modern Personnel Planning

Chances are that people represent the biggest chunk of your annual budget, and it's also the most complicated. ClearGov's Personnel Budgeting solution enables you to throw away those massive spreadsheets that you've been managing by hand and streamlines the entire personnel planning and forecasting process in a single, cloud-based, collaborative solution.

Complete with powerful tools to manage position requests, inform union negotiations and much more, ClearGov's Personnel Budgeting application is a unique software platform built specifically to help finance directors more easily budget for salaries, benefits and other personnel costs.



[Watch a 5 minute micro-demo here](#)

- ✓ Personnel Dashboard
- ✓ Union Negotiation Planning
- ✓ Position Request Manager
- ✓ Multi-year Position Budgeting
- ✓ Vacancy Planning
- ✓ Integrated Report Builder
- ✓ Unlimited Scenario Planning
- ✓ And more...



"ClearGov delivers exactly what they promise. The ClearGov solution helps us communicate our budget and key metrics in a way that everyone understands. Their solution is elegant, affordable, simple to use and saves us a bunch of time."

Ivy Adams  
Budget Analyst  
Henry County, GA  
Population: 214,171



## Personnel Request Manager

The ClearGov Personnel Budgeting solution enables you to quickly and easily setup and organize your personnel data, collective bargaining rules, open positions and more. Automated workflow tools enable you to capture personnel requests and reclassifications in a digital format and automatically incorporate these changes into your personnel planning model.

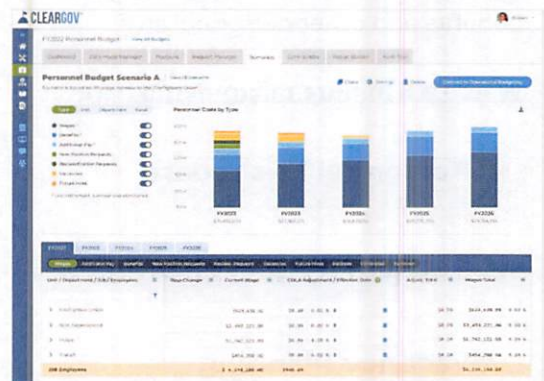
- **Position Management:** Easily import all people, positions and units from your accounting system and set up rules for steps, lanes, benefits, overtime and more.
- **Requests Management:** Stop using paper or Excel request forms. Enable department heads to submit requests, and all data is automatically captured within your personnel plan.
- **Customize your form(s):** ClearGov Personnel Budgeting enables you to easily create custom web-based personnel request forms. Create multiple forms to handle any type of personnel requests, including vacancies and furloughs.



## Personnel Planning

ClearGov Personnel Budgeting provides a powerful yet intuitive set of tools to review, plan, compare and communicate multiple personnel plan scenarios to help you make smart decisions about your team and your budget. Compare and contrast single year or multi-year budgets. Easily alter any of your key assumptions to examine unlimited what-if scenarios.

- **Data and Rules Manager:** Intuitive tools enable you to set up and manage key assumptions and rules by position or by CBA unit.
- **Scenario Planning:** Seamlessly create unlimited, personnel budget scenarios based on applicable rules and assumptions by unit, by position or by individual.
- **Union Negotiations:** Analyze the effects of adjustments to salaries and benefits for more informed negotiations.
- **Vacancy Planning:** Get a complete picture of your current and future workforce budget; create and fill vacant positions on specified dates.
- **Multi-Year Planning:** Automatically create salary and benefit plans for up to 20 years in the future.





## Personnel Dashboard

ClearGov Personnel Budgeting roles up all of your critical information into an easy-to-read, graphical dashboard to help you immediately see the impact of key decisions and share these insights with the rest of your team in a common cloud-based environment.



- **Robust Filtering:** Immediately see the impact on your headcount plans from multiple angles. Filter your personnel dashboard by department, job type, position, unit, and more.
- **Report Builder:** Create and export custom reports to share your workforce budget with internal and external stakeholders and existing systems.

## Why does Mercedes, TX need this?

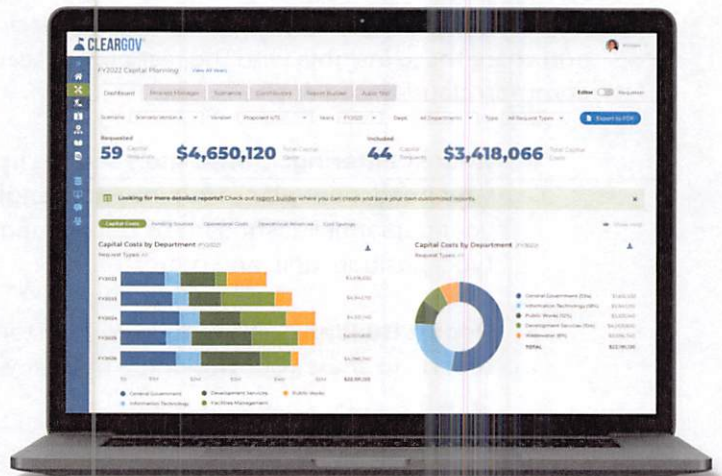
- **Scrap the Spreadsheets:** Get rid of those massive personnel planning spreadsheets and stop sorting through emails to find the right update. Best of all, eliminate those tedious spreadsheet errors that take hours and hours of precious time to find and fix. ClearGov is cloud-based, so everybody works on the same error-free master file vs. a multiple spreadsheet monster.
- **Accurate forecasts:** More accurately forecast personnel expenses, including salaries, benefits and other ancillary compensation such as overtime to help you make better, fact-based decisions today.
- **Critical insights:** Leverage scenario planning to understand the true impact of key labor contract negotiations, plan for vacancies, furloughs and more.
- **Save time and effort:** Manage new position and reclassification requests more efficiently and incorporate those changes directly into your planning.
- **Streamline Budget Reviews:** Share your dashboard and key reports with internal and external stakeholders for review, feedback and approval. With all of the relevant information in one place, your budget review meetings will be a snap.
- **Synchronized budgeting:** ClearGov's Personnel Budgeting also syncs directly with ClearGov Operational Budgeting to further streamline your overall annual budgeting process.

# Capital Budgeting

## Smart Capital Planning

Capital planning doesn't have to be complicated and it definitely doesn't need to be manual. It's time to get rid of those hard copy capital request forms and move your entire capital planning process into the digital age.

ClearGov Capital Budgeting is the first cloud-based capital improvement planning (CIP) solution specifically designed for local governments that streamlines requests, provides a multi-year scenario optimization process, and generates website-based pages automatically for each capital improvement.



[Watch a 7 minute micro-demo here](#)

- ✓ Capital Plan Dashboard
- ✓ Plan Manager Planning
- ✓ Capital Request Manager
- ✓ Capital Improvement Website
- ✓ Request Scoring & Ranking
- ✓ Integrated Report Builder
- ✓ Unlimited Scenario Planning
- ✓ And more...



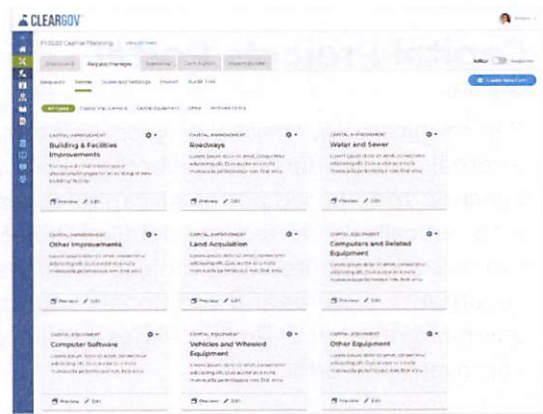
"The Capital Requests feature is very straightforward to use and department heads required no training to start using the software. It took just 5-10 minutes to create the custom forms, and it's nice to not have to worry about locking Excel sheets and consolidating requests. Department heads simply login and fill them out, and the requests automatically route to the software!"

**Matthew Hamby**  
CRPF, Deputy Chief Financial Officer  
Gainesville, GA  
Population: 38,500



## Capital Requests

The Capital Request function is a dashboard-driven tool that automates and optimizes the process of collecting, organizing, and reporting capital requests across all departments and automatically populates your capital plan. Think of it as a modern, digital-first solution to an age-old, paper problem.

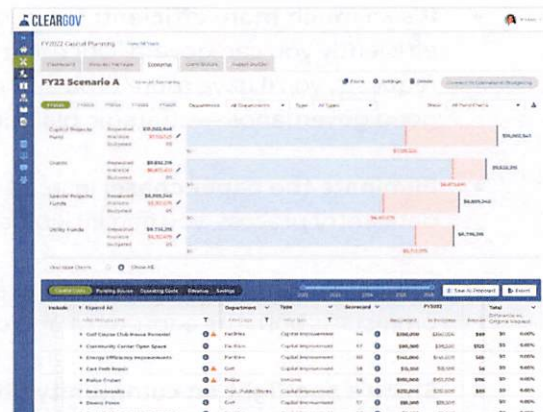


- **Digitize your requests:** Save some trees with a simple online form that captures and submits requests electronically.
- **Customize your form(s):** Easily customize the default templates with a few simple clicks to precisely fit your needs and preferences. Create as many different form types as you need.
- **Automate your workflow:** Initiate, collect, track, and manage all your requests online, even set triggered reminders for department heads.
- **Digital audit trail:** Your department heads can easily attach pictures, PDFs, and other supplemental materials to their digital request form. These materials travel with the request, so they're always just a click away.
- **View capital requests at a glance:** Report and review requests by department, funding source, fiscal year, and more — all from an intuitive dashboard.



## Capital Planning

All capital request data is automatically integrated into the Capital Planning functionality. Powerful but simple tools enable you to easily and visually identify how your expected funding matches up against all of the requests. Capital Planning makes it point-and-click easy to examine multiple scenarios to help you make insightful decisions about which projects you need and can afford to fund.

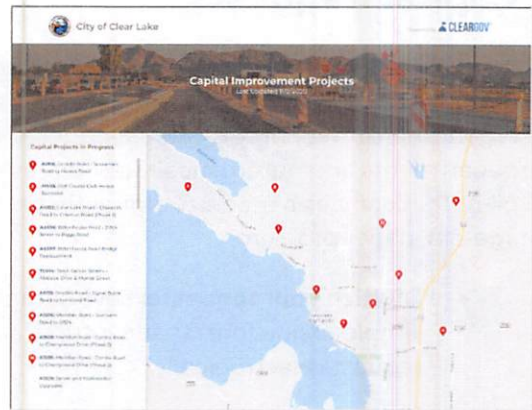


- **Scenario Planning:** Easily create and analyze multiple scenario plans to propose and optimize your capital budget - both near and long term.
- **Scoring and Ranking:** Assign priorities and ratings to each project based on how they directly impact your key strategic initiatives.
- **Shift Funding Assumptions:** Can't afford to completely fund a project in one year...no problem. ClearGov Capital Budgeting enables you to spread funding assumptions across multiple years and explore multi-year what-if scenarios.



## Capital Projects Portal

Communicate your capital projects to internal and external stakeholders more effectively via a shareable, dynamic, map-based portal. All capital requests are automatically converted into detailed Project Pages that can be supplemented with project timelines, planning documents, pictures and additional content. Publish an unlimited number of Project Pages within your Capital Improvement Portal.



- **Share project finances:** Post your project's budget, funding sources and track expenditures along the way.
- **Share images:** Bring your project's story to life by posting photos and architectural renderings.
- **Allow citizens to subscribe:** Visitors to your Capital Improvement Portal can subscribe to receive automatic email updates every time you make a change.
- **Collect citizen feedback:** Invite visitors to ask questions or post comments in a moderated forum that you control.

## Why does Mercedes, TX need this?

- **It's so much more efficient:** The sooner you automate out-dated manual processes, the more efficiently you can govern. Once you streamline the tedious task of organizing your capital requests, you'll have more time and energy to invest in one of the most critical components of good governance — strategic planning.
- **Eliminate the paper chase:** Instead of chasing down paper requests and slogging through the data entry process, you can kick off each new request cycle with a click.
- **Critical insights:** Leverage scenario planning to understand the true impact of key capital projects in both the short term and over time.
- **Shine a spotlight on community development:** A good chunk of every tax dollar funds important CIPs in your community — things like new construction, improvements to infrastructure, and other key initiatives. Keep residents (and the press) informed about the issues they care about most.
- **Synchronized budgeting:** ClearGov's Capital Budgeting syncs directly with ClearGov Operational Budgeting to further streamline your overall annual budgeting process. Capital Budgeting also syncs with and automatically generates a capital request summary with detail pages for each department/request for your ClearGov Digital Budget Book.

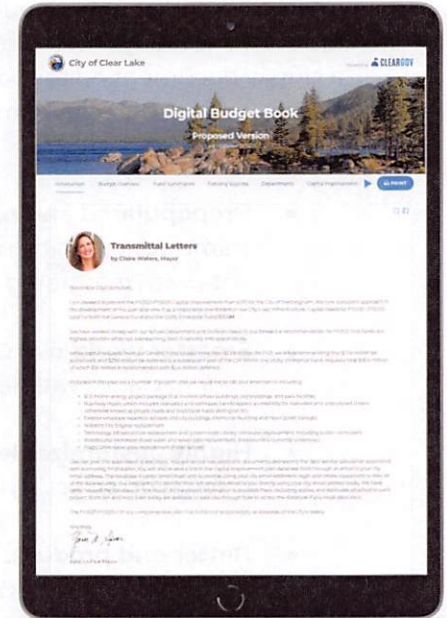
# Digital Budget Book

## Build an Award-Winning Budget Book in a Fraction of the Time

The annual budget book is your government's most important, public-facing policy document. You want it to be polished, professionally formatted, and accessible to as many residents and stakeholders as possible. And, ideally, you want it to be easy and efficient to produce on your end.

ClearGov Digital Budget Book is the industry's first website-based solution that automates most of the budget book creation process using templates and data-driven charts and tables. Meet GFOA award criteria and deliver new levels of clarity, engagement and understanding for your citizens.

[Watch a 5 minute micro-demo here](#)



- ✓ Automated Fund Summaries
- ✓ Department Specific Pages
- ✓ Collaborate and Customize
- ✓ Built-in GFOA Best Practices
- ✓ Capital Improvements Inclusion
- ✓ Automatic Data Updates
- ✓ Automated Workflows
- ✓ And more...



"The ClearGov Digital Budget Book software enabled the City staff of Monte Sereno to turn an ordinary, plain text budget document into a dynamic 3-dimensional annual report. Our City Council was extremely pleased and complimentary of the presentation. The staff at ClearGov were outstanding in their efforts to help us deliver the budget on time and in great form."

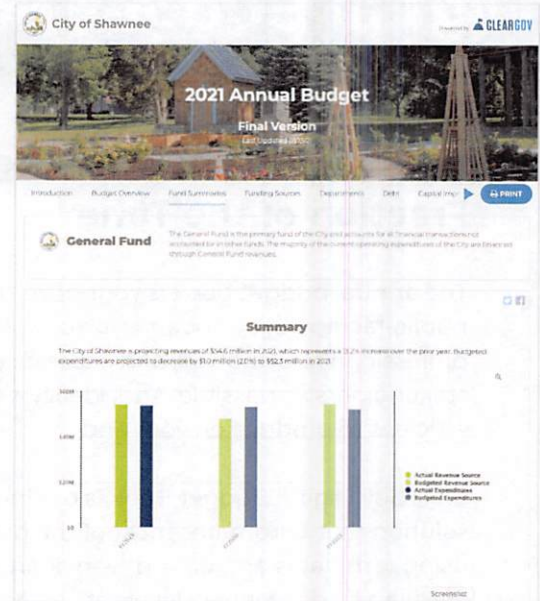
**Steven Leonardis**  
City Manager  
Monte Sereno, CA



## Budget Book Builder

The Budget Book Builder module helps you produce an interactive and engaging budget book in a fraction of the time it takes today. Instead of manually building your book in a clunky document editor, you build it collaboratively using simple web apps that streamline the steps from start to publish.

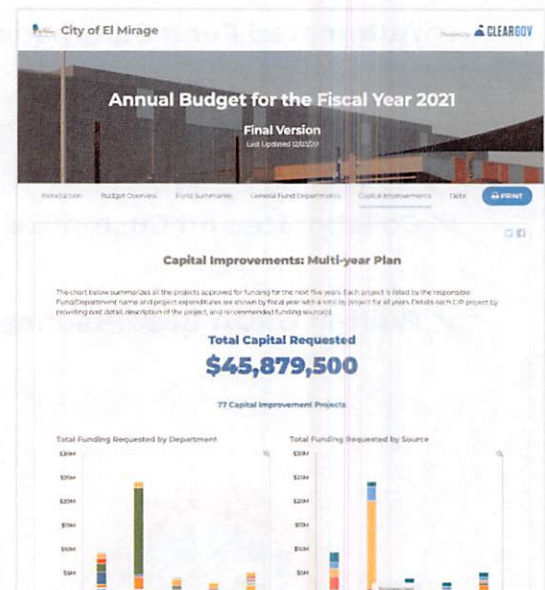
- **Prepopulated and preformatted:** Start with a core framework that includes all of your pre-loaded budget data with integrated, pre-built charts
- **Smarter workflow:** Collaborate and work faster to add your narrative with fewer headaches
- **Highly customizable:** Add images, choose chart colors, and select styles to reflect your civic brand.
- **Better end product:** Produce a polished piece that is ADA-Optimized and built from the ground up to meet GFOA best practices



## Capital Improvements Inclusion

Utilize the free **Capital Requests Module** to automate and optimize the process of collecting, organizing and reporting capital requests across all departments. The Capital Requests Module also automatically populates your Digital Budget Book.

- **Automate your workflow:** Initiate, collect, track, and manage all your capital requests with simply online forms that can be easily customized to precisely fit your needs and preferences.
- **Publish to your budget book:** Automatically add annual and multi-year capital improvement plans directly into your digital budget book.



## Digital Budget Book Examples

Check just a few of the outstanding Digital Budget Books created using the ClearGov solution:

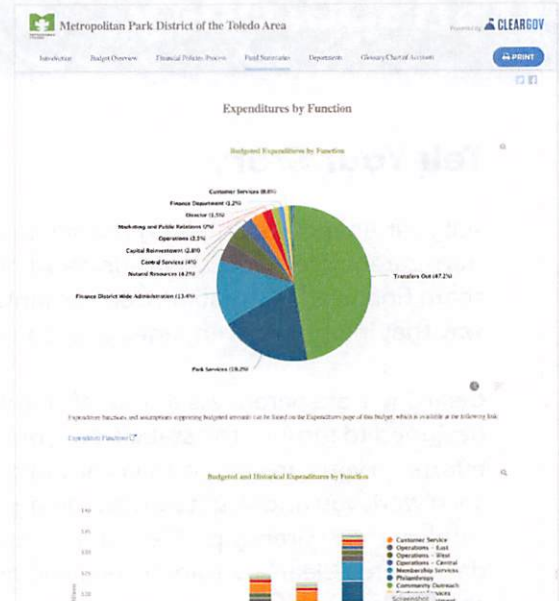
- [Shawnee, KS Digital Budget Book](#)
- [Sweet Home, OR Digital Budget Book](#)
- [Yuma County, AZ Digital Budget Book](#)
- [Lago Vista, TX Digital Budget Book](#)



## Automatic Data Updates

Revenue and expense data are automatically updated throughout your Digital Budget book as the numbers change, eliminating errors and saving time - especially valuable for those inevitable last-minute tweaks.

- **Embedded Data:** Easily embed budget numbers into your narrative. Embedded numbers automatically update whenever your budget changes. No more searching through 300 pages.
- **Smart Charts:** All charts and graphs also update automatically, and they're interactive to help provide a complete picture of your budget.
- **Integrated Budget:** Syncs directly with ClearGov Operational Budgeting or upload your budget data into an integrated, intuitive budget editor.



## Why does Mercedes, TX need this?

- **The short-cut you always wanted:** One simple click generates a fully formatted framework that's automatically populated with your financial data, along with pre-built charts, tables and graphs, and even some pre-written content. You simply fill in the blanks and customize the content as you see fit.
- **Improve accuracy:** The more spreadsheets you manage and papers you shuffle, the greater the margin of error. ClearGov's digital-first approach is automated, templated, and paperless so you can stop manually collecting, merging, and managing all that input from dozens of department heads.
- **You save time and aggravation:** Recreating charts, tables, and graphs from spreadsheets every time a figure changes is not only tedious, it's inefficient. With ClearGov, every time you change a number in your budget, all of the applicable charts, tables and graphs are updated automatically.
- **Print on demand:** Printing a budget book is expensive and often out of date before the ink dries. ClearGov enables you and your citizens to print specific sections or the entire budget book whenever you like - which saves both time and money.
- **GFOA kudos:** ClearGov's Digital Budget Book is structured to meet GFOA best practice guidelines. In fact, there is a GFOA checklist built right in, so you can check off each Distinguished Budget Award Presentation requirement as you complete it.

## Tell Your Story

Tell your financial story using our simple-to-navigate transparency center. Easy-to-understand infographics help you share financial information, departmental goals and results in a way that informs and engages your community.

ClearGov Transparency is a suite of cloud-based solutions designed to remove the static from your communications efforts, so you can keep your community in the loop with the solid work you and your team are doing. With innovative, turnkey transparency profiles, project pages and department dashboards ClearGov Transparency helps you tell your story and show your work.



[Watch a 5 minute micro-demo here](#)

- ✓ Fiscal Transparency
- ✓ Open Checkbook
- ✓ Department Dashboards
- ✓ Performance Metrics
- ✓ Peer Comparison
- ✓ Easy-to-Understand Infographics
- ✓ Custom Chart Builder
- ✓ And more...



*"We have received nothing but positive feedback from the public on our new ClearGov Transparency profile. It has helped us communicate our financials in a user-friendly and interactive way."*

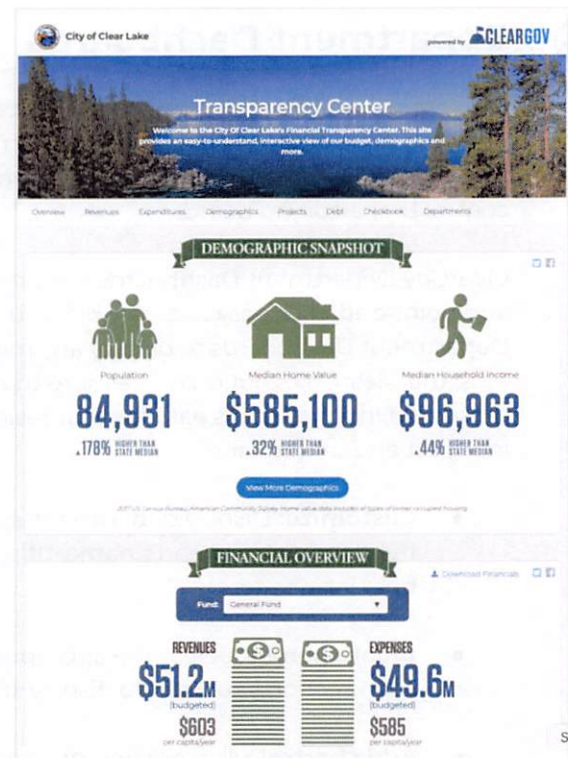
**John Frye**  
Financial Services Director  
Pinehurst, NC  
Population: 15,580



## Financial Transparency

Build community trust and support by publishing your financial data in an online profile that's feature-rich, easy to use, and easy to understand. It's an instant best-in-class transparency center that's miles ahead of the usual complex spreadsheets and static PDFs.

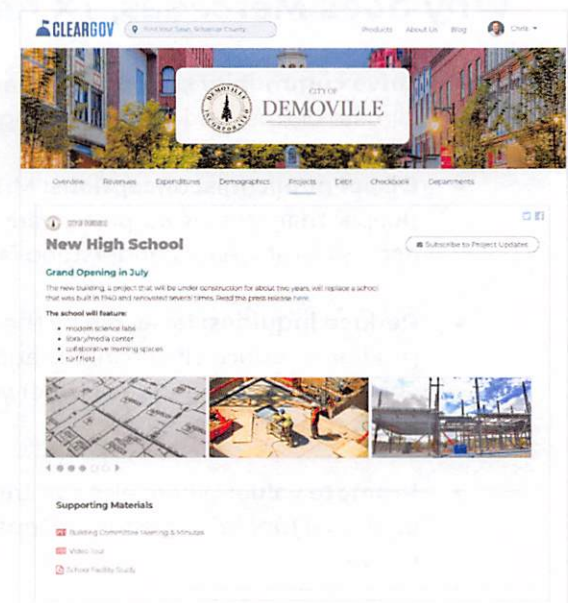
- **Easy-to-understand infographic format:** Help citizens and other stakeholders easily visualize and interpret important metrics.
- **Context features that make transparency meaningful:** Add explanatory notes that tell the story behind the numbers. Allow users to compare data side-by-side with similar communities near you.
- **Budget vs. actuals:** Clearly show how funds are collected and allocated. Reveal trends by showing historical data as well.
- **Open checkbook:** If desired, you can provide searchable, check-level detail revealing line-item spend.



## Capital Project Communications

Utilize the free **Capital Projects Module** to add up to **five free custom Project Pages** as part of your transparency profile. Keep citizens in the loop with key data and updates about all of your key projects. Project Pages take only minutes to populate and allow you to share photos, timelines, funding sources, and more — all in one centralized location.

- **Share project finances:** Post your project's budget, funding sources and track expenditures along the way.
- **Share images:** Bring your project's story to life by posting photos and architectural renderings.
- **Allow citizens to subscribe:** Visitors to your Project Pages can subscribe to receive automatic email updates every time you make a change.
- **Collect citizen feedback:** Invite visitors to ask questions or post comments in a moderated forum that you control.



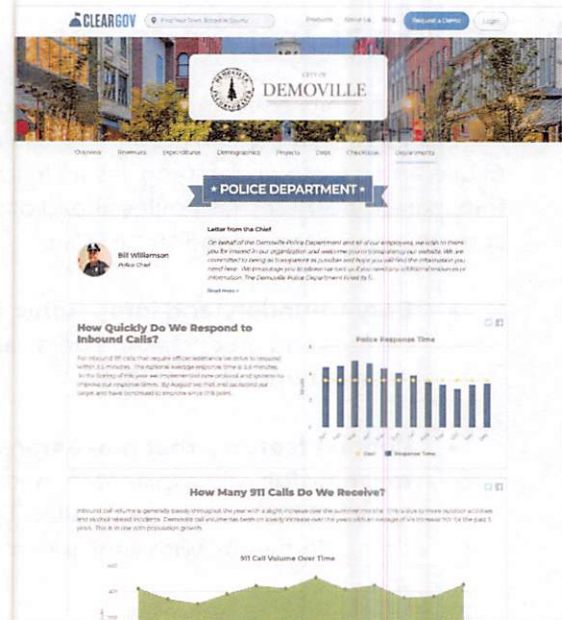


## Department Dashboards

Tell your government's whole story by publishing updates detailing department-level performance metrics. Showcase KPIs for any and all departments, from animal control to the zoning board.

ClearGov Department Dashboards are extremely flexible and point-and-click easy to assemble. You can use Department Dashboards to display any metric you like. Plus, the ClearGov solution makes sure that your data is presented in a way that's easy for your residents to interpret and understand.

- **Customize:** Display department-specific KPIs. Add the department head's name, title, picture, and a brief intro letter.
- **Create panels:** Select the appropriate template for each section you want to display. If you like, add commentary or explanatory text.
- **Add charts:** Pull in existing graphics from the ClearGov Chart Builder App or easily create new ones specific to your dashboard.



## Why does Mercedes, TX need this?

- **Drive community support:** By sharing critical facts and figures with citizens, you can foster a climate of trust and understanding that helps drive public support for key initiatives.
- **Dispel public misconceptions:** MIT research shows that false news travels faster, farther, and deeper than true news, particularly through social media. In the age of misinformation, readily accessible and easily understood facts are your best defense against public misconceptions.
- **Reduce inquiries:** Research by the Sunlight Foundation indicates that municipal transparency programs reduce citizen information requests by 30 percent. The more data you share with constituents now, and the clearer you make it, the fewer inquiries and record requests you'll field on an ongoing basis.
- **Promote value:** Where else can the average citizen go to find out about police response times or annual fundraising efforts? Department Dashboards let every division tell its own unique story.
- **Hold departments accountable:** They say that what gets measured is what gets done. ClearGov dashboards are a simple and effective way to track department performance against goals and to promote a culture of performance and transparency agency-wide.
- **Shine a spotlight on community development:** A good chunk of every tax dollar funds important CIPs in your community — things like new construction, improvements to infrastructure, and other key initiatives. Keep residents (and the press) informed about the



# Investment

Our pricing model matches our products - simple, straightforward and built for local governments.

## Setup Fee:

- A **one-time investment** that covers setup, activation, data onboarding and initial training — everything you need to get launched.

## Solution Subscription:

- A flat **annual investment** covers unlimited access and usage of your ClearGov solution and includes unlimited support from your dedicated Client Success Manager.

That's it. We don't charge extra for seat licenses or updates or ongoing support or professional services or anything else, so there are absolutely no hidden fees. See the table below for a complete breakdown of what's included.

### Setup Service Fees (One time investment)

Setup Fee: Includes - Full activation and setup; Data onboarding; Client training	\$6,000.00
Setup Bundle Discount:	(\$2,400.00)
Setup Discount: If signed by 12/31/21	(\$3,600.00)
Total Setup Service Fees	\$0.00

### Annual Subscription Service Fees (Annual investment)

ClearGov Operational Budgeting	\$8,300.00
ClearGov Personnel Budgeting	\$8,300.00
ClearGov Capital Budgeting	\$4,700.00
ClearGov Digital Budget Book	\$4,700.00
ClearGov Transparency	\$4,100.00
Bundle Discount	(\$13,600.00)
Total Annual Subscription Service Fees	\$16,500.00

# Product Scope

In the interest of transparency, we want to provide guidance around the scope of usage that is included with each ClearGov solution. The tables below do not provide a detailed list of every feature and/or function included in the product. These tables provide a summary of the key things that you can do with each solution once your account has been activated.



## ClearGov Operational Budgeting - Product Scope

Once your data has been onboarded, ClearGov Operational Budgeting enables Mercedes, TX team members to execute a variety of tasks, as outlined in the table below. ClearGov products are designed to be easy to use and intuitive, and with the training we provide, you should have all the expertise you need to fully leverage the platform.

Service Description	In Scope
<b>Create Forecasts:</b> Auto generate one or more forecasts for each of your funds. Modify forecasts based on what-if scenarios adjust parameters as needed.	Unlimited forecasts
<b>Create Budgets:</b> Create one or more budgets for each of your applicable funds. Invite collaborators, iteratively build the budget and share with reviewers.	Unlimited budgets
<b>Export Budgets to ERP:</b> Export your final budget(s) from ClearGov in order to import directly into your accounting system / ERP. NOTE: Depending on your ERP, your export file may require formatting prior to import.	Export Format:Excel; .CSV file



## ClearGov Personnel Budgeting - Product Scope

Once you have uploaded your position and personnel data, ClearGov Personnel Budgeting enables Mercedes, TX team members to execute a variety of tasks, as outlined in the table below. ClearGov products are designed to be easy to use and intuitive, and with the training we provide, you should have all the expertise you need to fully leverage the platform.

Description	In Scope
<b>Personnel Request Forms:</b> Create forms for your contributors to submit personnel requests.	Unlimited personnel request forms
<b>Personnel Data Import:</b> Import personnel and position data into your personnel plan.	Unlimited positions and personnel
<b>Personnel Scenario Planning:</b> Input and adjust key rules and assumptions to create and analyze personnel budget scenarios.	Unlimited scenario planning



## ClearGov Capital Budgeting - Product Scope

Once your subscription is activated, ClearGov Capital Budgeting enables Mercedes, TX team members to execute a variety of tasks, as outlined in the table below. ClearGov products are designed to be easy to use and intuitive, and with the training we provide, you should have all the expertise you need to fully leverage the platform.

Description	In Scope
<b>Capital Request Forms:</b> Create forms for your contributors to submit capital requests.	Unlimited capital request forms
<b>Capital Request Imports:</b> Import existing capital requests to your capital plan and/or present in your budget book.	Unlimited capital requests
<b>Capital Scenario Planning:</b> Input and adjust capital funding assumptions to create and analyze capital budget scenarios.	Unlimited scenario planning
<b>Capital Improvement Portal:</b> Using ClearGov's easy to learn and intuitive toolset, you can convert any capital requests into a detailed Project Pages and publish via a custom Capital Improvement Portal to communicate status, milestones, timeline, budget and updates to your constituents.	Unlimited Project Pages



## ClearGov Digital Budget Book - Product Scope

Once your data has been onboarded, ClearGov Digital Budget Book enables Mercedes, TX team members to execute a variety of tasks, as outlined in the table below. The ClearGov training programs and your CSM will provide advice and suggest best practices to help you optimize your own Digital Budget Book.

Description	In Scope
<b>Capital Request Forms:</b> Using ClearGov's free Capital Requests Module, you can create forms for your contributors to submit capital requests to create a Capital Request summary for your Digital Budget Book.	Unlimited capital request forms
<b>Digital Budget Books:</b> Create comprehensive digital budget books based on onboarded budget data and the narrative added by you.	Unlimited Digital Budget Book versions
<b>Digital Budget Book Pages:</b> Fill out templated sections of your budget book using ClearGov's toolset and GFOA guidelines embedded in the product, and/or create new pages with your own content, images, tables, etc. as needed.	Unlimited pages
<b>Printed Budget Books:</b> ClearGov's Digital Budget Book solution includes print to .PDF functionality. It automatically creates .PDF documents of the full budget book or selected sections.	Unlimited



Description	In Scope
<b>Project Pages:</b> Using ClearGov's free Capital Projects Module and easy to learn and intuitive toolset, you can create Project Pages to communicate status, milestones, timeline, budget and updates to your constituents.	Up to five Project Pages
<b>Department Dashboards:</b> Using ClearGov's easy to learn and intuitive toolset, including custom charting, you can create Department Dashboards to communicate key performance metrics to your constituents.	Unlimited Department Dashboards
<b>Transparency Profile Launch:</b> Promote your transparency profile to residents through a press release, your website and social media.	ClearGov provides a release template and a customer banner for your Website.
<b>Data Updates:</b> You may regularly update your financial data at your discretion by sending new files to ClearGov. For example, you may post current FY budget and update periodically with actual spending.	You may provide monthly, quarterly (recommended) or annual updates for budget data. Open Checkbook data can be uploaded weekly.

79

# Project Management

ClearGov offers robust solutions that are straightforward to set up and operate - especially compared to typical gov-tech software. We understand that most local governments are pressed for resources, so we have designed an onboarding process that places the heavy lifting on ClearGov. This section outlines the key project management roles and responsibilities.



*"Governments looking for budgeting and transparency software need to know two things about ClearGov: 1) it's super easy to use, and 2) the ClearGov Client Success team is unparalleled in its ability to work individually with each client. I have not found that at any other company. No one does what ClearGov does, and they have really helped us do a better job."*

**Brandon Neish**  
Finance Director  
City of Sweet Home, OR  
Population: 10,000

## Partnership Overview

The onboarding and ongoing use of the ClearGov platform is a shared responsibility between ClearGov and Mercedes, TX. While we have designed our processes to minimize complexity and put most of the work on our team of ClearGov experts, you play a very important part. ClearGov relies on you to send us the financial data that fuels our applications and to partner with us to make sure that data is presented exactly the way you'd like. While ClearGov has expertise on data science and municipal finance, you are the expert on the details of your data, and you have a unique perspective on the expectations and preferences of your key constituents.

Below is a list of key roles & responsibilities involved to ensure a smooth and expeditious onboarding process and a long-term return on your investment.

## ClearGov Roles & Responsibilities

Role	Responsibilities
<b>Client Success Manager (CSM)</b>	<ul style="list-style-type: none"><li>• Your go-to person at ClearGov for activation, onboarding and more.</li><li>• Activates account &amp; product subscriptions.</li><li>• The person to whom you should send all your data files.</li><li>• With your input, develops and executes the onboarding plan and timeline.</li><li>• Coordinates ClearGov resources to deliver the Scope of Work deliverables.</li><li>• Monitors progress to ensure a timely and efficient launch.</li><li>• Tracks, communicates, and expediently resolves all issues.</li><li>• Communicates the availability of training and learning resources.</li><li>• Answers questions and consults on best practices.</li><li>• Generally available 9:00AM to 5:00PM Eastern, Monday through Friday (excluding holidays). Your CSM will inform you of his / her specific availability.</li></ul>
<b>Data Onboarding Consultant</b>	<ul style="list-style-type: none"><li>• Reviews the financial data files you send to ClearGov and, if needed, follows up with you regarding missing information or clarifying questions.</li></ul>

<b>(DOC)</b>	<ul style="list-style-type: none"> <li>• Formats, uploads &amp; maps (i.e. categorizes) initial set of financial data.</li> <li>• Leads Data Review calls and presents your data categorization.</li> <li>• Updates data mapping per your requests.</li> <li>• Uploads additional data supplied by you - either on an adhoc or regular basis (monthly, quarterly or annually).</li> </ul>
<b>Training Specialist</b>	<ul style="list-style-type: none"> <li>• Delivers regularly scheduled training webinars.</li> <li>• Develops pre-recorded videos, information sheets and Support Center articles.</li> <li>• Designs and delivers customized remote training sessions if needed.</li> </ul>
<b>Support Team</b>	<ul style="list-style-type: none"> <li>• A resource for end-users (e.g. contributors, requesters, reviewers) to get "how-to" questions answered.</li> <li>• An alternative resource for Admin users if your Client Success Manager is unavailable.</li> <li>• Can be reached via email: <a href="mailto:support@cleargov.com">support@cleargov.com</a>.</li> <li>• Available 9:00AM to 6:00PM Eastern, Monday through Friday (excluding holidays).</li> </ul>

### Mercedes, TX Roles & Responsibilities

Role	Responsibilities
<b>Primary Contact</b>	<ul style="list-style-type: none"> <li>• Primary communication point with the ClearGov Client Success Manager.</li> <li>• Delivers the "Client Task" items (listed in the Scope of Work) in a timely manner.</li> <li>• Answers or coordinates answers to questions from ClearGov on a variety of topics (financial data, training, invoice payments) within 3 business days.</li> <li>• Schedules and attends meetings with Client Success Manager and ensures all individuals that need to participate attend.</li> </ul>
<b>Financial Data Exporter</b>	<ul style="list-style-type: none"> <li>• Exports financial data and account number key from your accounting or ERP system and emails to Client Success Manager.</li> </ul>
<b>Financial Data Reviewer</b>	<ul style="list-style-type: none"> <li>• Reviews financial data after it has been uploaded and categorized in ClearGov.</li> <li>• Provides feedback on financial data categorization and accuracy.</li> <li>• Approves launch of financial data.</li> </ul>
<b>Executive Sponsor</b>	<ul style="list-style-type: none"> <li>• Ensures everyone understands the goals of using ClearGov's solutions.</li> <li>• Identifies and assigns resources to complete onboarding in a timely manner.</li> <li>• Serves as an escalation point if onboarding is not progressing or issues need to be resolved.</li> </ul>
<b>Admin User</b>	<ul style="list-style-type: none"> <li>• Has full permission to all ClearGov application functionality included with ClearGov subscription. (NOTE: ClearGov offers an unlimited number of Admin Users.)</li> <li>• Creates user accounts.</li> </ul>
<b>End User</b>	<ul style="list-style-type: none"> <li>• Has permission to specific ClearGov functionality consistent with the role. (NOTE: ClearGov offers an unlimited number of End Users.)</li> <li>• Typically is a department head, committee member or other reviewer.</li> </ul>

# Onboarding

The ClearGov onboarding process is designed to minimize complexity and resources required on your end. Formatting, uploading and categorizing your financial data requires the most effort and that task is completed by ClearGov. However, before we can begin working with your data, we need you to send it to us. And once we have it, we will need you to answer questions and review the final output to ensure that it meets your needs. The tables below outline the onboarding process, including the few actions that are your responsibility.

## Onboarding Scope of Work

Service/Description	In Scope	ClearGov Task	Client Task
<b>Account Activation:</b> Create Client account and activate on start date specified in service order.	Access begins on service start date.	✓	
<b>Project Management:</b> Develop onboarding plan & timeline, coordinate ClearGov Client Success team, communicate status.	ClearGov CSM will oversee all project management.	✓	
<b>Create User Logins:</b> Admin Users can create End User logins, as well as additional Admin Users, and set permission/access levels. ClearGov will create the first Admin User; Client creates additional.	Unlimited Admin User and End User logins.	✓ Shared	
<b>Data Export:</b> Export revenue expense detail and account number structure from ERP/accounting system. (See Data Requirements section for more details.)	3 to 20 years of data <i>ClearGov will provide detailed instructions</i>		✓
<b>Data Onboard:</b> ClearGov DOC will format, upload and categorize your financial data, based on files provided by you.	3 to 20 years of data, as provided by Client	✓	
<b>Data Review:</b> Review imported data for accuracy and to confirm that categorization supports your budget process. Provide change requests and approve when complete.	Timely review and feedback on onboarded data.		✓

## Data Onboarding Requirements

ClearGov's Data Onboarding process is focused on getting your most complex data up and running on the ClearGov platform quickly and correctly. In a nutshell, this means your financial/budget data - both current and historical information. This data should be readily exportable from any accounting/ERP system. We have partnered with a few vendors to include an "Export to ClearGov" button in their solutions and for some others we can provide detailed export instructions. Your CSM will let you know what is available based on the accounting/ERP system you use. Your CSM will also provide you with a more detailed document explaining data requirements. The highlights are outlined below.

### Data Onboarding Requirements by Product

The table below outlines the data that ClearGov will onboard for you to get your solution up and running. We will, of course, need you to send us this data, and ClearGov will do the heavy lifting to set it up to meet your needs in our platform. The ClearGov platform also provides automated workflow tools

that make it straightforward to add additional data and content, such as capital/personnel requests, budget book narrative, position data, etc. on an ongoing basis.

Product	Chart of Accounts	Revenue & Expenditure Data		Checkbook Detail
		Actual	Budgeted	
Operational Budgeting	✓	✓	✓	N/A
Personnel Budgeting	✓	N/A	N/A	N/A
Capital Budgeting	✓	N/A	N/A	N/A
Digital Budget Book	✓	✓	✓	N/A
Transparency	✓	✓	✓	✓

## Data Onboarding Detail

### Actual Revenues & Expenditures

- The majority of clients sent us 4 to 6 years, however, there is no limit
- By providing more years, trend charts will be more robust
- Current FY data is used as the basis to create the next FY budget.

### Budgeted Revenue & Expenditures

- Current and upcoming
- Past years to display budget-to-actuals (optional)

### Check Level Detail (ClearGov Transparency Only, Optional)

- If you wish to use the Open Checkbook feature in ClearGov Transparency
- Your data must include check-level detail for the most recent fiscal year with as much historical data as you prefer

### Line Item Detail File(s)

- Line-item level revenue and expense data. Depending on which accounting system you use, all years may be exported in one file or there may be a file created for each year.
- Each line item should include full account number, account description, fund and dollar amount. We will also need to know the associated fiscal year and if the line item is tied to revenue or expense.
- Depending upon which accounting system you're using, this is often referred to as the Trial Balance Report; Account Inquiry Report; or Budget-to-Actual Report.

### Account Number Key

- This is simply an explanation of your account number structure.
- An account number is made up of segments and for each segment we need to know its purpose (i.e. whether it refers to a fund, a department, an object, etc.).
- Most accounting systems enable you to run a report to generate this information. It's often called a Segment Report or Chart of Accounts. If yours does not, just let us know. The ClearGov data team has successfully uploaded data for hundreds of clients and will work with you to determine the best options.

### How much data should we provide?

In short, it depends on which product(s) you plan to use:

- **Operational Budgeting:** Should provide budgeted data for the current fiscal year and any historical budgeted/actual data you would like to be able to view/compare when you are

building your next budget. NOTE: The Forecasting module uses historical data to build forecasts, so the more historical data you provide, the better your forecasts will be.

- **Digital Budget Book:** Should provide budgeted and actual data for any fiscal year that you wish to present in your digital budget, typically 3-5 years.
- **Transparency:** Should provide any budgeted and actual data for fiscal years that you wish to present within your Transparency profile. Generally, we recommend presenting at least 4 years of data to be able to show trend analysis over time, but we can upload as many years as you provide.

## Onboarding Process & Timeline

The following outlines a typical onboarding process and expected timelines - your ClearGov CSM will work with you to develop an onboarding plan that works for you.

### Timeline Summary



### Timeline Details

In the interest of full transparency, the complete data onboarding process can take a handful of weeks, depending on these key factors:

- The format of your data, i.e. the more structured your data the better
- The volume and complexity of your data
- ClearGov's current data onboarding backlog\*
- How quickly you are able to send us your data and review/approve the results

The details are explained in the steps below, and the good news is the heavy lifting is all on ClearGov. In fact, during the entire onboarding process, **you should only need to spend a few hours here and there** to export, review and approve your data and attend some initial training. As you will see in the notes below, the most common delay to the process is coordinating schedules, so having a good calendar organizer on your end is the best way to optimize the process. **PLEASE NOTE:** Each step indicates the actions that Mercedes, TX needs to complete, and the expected effort required.

### Step 1: Account Activation

<b>When</b>	<ul style="list-style-type: none"> <li>• Occurs within one business day of your signed ClearGov Service Order.</li> </ul>
<b>Who</b>	<ul style="list-style-type: none"> <li>• <b>ClearGov CSM</b> is responsible for Account Activation</li> </ul>
<b>What</b>	<ul style="list-style-type: none"> <li>• ClearGov will create the initial Admin User login and schedule the activation of your subscriptions, based on the Service Start Date.</li> <li>• Your ClearGov CSM will contact you to provide an introduction and schedule the Kick-Off call (See Step 3).</li> <li>• As of your Service Start Date, you will have full access to the solutions included with your subscription and can immediately begin working with the features that do not require data onboarding, e.g. creating Project Pages; Department Dashboards; or Capital Request Forms; Custom Charts; Budget Book narrative pages; etc.</li> </ul>

## Step 2: Data Export

When	<ul style="list-style-type: none"> <li>As soon as possible after the Service Order has been signed.</li> </ul>
Who	<ul style="list-style-type: none"> <li><b>ClearGov CSM</b> will provide a data requirements document.</li> <li><b>Client</b> (Financial Data Exporter) is responsible for exporting data from your accounting system/ERP and sending the file(s) to ClearGov.</li> </ul>
What	<ul style="list-style-type: none"> <li>The data export process is usually fairly straight forward, depending upon which accounting system/ERP you are using. At this point, ClearGov has worked with just about all of them, so we may be able to provide tips and/or specific instructions.</li> <li><b>Effort:</b> Generally speaking, this requires &lt;30 minutes of effort.</li> </ul>
Tips	<ul style="list-style-type: none"> <li><b>NOTE:</b> Although this can (and should) be a very quick step (minimal effort, as you can see), we sometimes encounter delays if the person responsible for data export is unavailable or uninformed about their role. Please note that the data onboarding process clearly cannot begin, until ClearGov receives the data and gets it into our queue. So, any delay at this step causes further delay down the line.</li> </ul>

## Step 3: Kick-Off Meeting

When	<ul style="list-style-type: none"> <li>As soon as possible after the Service Order has been signed, ideally within 1 week.</li> </ul>
Who	<ul style="list-style-type: none"> <li><b>ClearGov CSM</b> will schedule the Kick-Off meeting (to be held via conference call)</li> <li><b>Client:</b> Recommended to have all key parties involved in this Kick-Off call, especially the Primary Contact; Data Exporter; Data Reviewer; and Executive Sponsor.</li> </ul>
What	<ul style="list-style-type: none"> <li>Your CSM will review onboarding steps, deliverables and timelines. Your CSM will also review the Data Requirements document and answer questions. If you have already sent data files prior to the call, we may ask clarifying questions about your data.</li> <li><b>Effort:</b> Kick-Off calls generally last about 30 minutes.</li> </ul>
Tips	<ul style="list-style-type: none"> <li><b>NOTE:</b> The biggest challenge we typically face with the Kick-Off meeting is simply coordinating schedules. Ideally, we would like to have one person on the client side who is responsible for coordinating calendars, even if that person is not directly involved in the project, such as an Admin Assistant. Again, any delay at this stage has a trickle down effect on the rest of the schedule.</li> </ul>

## Step 4: Data Onboarding

When	<ul style="list-style-type: none"> <li>Generally takes about 2 - 3 weeks from when ClearGov receives your data.</li> </ul>
Who	<ul style="list-style-type: none"> <li><b>ClearGov Client Success Team</b> is responsible for onboarding and mapping of your data onto the ClearGov Platform.</li> </ul>
What	<ul style="list-style-type: none"> <li>During this step, a ClearGov DOC will onboard your data into the ClearGov platform and map it into a structure that is consistent with the chart of accounts you provide. You will have a chance to review and approve the data mapping in the next step.</li> </ul>
Tips	<ul style="list-style-type: none"> <li><b>NOTE:</b> The data onboarding time varies based on the format, volume and complexity of your data as well as the current queue of Client activations.</li> </ul>

## Step 5: Data Review and Approval

<b>When</b>	<ul style="list-style-type: none"> <li>Generally takes about a week after the data has been onboarded, primarily due to coordinating schedules for a data review call.</li> </ul>
<b>Who</b>	<ul style="list-style-type: none"> <li><b>ClearGov DOC</b> is responsible for presenting the mapped data.</li> <li><b>Client</b> (Data Reviewer) is responsible for reviewing the mapped data and specifying changes, as needed.</li> </ul>
<b>What</b>	<ul style="list-style-type: none"> <li>In most instances, there is an Initial Data Review call (via video conference) followed by 1 or 2 follow up calls/emails, depending upon the complexity of the data and the number of changes/iterations requested.</li> <li>Once the data has been approved, ClearGov will launch your data within the ClearGov platform and make it accessible to all applications included in your subscription</li> <li><b>Effort:</b> The Initial Data Review call generally requires about 20 - 30 minutes, and follow up calls, if necessary, tend to clock in around 10 - 20 minutes each.</li> </ul>
<b>Tips</b>	<ul style="list-style-type: none"> <li><b>NOTE:</b> Similar to the Kick-Off, the biggest challenge at this stage is simply coordinating calendars. We will do everything in our power to make ourselves available at your convenience, and simply ask that you schedule and commit to the review meetings as quickly as possible.</li> </ul>

## Step 6: User Training

<b>When</b>	<ul style="list-style-type: none"> <li>Technically, training can occur at any time once the Service Order is signed. However, ClearGov recommends that training should happen right around the time that your data is onboarded, or very shortly thereafter.</li> </ul>
<b>Who</b>	<ul style="list-style-type: none"> <li><b>ClearGov CSM</b> will make sure that you are aware of all training options.</li> <li><b>ClearGov Training Specialist</b> will deliver training sessions, as scheduled.</li> <li><b>Client:</b> Recommended to have all Admin and End Users participate in training sessions.</li> </ul>
<b>What</b>	<ul style="list-style-type: none"> <li>All users may attend as many group training sessions as they wish and have unlimited access to pre-recorded videos, information sheets and Support Center articles.</li> <li>If needed, ClearGov will design and deliver a customized remote training session - via video conference.</li> <li><b>Effort:</b> Depending upon which ClearGov Suites are included in your subscription, training sessions usually run 45 - 90 minutes.</li> </ul>
<b>Tips</b>	<ul style="list-style-type: none"> <li><b>NOTE:</b> Full access to training and learning materials is provided upon Account Activation in Step 1.</li> </ul>

## IMPORTANT: Launch Deadline Communication

If you have a critical deadline, please inform your Market Development Executive and/or your Client Success Manager. They will let you know if we can meet that deadline and what will be required to complete onboarding by that date.

## \*IMPORTANT: ClearGov Backlog Summary

Due to a recent spike in demand for ClearGov's solutions, we are in a **temporary backlog situation** with respect to our Data Onboarding process. We want to ensure that we are setting - and delivering on - proper expectations, so we have created a [Data Onboarding Schedule](#) site that provides an up-to-date summary of the current data onboarding backlog. We will onboard ClearGov customers on a first-come, first-served basis, based on the signature date of their Service Order. Please see the [Data Onboarding Schedule](#) site for more details and specific dates.

# Training and Support

ClearGov solutions are designed to be intuitive and simple-to-use, so chances are that you won't need much hand-holding - even from the start. With that said, ClearGov's training materials and support channels are designed to ensure that you and your team can quickly launch, adopt and optimize the value you receive from the ClearGov platform. We will share how to accomplish tasks, key insights and best practices to help you ramp quickly.



*"The ClearGov client success team has been incredible — patient, understanding, and responsive — every step of the way."*

**Jodi Cuneo, CGA**  
Town Accountant  
Walpole, MA

## Training - Scope of Work

Service/Description	In Scope	ClearGov Task	Client Task
<b>Admin User (Editor) Training:</b> Training is delivered via webinars, video tutorials, information sheets and Support Center articles. Your ClearGov CSM will answer questions and provide advice as needed.	Unlimited access to all ClearGov training materials and group training sessions. One 30 - 60 minute customized training session available upon request which can be recorded for future viewing.	✓	
<b>End User (Contributor) Training:</b> Training is delivered via webinars, video tutorials, information sheets and Support Center articles. ClearGov's Support Team will answer questions and provide advice as needed.	Unlimited access to all ClearGov training materials and group training sessions. One 30 - 60 minute customized training session available upon request which can be recorded for future viewing.	✓	

## Training Webinars

ClearGov delivers regularly scheduled training webinars for our Budgeting and Digital Budget Book solution. They typically last 30 to 45 minutes and questions from attendees are encouraged. Your CSM will provide you with instructions on how to register.

## Support Center

All ClearGov users have access to a frequently updated online Support Center filled with how-to articles, video tutorials and information sheets. The ClearGov Support Center is easy to navigate and has a robust search engine to quickly find help on a specific topic.

## Customized Training

Customized training sessions are available upon request and are tailored to your specific needs. A member of our training team will work with you to schedule a time that fits your calendar. ClearGov uses modern web conferencing services to conduct live training sessions and webinars remotely. This enables the instructor to share his/her screen and record every session. It also enables you to distribute the recording via email after-the-fact to any who were unable to attend; save it for future reference; and/or train new hires.

## Client Success Manager

You will be assigned a dedicated Client Success Manager (CSM) who will be responsible for coordinating and managing your activation and onboarding process. Your CSM will also be your primary point of contact after onboarding for all ongoing data updates, questions and issue resolution.

Our CSMs are committed to responding to all inquiries within one business day, and in most cases, you will receive a same-day response. You will also be provided an escalation path in the event that you are ever dissatisfied with your CSM's performance or you have a time-sensitive issue that needs immediate resolution. CSMs are generally available 9:00AM to 5:00PM Eastern, Monday through Friday (excluding holidays). Your CSM will inform you of his / her specific availability.

## ClearGov Support Team

ClearGov's support team is a resource for End Users (e.g. department heads, reviewers) to get "how-to" questions answered. Support is also an alternative resource for Admin Users if your Client Success Manager is unavailable. The ClearGov Support Team can be reached by sending an email to [support@cleargov.com](mailto:support@cleargov.com).

Our Support Team is committed to responding to all inquiries within **one business day**, and in most cases, you will receive a same-day response. Support is available 9:00AM to 6:00PM Eastern, Monday through Friday (excluding holidays).

## Product Enhancement Requests

We absolutely love hearing from Clients - especially when they have ideas that would make our products better. In fact, we meet weekly to go over all the feedback we've received to provide key input to our product roadmap. Many of the applications and features in ClearGov's solution are a direct result of client feedback. When you have a request for a product enhancement, please submit your idea(s) through our Support Center or inform your CSM and they will bring it up at our weekly meeting. We prioritize product enhancements primarily based on the number of clients who are requesting similar functionality, so we can't guarantee that your ideas will go to the top of the list, but we promise that we'll always listen, and we work hard to make 100% of our customers happy.

The ClearGov platform is hosted by Amazon Web Services (AWS), the world leader in cloud computing as a service. Used by the Departments of Justice, Defense, and Homeland Security, AWS is one of only three vendors that have been granted government authorization to store highly sensitive federal data on its cloud-computing servers.

AWS handles systems, network architecture, and security, enabling ClearGov to focus on what it does best — developing world-class solutions for local governments. With ISO 27001 and FISMA-certified data centers, AWS has made platform security its highest priority in order to protect customers' critical information and applications. Another key advantage of hosting on the AWS cloud is that it allows ClearGov to easily scale and innovate, while maintaining all security protections across the entire infrastructure.

## How secure is ClearGov?

Hosting with AWS ensures that ClearGov maintains the highest security standards in the world:

- Web application firewalls control access to the underlying code.
- AWS has built technologies to protect against distributed denial of service (DDoS) attacks to ensure network availability and application uptime.
- AWS's SQL Server RDS uses server-side encryption to protect sensitive data.

In addition to AWS's secure hosting environment, ClearGov has implemented a number of extra software security features:

- **Secure Socket Layer (SSL):** SSL establishes an encrypted link between AWS servers and the web browser to ensure that all data transfers remain private and integral.
- **SQL Injection Protection:** ClearGov has built protection against SQL injection attacks where hackers attempt to insert nefarious server requests into web forms.
- **Access Rights:** ClearGov has implemented strict permission settings based on roles, which limit access to specific data and application functions. This ensures that internal users are restricted from accessing sensitive data based on privileges assigned by your administrator.
- **Password Authentication:** ClearGov does not store passwords explicitly, but rather "hashes" (encrypts) them so they are not compromised.
- **Logging and Monitoring:** ClearGov employs monitoring features that quickly identify vulnerabilities and provide immediate alerts if action is required.

## Where are ClearGov data centers located?

AWS replicates the ClearGov application and data across multiple data centers to ensure redundancy and availability. With this in mind, ClearGov is hosted at the AWS data centers in North Virginia, Ohio, Northern California, and Oregon.

You can learn more about AWS data centers and security measures via the following link:

- <https://aws.amazon.com/security/?hp=tile>.

## General Questions

### Q: Do we need to dedicate resources for ClearGov implementation?

- A: Ideally, we would like to have one point person on your end with whom we can coordinate logistics. We generally require no more than a few hours of that person's time for the entire setup/onboarding process. Typically, that same person is responsible for delivering regular data updates (usually quarterly), which requires only a few minutes of their time once per quarter. (See Project Management section for more details.)

### Q: Does ClearGov provide training?

- A: The ClearGov platform is designed to be simple and intuitive. With that said, ClearGov will provide whatever training you and your team need during the kick-off process. And, the ClearGov team is available for unlimited support and/or training on an ongoing basis. ClearGov also provides video tutorials, online help, and other support materials as well. (See Training and Support section for more details.)

### Q: How much effort is required to import our data?

- A: In short, not much. All ClearGov Solutions are designed to be turnkey and ClearGov does all of the heavy lifting for you. See Onboarding section above for more details.

### Q: Can ClearGov help us communicate our finances internally?

- A: Absolutely. ClearGov is a powerful tool for not only communicating with residents, but also internal stakeholders. ClearGov can act as a central reporting platform that offers clear and easy-to-understand infographics that can be used for presentations and reports both internally and externally.

### Q: How will ClearGov store our data? Is it secure?

- A: ClearGov utilizes a full suite of solutions from Amazon Web Services (AWS) to host and deliver the data for the ClearGov platform. We specifically selected AWS as our solutions provider because the AWS infrastructure puts strong safeguards in place to help secure and protect customer data. All data is stored in highly secure AWS data centers, and you can learn more about AWS security measures via the following link: <https://aws.amazon.com/security/?hp=tile>. See Security Overview section above for more details.

### Q. Are there any accounting systems that are not compatible with ClearGov?

- A: The short answer is "No" — we work with everybody. We're not actually doing a direct integration with your accounting system; we just need a simple report, and every accounting system we've ever met can easily produce that report. We've worked with enough of them now that we can probably tell you which report to print, and if it's a new one, we'll help you figure out which report is right.

### Q: Does ClearGov provide a real-time integration with any eFinance or ERP systems?

- A: The short answer is...No...and this is by design. ClearGov takes a different approach when it comes to integrating your data onto our platform. In short...we do the work for you. You simply send us a report from your accounting system whenever you like, and we'll upload it - and there is never any additional charge for this.

- The reason we take this approach is that system integrations sound like a good idea on paper, but in reality...they are painful, expensive and extremely difficult to maintain. The key problem is that every time the software changes on either end of the integration, the connection breaks and requires significant effort to re-integrate. In fact, that's how our competitors make a lot of their money, because they charge professional service fees every time you ask them to re-establish the integration. Bottom line, the extra costs of supporting and maintaining a real-time integrated solution far outweigh the minimal incremental benefits of real-time data transfer.

**Q: Does the ClearGov platform support single sign-on functionality?**

- A: Yes. ClearGov supports single sign-on functionality using Microsoft Azure Active Directory. We are happy to support other single sign-on platforms/APIs as well. Please just let us know what you need.

## Operational Budgeting Questions

**Q: With ClearGov's benchmarking intelligence module, how do we know we are comparing "apples to apples"?**

- A: ClearGov consolidates and normalizes the fiscal data for all of the municipalities within your state into a standardized national chart of accounts in order to enable a direct apples-to-apples comparison. ClearGov also enables you to select the filter criteria that are most important to the comparison you're trying to make. For example, if you're comparing snow removal costs, you want towns with similar road miles, whereas if you're comparing public safety costs, you'll likely use population and average household income as your filters.

**Q: Can I export from ClearGov Operational Budgeting into my ERP system?**

- A: Yes, once you've created your budget, you can choose any combination of data to export to Excel and then import this directly into your ERP system.

## Capital Budgeting Questions

**Q: Are requests from the prior year carried over when you create a new budget?**

- A: Yes, previously submitted requests (multi-year, partially funded or unfunded) from the prior year will be carried over to the new capital planning process. Any prior year requests that you do not want to include can be removed from the plan after you've started.

**Q: Can we import prior year's requests?**

- A: Yes, it is easy to import prior year's requests. Within ClearGov Capital Budgeting, you can download a template based on your request type. You simply add your requests to the template and upload them to ClearGov. Our Import tool has an easy 3-step guide to walk you through the process.

**Q: Can we export the final Capital Budget that we create?**

- A: Yes, you can export your Capital Budget to Excel or PDF. ClearGov's Capital Budgeting Report Builder serves up a handful of pre-built, common reports to streamline your reporting process, or you can create your own reports to export. Exported data can be uploaded to your ERP or accounting system.

## Personnel Budgeting Questions

**Q: We have a lot of employees, can we upload their data in bulk?**

- A: Yes, it is easy to bulk import employees into our system. ClearGov generates a template that reflects the custom fields you set up for additional pay types and benefits. You can download this template and then use it to bulk import employees.

**Q: Can we export the final Personnel Budget that we create?**

- A: Yes, once you've created your budget, you can choose any combination of data to export to Excel and then import this directly into your ERP/Accounting system.

## Digital Budget Book Questions

**Q: Since the product is template-driven, won't every ClearGov Digital Budget Book look the same?**

- A: No. While every ClearGov Digital Budget Book starts with the same core template, it's highly and easily customizable, so the final product will always be different. You can add your own images, chart colors, and endless content to make it your own.

**Q: Can you guarantee that we will win a GFOA award?**

- A: As we have designed and built the ClearGov Digital Budget Book, we have double-checked the GFOA guidelines every step of the way. We have also actively reviewed the solution with GFOA reviewers and members of the GFOA staff. With that said, we cannot guarantee that you will win an award, in part, because the narrative content is still up to you. In other words, all of the core components are included, but you still need to fill in the blanks in a way that meets with GFOA approval.

**Q: I understand the benefits of digital, but I still need to produce a printed version. How will that work?**

- A: You're not alone. Old habits die hard and paper is still a must-have for many local governments. In addition to presenting your budget book online, the ClearGov Digital Budget Book Suite includes functionality that enables users to create a .PDF, which can then be printed to generate a hard-copy of your budget book. Also, the Print-to-PDF functionality enables you to print specific sections of your budget book and/or the entire book.

## Transparency Questions

**Q: Where does ClearGov get its financial data?**

- A: ClearGov sources its financial data from various entities including state departments of revenue; state education departments; etc. ClearGov also compiles complementary data, such as demographic information, home values, road miles, etc. from various public sources including the U.S. Census Bureau.

**Q: How does ClearGov determine the default peer group for peer analysis?**

- A: ClearGov uses four primary factors to create the ClearGov Default peer Group for each municipality:
  1. ClearGov looks for municipalities with similar populations.
  2. ClearGov looks for municipalities with similar median home values as determined by census data.
  3. ClearGov looks for municipalities with similar commercial assessments to differentiate between rural and urban municipalities.
  4. ClearGov dynamically searches for the closest ten municipalities that meet population, median home values and commercial assessment deviations. The figures from these municipalities are combined to create a peer average.
- **NOTE:** As a ClearGov Transparency customer, you will have the opportunity to create and publish your own custom peer groups, based on whatever criteria is most important to you.

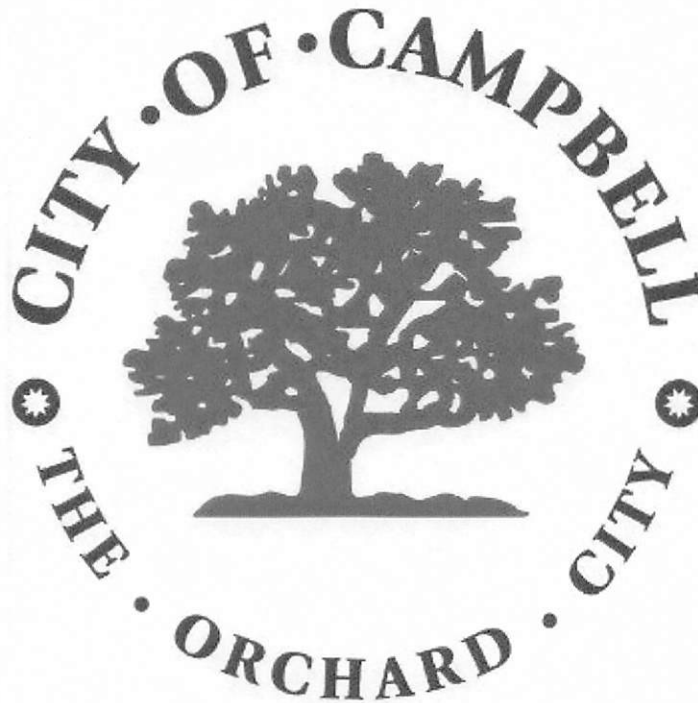
**Q: Won't publishing a transparency profile generate a lot of incoming inquiries?**

- A: On the contrary, our customers find that a ClearGov profile helps the community find the answers they seek more easily and consistently. Plus, you can add commentary that tells the story behind your numbers and provides additional context.

- Prior to launch you will want to identify the components of your data that would benefit from some additional context. ClearGov enables you to add commentary to these sections of the profile which will actually reduce the number of inbound public information requests.
- Finally, if you do get an influx of inquiries, you will generally find a consistent pattern to the questions. So, you can use those questions to inform and further enhance your commentary.

### Q: What about inciting “community activists”?

- A: It seems that every municipality has a small population of what we call “CAVE People” (**Citizens Against Virtually Everything**), and unfortunately, we don't have a direct solution for that. However, a large portion of the most aggressive community activism is generally caused by a misinterpretation of the facts, or simply taking the facts out of context. We have found that ClearGov can drastically change both the tone and substance of the conversation by showing that your local government has nothing to hide, and by delivering not just data, but the stories behind the numbers to help everyone have a more informed and empirically accurate conversation.



*"I've enjoyed working with ClearGov. I really am impressed with how the products have been built. It's amazing that they know very well what we need. Not many do."*

Will Fuentes, CPFO, MBA  
Finance Director  
**Campbell, CA**

**CITY OF MERCEDES**  
**BUDGET AMENDMENT**

FUND: 01  
DEPT: 518 & 538 TO 519

BUDGET AMENDMENT# \_\_\_\_\_  
DATE POSTED: \_\_\_\_\_

Fund	G/L ACCT#	DESCRIPTION	Approved Budget	(Decrease)	Increase	Amended Budget
01	519-3018	IT-FINANCE	8,000.00		10,592.64	
01	518-1010	FULL-TIME EMPLOYEES	144,787.00	(5,696.00)		139,091.00
01	518-1100	PENSION CONTRIBUTION	24,527.00	(964.90)		23,562.10
01	518-1120	SOCIAL SECURITY	11,076.00	(435.74)		10,640.26
01	538-1010	FULL-TIME EMPLOYEES	168,711.00	(2,806.00)		165,905.00
01	538-1100	PENSION CONTRIBUTION	28,831.00	(475.34)		28,355.66
01	538-1120	SOCIAL SECURITY	13,020.00	(214.66)		12,805.34
						-
						-
						-
						-
						-
						-
						-
						-
		TOTAL	398,952.00	(10,592.64)	10,592.64	380,359.36

**Justification/Explanation for change:**

## BUDGET AMENDMENT TO COVER COST OF BUDGET SOFTWARE

DEPARTMENT HEAD 02/09/2022  
DATE

FINANCE DIRECTOR DATE

CITY MANAGER \_\_\_\_\_ DATE \_\_\_\_\_

MAYOR \_\_\_\_\_ DATE \_\_\_\_\_

**CONSENT ITEM : YES**

---

**DATE:** February 15, 2022**FROM:** Commissioner Leonel Benavidez & Commissioner José M. Gomez**ITEM:** **Discussion and Possible Action to approve the purchase of the memorial plaque for residents of Mercedes who died from COVID-19.**

---

**BACKGROUND INFORMATION:** The COVID19 Committee has been conducting meetings for a plaque to memorialize residents the City of Mercedes lost to COVID19. The Committee discussed placement, material, wording and cost. We have all agreed that this is significant and important thus far. Pricing and timeframe are a couple of the final things to access and take action on. The attached emails between Committee members provides details on the process and status of project.

**BOARD REVIEW/CITIZEN FEEDBACK:** N/A

**ALTERNATIVES/OPTIONS:** N/A

**FISCAL IMPACT:** N/A

**Finance Review by:** Nereida Perez, Finance Director

**LEGAL REVIEW:**

**ATTACHMENTS:**

- 2 Emails
- Draft
- Financials

**DRAFT MOTION:**



**Javier Campos** <jcampos@cityofmercedes.com>

Jan 7, 2022, 10:44 AM



to Richard, Javier, me, Joaquin, Joselynn, Alberto ▾

Morning,

Here are the numbers from Nancy Trevino from the Hidalgo County Health Department.

2020 = 81

2021 = 67

Thank you,

**Javier Campos Jr.**

Fire Chief / EMC

Mercedes Fire Department

105 N. Ohio Ave.

Mercedes, TX. 78570

956-565-7755 ext 302

[jcampos@cityofmercedes.com](mailto:jcampos@cityofmercedes.com)



"Success is not final, failure is not fatal: it is the **courage** to continue that counts." - **Winston Churchill**

1/13/2022

DRAFT

**MERCEDES COVID-19 RESIDENT MEMORIAL**

In the beginning of the year 2020 news of a flu-like virus unknown to the world was identified as the coronavirus (COVID-19). As the virus spread across the world at an uncontrollable pace the World Health Organization declared the outbreak a pandemic on the 11<sup>th</sup> of March. With no cure for the novel virus, citizens experienced lockdowns and public mask wearing. The virus attacked the vulnerable and healthy in every country, claiming the lives of millions across the world. Our community in the City of Mercedes was not spared of the virus' deadly path.

---

**On behalf of the City of Mercedes, Her Leaders, First Responders and Staff, we express our sincere condolences to the families and friends of the residents that lost their lives to this virus. We Honor and Memorialize them with this Monument to preserve their memory in love and prayer.**

---

**"So do not fear, for I am with you; do not be dismayed, for I am your God. I will strengthen you and help you; I will uphold you with my righteous right hand." Isaiah 41:10**

Total deaths per calendar year listed below:

**2020****2021****2022**

**Mayor**  
Oscar D. Montoya

**Commissioner Pl. 1**  
Jacob C. Howell

**Commissioner Pl. 2**  
Leonel Benavidez

**Commissioner Pl. 3**  
Jose Martinez

**Commissioner Pl. 4**  
Jose M. Gomez

**MPD****MFD****EMS**

**Javier Campos**

Feb 4, 2022, 1:10 PM (7 days ago)



to me, Javier, Richard, Joaquin, Joselynn, Alberto, Jose ▾

Afternoon,

See below the response on the mounting option given by Mid Valley Trophies.....

Thank you,

---

Good afternoon Mr. Campos! As far as the mounting goes, there are a couple different options that could be used that depends on what you wanted to mount the plaque on. The price already includes any of the standard mounting types, so we can have it set to be put on a brick wall with thick screws. 😊

**Trio Salazar**  
**Sales Associate**

**Javier Campos Jr.**

Fire Chief / EMC

Mercedes Fire Department

105 N. Ohio Ave.

Mercedes, TX. 78570

956-565-7755 ext 302

[jcampos@cityofmercedes.com](mailto:jcampos@cityofmercedes.com)

1-02-2022 03:24 PM

CITY OF MERCEDES  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2022

PAGE: 30

-GENERAL FUND

% OF YEAR COMPLETED: 33.33

DEPARTMENT - 40-NON-DEPARTMENTAL

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>OTHER SERVICES &amp; CHARGES</u>						
11-540-2010 ADVERTISING	49,200	2,814.68	9,658.19	0.00	39,541.81	19.63
11-540-2020 AUDIT FEES	37,210	2,850.00	2,850.00	0.00	34,360.00	7.66
11-540-2027 INTERNET	6,303	0.00	1,557.36	0.00	4,745.64	24.71
11-540-2029 CASH SHORT/OVER	100	0.71	6.69	0.00	93.31	6.69
11-540-2042 CONT'L SVCS- HUMANE SOC	24,000	4,455.00	10,845.00	0.00	13,155.00	45.19
11-540-2044 CONTRACTUAL SERVICE	175,000	7,000.00	34,700.00	0.00	140,300.00	19.83
11-540-2049 CONTRIBUTION-VIDA	50,000	15,000.00	15,000.00	0.00	35,000.00	30.00
11-540-2055 CONTRIBUTIONS-AMIGOS DEL VA	5,000	0.00	5,000.00	0.00	0.00	100.00
11-540-2056 CONTRIBUTIONS-XMAS BANQUET	3,000	200.00	213.48	0.00	3,213.48	7.12
11-540-2058 CONTRIBUTIONS-CHAMBER	31,000	0.00	7,000.00	0.00	24,000.00	22.58
11-540-2059 CONTRIBUTIONS-XMAS PARADE	3,000	0.00	780.64	77.96	2,141.40	28.62
11-540-2061 CONTRIBUTIONS-MERCEDES BASK	20,000	0.00	20,000.00	0.00	0.00	100.00
11-540-2062 KEEP MERCEDES BEAUTIFUL	10,000	0.00	0.00	0.00	10,000.00	0.00
11-540-2065 CONTRIBUTIONS-TO OTHERS	7,500	0.00	0.00	0.00	7,500.00	0.00
11-540-2066 CONTRIBUTIONS-PARADE LIVEST	2,100	0.00	0.00	0.00	2,100.00	0.00
11-540-2067 CONTRIBUTIONS-LRGVDC TRANS	30,000	0.00	15,000.00	0.00	15,000.00	50.00
11-540-2070 ELECTION COSTS	35,000	0.00	0.00	0.00	35,000.00	0.00
11-540-2073 VACATION BUYBACK	18,000	0.00	0.00	0.00	18,000.00	0.00
11-540-2075 ENGINEERING FEES	170,000	25,830.00	48,629.10	0.00	121,370.90	28.61
11-540-2079 ONE TIME PAY RAISE	50,000	0.00	0.00	0.00	50,000.00	0.00
11-540-2081 COMMUNITY EVENTS	30,000	15,832.88	20,509.69	95.93	9,394.38	68.69
11-540-2090 HIDALGO CO APPRAISAL DIST	48,000	13,689.75	13,689.75	0.00	34,310.25	28.52
11-540-2100 INSURANCE-LAW ENFORCEMENT	19,000	0.00	29,236.34	0.00	10,236.34	153.88
11-540-2101 INSURANCE-LIABILITY	22,000	0.00	23,705.22	0.00	1,705.22	107.75
11-540-2102 INSURANCE-DEDUCTIBLE	25,000	0.00	0.00	0.00	25,000.00	0.00
11-540-2103 INSURANCE-PROPERTY	90,000	0.00	98,019.04	0.00	8,019.04	108.91
11-540-2104 INSURANCE-VEHICLE	30,000	0.00	35,377.51	0.00	5,377.51	117.93
11-540-2107 DAMAGE CLAIMS	1,000	0.00	295.00	0.00	705.00	29.50
11-540-2125 LEGAL FEES	150,000	16,940.00	63,910.00	0.00	86,090.00	42.61
11-540-2130 MEMBERSHIP/SUBS.	200	0.00	0.00	0.00	200.00	0.00
11-540-2133 BANK/CREDIT CARD FEES	0	317.72	317.72	0.00	317.72	0.00
11-540-2137 PHYSICAL & OTHER EXPENSE	4,000	125.00	1,587.00	0.00	2,413.00	39.68
11-540-2139 PROFESSIONAL SERVICES	70,000	44.00	2,839.00	0.00	67,161.00	4.06
11-540-2144 HCAD FEES	300	30.76	69.47	0.00	230.53	23.16
11-540-2146 HIDALGO CO TAX OFFICE	21,936	1,828.00	7,312.00	0.00	14,624.00	33.33
11-540-2147 TAX COLL FEES-DELINQ TAX AT	45,000	0.00	45,877.46	0.00	877.46	101.95
11-540-2160 UTILITIES-ELECT ST LIGHTS	165,000	16,740.08	46,363.08	0.00	118,636.92	28.10
11-540-2204 TRANSFER OUT	100,000	0.00	6,922.74	0.00	93,077.26	6.92
11-540-2212 TIRZ CONTRIBUTION	55,000	0.00	0.00	0.00	55,000.00	0.00
11-540-2215 PROJECT RESIDENCY	75,000	0.00	0.00	0.00	75,000.00	0.00
11-540-2216 ECONOMIC DEVELOPMENT CONT.	100,000	0.00	100,000.00	0.00	0.00	100.00
TOTAL OTHER SERVICES & CHARGES	1,777,849	123,698.58	666,844.52	173.89	1,110,830.59	37.52

**CONSENT ITEM : YES**

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**DATE:** February 15, 2022**FROM:** Commissioner Leonel Benavidez & Commissioner José M. Gomez**ITEM:** **Discussion and Possible Action to research service options for an unpaved road within the City limits of Mercedes. - Chapman Street**

---

**BACKGROUND INFORMATION:** Chapman Street is an unpaved road located within City Limits. Concerns from residents involve muddy road conditions when it rains. We want to discuss options on what can be done for this street.

**BOARD REVIEW/CITIZEN FEEDBACK:** Attached...

**ALTERNATIVES/OPTIONS:**

**FISCAL IMPACT:** N/A

**Finance Review by:** Nereida Perez, Finance Director

**LEGAL REVIEW:**

**ATTACHMENTS:**

- 2 Emails
- Map Image

**DRAFT MOTION:**



**Leonel Benavidez** <lbenavidez@cityofmercedes.com>

Feb 8, 2022, 12:09 PM (3 days ago)



to Alberto, Jose, Javier ▾

Mr. Perez,

Please see email below from Gilberto Vasquez...

He is a property owner here in Mercedes with concerns unpaved road, property access, brush and neighbors with similar issues.

I am considering placing this on the agenda to review as a Commission and if any management recommendations.

Thanks,

Commissioner PI 2

Leonel Benavidez

\*\*\*

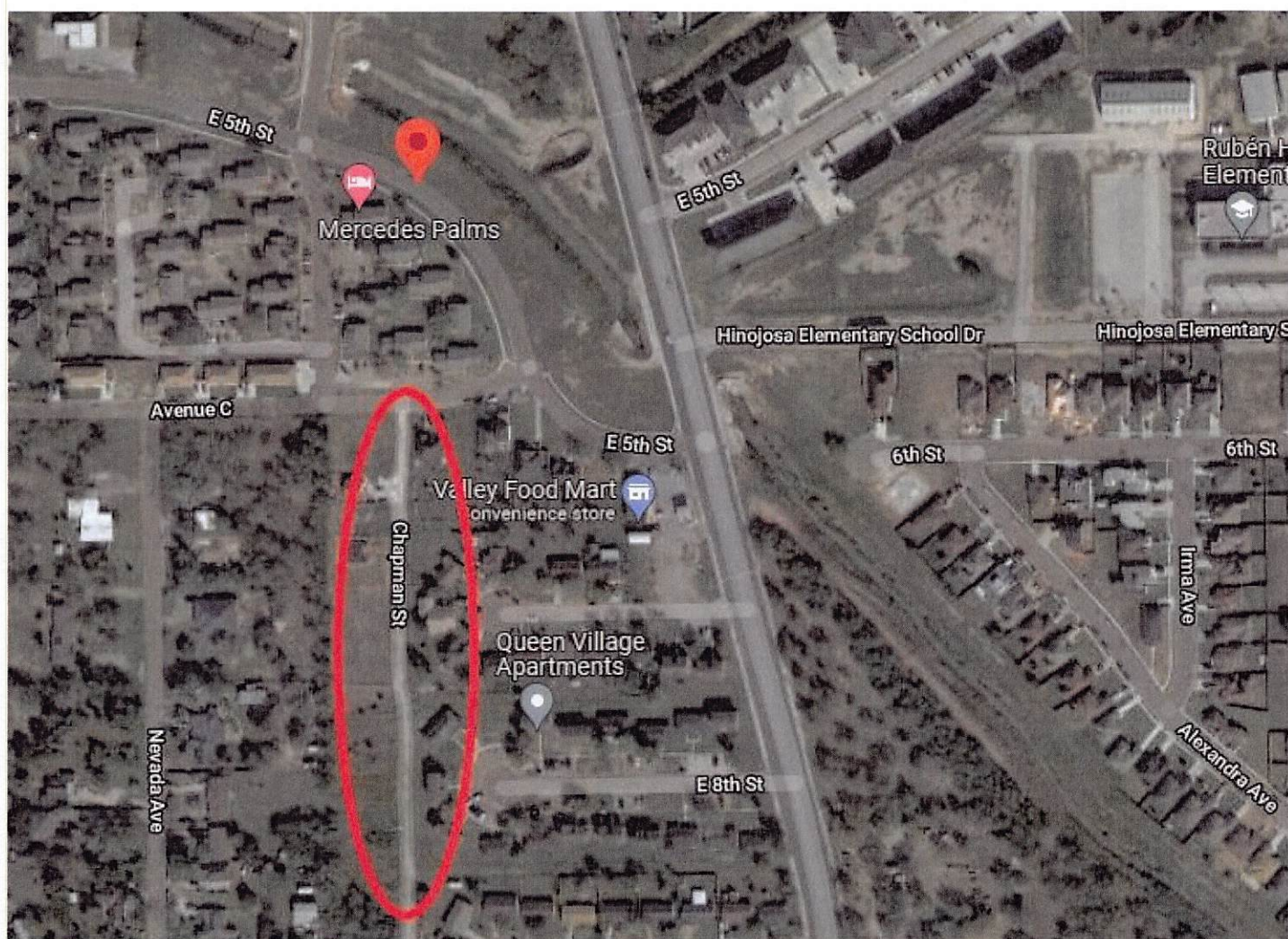
**Leonel Benavidez**

**City Commissioner, Place 2**

M: (956) 351-7488 Fax: (956) 565-8592

Email: [Lbenavidez@cityofmercedes.com](mailto:Lbenavidez@cityofmercedes.com)





Vasquez, Gilberto SFC USARMY MEDCOM CRDAMC (USA) <gilberto.vasque... Sun, Feb 6, 6:13 PM (5 days ago) ☆ ↩ ⋮  
to Lbenavidez@cityofmercedes.com, save\_a\_life\_rgv@yahoo.com ▾

To whom it may concern,

I am Gilbert Vasquez a citizen of Mercedes and I have an empty Lot on Chapman St. between Ave. C and 10th Street. As per City records it is named Chapman St., per County records it is 10th St. and by Mr. Gonzalo Juarez it is Chacoma St. Hopefully this will get fix soon because as per Mr. Juarez he sometimes has problems getting his mail. Currently there are two established homes on that dirt road (Chapman St.). One belongs to Gonzalo Juarez on 801 Chacoma St. [REDACTED] and the other one closer to Ave. C. The dirt road (Chapman St.) is not paved, and I want to inquire when the City of Mercedes plans on doing so. I have called on multiple occasions to the Planning Department to see what if anything is being planned on paving the street. Up to now there has been no returned calls by anyone to address my concerns. The paving is one of my concerns the other is there are some areas where some dumping of brush has accumulated and has been there for years. I have also called the city and addressed that if that could be picked up. As of (February 6,2022) the brush is still there. Another concern which is the worse, when it rains it's almost impossible to get to my property to cut the grass and that could take up to 3-day before its dry enough to get in there. We should have a good rain tomorrow (February 7,2022) that should be interesting. I can only imagine how Mr. Gonzalo Juarez feels when his trash doesn't get picked up, doesn't receive his mail or even worse is having to figure out how to go to work or take his children to school without getting stuck in the mud. I would hate to even think that an emergency would arise and then what. We have sewage, we have water lines and gas lines, yet we don't have a paved street and the water just stays there for days. The city has the obligation to maintain all roads even those that they have failed to pave, but when you know you have citizens/residents/constituents of Mercedes building you now own that and have the obligation to do right by them. I would like to know what the City of Mercedes (Mayor/Commissioners) intent is in addressing this matter. I have personally seen students accessing the dirt road (Chapman St.) to and from school when I'm working on my property. Till then, I would greatly appreciate if the dirt road (Chapman St.) be properly maintained till the street is paved. Proper pick-up of brush and grass being maintained should be a given. The lots are only 50ft. W x 100ft.D so anything in front of the 100ft belongs to the city. To include leveling the dirt road (Chapman St.) and throwing gravel to avoid major potholes, anyone getting their vehicles stuck or an emergency situation happening. I am currently Stationed in Ft. Hood, Texas (Army). I get the opportunity to go home once a month mostly on a federal holiday. I should be there in a couple of weeks, and it would show true leadership from the Mayor and the Commissioners if this can be addressed to whatever capacity. I realize things don't happen overnight, but I also realize every single one of you chose to run for office and were the people voted for ALL of you to run our city. Lastly let me quote an article from channel 5 "City leaders said the federal funds from the American Rescue Plan would go into **infrastructure**, broadband internet, and **drainage improvements**, among other city needs." Once again, my name is Gilbert Vasquez and would greatly appreciate a call/email or any response from more than one Commissioner or even the mayor. I'm sure if each and every one of you can spend hours, days, weeks and months campaigning for a vote you can take the time to respond. Please share with everyone. Have a blessed day!

V/R,

SFC. Vasquez Gilberto

[REDACTED]

CONSENT ITEM : YES

---

**DATE:** February 15, 2022

**FROM:** Commissioner Leonel Benavidez & Commissioner José M. Gomez

**ITEM:** **Discussion and Possible Action to increase the stand-by pay amount for the Public Works employees.**

---

**BACKGROUND INFORMATION:** Stand by pay increase has been brought up in discussions during previous budgets. Asking our Commission to consider an increase as it has been more than a few years since this was adjusted. Stand by employees tend to emergency calls and work in the harshest conditions to keep our City running.

**BOARD REVIEW/CITIZEN FEEDBACK:**

**ALTERNATIVES/OPTIONS:**

**FISCAL IMPACT:** N/A

**Finance Review by:** Nereida Perez, Finance Director

**LEGAL REVIEW:**

**ATTACHMENTS:**

**DRAFT MOTION:**

Item 11A

Randy C. Winston, P.E., President  
Isaac Huacuja, EIT, CFM, Treasurer

SIGLER, WINSTON, GREENWOOD  
& ASSOC.  
SWG ENGINEERING, LLC  
611 Bill Summers Intl Blvd  
Weslaco, TX 78596  
O 956.968.2194 F 956.968.8300  
Firm Registration No. F-592

Joe B. Winston, Jr., P.E., Exec. VP  
Jose G. Reyes, P.E., Associate VP

February 11, 2022

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

Via Email ([aperez@cityofmercedes.com](mailto:aperez@cityofmercedes.com))

Re: Rehabilitation and Improvements to the Storm Water  
Pump Station at Collier Park (Phase 2) - REBID

Dear Mr. Perez:

We have reviewed the bids received at the Bid Opening held on Thursday, February 3, 2022, at 3:00 PM in Mercedes City Hall for the above referenced project. Municipal Services, LLC was the low bidder in the amount of \$125,000.00. Based on their previous work experience and qualifications, they appear capable of performing the required work. A copy of the bid tabulation is attached for your review and files.

If you have any questions or need additional information, please feel free to call.

Sincerely,

SWG Engineering, LLC

A handwritten signature in blue ink, appearing to be 'IH' with a stylized flourish.

Isaac Huacuja, EIT, CFM

IH: cm  
Encl.

**REBID**

**Tabulation of Bids**

City of Mercedes- Rehabilitation and Improvements to the  
Storm Water Pump Station at Collier Park Phase 2  
Bid Opening: Thursday, February 3, 2022 @ 3:00 PM- Mercedes City Hall  
SWG Project No. 21-109

**Municipal Services, LLC**  
McAllen, TX  
956-208-2626

**O.M.T. Utilities**  
Weslaco, TX  
956-778-0140

**RGV Industrial Machine Shop**  
Elsa, TX  
956-262-6977

Item	Description	Qty	Unit	Unit Price	Item Total	Unit Price	Item Total	Unit Price	Item Total
1.	Install Skid-Mounted Pumps, provided by Owner (Contractor to provide Labor Only)	1	LS	\$ 7,000.00	\$ 7,000.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00
2.	I-Beam Pump Skid Supports	1	LS	\$ 3,000.00	\$ 3,000.00	\$ 3,500.00	\$ 3,500.00	\$ 7,000.00	\$ 7,000.00
3.	8" Ductile Iron Pipe	10	LF	\$ 200.00	\$ 2,000.00	\$ 150.00	\$ 1,500.00	\$ 200.00	\$ 2,000.00
4.	8" "Yelomine" Suction Pipe	40	LF	\$ 100.00	\$ 4,000.00	\$ 120.00	\$ 4,800.00	\$ 80.00	\$ 3,200.00
5.	12" Ductile Iron Pipe	14	LF	\$ 300.00	\$ 4,200.00	\$ 500.00	\$ 7,000.00	\$ 270.00	\$ 3,780.00
6.	12" Tee, D.I.	1	EA	\$ 2,500.00	\$ 2,500.00	\$ 5,000.00	\$ 5,000.00	\$ 2,900.00	\$ 2,900.00
7.	12"x8" Tee, D.I., MJ	1	EA	\$ 2,500.00	\$ 2,500.00	\$ 3,000.00	\$ 3,000.00	\$ 2,200.00	\$ 2,200.00
8.	12" 90 Degree Elbow	2	EA	\$ 2,500.00	\$ 5,000.00	\$ 2,000.00	\$ 4,000.00	\$ 1,800.00	\$ 3,600.00
9.	12" 90 Degree Elbow, MJ	1	EA	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 1,600.00	\$ 1,600.00
10.	12" 45 Degree Elbow, MJ	1	EA	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 1,600.00	\$ 1,600.00
11.	12" 45 Degree Elbow	1	EA	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 1,600.00	\$ 1,600.00
12.	12" x 8" Reducer	2	EA	\$ 2,500.00	\$ 5,000.00	\$ 2,000.00	\$ 4,000.00	\$ 1,900.00	\$ 3,800.00
13.	8" 90 Degree Elbow, D.I.	4	EA	\$ 1,500.00	\$ 6,000.00	\$ 1,000.00	\$ 4,000.00	\$ 1,600.00	\$ 6,400.00
14.	8" 90 Degree Elbow, MJ	1	EA	\$ 1,500.00	\$ 1,500.00	\$ 2,000.00	\$ 2,000.00	\$ 1,600.00	\$ 1,600.00
15.	8"x6" Reducer	1	EA	\$ 1,500.00	\$ 1,500.00	\$ 1,800.00	\$ 1,800.00	\$ 1,600.00	\$ 1,600.00
16.	8" Resilient Seat Gate Valve and Box	1	EA	\$ 1,500.00	\$ 1,500.00	\$ 3,000.00	\$ 3,000.00	\$ 1,200.00	\$ 1,200.00
17.	8" Gate Valve	2	EA	\$ 2,000.00	\$ 4,000.00	\$ 2,500.00	\$ 5,000.00	\$ 2,600.00	\$ 5,200.00
18.	8" Check Valve	2	EA	\$ 2,000.00	\$ 4,000.00	\$ 2,000.00	\$ 4,000.00	\$ 2,900.00	\$ 5,800.00
19.	8" Dresser Coupling	2	EA	\$ 2,000.00	\$ 4,000.00	\$ 1,000.00	\$ 2,000.00	\$ 2,600.00	\$ 5,200.00
20.	8" Sludge Shoe	2	EA	\$ 1,262.50	\$ 2,525.00	\$ 1,000.00	\$ 2,000.00	\$ 2,200.00	\$ 4,400.00
21.	6" 90 Degree Elbow	1	EA	\$ 1,000.00	\$ 1,000.00	\$ 1,500.00	\$ 1,500.00	\$ 1,400.00	\$ 1,400.00
22.	6" Quick Connect Fitting (FDC)	1	EA	\$ 2,000.00	\$ 2,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,300.00	\$ 1,300.00
23.	Vacuum Gauge (Complete)	2	EA	\$ 1,000.00	\$ 2,000.00	\$ 1,000.00	\$ 2,000.00	\$ 700.00	\$ 1,400.00
24.	Pressure Gauge (Complete)	2	EA	\$ 1,000.00	\$ 2,000.00	\$ 1,000.00	\$ 2,000.00	\$ 600.00	\$ 1,200.00
25.	2" Air Release Gauge (Complete)	2	EA	\$ 1,000.00	\$ 2,000.00	\$ 750.00	\$ 1,500.00	\$ 2,000.00	\$ 4,000.00
26.	5'-6"x5'-0"x1-1/2" Thick Grating	1	LS	\$ 5,000.00	\$ 5,000.00	\$ 3,000.00	\$ 3,000.00	\$ 8,000.00	\$ 8,000.00
27.	18" Inline Check Valve (Complete)	1	EA	\$ 3,000.00	\$ 3,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
28.	Powerwash, Mortar Repair, and Clean Structure Exterior	1	LS	\$ 6,000.00	\$ 6,000.00	\$ 2,000.00	\$ 2,000.00	\$ 5,500.00	\$ 5,500.00
29.	Clean and Remove all Sediment/Debris from Structure Interior	1	LS	\$ 4,000.00	\$ 4,000.00	\$ 2,000.00	\$ 2,000.00	\$ 5,500.00	\$ 5,500.00
30.	Concrete Pipe Support	1	LS	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 700.00	\$ 700.00
31.	6' High Chain Link Fence w/12' Roll Gate	95	LF	\$ 45.00	\$ 4,275.00	\$ 40.00	\$ 3,800.00	\$ 70.00	\$ 6,650.00
32.	Remove Existing Piping, Grading, and all other items as per plans	1	LS	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 5,500.00	\$ 5,500.00
33.	Site Preparation and Grading	1	LS	\$ 5,000.00	\$ 5,000.00	\$ 3,000.00	\$ 3,000.00	\$ 6,800.00	\$ 6,800.00
34.	All Electrical Items as per Plans and Specifications. Pumps' Control Panels provided by Owner.	1	LS	\$ 15,000.00	\$ 15,000.00	\$ 20,000.00	\$ 20,000.00	\$ 17,350.00	\$ 17,350.00
<b>Total Project - Base Bid</b>					<b>\$ 125,000.00</b>		<b>\$ 129,900.00</b>		<b>\$ 147,980.00</b>

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**Consent Agenda**

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**DATE:** January 18, 2022

**FROM:** Marisol Vidales, Library Director

**ITEM:** Approval of Interlocal Cooperation Agreement between the County of Hidalgo, Texas and the City of Mercedes, Texas on behalf of Dr. Hector P. Garcia Memorial Library in order to provide library services to county residents.

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**BACKGROUND INFORMATION:** Hidalgo County and the Hidalgo County Library System (HCLS) annually sign an interlocal agreement in which the 13 municipal libraries agree to provide services to county residents. In turn the county budgets an annual amount to provide to the library system. This year the county budgeted \$237,138. The funds are first used to pay for the Integrated Library System (ILS) that the 13 libraries use to manage borrowers, the collection, and fines. This year the ILS invoice was a total of \$45,028. The remaining \$192,110 is then divided equally between the 13 libraries that comprise HCLS. Each library will be receiving \$14,777.69 in order to help with library operating expenditures excluding staff after the signed interlocals are received.

**BOARD REVIEW/CITIZEN FEEDBACK:** Choose an item.

**ALTERNATIVES/OPTIONS:**

**FISCAL IMPACT:** Item was budgeted for fiscal year 2021-2022.

**Proposed Expenditure/(Revenue):**

**Account Number(s):**

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**Finance Review by:**

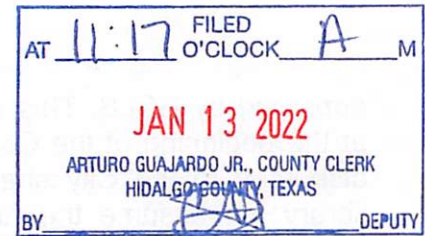
**LEGAL REVIEW:**

**ATTACHMENTS:** HCLS Interlocal 2022

**Staff Recommendation:** Approval of Interlocal

THE STATE OF TEXAS §

COUNTY OF HIDALGO §



**INTERLOCAL COOPERATION AGREEMENT  
BETWEEN COUNTY OF HIDALGO, TEXAS AND CITY OF MERCEDES, TEXAS**

This Agreement is made effective as of this 11<sup>th</sup> day of January, 2022, by and between HIDALGO COUNTY, TEXAS hereinafter referred to as "County," and the CITY OF MERCEDES, TEXAS hereinafter referred to as "City" pursuant to the provisions of the Texas Interlocal Cooperation Act, as follows:

WHEREAS, the County has established the Hidalgo County Library System (hereinafter "HCLS");

WHEREAS, the County wishes to Contract with the City for library privileges from the City's established library;

WHEREAS, pursuant to Tex. Loc. Gov't Code Section 323.011 the City understands that the City's library will assume the functions of a County library within the County;

WHEREAS, pursuant to standard HCLS operating procedures, HCLS acquires library materials, supplies and services, electronic database services, audiovisual equipment, and computer hardware, software and other resources for library services for the free use of City's library by residents of rural areas of the County;

WHEREAS, the County and City desire to clarify the terms and conditions of the operation of HCLS, and to provide direct funding to City in certain circumstances;

WHEREAS, the County finds that the City is suitably organized to provide efficient and effective free library services to County residents under Chapter 323; and

WHEREAS, the County therefore desires to expend funds to assist City with the expenses of establishing, operating and maintaining its free library in the County.

NOW THEREFORE, for and in good and valuable consideration the receipt and sufficiency of which are hereby acknowledged, the County and the City hereby agree as follows:

1. The County shall budget an estimated amount each year for the following fiscal year and allocate such amount from the County's General Fund as payment for various libraries of County of which City library is one. Such estimated amount will be allocated to County libraries in accordance with a formula established, reviewed and

approved by HCLS. This allocation formula shall be reviewed and approved annually at the beginning of the County fiscal year by HCLS meeting in regular-session. Funds disbursed to the City shall be in consideration for the City agreeing that the City's library will assume the functions of a county library within Hidalgo County. Funds disbursed to the City pursuant to this paragraph and HCLS provisions shall be used by City only for the City library to purchase contractual services and library materials, including but not limited to, books, supplies and services, Internet connectivity, electronic database services and connections, equipment and furnishings, and computer hardware and software.

2. The City agrees to maintain and operate its city library in accordance with the standards of the State of Texas, the State Library System Act and Local Government Code Chapter 323. The City specifically covenants to assure that the librarian of the City's library meets the minimum standards established by Texas State Library and Archives Commission ("State Library"), including any and all certification mandated by the State Library. The City further agrees to cooperate with the County in any programs, promotions or interlocal initiatives in furtherance of the purposes of HCLS.

3. The City agrees to supervise the activities and operation of its library and agrees to assume full responsibility and liability for any and all activities conducted under the terms of this Agreement.

4. The City library personnel shall not be entitled to any of the benefits of an employee of the County, including, but not limited to, County fringe benefits or the County Civil Service program.

5. This Agreement shall continue until December 31, 2022; or until amended, replaced or terminated in accordance with Chapter 323. Either party may terminate this Agreement by providing six (6) months' advance written notice to the other party. The parties agree that any property acquired under this Agreement is subject to division upon termination of this contract in accordance with Texas Local Government Code Section 323.011(c). Upon termination of this Agreement, any property acquired under this Agreement shall remain in the possession of the City in the City library and the City agrees to take any and all necessary measures to ensure that such property is safeguarded from theft and/or damage.

6. The City agrees to give County and its authorized representatives access to, and the right, to examine, excerpt and transcribe all books, accounts, records, reports, files and other papers, documents, things, or property belonging to or in use by the City in relation to its library operations for so long as such are maintained by City.

7. Conflict of Applicable Law: Nothing in this Agreement shall be construed so as to require the commission of any act contrary to law, and whenever there is any conflict between any provision of their Agreement and any present or future law, ordinance, or administrative, executive or judicial regulation, order or decree, or amendment thereof, contrary to which the parties have no legal right to contract, the

latter shall prevail, but in such event the affected provision(s) of this Agreement shall be modified only to the extent necessary to bring them within the legal requirements and only during the time such conflict exists.

8. No Waiver: No waiver by any party hereto of any breach of any provision of the Agreement shall be deemed to be a waiver of any preceding or succeeding breach of the same or any other provision hereof.

9. Entire Agreement: This Agreement contains the entire contract between the parties hereto and each party acknowledges that neither has made (either directly or through any agent or representative) any representation or agreement in connection with this Agreement not specifically set forth herein. This Agreement may be modified or amended only by agreement in writing executed by City and County, and not otherwise.

TEXAS LAW TO APPLY. THIS AGREEMENT SHALL BE CONSTRUED UNDER AND IN ACCORDANCE WITH THE LAWS OF THE STATE OF TEXAS, AND ALL OBLIGATION OF THE PARTIES CREATED HEREUNDER ARE PERFORMABLE IN HIDALGO COUNTY, TEXAS. THE PARTIES HEREBY CONSENT TO PERSONAL JURISDICTION IN HIDALGO COUNTY, TEXAS.

10. Notice. Except as may be otherwise specifically provided in this Agreement, all notices, demands, requests or communication required or permitted hereunder shall be in writing and shall either be (i) personally delivered against a written receipt, or (ii) sent by registered or certified mail, return receipt requested, postage prepaid and addressed to the parties at the addresses set forth below, or at such other addresses as may have been theretofore specified by written notice delivered in accordance herewith:

If to County: County of Hidalgo  
Attention: Richard F. Cortez, County Judge  
100 E. Cano, 2<sup>nd</sup> Floor  
Edinburg, Texas 78539

If to City: City of Mercedes, Texas  
Attn: City Manager  
400 S Ohio St  
Mercedes, Texas 78570

Each notice, demand, request or communication which shall be delivered or mailed in the manner described above shall be deemed sufficiently given for all purposes at such time as it is personally delivered to the addressee or, if mailed, at such time as it is deposited in the United States mail.

11. Additional Documents. The parties hereto covenant and agree that they will execute such other and further instruments and documents as are or may become necessary or convenient to effectuate and carry out the terms of this Agreement.

12. Successors. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, executors, administrators, legal representatives, successors, and assigns where permitted by this Agreement.

13. Assignment. This Agreement shall not be assignable.

14. Headings. The headings and captions contained in this Agreement are solely for convenience reference and shall not be deemed to affect the meaning or interpretation of any provision of paragraph hereof.

15. Gender and Number. All pronouns used in this Agreement shall include the other gender, whether used in the masculine, feminine or neuter gender, and singular shall include the plural whenever and so often as may be appropriate.

16. Authority to Execute. The execution and performance of this Agreement by City and County have been duly authorized by all necessary laws, resolutions corporate action, and this Agreement constitutes the valid and enforceable obligations of City and County in accordance with its terms

17. Governmental Purpose. Each party hereto is entering into this agreement for the purpose of providing for governmental services or functions and will pay for such services out of current revenues available to the paying party as herein provided.

18. Commitment of Current Revenues Only. In the event that, during any term, hereof, the governing body of any party does not appropriate sufficient funds to meet the obligations of such party under this Agreement, then any party may terminate this Agreement upon ninety (90) days written notice to the other party. Each of the parties hereto agrees, however, to use its best efforts to secure funds necessary for the continued performance of this Agreement. The parties intend this provision to be a continuing right to terminate this Agreement at the expiration of each budget period of each party.

19. Non-Discrimination. The Agreement and all related activities shall be conducted in a manner that does not discriminate against any person on a basis prohibited by applicable law or County and City policy, including without limitation to race, color, national origin, religion, sex, age, veteran status, or disability.

[SIGNATURE PAGE TO FOLLOW]

WITNESS THE HANDS OF THE PARTIES this 11th day of January, 2022.

HIDALGO COUNTY, TEXAS

Richard F. Cortez

Richard F. Cortez, County Judge

ATTEST:

Arturo Guajardo, Jr.

Arturo Guajardo, Jr., County Clerk



CITY OF MERCEDES, TEXAS

Oscar Montoya, Mayor

ATTEST:

By: \_\_\_\_\_  
Joselynn Castillo, City Secretary

APPROVED AS TO FORM:

HIDALGO COUNTY DISTRICT ATTORNEY'S OFFICE

By: Josephine R. Solis

Josephine R. Solis

CITY:

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

\_\_\_\_\_, City Attorney

APPROVED BY  
COMMISSIONERS COURT  
ON: 1/11/22 ms

**CONSENT ITEM :**

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**DATE:** February 15, 2022

**FROM:** Alberto Perez, City Manager

**ITEM:** Discussion and Possible Action to approve the contract with Ambiotec for TCEQ Self Audit

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**BACKGROUND INFORMATION:**

**BOARD REVIEW/CITIZEN FEEDBACK:** N/A

**ALTERNATIVES/OPTIONS:** N/A

**FISCAL IMPACT:** N/A

**LEGAL REVIEW:** Martie Vela-Garcia

**ATTACHMENTS:** N/A

**DRAFT MOTION:**

CONSENT ITEM :

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**DATE:** February 15, 2022

**FROM:** Javier Campos, Fire Chief

**ITEM:** Discussion and Possible Action to renew the agreement for EMS Billing Specialist Services.

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**BACKGROUND INFORMATION:**

**BOARD REVIEW/CITIZEN FEEDBACK:** N/A

**ALTERNATIVES/OPTIONS:** N/A

**FISCAL IMPACT:** N/A

**LEGAL REVIEW:** Martie Vela-Garcia

**ATTACHMENTS:** N/A

**DRAFT MOTION:**

**BILLING SPECIALIST FOR CITY OF MERCEDES**  
**EMERGENCY MEDICAL SERVICES**  
**AGREEMENT**

THIS EMS BILLING SPECIALIST AGREEMENT (this "Agreement") is made this \_\_\_\_ day of \_\_\_\_\_ 2021, between **Alicia Lopez/S&V Billing Consultants LLC** (the "Billing Specialist") and **The City of Merced** (the "City").

WHEREAS, the City wishes to engage the services of EMS Billing Specialist to perform for the City services regarding the EMS billing operations for the Merced Fire Department Ambulance Service for the City. Any additional tasks not outlined in this Agreement shall be approved as an amendment to this contract and compensated as agreed to by both parties; and

WHEREAS, the EMS Billing Specialist wishes to assist the City in the operation of such matters;

NOW, THEREFORE, in consideration of the mutual promises herein continued, the parties agree as follows:

1. **Term.** The respective duties and obligations of the parties hereto shall commence on \_\_\_\_\_, 2021 and shall continue thereafter until \_\_\_\_\_, 2023 whichever comes first, unless terminated for cause by either party giving ninety (90) days written notice to the other party. If the term of this Contract has not been extended by or prior to the [expiration date], then Ms. Lopez shall continue as the EMS Billing Specialist on a month to month basis until this Contract is extended or terminated by the City Commission.
2. **Consultation.** During the term of this Agreement, EMS Billing Specialist shall zealously provide billing and collection services for the City. At all times, EMS Billing Specialist shall conduct herself for the benefit of the City, and never knowingly take any action inconsistent with the interest of the City. EMS Billing Specialist will not take any action that is inconsistent with Corporation's policy or any applicable State or Federal law.
3. **Limited Liability.** The EMS Billing Specialist is an independent contractor of the City and is not engaged hereunder as an employee of the City. The EMS Billing Specialist shall not be liable to the City, or to anyone who may claim any right due to his relationship with the City or any of its employees, agents or other persons affiliated in any way with the City, for any acts or omissions in the performance of the services provided hereunder, except when said acts or omissions of the EMS Billing Specialist are due to his willful misconduct. The City shall indemnify and hold EMS Billing Specialist harmless from any obligations, costs, claims, judgments, legal fees, and other attachments arising from the performance of the services rendered to the City hereunder, except when the same shall arise due to willful misconduct of EMS Billing Specialist.

4. **Compensation and Expenses.** For services rendered and to be rendered hereunder, City agrees to pay EMS Billing Specialist a total of \$3,333.00 per month for work performed in the course of completing of each of the following tasks listed below. City is responsible for all materials and certification and course costs for personnel. City shall provide instructors for the teaching of courses.
- 1.) Assumes billing and collections for Emergency Medical Services provided within the Mercedes Fire Department.
  - 2.) Shall have and utilize computer but not limited to practice management software.
  - 3.) EMS Billing Specialist shall use CPT and ICD-10 coding.
  - 4.) Manage relationships with various insurance payers.
  - 5.) Shall file all claim appeals with insurance companies and ensure maximum entitled reimbursement.
  - 6.) The EMS Billing Specialist or his designee shall attend during or after normal business hours, various meetings conferences, workshops and training sessions as needed.
  - 7.) Shall be responsible with use of confidential information and follow all HIPPA regulations.
  - 8.) Perform at City standards and follow all policy and procedures.
  - 9.) Shall multi task and work courteously and respectfully with fellow employees, clients and patients.
  - 10.) Ensure that all claims are submitted with zero errors.
  - 11.) Verify that all reports are complete and accurate prior to submission.
  - 12.) Accurately post all insurance and payment by line item.
  - 13.) Actively involved in the evaluation and testing of new procedures, products and technology.
  - 14.) Shall give a monthly report with amount billed and collected.
  - 15.) Timely follow up on insurance claims, denials, exceptions or exclusions.
  - 16.) Shall meet all deadlines.
  - 17.) Ensures ambulance service compliance with all applicable requirements for Federal and State mandates and works with legal counsel and other managers to ensure the billing department maintains appropriate notices, forms and materials.
  - 18.) Cooperates with the State and Federal government agencies charged with compliance reviews, audits and investigations.
  - 19.) Read and interpret insurance explanation of benefits.
  - 20.) Utilize monthly aging accounts receivable reports to follow up on unpaid claims aged over 30 days.
  - 21.) Make necessary arrangements for medical records requests, completion of additional information requests, etc. as requested by Insurance companies.
  - 22.) Respond to inquiries from insurance companies, patients and providers.
  - 23.) Meet bi-weekly with Finance and Administrator of Record to discuss and resolve reimbursement issues or billing obstacle.

- 24.) Attend all staff meeting and continuing education sessions as required by the City and Fire Department.
- 25.) Perform additional duties as requested by Administrator of Record or Fire Administration.

5. **Confidentiality.** EMS Billing Specialist recognizes and acknowledges that she may have access to certain confidential information of City or of certain corporations or individuals affiliated with City, and that all such information constitutes valuable, special and unique property of City and its affiliates. EMS Billing Specialist agrees that, during the term of this Agreement and for a period of six (6) months after the termination of the same, she will not, without the prior written consent of City, disclose or authorize or permit anyone under her direction to disclose to anyone not properly entitled thereto any of such confidential information.
6. **Assignment.** This Agreement is personal to EMS Billing Specialist and EMS Billing Specialist shall not subcontract or assign the performance of any portion of this Agreement without the prior written consent of the City. Any purported subcontract or agreement not approved shall be governed by the provisions of the Texas General Arbitration Act.
7. **Governing Law and Venue.** This Agreement and any dispute hereunder shall be construed under and in accordance with the law of the State of Texas, and all obligations of the parties hereunder are to be performed in Hidalgo, County, Texas.

EXECUTED this \_\_\_\_ day of \_\_\_\_\_, 2023

\_\_\_\_ City,

BY: \_\_\_\_\_  
NAME: \_\_\_\_\_  
TITLE: \_\_\_\_\_

**Alicia Lopez/S&V Billing Consultants LLC**  
EMS Billing Specialist

BY:   
NAME: **Alicia Lopez/S&V Billing Consultants LLC**  
TITLE: **EMS Billing Specialist**

## Monthly Reports

### Jan-22

<i>CITIZEN COLLECTION STATION</i>	112
<i>DOING SAND BAGS</i>	
<i>TAKE RECYCLE BIN TO McALLEN</i>	
<i>INLET MAINTENANCE</i>	
<i>Vehicle Maintenance</i>	
<i>Unit 120</i>	
<i>Unit 121</i>	1
<i>Unit 122</i>	1
<i>Unit 501</i>	
<i>Unit 502</i>	2
<i>Unit 503</i>	3
<i>Unit 504</i>	
<i>Unit 505</i>	1
<i>Unit 506</i>	1
<i>Unit 507</i>	
<i>Unit 508</i>	1
<i>Unit 509</i>	1
<i>Unit 510</i>	1
<i>Unit 539</i>	
<i>Unit 541</i>	
<i>Unit 542</i>	
<i>Unit 543</i>	
<i>Unit 547</i>	
<i>Unit 548</i>	
<i>Unit 549</i>	
<i>Unit 550</i>	
<i>Unit 551</i>	
<i>Unit 552</i>	1
<i>Unit 553</i>	3
<i>Unit 601 A</i>	
<i>Unit 617</i>	
<i>Unit 615</i>	1
<i>Unit 616</i>	
<i>Unit 618</i>	
<i>SG1</i>	
<i>SG2</i>	
<i>SG3</i>	
<i>SG4</i>	
<i>SG5</i>	
<i>SG6</i>	1

<i>SG7</i>	2
<i>SG8</i>	
<i>SG9</i>	
<i>300 Chrysler</i>	
<i>HB1</i>	2
<i>HB2</i>	
<i>HB3</i>	1
<i>P-01</i>	
<i>P-02</i>	
<i>P-04</i>	
<i>RED DODGE</i>	
<i>Unit 020</i>	2
<i>Unit 030</i>	1
<i>PD SubTotal</i>	26
<i>Unit 108</i>	
<i>Unit 104</i>	
<i>Unit 133</i>	
<i>Unit 134</i>	
<i>Unit 163</i>	
<i>Unit 300</i>	
<i>Unit 301</i>	
<i>Unit 302</i>	
<i>Unit 305</i>	
<i>Unit 306</i>	
<i>Unit 307</i>	3
<i>Unit 310</i>	
<i>Unit 311</i>	
<i>Unit 312</i>	
<i>Unit 313</i>	
<i>Unit 314</i>	
<i>Unit 316</i>	
<i>Unit 318</i>	
<i>Unit 319</i>	
<i>Unit 320</i>	2
<i>Unit 321</i>	
<i>Unit 322</i>	
<i>Unit 323</i>	1
<i>Unit 324</i>	
<i>Unit 326</i>	
<i>Unit 327</i>	
<i>Unit 332</i>	
<i>Unit 329</i>	
<i>Unit 333</i>	2
<i>Unit 334</i>	

<i>Unit 335</i>	
<i>Unit 342</i>	
<i>Unit 344</i>	
<i>Unit 347</i>	
<i>Unit 346</i>	
<i>Unit 348</i>	
<i>Unit 349</i>	
<i>Unit 350</i>	1
<i>Unit 353</i>	
<i>Unit 354</i>	
<i>Unit 356</i>	
<i>Unit 357</i>	
<i>Unit 358</i>	
<i>Unit 359</i>	1
<i>Unit 375</i>	2
<i>Unit 400</i>	
<i>Unit 3104</i>	
<i>Unit 3107</i>	
<i>Unit 3109</i>	
<i>Unit 3111</i>	
<i>Unit 3112</i>	
<i>Unit 3113</i>	
<i>Unit 3114</i>	
<i>Unit 3117</i>	
<i>Unit 3118</i>	
<i>Unit 3120</i>	1
<i>Unit 3121</i>	1
<i>Unit 3122</i>	
<i>Unit 3123</i>	
<i>Unit 3124</i>	1
<i>Unit 3125</i>	
<i>Unit 3126</i>	
<i>Unit 3127</i>	
<i>Unit 3128</i>	
<i>Unit 3129</i>	
<i>Unit 3130</i>	
<i>Unit 30</i>	
<i>EMS 1</i>	1
<i>EMS 2</i>	
<i>EMS 3</i>	
<i>Engine 2</i>	
<i>Engine 3</i>	
<i>Tank 2</i>	
<i>Brush 1</i>	

<i>Brush 2</i>	1
<i>Fire Chief</i>	
<i>Mini Roller</i>	
<i>GENERATOR</i>	
<i>sonic</i>	
<i>Utility 1</i>	
<i>AC-2</i>	
<i>Shop Use</i>	
<i>S-05</i>	3
<i>P006</i>	2
<i>PW Subtotal</i>	22
<i>Backhoe</i>	
<i>UNIT 113</i>	
<i>Unit 101</i>	
<i>Unit 100</i>	
<i>Recycle Trailer (License No: 900-6832)</i>	
<i>Unit 110</i>	1
<i>Planning Subtotal</i>	1
<b><i>TOTAL</i></b>	49

ID	Category	Assignee	Address	Created	Closed	Details
53535	Alley	Juan Vega Jr	637 S Ohio Ave, Mercedes, TX, 78570, USA	2022-01-06 13:17:36	2022-01-06 14:42:19	RESIDENT WILFREDO ROMERO ADVISED THERE IS A BIG HOLE IN THE ALLEY
54382	Alley	Rene G.	319 S Indiana Ave, Mercedes, TX, 78570, USA	2022-01-20 14:31:13	2022-01-20 14:31:23	CLEANED OUT THE ALLEY WAY
54395	Alley	Rene G.	229 N Vermont Ave, Mercedes, TX, 78570, USA	2022-01-20 14:48:25	2022-01-20 14:48:33	IN THE ALLEY LEVELED OFF THE DIRT AT THIS LOCATION. WE HAD DONE A WATER BREAK.
			Total Work Orders for Alley-3			
53889	Animal Cruelty Investigation	Animal Cont	Dogwood St, Mercedes, TX, 78570, USA	2022-01-12 14:08:25	2022-01-14 14:23:42	RESIDENT ADVISED THERE ARE 2 DOGS TIED UP WITH NO FOOD OR WATER AND IS WANTING ANIMAL CONTROL TO DO AN INVESTIGATION AT TRAILER 84
54343	Animal Cruelty Investigation	Animal Cont	Hidalgo St & N Missouri Ave, Mercedes, TX, 78570, USA	2022-01-20 12:38:18	2022-01-27 08:45:27	DARK BLUE HOUSE HAS A DOG IN THE BACK ON A SHORT CHAIN AND IS NOT PROTECTED FROM THE WEATHER
54580	Animal Cruelty Investigation	Animal Cont	3801 Lantana St, Mercedes, TX, 78570, USA	2022-01-24 13:08:15	2022-01-25 08:22:01	DOG TIED IN BACKYARD AND HAS NO PROTECTION FROM THE COLD OR HEAT OR RAIN.
54638	Animal Cruelty Investigation	Animal Cont	263 N Virginia Ave, Mercedes, TX, 78570, USA	2022-01-25 10:19:11		RESIDENT ADVISED HER NEIGHBORS DOG HAS NO FOOD OR WATER AND ALSO IS TIED UP TO CLOSE TO ALLEY WAY AND CAN BITE SOMEONE
			Total Work Orders for Animal Cruelty Investigation- 4			
53427	Animal in a cage	Animal Cont	732 S Virginia Ave, Mercedes, TX, 78570, USA	2022-01-05 09:26:54	2022-01-05 16:47:43	POSSUM PICK UP
53823	Animal in a cage	Animal Cont	1034 Jones Ave, Mercedes, TX, 78570, USA	2022-01-11 15:36:06	2022-01-27 09:09:58	CAT IN CAGE RESIDENT: ADEL CONTACT: 713-517-7999
53830	Animal in a cage	Animal Cont	620 E 2nd St, Mercedes, TX, 78570, USA	2022-01-11 16:51:19	2022-01-27 09:10:35	CAT IN CAGE RESIDENT: CHARLIE CONTACT: 956-565-1787
53847	Animal in a cage	Animal Cont	1034 Jones Ave, Mercedes, TX, 78570, USA	2022-01-12 10:12:15	2022-01-14 14:22:23	RESIDENT ADVISED SHE CAUGHT A CAT IN CAGE
53848	Animal in a cage	Animal Cont	429 Patricia St, Mercedes, TX, 78570, USA	2022-01-12 10:12:52	2022-01-14 14:22:41	POSSUM IN A CAGE
53858	Animal in a cage	Animal Cont	1934 Sabal Palm Dr, Mercedes, TX, 78570, USA	2022-01-12 10:46:23	2022-01-14 14:22:57	POSSUM PICK UP
53942	Animal in a cage	Animal Cont	722 Anaquitas St, Mercedes, TX, 78570, USA	2022-01-13 10:11:16	2022-01-27 09:10:54	POSSUM IN CAGE RESIDENT: RIVERA CONTACT: 956-639-2078
54039	Animal in a cage	Animal Cont	407 S Missouri Ave, Mercedes, TX, 78570, USA	2022-01-14 10:17:27	2022-01-20 08:24:17	POSSUM PICK UP
54036	Animal in a cage	Animal Cont	722 Anaquitas St, Mercedes, TX, 78570, USA	2022-01-14 10:31:09	2022-01-20 08:23:56	POSSUM PICK UP
54110	Animal in a cage	Animal Cont	1934 Sabal Palm Dr, Mercedes, TX, 78570, USA	2022-01-18 08:14:30	2022-01-20 08:25:30	CAT IN A CAGE
54161	Animal in a cage	Animal Cont	429 Patricia St, Mercedes, TX, 78570, USA	2022-01-18 14:27:27	2022-01-20 08:27:29	DOG IN A CAGE
54231	Animal in a cage	Animal Cont	524 Frances Ave, Mercedes, TX, 78570, USA	2022-01-19 10:38:43	2022-01-20 08:26:58	RESIDENT ADVISED HE HAS A POSSUM AND A CAT IN A CAGE
54269	Animal in a cage	Animal Cont	311 N Virginia Ave, Mercedes, TX, 78570, USA	2022-01-19 14:29:45	2022-01-20 08:26:42	RESIDENT ADVISED SHE HAS A DOG IN A CAGE
54289	Animal in a cage	Animal Cont	9099 N Mile 2 W, Mercedes, TX, 78570, USA	2022-01-20 08:40:24	2022-01-25 08:19:36	CAT IN A CAGE
54366	Animal in a cage	Animal Cont	9099 N Mile 2 W, Mercedes, TX, 78570, USA	2022-01-20 14:17:21	2022-01-25 08:19:50	CAT IN A CAGE
54623	Animal in a cage	Animal Cont	902 E 5th St, Mercedes, TX, 78570, USA	2022-01-25 08:34:14	2022-01-25 08:34:20	CAT IN A CAGE
54647	Animal in a cage	Animal Cont	524 Frances Ave, Mercedes, TX, 78570, USA	2022-01-25 11:09:13	2022-01-27 08:44:46	CAT AND POSSUM IN A CAGE
54679	Animal in a cage	Animal Cont	708 S Washington Ave, Mercedes, TX, 78570, USA	2022-01-25 13:02:00	2022-01-27 08:44:32	CAT IN A CAGE
54750	Animal in a cage	Animal Cont	9099 N Mile 2 W, Mercedes, TX, 78570, USA	2022-01-26 14:18:38	2022-01-27 08:43:43	POSSUM IN A CAGE
54790	Animal in a cage	Animal Cont	1934 Sabal Palm Dr, Mercedes, TX, 78570, USA	2022-01-27 09:06:41		CAT IN A CAGE
54797	Animal in a cage	Animal Cont	9099 N Mile 2 W, Mercedes, TX, 78570, USA	2022-01-27 10:11:23	2022-01-31 10:53:19	CAT IN A CAGE
54805	Animal in a cage	Animal Cont	512 S Virginia Ave, Mercedes, TX, 78570, USA	2022-01-27 10:49:50		POSSUM IN CAGE RESIDENT: ROSA CONTACT: 956-294-9533
54809	Animal in a cage	Animal Cont	901 W 3rd St, Mercedes, TX, 78570, USA	2022-01-27 11:13:23		POSSUM IN CAGE RESIDENT: VALDEZ CONTACT: 956-472-3786
54845	Animal in a cage	Animal Cont	524 Frances Ave, Mercedes, TX, 78570, USA	2022-01-28 09:06:39	2022-01-31 10:53:04	POSSUMS IN A CAGE
54856	Animal in a cage	Animal Cont	718 N Washington Ave, Mercedes, TX, 78570, USA	2022-01-28 10:28:59	2022-01-31 10:53:51	POSSUM IN A CAGE
54949	Animal in a cage	Animal Cont	524 Frances Ave, Mercedes, TX, 78570, USA	2022-01-31 08:39:23	2022-01-31 10:11:55	CATS IN A TRAP
54975	Animal in a cage	Animal Cont	138 N Indiana Ave, Mercedes, TX, 78570, USA	2022-01-31 13:47:43	2022-01-31 16:17:29	RESIDENT ADVISED SHE HAS A POSSUM IN A CAGE
55001	Animal in a cage	Animal Cont	1210 Florida St, Mercedes, TX, 78570, USA	2022-01-31 16:13:34	2022-01-31 16:13:41	POSSUM IN A CAGE
			Total Work Orders for Animal in a cage-28			
53358	Animal Running at Large	Animal Cont	1034 Jones Ave, Mercedes, TX, 78570, USA	2022-01-04 09:51:21	2022-01-05 16:48:49	STRAY DOGS ROAMING THE RESIDENCE AND NEIGHBORHOOD
53401	Animal Running at Large	Animal Cont	102 W Melton Park Dr, Mercedes, TX, 78570, USA	2022-01-04 16:36:53	2022-01-27 08:47:36	8 DOGS AT LARGE P.D. HAS BEEN CALLED ALREADY
53516	Animal Running at Large	Animal Cont	206 Mistletow Ave, Mercedes, TX, 78570, USA	2022-01-06 09:28:29	2022-01-06 16:00:42	RESIDENT ADVISED THERE IS A BIG WHITE DOG MESSING WITH HIS DOG
53612	Animal Running at Large	Animal Cont	454 Hildrick Ave, Mercedes, TX, 78570, USA	2022-01-07 10:50:13	2022-01-07 15:37:14	BLACK PUPPY NEEDS TO BE PICKED UP
53679	Animal Running at Large	Animal Cont	4176 Beech Ave, Mercedes, TX, 78570, USA	2022-01-10 09:55:56	2022-01-27 09:02:36	RESIDENT ADVISED THAT HIS NEIGHBORS DOGS ARE LOOSE AND ROAMING AROUND
53731	Animal Running at Large	Animal Cont	541 S Texas Ave, Mercedes, TX, 78570, USA	2022-01-10 14:18:37	2022-01-11 10:12:15	BEIGE/WHITE DOG NEEDS TO BE PICKED UP IN FRONT OF APARTMENT 107
53774	Animal Running at Large	Animal Cont	902 E 5th St, Mercedes, TX, 78570, USA	2022-01-11 09:25:19	2022-01-27 09:08:52	Resident from Linda Vista Apartments is requesting for animal control and code enforcement to reach out to Ms. Rachel Gill (Apartment Manager) regarding excessive amount of cats and dogs in the area. Please print out animal ordinance and establish contact on how to remediate the issue. Ms. Rachel Gill's number is 956-565-3139. Reported issues on apts # 23, 33, 34, and 39. Please catch any loose animals.
53775	Animal Running at Large	Animal Cont	1034 Jones Ave, Mercedes, TX, 78570, USA	2022-01-11 09:27:54	2022-01-27 09:09:32	Resident reported stray dogs within the neighborhood. Please take a drive out there and catch any loose dogs/cats

53896	Animal Running at Large	Animal Cont	413 Jessica St, Mercedes, TX, 78570, USA	2022-01-12 14:17:36	2022-01-20 08:23:24	RESIDENT ADVISED THERE IS STRAY DOG THAT DOES NOT WANT TO LEAVE HIS PROPERTY
53898	Animal Running at Large	Animal Cont	454 Heidrick Ave, Mercedes, TX, 78570, USA	2022-01-12 14:19:04	2022-01-14 14:23:26	RESIDENT ADVISED THERE IS A STRAY DOG ON HER PROPERTY THAT WONT LEAVE
53909	Animal Running at Large	Animal Cont	3802 S Mercedes Dr, Mercedes, TX, 78570, USA	2022-01-12 15:48:11	2022-01-14 14:23:57	RESIDENT ADVISED THERE IS A STRAY CAT ON HER PROPERTY THAT DOES NOT WANT TO LEAVE
53932	Animal Running at Large	Animal Cont	815 S Georgia Ave, Mercedes, TX, 78570, USA	2022-01-13 09:00:20	2022-01-14 14:24:17	ANIMAL AT LARGE
53933	Animal Running at Large	Animal Cont	1000 N Texas Ave, Mercedes, TX, 78570, USA	2022-01-13 09:01:13	2022-01-20 08:23:00	ANIMAL AT LARGE
53955	Animal Running at Large	Animal Cont	Loretta Ave, Mercedes, TX, 78570, USA	2022-01-13 11:30:23	2022-01-14 14:24:47	RESIDENT ADVISED THERE ARE A BUNCH OF DOGS ROAMING AROUND
53968	Animal Running at Large	Animal Cont	5001 E Expressway 83, Mercedes, TX, 78570, USA	2022-01-13 13:31:01	2022-01-14 14:29:09	THEY CALLED FROM THE MALL OFFICE THAT THEY HAVE KITTENS THAT NEED TO BE PICKED UP
53972	Animal Running at Large	Animal Cont	541 S Texas Ave, Mercedes, TX, 78570, USA	2022-01-13 13:53:01	2022-01-20 08:22:38	DOG ROAMING AROUND THE HIGH RISE BUILDING AND IS USUALLY AROUND APT 107
53976	Animal Running at Large	Animal Cont	826 S Colorado Ave, Mercedes, TX, 78570, USA	2022-01-13 14:14:11	2022-01-27 09:11:20	RESIDENT ADVISED THERE IS MOM AND HER 5 PUPPIES ROAMING AROUND AND IS AFRAID THEY WILL GET RAN OVER
54029	Animal Running at Large	Animal Cont	935 S Missouri Ave, Mercedes, TX, 78570, USA	2022-01-14 10:03:11	2022-01-20 08:21:52	A RESIDENT CALLED FROM THIS NEIGHBOR HOOD TO COMPLAIN ABOUT THE RESIDENT AT THE ABOVE ADDRESS SAYING THEY HAVE THEIR DOGS LOOSE AND ROAMING AROUND THE NEIGHBOR HOOD.
54030	Animal Running at Large	Animal Cont	Anaquitas St, Mercedes, TX, 78570, USA	2022-01-14 10:04:56	2022-01-20 08:22:13	RESIDENT CALLED FROM OUR LADY OF MERCY CATHOLIC CEMETARY SAYING THERE ARE 5 DOGS ROAMING AROUND
54184	Animal Running at Large	Animal Cont	1701 S Missouri Ave, Mercedes, TX, 78570, USA	2022-01-18 16:37:46	2022-01-20 08:27:12	DOG ON PROPERTY
54291	Animal Running at Large	Animal Cont	626 Palm Dr, Mercedes, TX, 78570, USA	2022-01-20 08:59:02	2022-01-20 08:59:14	DOG RUNNING AT LARGE
54330	Animal Running at Large	Animal Cont	1918 Beech Ave, Mercedes, TX, 78570, USA	2022-01-20 10:44:46	2022-01-25 08:19:11	DOG ON PROPERTY
54345	Animal Running at Large	Animal Cont	1601 Beech Ave, Mercedes, TX, 78570, USA	2022-01-20 12:39:45	2022-01-27 08:45:45	DOG GOES INTO HIS YARD. HE HAS COMPLAINED A LOT AND NOTHING IS DONE. PLEASE CALL THE RESIDENT. RESIDENT: ROSENDO CONTACT 956-463-6931
54514	Animal Running at Large	Animal Cont	1701 Beech Ave, Mercedes, TX, 78570, USA	2022-01-21 14:59:11	2022-01-25 08:20:44	RESIDENT ADVISED HIS NEIGHBOORS DOG KEEPS COMING ON HIS PROPERTY
54543	Animal Running at Large	Animal Cont	S Georgia Ave, Mercedes, TX, 78570, USA	2022-01-24 08:54:12	2022-01-25 08:21:18	RESIDENT ADVISED THERE IS A PACK OF 6 DOGS CAUSING PROBLEMS WITH OTHER DOGS INSIDE THE FENCE
54553	Animal Running at Large	Animal Cont	W Liberty Dr, Mercedes, TX, 78570, USA	2022-01-24 10:19:15	2022-01-24 10:19:46	DOGS AT LARGE
54559	Animal Running at Large	Animal Cont	S Washington Ave, Mercedes, TX, 78570, USA	2022-01-24 10:46:57	2022-01-25 08:21:32	4 DOGS AT LARGE ON OLD 83 AN WASHINGTON
54604	Animal Running at Large	Animal Cont	820 S Colorado Ave, Mercedes, TX, 78570, USA	2022-01-24 15:18:46	2022-01-27 08:47:06	PUPPIES ON HER PROPERTY MAKING A MESS
54692	Animal Running at Large	Animal Cont	660 Webb St, Mercedes, TX, 78570, USA	2022-01-25 16:08:37	2022-01-27 08:44:19	DOG ATTACK AT RESIDENCE. P.D. WAS CALLED
54723	Animal Running at Large	Animal Cont	E Mercedes Dr, Mercedes, TX, 78570, USA	2022-01-26 10:34:51	2022-01-27 08:44:04	RESIDENT ADVISED THERE ARE 7 DOGS AT LARGE RUNNING AROUND
54752	Animal Running at Large	Animal Cont	S Georgia Ave, Mercedes, TX, 78570, USA	2022-01-26 14:35:27	2022-01-27 08:43:06	RESIDENT PEDRO CONTACT 956-246-1506
54753	Animal Running at Large	Animal Cont	908 W Expressway 83, Mercedes, TX, 78570, USA	2022-01-26 14:36:36	2022-01-27 08:43:26	RESIDENT ADVISED THERE ARE A BUNCH OF DOGS ROAMING AROUND ON GEORGIA BETWEEN 12TH AND 14TH
54792	Animal Running at Large	Animal Cont	N Georgia Ave, Mercedes, TX, 78570, USA	2022-01-27 09:21:04		THEY ADVISED THERE IS A PUPPY THAT DOES NOT WANT TO LEAVE AT R & I GLASS
54851	Animal Running at Large	Animal Cont	Camino de Verdad Rd, Mercedes, TX, 78570, USA	2022-01-28 09:28:08	2022-01-31 08:36:08	SEVERAL DOGS RUNNING AT LARGE. RESIDENT SAYS DOGS ARE RUNNING AFTER RESIDENTS AS THEY GO BY WALKING OR ON THEIR BIKES. RESIDENT: GILBERT CONTACT: 956-341-6635
54976	Animal Running at Large	Animal Cont	242 W Liberty Dr, Mercedes, TX, 78570, USA	2022-01-31 13:50:36	2022-01-31 16:17:37	2 PITBULLS ON THE PROPERTY AT WOODCRAFTERS
54980	Animal Running at Large	Animal Cont	8025 Eastland St, Mercedes, TX, 78570, USA	2022-01-31 14:35:20	2022-01-31 16:17:18	2 DOGS ATTACKING A RESIDENT P.D. WAS CALLED
55002	Animal Running at Large	Animal Cont	733 E 9th St, Mercedes, TX, 78570, USA	2022-01-31 16:13:53		RESIDENT ADVISED THERE ARE 2 DOGS ON HER PROPERTY
						Mrs. Pimentel 956-647-2585 is reporting a white medium sized dog that is loose.
			Total Work Orders for Animal Running at Large-37			
53402	Animal Surrender	Animal Cont	1224 S Washington Ave, Mercedes, TX, 78570, USA	2022-01-04 16:39:07	2022-01-27 08:46:01	RESIDENT ADVISED HER DOG GOT RAN OVER AND SHE SAYS WANTS FOR IT TO BE PICKED UP
53781	Animal Surrender	Animal Cont	121 Reynosa Ave, Mercedes, TX, 78570, USA	2022-01-11 10:24:27	2022-01-12 08:05:28	RESIDENT ADVISED SHE WANTS TWO OF HER DOGS PICKED UP
			Total Work Orders for Animal Surrender-2			
53925	Building Repair	Juan Vega Jr	434 S Ohio Ave, Mercedes, TX, 78570, USA	2022-01-13 08:23:38	2022-01-14 10:12:17	PICK UP ALL CHRISTMAS DECOR FROM THE LIBRARY AND STORE IN THE ATTIC
53926	Building Repair	Juan Vega Jr	434 S Ohio Ave, Mercedes, TX, 78570, USA	2022-01-13 08:26:56	2022-01-14 10:12:43	THE LIBRARY NEEDS SOME HELP CLEANING OUT THE MECHANICAL ROOM. JOAQUIN SAID THAT THEY HAVE THEIR ELECTRICAL PANELS OBSTRUCTED AND THEY NEED TO CLEAN UP A BIT.
53927	Building Repair	Juan Vega Jr	434 S Ohio Ave, Mercedes, TX, 78570, USA	2022-01-13 08:28:45	2022-01-14 10:12:58	THE LIBRARY NEEDS HELP WITH CLEANING THE CONDENSER ON THE FRIDGE AND DISPLAY FRIDGE.

54026	Building Repair	Juan Vega Jr	2314 N FM 491, Mercedes, TX, 78570, USA	2022-01-14 09:34:43	2022-01-19 08:17:55	FRONT DOOR AT MOBILE BUILDING NEEDS TO BE FIXED SCREWS ARE LOOSE
54173	Building Repair		400 S Ohio Ave, Mercedes, TX, 78570, USA	2022-01-18 14:48:42	2022-01-25 21:36:49	Can public works please remove the nut cracker in front of city hall when available. Thanks
54864	Building Repair	Juan Vega Jr	Mercedes, TX, USA	2022-01-28 11:05:00	2022-01-28 11:12:30	repair light switch in supply room
			Total Work Orders for Building Repair-6			
53982	Curb Scrapping	Juan Vega Jr	S Washington Ave & W 14th St, Mercedes, TX, 78570, USA	2022-01-13 14:40:53		CURB SCRAPE NEEDED
			Total Work Orders For Curb Scrapping-1			
54566	Cut Trees on ROW	Juan Vega Jr	Mile 2 E, Mercedes, TX, 78570, USA	2022-01-24 11:27:57	2022-01-27 16:20:09	RESIDENT ADVISED THERE IS A TREE ON THE SIDE OF THE ROAD THAT NEEDS TO BE PICKED UP Carmen 956-565-3139 from Mercedes Housing Authority called that she was able to place cones where the dead tree is so the City can go over and cut it. Please contact her if you have any questions.
54716	Cut Trees on ROW	Juan Vega Jr	541 S Texas Ave, Mercedes, TX, 78570, USA	2022-01-26 09:49:06		
			Total Work Orders for Cut Trees on Row-2			
53682	Dead Animal Pick Up	Animal Cont	1224 S Georgia Ave, Mercedes, TX, 78570, USA	2022-01-10 10:10:01	2022-01-11 10:12:49	RESIDENT ADVISED THE DOG GOT RAN OVER AND NEEDS TO BE PICKED UP
53698	Dead Animal Pick Up	Animal Cont	1402 S Texas Ave, Mercedes, TX, 78570, USA	2022-01-10 10:47:08	2022-01-11 10:12:33	DEAD CAT IN THE ALLEY
53877	Dead Animal Pick Up	Animal Cont	141 Reynosa Ave, Mercedes, TX, 78570, USA	2022-01-12 13:10:14	2022-01-14 14:23:11	DEAD CAT IN FRONT OF RESIDENCE
54023	Dead Animal Pick Up	Animal Cont	212 S Georgia Ave, Mercedes, TX, 78570, USA	2022-01-14 09:24:32	2022-01-14 16:06:08	RESIDENT ADVISED DEAD DOG ON HIS PROPERTY
54034	Dead Animal Pick Up	Animal Cont	1923 Beech Ave, Mercedes, TX, 78570, USA	2022-01-14 10:24:39	2022-01-20 08:24:39	RESIDENT ADVISED THEY HAVE A DEAD DOG ON THEIR PROPERTY
54066	Dead Animal Pick Up	Animal Cont	212 S Washington Ave, Mercedes, TX, 78570, USA	2022-01-14 13:15:49	2022-01-20 08:23:40	DEAD DOG AT RESIDENCE
54121	Dead Animal Pick Up	Animal Cont	Hidalgo St, Mercedes, TX, 78570, USA	2022-01-18 10:00:43	2022-01-20 08:25:16	DEAD CAT IN THE STREET
54123	Dead Animal Pick Up	Animal Cont	1041 N Washington Ave, Mercedes, TX, 78570, USA	2022-01-18 10:13:09	2022-01-20 08:24:59	DEAD DOG ON THE SIDE OF THE ROAD
						Dead cat on drive way located at 1426 S Virginia Ave. If you would like to get in contact with the citizens his name Garry Gohler 956-463-8852.
54554	Dead Animal Pick Up	Animal Cont	1426 S Virginia Ave, Mercedes, TX, 78570, USA	2022-01-24 10:34:44	2022-01-25 08:23:21	
54563	Dead Animal Pick Up	Animal Cont	504 S Georgia Ave, Mercedes, TX, 78570, USA	2022-01-24 11:14:15	2022-01-25 08:21:48	DEAD CAT IN FRONT OF RESIDENCE
54564	Dead Animal Pick Up	Animal Cont	Orange St, Mercedes, TX, 78570, USA	2022-01-24 11:22:46	2022-01-24 11:22:55	DEAD RACCOON
54565	Dead Animal Pick Up	Animal Cont	Frances Ave, Mercedes, TX, 78570, USA	2022-01-24 11:23:19	2022-01-24 11:23:29	DEAD POSSUM
54596	Dead Animal Pick Up	Animal Cont	1426 S Virginia Ave, Mercedes, TX, 78570, USA	2022-01-24 14:44:54	2022-01-25 08:22:49	DEAD CAT BY THE DRIVE WAY
54602	Dead Animal Pick Up	Animal Cont	S Ohio Ave, Mercedes, TX, 78570, USA	2022-01-24 15:07:29	2022-01-25 08:22:32	DEAD CAT ON S. OHIO AND 6TH ST
54607	Dead Animal Pick Up	Animal Cont	302 N Texas Ave, Mercedes, TX, 78570, USA	2022-01-24 15:30:40	2022-01-24 15:31:00	3 DEAD PUPPIES IN THE ALLEY WAY
54637	Dead Animal Pick Up	Animal Cont	S Colorado Ave, Mercedes, TX, 78570, USA	2022-01-25 10:17:19	2022-01-27 08:45:10	DEAD PUPPY AT THE 600 BLOCK OF SOUTH COLORADO
54970	Dead Animal Pick Up	Animal Cont	232 Palm Ave, Mercedes, TX, 78570, USA	2022-01-31 11:53:06	2022-01-31 13:48:07	RESIDENT ADVISED A DOG GOT RAN OVER IN FRONT OF HIS HOME
			Total Work Orders for Dead Animal Pick Up-17			
54352	Fire Hydrant Repair	Rene G.	3939 WB Frontage Rd, Mercedes, TX, 78570, USA	2022-01-20 14:01:34	2022-01-20 14:01:48	FIRE HYDRANT MAINTENANCE
54353	Fire Hydrant Repair	Rene G.	Mile 1 E, Mercedes, TX, 78570, USA	2022-01-20 14:02:26	2022-01-20 14:02:32	FIRE HYDRANT
54354	Fire Hydrant Repair	Rene G.	1209 Lantana St, Mercedes, TX, 78570, USA	2022-01-20 14:04:12	2022-01-20 14:04:19	FIRE HYDRANT MAINTENANCE
54355	Fire Hydrant Repair	Rene G.	700 N Baseline Rd, Mercedes, TX, 78570, USA	2022-01-20 14:05:06	2022-01-20 14:05:28	FIRE HYDRANT MAINTENANCE
54356	Fire Hydrant Repair	Rene G.	3909 WB Frontage Rd, Mercedes, TX, 78570, USA	2022-01-20 14:06:37	2022-01-20 14:06:47	FIRE HYDRANT MAINTENANCE
54357	Fire Hydrant Repair	Rene G.	3041 WB Frontage Rd, Mercedes, TX, 78570, USA	2022-01-20 14:08:19	2022-01-20 14:08:29	FIRE HYDRANT MAINTENANCE
54358	Fire Hydrant Repair	Rene G.	WB Frontage Rd, Mercedes, TX, 78570, USA	2022-01-20 14:10:38	2022-01-20 14:10:47	TIRE SHOP. 2 FIRE HYDRANT'S MAINTENANCE
54359	Fire Hydrant Repair	Rene G.	801 Hidalgo St, Mercedes, TX, 78570, USA	2022-01-20 14:11:51	2022-01-20 14:12:00	FIRE HYDRANT MAINTENANCE
54360	Fire Hydrant Repair	Rene G.	Eb Frontage Rd, Mercedes, TX, 78570, USA	2022-01-20 14:12:33	2022-01-20 14:12:44	FIRE HYDRANT MAINTENANCE
54363	Fire Hydrant Repair	Rene G.	2020 Eb Frontage Rd, Mercedes, TX, 78570, USA	2022-01-20 14:13:33	2022-01-20 14:13:41	FIRE HYDRANT MAINTENANCE
54364	Fire Hydrant Repair	Rene G.	700 Dawson Rd, Mercedes, TX, 78570, USA	2022-01-20 14:14:25	2022-01-20 14:14:35	FIRE HYDRANT MAINTENANCE
54368	Fire Hydrant Repair	Rene G.	Vogel Dr, Mercedes, TX, 78570, USA	2022-01-20 14:19:37	2022-01-20 14:19:45	FIRE HYDRANT MAINTENANCE
54370	Fire Hydrant Repair	Rene G.	302 Industrial Dr, Mercedes, TX, 78570, USA	2022-01-20 14:21:25	2022-01-20 14:21:33	FIRE HYDRANT MAINTENANCE
54371	Fire Hydrant Repair	Rene G.	311 Progress St, Mercedes, TX, 78570, USA	2022-01-20 14:22:29	2022-01-20 14:22:39	2 FIRE HYDRANT MAINTENANCE AT THIS LOCATION
			Total Work Orders for Fire Hydrant Repair-14			
53446	Illegal Dumping Pick-Up (Plannin	Juan Vega Jr	228 S Virginia Ave, Mercedes, TX, 78570, USA	2022-01-05 11:55:01	2022-01-05 15:43:34	RESIDENT SAID THAT A TRUCK WENT BY WITH BAGS OF TRASH AND ONE OF THE BAGS FELL AND SCATTERED ALL OVER IN FRONT OF HER HOME. SHE WAS ABLE TO GATHER THE TRASH BUT WOULD LIKE THE CITY TO PLEASE PICK IT UP SINCE THE WASTE CONNECTION HAD ALREADY GONE BY. RESIDENT: STELLIA CONTACT: 956-565-3354
54292	Illegal Dumping Pick-Up (Plannin	Juan Vega Jr	W 5th St & S Illinois Ave, Mercedes, TX, 78570, USA	2022-01-20 09:07:52	2022-01-20 10:36:37	LARGE BAG OF GARBAGE ON THE CORNER BY THE STOP SIGNE AND AND SMALL BAG ACROSS ON THE OTHER OTHER CORNER. LOCATED AT THE STOP SIGN BEFORE THE BRIDGE RESIDENT: ALAM GONZALEZ CONTACT: 956-825-9529

						RESIDENT CALLED SAYING SOMEONE THROUGH LUBER WITH NAILS IN BACK OF HIS YARD. RESIDENT ALSO SAID HE WAS GOING TO REPORT IT TO THE POLICE. PLEASE HAVE CODE ENFORCEMENT CHECK THIS OUT AND GIVE RESIDENT A CALL. RESIDENT: BOBBY GARCIA CONTACT: 956-509-1815
54800	Illegal Dumping Pick-Up (Plannin	Monica	1107 11th St, Mercedes, TX, 78570, USA	2022-01-27 10:20:44		
54981	Illegal Dumping Pick-Up (Plannin	Juan Vega Jr	400 S Ohio Ave, Mercedes, TX, 78570, USA	2022-01-31 14:35:27	2022-01-31 14:36:15	pick up some tires and debris in front of library.
			Total Work Orders for Illegal Dumping Pick-Up-4			
53957	Locate Water & Sewer //Tap	Rene G.	713 S Vermont Ave, Mercedes, TX, 78570, USA	2022-01-13 11:50:37	2022-01-13 16:24:29	LOCATE WATER AND SEWER LINE
54135	Locate Water & Sewer //Tap	Rene G.	601 N Milo 2 W, Mercedes, TX, 78570, USA	2022-01-18 11:10:39	2022-01-20 08:19:22	LOCATE WATER
54137	Locate Water & Sewer //Tap	Rene G.	3732 Milo 8 N, Mercedes, TX, 78570, USA	2022-01-18 11:14:30	2022-01-21 11:16:41	WATER AND SEWER LOCATE OR LOCATE EXISTING SANITARY SEWER TAP
54209	Locate Water & Sewer //Tap	Rene G.	811 N Washington Ave, Mercedes, TX, 78570, USA	2022-01-19 08:47:16	2022-01-20 08:17:34	WATER AND SEWER LOCATE OR LOCATE EXISTING SANITARY SEWER TAP
54210	Locate Water & Sewer //Tap	Rene G.	537 Brooks St, Mercedes, TX, 78570, USA	2022-01-19 08:48:35	2022-01-20 08:18:26	WATER AND SEWER LOCATE OR LOCATE EXISTING SANITARY SEWER TAP
54266	Locate Water & Sewer //Tap	Rene G.	10870 N Milo 1 1/2 E, Mercedes, TX, 78570, USA	2022-01-19 14:44:00		WATER AND SEWER LOCATE OR LOCATE EXISTING SANITARY SEWER TAP
54685	Locate Water & Sewer //Tap	Rene G.	300 Mile 1 E, Mercedes, TX, 78570, USA	2022-01-25 14:40:58	2022-01-26 08:02:57	WATER AND SEWER LOCATE OR LOCATE EXISTING SANITARY SEWER TAP
54719	Locate Water & Sewer //Tap	Rene G.	1048 Arroyo Cir, Mercedes, TX, 78570, USA	2022-01-26 10:25:47	2022-01-26 10:25:56	FINDING WATER SERVICE
54985	Locate Water & Sewer //Tap	Rene G.	960 Hidalgo St, Mercedes, TX, 78570, USA	2022-01-31 14:54:43		WATER AND SEWER LOCATE OR LOCATE EXISTING SANITARY SEWER TAP
			Total Work Orders for Locate Water & Sewer Tap-9			
54724	Manhole Cover Replacement Pro	Rene G.	1450 Angus St, Mercedes, TX, 78570, USA	2022-01-26 10:42:46	2022-01-26 10:43:02	Remove existing manhole cover with a watertight 24" manhole cover and install concrete apron.
			Total Work Orders for Manhole Cover Replacement Project-1			
53378	Manhole Replacement	Rene G.	2659 N FM 491, Mercedes, TX, 78570, USA	2022-01-04 13:22:28		Please replace broken manhole ring and readjust manhole cover located on vacant lot just North of Harrell Middle school on F.M. 491. The issue was reported by the Mercedes ISD Maintenance Director Rolando Herrera. His number is (956) 532-7041.
53394	Manhole Replacement	Rene G.	Mile 8 N, Mercedes, TX, 78570, USA	2022-01-04 16:16:33	2022-01-04 16:16:39	REMOVING AND REPLACING RING AND COVER TO PREVENT INFLATION. WE ALSO USED 1 BAG OF MOISTURE MIX
53395	Manhole Replacement	Rene G.	1521 Beefmaster St, Mercedes, TX, 78570, USA	2022-01-04 16:17:26	2022-01-04 16:17:33	CUT THE MANHOLE SQUARE ON THE STREET TO BE REPLACED
53396	Manhole Replacement	Rene G.	1521 Hereford St, Mercedes, TX, 78570, USA	2022-01-04 16:19:01	2022-01-04 16:19:07	CUT THE MANHOLE SQUARE ON THE STREET TO BE REPLACED
53397	Manhole Replacement	Rene G.	1529 Beefmaster St, Mercedes, TX, 78570, USA	2022-01-04 16:20:21	2022-01-04 16:20:27	REMOVING AND REPLACING RINGS AND COVERS TO PREVENT INFLATION. WE ALSO USED 1 BAG OF CEMENT
53398	Manhole Replacement	Rene G.	1529 Hereford St, Mercedes, TX, 78570, USA	2022-01-04 16:21:24	2022-01-04 16:21:38	REMOVING AND REPLACING RINGS AND COVERS TO PREVENT INFLATION. WE ALSO USED 1 BAG OF CEMENT
53399	Manhole Replacement	Rene G.	W 10th St, Mercedes, TX, 78570, USA	2022-01-04 16:23:17	2022-01-04 16:23:24	TOOK OFF THE MANHOLE COVER TO BE REPLACED ON 10TH AND GEORGIA
53400	Manhole Replacement	Rene G.	1518 Angus St, Mercedes, TX, 78570, USA	2022-01-04 16:24:24	2022-01-04 16:24:32	REMOVING AND REPLACING RING AND COVERS TO PREVENT INFLATION. WE ALSO USED 1 BAG OF MOISTURE MIX
54294	Manhole Replacement	Rene G.	1741 E Expressway 83, Mercedes, TX, 78570, USA	2022-01-20 09:31:25	2022-01-20 09:31:44	MANHOLE MAINTENANCE
54296	Manhole Replacement	Rene G.	2000 E Expressway 83, Mercedes, TX, 78570, USA	2022-01-20 09:36:23	2022-01-20 09:36:42	MANHOLE MAINTENANCE
54298	Manhole Replacement	Rene G.	246 S Texas Ave, Mercedes, TX, 78570, USA	2022-01-20 09:43:44	2022-01-20 09:43:56	MANHOLE MAINTENANCE
54300	Manhole Replacement	Rene G.	201 S Texas Ave, Mercedes, TX, 78570, USA	2022-01-20 09:45:33	2022-01-20 09:45:52	MANHOLE MAINTENANCE FOLLOW UP
54302	Manhole Replacement	Rene G.	1741 E Expressway 83, Mercedes, TX, 78570, USA	2022-01-20 09:47:00	2022-01-20 09:47:15	MANHOLE MAINTENANCE FOLLOW UP
54304	Manhole Replacement	Rene G.	827 S Colorado Ave, Mercedes, TX, 78570, USA	2022-01-20 09:49:18	2022-01-20 09:49:27	MANHOLE MAINTENANCE FOLLOW UP
54307	Manhole Replacement	Rene G.	1741 E Expressway 83, Mercedes, TX, 78570, USA	2022-01-20 09:53:37	2022-01-20 09:53:44	MANHOLE MAINTENANCE FOLLOW UP
54309	Manhole Replacement	Rene G.	Cheyenne Dr, Mercedes, TX, 78570, USA	2022-01-20 09:57:44	2022-01-20 09:57:55	REPLACED MANHOLE TOP
54310	Manhole Replacement	Rene G.	Santawna Dr, Mercedes, TX, 78570, USA	2022-01-20 09:59:35	2022-01-20 09:59:56	REPLACED MANHOLE TOP
54312	Manhole Replacement	Rene G.	W 17th St, Mercedes, TX, 78570, USA	2022-01-20 10:02:44	2022-01-20 10:02:54	REPLACED 3 MANHOLE TOPS 32 PUL 1 TOP 24 PUL 17TH ST TO TEXAS ALL THE WAY TO MISSOURI
54313	Manhole Replacement	Rene G.	S Missouri Ave, Mercedes, TX, 78570, USA	2022-01-20 10:04:45	2022-01-20 10:04:54	CHANGED 2 MANHOLE TOPS 32 MISSOURI AND 17TH
54315	Manhole Replacement	Rene G.	S Ohio Ave, Mercedes, TX, 78570, USA	2022-01-20 10:06:03	2022-01-20 10:06:08	REPLACED 1 MANHOLE TOP 24 17TH TO OHIO
54317	Manhole Replacement	Rene G.	W 14th St, Mercedes, TX, 78570, USA	2022-01-20 10:09:46	2022-01-20 10:09:53	OPENING MANHOLE TOPS FROM 14TH TO 17TH AND MISSOURI
54321	Manhole Replacement	Rene G.	Melton Park Dr, Mercedes, TX, 78570, USA	2022-01-20 10:20:25	2022-01-20 10:20:46	MANHOLE MAINTENANCE. PREVENTIVE MAINTENANCE. SETTING LINES AND VACUUMED MANHOLES
54372	Manhole Replacement	Rene G.	1741 E Expressway 83, Mercedes, TX, 78570, USA	2022-01-20 14:23:25	2022-01-20 14:23:34	MANHOLE MAINTENANCE FOLLOW UP
54373	Manhole Replacement	Rene G.	246 S Texas Ave, Mercedes, TX, 78570, USA	2022-01-20 14:24:27	2022-01-20 14:24:38	MANHOLE MAINTENANCE FOLLOW UP
54387	Manhole Replacement	Rene G.	N Virginia Ave, Mercedes, TX, 78570, USA	2022-01-20 14:39:07	2022-01-20 14:39:18	INSTALLING A NEW MANHOLE AT HIS LOCATION FOR A NEW BUSINESS
54388	Manhole Replacement	Rene G.	3033 Guerra St, Mercedes, TX, 78570, USA	2022-01-20 14:40:31	2022-01-20 14:40:45	LOCATING THE SEWER MANHOLE'S AT THIS LOCATION
54394	Manhole Replacement	Rene G.	1741 E Expressway 83, Mercedes, TX, 78570, USA	2022-01-20 14:46:20	2022-01-20 14:46:26	MANHOLE MAINTENANCE
54399	Manhole Replacement	Rene G.	N Virginia Ave, Mercedes, TX, 78570, USA	2022-01-20 14:51:43	2022-01-20 14:51:55	COVERING UP NEW MANHOLE AND PUT A NEW RING AND COVER AT THIS LOCATION (SIZE OF COVER 32")
54401	Manhole Replacement	Rene G.	143 James Dr, Mercedes, TX, 78570, USA	2022-01-20 14:54:09	2022-01-20 14:54:18	REPLACED THE MANHOLE RING AND COVER

54402	Manhole Replacement	Rene G.	209 Poco Ln, Mercedes, TX, 78570, USA	2022-01-20 14:55:27	2022-01-20 14:55:38	FLUSHED THE SEWER MANHOLE AT THIS LOCATION
54446	Manhole Replacement	Rene G.	2701 N FM 491, Mercedes, TX, 78570, USA	2022-01-21 11:34:54	2022-01-21 11:35:04	FIX THE PLASTIC RINGS. THEY WERE BROKEN.
54452	Manhole Replacement	Rene G.	1741 E Expressway 83, Mercedes, TX, 78570, USA	2022-01-21 11:55:19	2022-01-21 11:55:19	MANHOLE MAINTENANCE FOLLOW UP
54664	Manhole Replacement	Rene G.	200 W 2nd St, Mercedes, TX, 78570, USA	2022-01-25 11:35:32	2022-01-25 11:36:02	MAN HOLE MAINTENANCE
54668	Manhole Replacement	Rene G.	856 W 3rd St, Mercedes, TX, 78570, USA	2022-01-25 11:40:45	2022-01-25 11:40:59	MANHOLE MAINTENANCE
54669	Manhole Replacement	Rene G.	1741 E Expressway 83, Mercedes, TX, 78570, USA	2022-01-25 11:42:11	2022-01-25 11:42:37	MANHOLE MAINTENANCE
54670	Manhole Replacement	Rene G.	107 N Texas Ave, Mercedes, TX, 78570, USA	2022-01-25 11:43:18	2022-01-25 11:43:33	MANHOLE MAINTENANCE
54720	Manhole Replacement	Rene G.	Anaquillas St, Mercedes, TX, 78570, USA	2022-01-26 10:27:17		REPLACE MANHOLE TOP
54721	Manhole Replacement	Rene G.	N Vermont Ave, Mercedes, TX, 78570, USA	2022-01-26 10:28:09		REPLACE MANHOLE TOP
54733	Manhole Replacement	Rene G.	921 S Colorado Ave, Mercedes, TX, 78570, USA	2022-01-26 10:59:21	2022-01-26 10:59:26	MANHOLE MAINTENANCE FOLLOW UP
			Total Work Orders for Manhole Replacement-39			
54295	Parks	Rene G.	701 Mathes Ave, Mercedes, TX, 78570, USA	2022-01-20 09:34:51	2022-01-20 09:35:01	CARRY DIRT
54305	Parks	Rene G.	701 Mathes Ave, Mercedes, TX, 78570, USA	2022-01-20 09:50:18	2022-01-20 09:50:25	CARRY DIRT/LOADING MYSELF
54308	Parks	Rene G.	701 Mathes Ave, Mercedes, TX, 78570, USA	2022-01-20 09:54:18	2022-01-20 09:54:26	CARRY DIRT
54323	Parks	Rene G.	701 Mathes Ave, Mercedes, TX, 78570, USA	2022-01-20 10:23:12	2022-01-20 10:23:27	LOADING DIRT
54325	Parks	Rene G.	701 Mathes Ave, Mercedes, TX, 78570, USA	2022-01-20 10:34:27	2022-01-20 10:34:40	CARRY DIRT
54375	Parks	Rene G.	701 Mathes Ave, Mercedes, TX, 78570, USA	2022-01-20 14:25:32	2022-01-20 14:25:50	SERVICE CALL FOR EXCAVATOR
54380	Parks	Rene G.	701 Mathes Ave, Mercedes, TX, 78570, USA	2022-01-20 14:29:17	2022-01-20 14:29:28	CARRY DIRT
54393	Parks	Rene G.	701 Mathes Ave, Mercedes, TX, 78570, USA	2022-01-20 14:44:59	2022-01-20 14:45:07	CARRY DIRT
54400	Parks	Rene G.	701 Mathes Ave, Mercedes, TX, 78570, USA	2022-01-20 14:53:16	2022-01-20 14:53:30	CARRY DIRT
54447	Parks	Rene G.	701 Mathes Ave, Mercedes, TX, 78570, USA	2022-01-21 11:38:10	2022-01-21 11:38:23	REMOVE DIRT
			Total Work Orders for Parks-10			
53488	Pot Hole Patching	Juan Vega Jr	3728 Seminole Way, Mercedes, TX, 78570, USA	2022-01-05 15:42:11	2022-01-05 16:18:17	RESIDENT ADVISED THERE IS A BAD POT HOLE IN FRONT OF HER HOME
53493	Pot Hole Patching	Juan Vega Jr	10012 E Mercedes Dr, Mercedes, TX, 78570, USA	2022-01-05 16:51:42	2022-01-13 09:34:40	RESIDENT ADVISED THAT THE STREET NEEDS TO BE WORKED ON
53705	Pot Hole Patching	Juan Vega Jr	Mile 8 N, Mercedes, TX, 78570, USA	2022-01-10 11:44:28	2022-01-13 09:34:24	POT HOLE PATCHING NEEDED THROUGH ALL OF THE STREET RESIDENT: JOSEFINA PEDRAZA CONTACT: 956-463-1962
53911	Pot Hole Patching	Juan Vega Jr	1407 Capisallo St, Mercedes, TX, 78570, USA	2022-01-12 16:26:15		Please saw cut the damaged asphalt and perform a spot repair. Remove any overgrown grass. Please take care of this as soon as possible.
53913	Pot Hole Patching	Juan Vega Jr	522 San Jacinto St, Mercedes, TX, 78570, USA	2022-01-12 16:28:26		Please perform 2 spot repairs where the existing asbestos waterline had water breaks. Add caliche as necessary and saw cut. Please address this as soon as possible.
53914	Pot Hole Patching	Juan Vega Jr	1437 Mile 8 N, Mercedes, TX, 78570, USA	2022-01-12 16:30:44		Infill any potholes within Mile 8 from F.M. 491 to Mile 2 with Rock Asphalt.
53937	Pot Hole Patching	Juan Vega Jr	401 S Texas Ave, Mercedes, TX, 78570, USA	2022-01-13 09:44:10	2022-01-13 16:46:01	HOLE ON THE STREET IN THE ALLEY BEHIND AUTO ZONE
53969	Pot Hole Patching	Juan Vega Jr	W 6th St & S Virginia Ave, Mercedes, TX, 78570, USA	2022-01-13 13:34:58		RESIDENT ADVISED THERE IS A DEEP POT HOLE ON THE CORNER OF 6TH AND VIRGINIA
53985	Pot Hole Patching	Juan Vega Jr	Camino do Verdad Rd, Mercedes, TX, 78570, USA	2022-01-13 14:55:18		RESIDENT ADVISED THERE ARE BIG POT HOLES DUE TO BIG TRUCKS PASSING THROUGH THERE
54645	Pot Hole Patching	Juan Vega Jr	10012 E Mercedes Dr, Mercedes, TX, 78570, USA	2022-01-25 10:44:21		RESIDENT WANTS A COURTESY CHECK UP ON HER STREET DUE TO THE RECENT RAIN
54648	Pot Hole Patching	Juan Vega Jr	N Virginia Ave, Mercedes, TX, 78570, USA	2022-01-25 11:12:39		POT HOLE ON THE CORNER OF N VIRGINIA AND HIDALGO
54839	Pot Hole Patching	Juan Vega Jr	E 5th St & Birch St, Mercedes, TX, 78570, USA	2022-01-27 16:25:03		small pothole in the center of road.
54953	Pot Hole Patching	Juan Vega Jr	709 Chacoma Pl, Mercedes, TX, 78570, USA	2022-01-31 09:48:31		RESIDENT ADVISED THERE IS A BIG POT HOLE IN FRONT OF HIS HOME
54964	Pot Hole Patching	Juan Vega Jr	705 N Vermont Ave, Mercedes, TX, 78570, USA	2022-01-31 11:04:00		RESIDENT ADVISED THERE IS A VERY BIG POT HOLE IN FRONT OF HIS HOME
			Total Work Orders for Pot Hole Patching-14			
53701	Repair Meter	Rene G.	3645 Campacuas Dr, Mercedes, TX, 78570, USA	2022-01-10 10:55:58		DIG ON CITY SIDE, PER CUSTOMER. METER MOVING BUT CUSTOMER IS REQUESTING FOR CITY TO DIG OUR SIDE FIRST BEFORE SHE CALLS A PLUMBER.
			Total Work Order for Repair Meter-1			
54944	Replace Cut-Off	Rene G.	940 S Texas Ave, Mercedes, TX, 78570, USA	2022-01-31 08:13:50		U BRANCH AT LOCATION NEEDS TO BE REPLACED. DAMAGE/OLD CUT-OFF AND REMOVE LOCKS ON BOTH AS SOON AS POSSIBLE NEED TO PUT TEMPORARY METER FOR NEW CUSTOMER
			Total Work Orders for Replace Cut-Off-1			
53384	Sewer Stop	Rene G.	1618 Hereford St, Mercedes, TX, 78570, USA	2022-01-04 14:42:27	2022-01-20 07:53:39	RESIDENT IS COMPLAINING THAT THE WATER STILL SMELL LIKE SEWER. THE LAST TIME THIS WAS REPORT ON 12/13/2021. FIRE HYDRANT WAS FLUSHED ON 12/14/2021. RESIDENT IS SAYING THE WATER STILL SMELLS EVEN WHEN WASHING CLOTHES. CAN YOU PLEASE CHECK ON THIS. AND PLEASE GIVE RESIDENT A CALL. RESIDENT: EDUELIA GALICIA
53457	Sewer Stop	Rene G.	3620 Cheyenne Dr, Mercedes, TX, 78570, USA	2022-01-05 13:08:16	2022-01-20 07:53:56	CONTACT: 956-375-0707
53505	Sewer Stop	Rene G.	1033 S Texas Ave, Mercedes, TX, 78570, USA	2022-01-06 08:17:21	2022-01-06 13:54:44	SEWER STOP RESIDENT ADVISED SHE HAS SEWER BACK UP

						SEWER BACK-UP RESIDENT WOULD LIKE A CALL BACK WHEN DONE RESIDENT: PRISCILLA DELEON CONTACT: 956-903-5674
53745	Sewer Stop	Rene G.	1046 S Georgia Ave, Mercedes, TX, 78570, USA	2022-01-10 15:27:20	2022-01-21 05:29:33	
53786	Sewer Stop	Rene G.	1526 S Virginia Ave, Mercedes, TX, 78570, USA	2022-01-11 11:34:20	2022-01-12 10:14:21	SEWER STOP
53849	Sewer Stop	Rene G.	217 N Georgia Ave, Mercedes, TX, 78570, USA	2022-01-12 10:31:34	2022-01-19 07:52:11	SEWER STOP
						SEWER SMELL IN THE ALLEY RESIDENT: ALINEZ CONTACT: 956-514-0466
53978	Sewer Stop	Rene G.	1045 N Washington Ave, Mercedes, TX, 78570, USA	2022-01-13 14:19:45	2022-01-19 07:51:51	CRUZ LOPEZ FROM LASER LUX CALLED THAT THEY ARE HAVING SEWER SMELL AGAIN
54017	Sewer Stop	Rene G.	2000 E Expressway 83, Mercedes, TX, 78570, USA	2022-01-14 08:48:32	2022-01-19 07:51:37	
						SEWER BACKING UP. THIS HAPPENED A FEW WEEKS AGO AS WELL. RESIDENT: ALICIA MARTINEZ, CONTACT: 956-565-9416
54136	Sewer Stop	Rene G.	10803 Compadres St, Mercedes, TX, 78570, USA	2022-01-18 11:12:59	2022-01-19 07:51:22	
						SEWER BACK UP RESIDENT: ANNA CONTACT: 956-647-9771
54176	Sewer Stop	Rene G.	3830 Cheyenne Dr, Mercedes, TX, 78570, USA	2022-01-18 14:51:00	2022-01-19 07:51:01	
54277	Sewer Stop	Rene G.	249 N Georgia Ave, Mercedes, TX, 78570, USA	2022-01-19 16:49:48	2022-01-21 05:32:01	SEWER STOP
54283	Sewer Stop	Rene G.	400 Dawson Rd, Mercedes, TX, 78570, USA	2022-01-20 08:00:02	2022-01-21 05:32:36	SEWER STOP
54303	Sewer Stop	Rene G.	10803 Compadres St, Mercedes, TX, 78570, USA	2022-01-20 09:48:25	2022-01-20 09:48:32	SET SERVICE LINE
54316	Sewer Stop	Rene G.	10803 Compadres St, Mercedes, TX, 78570, USA	2022-01-20 10:08:01	2022-01-20 10:08:12	SEWER STOP
54318	Sewer Stop	Rene G.	3830 Cheyenne Dr, Mercedes, TX, 78570, USA	2022-01-20 10:10:56	2022-01-21 05:31:17	SEWER STOP
54322	Sewer Stop	Rene G.	1046 S Georgia Ave, Mercedes, TX, 78570, USA	2022-01-20 10:21:51	2022-01-20 10:22:02	SEWER STOP. JET AND VACUUMED SERVICE LINE
54377	Sewer Stop	Rene G.	216 W Liberty St, Mercedes, TX, 78570, USA	2022-01-20 14:26:57	2022-01-20 14:27:13	SEWER SMELL
54385	Sewer Stop	Rene G.	3620 Cheyenne Dr, Mercedes, TX, 78570, USA	2022-01-20 14:38:11	2022-01-20 14:38:17	SEWER STOP FOLLOW UP
54390	Sewer Stop	Rene G.	3033 Guerra St, Mercedes, TX, 78570, USA	2022-01-20 14:41:55	2022-01-20 14:42:00	FINISHED LAYING A NEW SEWER LINE AT THIS LOCATION
54391	Sewer Stop	Rene G.	1033 S Texas Ave, Mercedes, TX, 78570, USA	2022-01-20 14:44:00	2022-01-20 14:44:13	SEWER STOP
54404	Sewer Stop	Rene G.	182 James Dr, Mercedes, TX, 78570, USA	2022-01-20 14:57:08	2022-01-20 14:57:24	FLUSHED THE SEWER LINE
54444	Sewer Stop	Rene G.	149 James Dr, Mercedes, TX, 78570, USA	2022-01-21 11:31:04	2022-01-21 11:31:19	FLUSHED THE SEWER LINE
54445	Sewer Stop	Rene G.	3033 Guerra St, Mercedes, TX, 78570, USA	2022-01-21 11:33:06	2022-01-21 11:33:16	SEWER PIPE MAINTENANCE AT THIS LOCATION
54578	Sewer Stop	Rene G.	238 W Liberty Dr, Mercedes, TX, 78570, USA	2022-01-24 13:02:21	2022-01-25 08:06:06	SEWER STOP
54598	Sewer Stop	Rene G.	11724 Pine Grv, Mercedes, TX, 78570, USA	2022-01-24 14:49:44	2022-01-25 08:05:31	SEWER STOP
54641	Sewer Stop	Rene G.	333 E 5th St, Mercedes, TX, 78570, USA	2022-01-25 10:26:25	2022-01-27 06:56:57	SEWER STOP
54652	Sewer Stop	Rene G.	105 E 10th St, Mercedes, TX, 78570, USA	2022-01-25 11:18:07	2022-01-26 08:13:57	SEWER STOP
54732	Sewer Stop	Rene G.	503 Amigos Ln, Mercedes, TX, 78570, USA	2022-01-26 10:58:29	2022-01-26 10:58:39	SEWER STOP. INSTALL A CLEANOUT
54783	Sewer Stop	Rene G.	1041 N Washington Ave, Mercedes, TX, 78570, USA	2022-01-27 08:08:02	2022-01-27 09:18:20	SEWER STOP
54811	Sewer Stop	Rene G.	236 S Ohio Ave, Mercedes, TX, 78570, USA	2022-01-27 11:44:50	2022-01-31 08:30:33	SEWER STOP
						SEWER LEAK RESIDENT: RODRIGUEZ CONTACT: 956-650-3111
54814	Sewer Stop	Rene G.	10731 Olympia Ave, Mercedes, TX, 78570, USA	2022-01-27 12:42:34	2022-02-01 07:51:31	
						SEWER STOP AT WAREHOUSE NEXT TO RUBEN HINOJOSA CONTACT: OSCAR 956-261-7967
54834	Sewer Stop	Rene G.	500 S Rio Rico Rd, Mercedes, TX, 78570, USA	2022-01-27 15:44:58	2022-01-31 08:32:06	SEWER STOP
54969	Sewer Stop	Rene G.	3830 Cheyenne Dr, Mercedes, TX, 78570, USA	2022-01-31 11:50:45	2022-02-01 07:51:54	SEWER STOP
54983	Sewer Stop	Rene G.	151 N Georgia Ave, Mercedes, TX, 78570, USA	2022-01-31 14:52:44		SEWER STOP
54991	Sewer Stop	Rene G.	1033 Garza St, Mercedes, TX, 78570, USA	2022-01-31 15:15:45	2022-02-01 07:53:10	SEWER BACKUP RESIDENT: ALICIA COSME CONTACT: 956-472-2062
			Total Work Orders for Sewer Stop-35			
54646	Sidewalk Repair	Juan Vega Jr	502 Amigos Ln, Mercedes, TX, 78570, USA	2022-01-25 11:01:06		sidewalk needs repair repair aprox 25" of sidewalk on the south east corner of intersection.
54840	Sidewalk Repair	Juan Vega Jr	E 5th St & Amigos Ln, Mercedes, TX, 78570, USA	2022-01-27 16:27:06		
			Total Work Orders for Sidewalk Repair-2			
						Residents have requested speed bumps to be installed on David Street. The speed bumps will need to be installed 150 feet from the intersections. Please get with the PW Directors for clarification.
53380	Speed Bump Request	Juan Vega Jr	800-898 David Ave, Mercedes, TX, 78570, USA	2022-01-04 13:29:51	2022-01-19 12:20:18	
						Speed bumps are requested on Brooks Ave, a speed bump request has been submitted and approved by the Public Works Director. Please schedule the installation of these speed bumps.
53776	Speed Bump Request	Juan Vega Jr	521 Brooks St, Mercedes, TX, 78570, USA	2022-01-11 09:30:12		
						Install two sets of speed bumps on S. Indiana 150' going south and north between 4th and 6th St. Subject to the following conditions.  • 5 feet from any driveway, entrance, or curb cut on a local street (additional clearance may be required for curb cuts utilized by trucks) • 15 feet from a fire hydrant, on either side • 2 feet from a manhole or utility cover on approach or 6 feet after  Please contact PW Director for further clarification.
54698	Speed Bump Request	Juan Vega Jr	401-599 S Indiana Ave, Mercedes, TX, 78570, USA	2022-01-25 21:36:10		
			Total Work Orders for Speed Bump Request-3			
53379	Traffic Sign Replacement	Juan Vega Jr	938-998 Santos Ave, Mercedes, TX, 78570, USA	2022-01-04 13:25:41	2022-01-06 08:26:42	The entrance stop sign to Tiger Crossing is bent and needs to be straightened out.

53986	Traffic Sign Replacement	Juan Vega Jr	Camino de Vordad Rd, Mercedes, TX, 78570, USA	2022-01-13 14:57:33		RESIDENT IS WANTING A NO HEAVY TRAFFIC SIGN PLACED DUE TO BIG TRUCKS PASSING BY AND CAUSING POT HOLES
54699	Traffic Sign Replacement	Juan Vega Jr	1345 S Virginia Ave, Mercedes, TX, 78570, USA	2022-01-25 21:52:20		Stop sign at the Intersection of Virginia & 14th St. needs going East needs to be re-aligned to be facing the proper way. This needs to be addressed ASAP It is a safety concern for traffic.
			Total Work Orders for Traffic Sign Replacement-3			
54381	Vehicle Maintenance (City Mech	Rene G.	2314 N FM 491, Mercedes, TX, 78570, USA	2022-01-20 14:30:26	2022-01-20 14:30:32	FUEL IN DIESEL
55000	Vehicle Maintenance (City Mech	Juan Vega Jr	8138-8608 N Base Line Rd, Mercedes, TX, 78570, US	2022-01-31 15:59:49		Sweeper has a flat tire, please repair for availability.
			Total Work Orders for Vehicle Maintenance-2			
53381	Water Break Repair	Rene G.	1033 W 4th St, Mercedes, TX, 78570, USA	2022-01-04 14:03:45	2022-01-19 07:57:54	POSSIBLE WATER LEAK
53908	Water Break Repair	Rene G.	714 Mile 2 1/2 Rd W, Mercedes, TX, 78570, USA	2022-01-12 15:28:58	2022-01-21 05:29:58	RESIDENT ADVISED HE HAS A WATER LEAK
54085	Water Break Repair	Rene G.	1033 W 14th St, Mercedes, TX, 78570, USA	2022-01-14 16:08:33	2022-01-21 05:30:52	WATER LEAK BY THE WATER METER
54297	Water Break Repair	Rene G.	1113 S Missouri Ave, Mercedes, TX, 78570, USA	2022-01-20 09:38:57	2022-01-20 09:45:47	TOOK MINI TO JOBSITE. PICKED UP MINI
54299	Water Break Repair	Rene G.	728 S Colorado Ave, Mercedes, TX, 78570, USA	2022-01-20 09:44:50	2022-01-20 09:46:10	TOOK AND PICKED UP MINI
54306	Water Break Repair	Rene G.	1528 S Virginia Ave, Mercedes, TX, 78570, USA	2022-01-20 09:51:05	2022-01-20 09:51:13	FIX WATER SERVICE
54378	Water Break Repair	Rene G.	214 N Georgia Ave, Mercedes, TX, 78570, USA	2022-01-20 14:28:17	2022-01-20 14:28:26	TOOK PARTS TO 3124 FOR WATER BREAK
54384	Water Break Repair	Rene G.	217 N Georgia Ave, Mercedes, TX, 78570, USA	2022-01-20 14:36:40	2022-01-20 14:36:51	DID A WATER BREAK
54395	Water Break Repair	Rene G.	218 N Virginia Ave, Mercedes, TX, 78570, USA	2022-01-20 14:49:22	2022-01-20 14:49:32	COVER UP THE WATER PIPE THAT WE DID AND WATER BACK ON
54398	Water Break Repair	Rene G.	645 S Missouri Ave, Mercedes, TX, 78570, USA	2022-01-20 14:50:18	2022-01-20 14:50:29	WATER LEAK
54532	Water Break Repair	Rene G.	1225 S Indiana Ave, Mercedes, TX, 78570, USA	2022-01-24 07:50:29	2022-01-25 08:10:43	Martha Gonzalez 472-9115 called about a water break in the alley.
54676	Water Break Repair	Rene G.	817 W 1st St, Mercedes, TX, 78570, USA	2022-01-25 12:21:58	2022-01-25 14:34:00	WATER LEAK IN THE ALLEY RESIDENT: GARCIA CONTACT: 956-647-2169
			Total Work Orders for Water Break Repair-12			
53703	WATER TAP OR SEWER TAP	Rene G.	1046 Arroyo Cir, Mercedes, TX, 78570, USA	2022-01-10 11:07:49	2022-01-25 08:09:06	WATER TAP
			Total Work Order for Water Tsp or Sewer Tap-1			

**PLANNING DEPARTMENT**  
**(PERMITS/INSPECTIONS/ CODE ENFORCEMENT)**

PERMITS ISSUED	October	November	December	January	February	March	April	May	June	July	August	Sept
Residential	\$ 33,770.05	17620.4	\$ 18,066.25									
Commercial	\$ 2,471.50	35240.8	\$ 1,523.75									
Total Cash Collected	\$ 36,241.55	\$ 52,861.20	\$ 19,590.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>INSPECTIONS</b>												
Residential	272	280	211									
Re-Inspections	21	20	8									
Commercial	15	15	9									
Re-Inspections	0	1	1									
Health Inspections	19	5	7									
Re-Inspections	0	0	0									
Fire Inspections	9	20	12									
Re-Inspections	0	0	0									
<b>OTHER</b>												
Vendor permits	14	40	3									
Stock show Vendors	26	0	11									
Outdoor sales permits	1	1	0									
Peddlers permits	0	0	0									
Stop work orders	0	0	0									
New Contractors	12	9	10									
Contractor Renewal	11	17	16									

CODE ENFORCEMENT	October	November	December	January	February	March	April	May	June	July	August	Sept
accumulating junk	13	7	13									
Closed incidents	5	2	8									
Illegal dumping	9	7	24									
Closed incidents	10	1	7									
Junk Vehicles	8	4	9									
Closed incidents	1	1	3									
Livestock	0	0	0									
Closed incidents	0	0	0									
Maintain Alley	0	0	0									
Closed incidents	1	0	0									
Noxious Weeds	0	0	0									
Closed incidents	0	1	0									
Vermin Harborage	0	0	0									
Closed incidents	0	0	0									
Stagnant Water	0	0	0									
Closed incidents	0	0	0									
Truck Trailers	0	0	0									
Closed incidents	0	0	0									
Health Issues	1	0	0									
Closed incidents	1	0	0									
Weedy Lots	94	83	44									
Closed incidents	5	0	1									
Signs	0	0	0									
Closed incidents	0	0	0									
Home Violations	0	1	0									
Closed incidents	0	1	0									
Zoning Violations	2	0	3									
Closed incidents	0	0	2									
Court Cases	4	1	0									

**PLANNING DEPARTMENT**  
**(PERMITS/INSPECTIONS/ CODE ENFORCEMENT)**

INVOICES/ LEINS/ETC	October	November	December	January	February	March	April	May	June	July	August	Sept
<b>Weedy Lot Invoices</b>		25	36									
Amount	\$ -	\$ 3,355.25	\$ 4,801.75	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Demolition Invoices</b>		0	0									
Amount	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Leins filed</b>	3	0	24									
Total Lein Amount	\$ 399.75	\$ -	\$ 5,427.25	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Leins Released</b>	2	7	1									
<b>Demolition Leins</b>	0	0	0	0	0	0	0	0				
Total Lein Amount	\$ 399.75	\$ 1,583.51	\$ 141.25	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Payments Collected</b>	\$ 497.75	\$ 1,015.50	\$ 399.75	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Yard Sales</b>	36	30	25									

Business Activities	October	November	December	January	February	March	April	May	June	July	August	Sept
New Business License	11	7	5									

**CITY OF MERCEDES**  
**Budget vs Actual FY 2021-2022 (UNAUDITED)**  
**As at 01/31/2022**

**01 GENERAL FUND**

Budget Completed 25.00%				
REVENUES	Budget	YTD Actual	Budget Balance	% of Budget
Taxes	8,737,643	3,538,989	5,198,654	40.50%
Licenses & Permits	167,500	98,240	69,260	58.65%
Fines & Services	2,117,460	651,415	1,466,045	30.76%
Intergovernmental	18,100	-	18,100	0.00%
Miscellaneous	1,252,100	1,069,190	182,910	85.39%
	<b>12,292,803</b>	<b>5,357,834</b>	<b>6,934,969</b>	<b>43.59%</b>
<b>EXPENDITURES</b>				
Commission	30,700	3,315	27,385	10.80%
Exe. Adm	237,303	59,240	178,063	24.96%
Human Resources	90,011	7,392	82,619	8.21%
City Secretary	72,249	22,402	49,847	31.01%
Mun. Court	142,621	36,938	105,683	25.90%
Finance	221,447	60,327	161,120	27.24%
IT	247,532	65,408	182,124	26.42%
Planning	523,735	125,210	398,525	23.91%
Police	2,987,868	1,032,045	1,955,823	34.54%
Animal Control	84,540	10,941	73,599	12.94%
Fire	1,298,008	384,159	913,849	29.60%
PW	102,912	36,383	66,529	35.35%
Streets	574,501	213,912	360,589	37.23%
Build. Maint.	245,516	74,915	170,601	30.51%
Veh. Maint.	268,726	84,093	184,633	31.29%
Parks & Rec	497,148	119,824	377,324	24.10%
Rec. Center	44,122	9,576	34,546	21.70%
Library	411,087	115,816	295,271	28.17%
Projects	-	-	0	#DIV/0!
Sanitation	1,433,577	373,095	1,060,482	26.03%
Dome Shelter	259,358	71,408	187,950	27.53%
Non-Departmental	2,519,842	723,999	1,795,843	-28.73%
	<b>12,292,803</b>	<b>3,630,399</b>	<b>8,662,404</b>	<b>29.53%</b>
Rev. Over/Under	-	<b>1,727,436</b>	<b>(1,727,436)</b>	

**NOTE:**

**CITY OF MERCEDES**  
**Budget vs Actual FY 2021-2022 (UNAUDITED)**  
**As at 01/31/2022**

**02 UTILITY FUND**

<b>REVENUES</b>	<b>Budget</b>	<b>YTD Actual</b>	<b>Budget Completed 25.00%</b>	
			<b>Budget Balance</b>	<b>% of Budget</b>
Water & Sewer Sales	5,450,118	1,738,128	3,711,990	31.89%
Fees & Penalties	132,500	91,470	41,030	69.03%
Miscellaneous	3,000	685	2,315	22.84%
	<b>5,585,618</b>	<b>1,830,284</b>	<b>3,755,334</b>	<b>32.77%</b>
<b>EXPENDITURES</b>				
Information Tech	61,500	32,320	29,180	52.55%
Utility Billing	120,192	36,842	83,350	30.65%
Meter Readers	143,398	33,718	109,680	23.51%
W/S Field Crew	976,124	361,278	614,846	37.01%
W/S Treatment Plant	2,818,601	767,279	2,051,322	27.22%
Debt Service Int.	780,776	-	780,776	0.00%
Non-Departmental	685,027	69,003	616,024	10.07%
	<b>5,585,618</b>	<b>1,300,438</b>	<b>4,285,180</b>	<b>23.28%</b>
<b>Revenue Over/Under</b>	<b>-</b>	<b>529,845</b>	<b>(529,845)</b>	

**NOTE:**

**CITY OF MERCEDES**

**Budget vs Actual FY 2021-2022 (UNAUDITED)**

**As at 01/31/2022**

**15 INTEREST & SINKING FUND**

		Budget Completed 25.00%		
REVENUES	Budget	YTD Actual	Budget Balance	% of Budget
Property Taxes	2,097,822	1,563,848	533,974	74.55%
Intergovernmental	-	-	-	0.00%
Miscellaneous	318,750	90	318,660	0.03%
	<b>2,416,572</b>	<b>1,563,939</b>	<b>852,633</b>	<b>64.72%</b>
<b>EXPENDITURES</b>				
Debt Service	2,416,572	250	2,416,322	0.01%
	<b>2,416,572</b>	<b>250</b>	<b>2,416,322</b>	<b>0.01%</b>
Revenue Over/Under	-	1,563,689	(1,563,689)	

**NOTE:**

**CITY OF MERCEDES**  
**Budget vs Actual FY 2021-2022 (UNAUDITED)**  
**As at 01/31/2022**

**16 HOTEL/MOTEL FUND**

<b>REVENUES</b>	<b>Budget Completed 25.00%</b>			
	<b>Budget</b>	<b>YTD Actual</b>	<b>Budget Balance</b>	<b>% of Budget</b>
Taxes	86,000	43,485	42,515	50.56%
Reserves/Misc.	134,165	75	134,090	0.06%
	<b>220,165</b>	<b>43,561</b>	<b>176,604</b>	<b>19.79%</b>
<b>EXPENDITURES</b>				
Advertisement	151,440	33,051	118,390	21.82%
Historic Preservation	43,000	-	43,000	0.00%
Arts Promotion	12,900	-	12,900	0.00%
Signage	12,825	-	12,825	0.00%
	<b>220,165</b>	<b>33,051</b>	<b>187,115</b>	<b>15.01%</b>
<b>Revenue Over/Under</b>	<b>-</b>	<b>10,510</b>	<b>(10,510)</b>	

**NOTE:**

**CITY OF MERCEDES**  
**Budget vs Actual FY 2021-2022 (UNAUDITED)**  
**As at 01/31/2022**

**43 43-Series 2018 CO**

<b>REVENUES</b>	<b>Budget</b>	<b>YTD Actual</b>	<b>Budget Balance</b>
Bond Revenue	9,991,085	9,991,085	-
Interest Income	127,549	127,616	(67)
Miscellaneous			-
	<b>10,118,634</b>	<b>10,118,701</b>	<b>(67)</b>
<b>EXPENDITURES</b>			<b>95.79%</b>
Ambulance Services	519,644	519,644	-
PD Vehicles	503,442	503,442	-
PW Vehicles	561,969	396,141	165,828
Rescue Vehicles	33,165	33,165	-
Drainage Improv.	496,257	376,550	119,706
Sewer Improv.	1,484,309	1,484,309	-
Lift Station Improv.	1,352,229	1,352,229	-
Street Overlays	3,460,085	3,460,085	-
Street Improvements	104,946	104,946	-
Water Improv.	1,401,378	1,260,786	140,592
Non-Departmental	201,210	201,210	-
	<b>10,118,634</b>	<b>9,692,508</b>	<b>426,126</b>
<b>Revenue Over/Under</b>	<b>-</b>	<b>426,193</b>	<b>(426,193)</b>

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

**CITY OF MERCEDES**  
**Budget vs Actual FY 2021-2022 (UNAUDITED)**  
**As at 01/31/2022**

**46 EMS FUND**

<b>REVENUES</b>	<b>Budget Completed 25.00%</b>			
	<b>Budget</b>	<b>YTD Actual</b>	<b>Budget Balance</b>	<b>% of Budget</b>
EMS Service Fees	700,000	138,471	561,529	19.78%
Misc	20,000	-	20,000	0.00%
	<b>720,000</b>	<b>138,471</b>	<b>581,529</b>	<b>19.23%</b>
<b>EXPENDITURES</b>				
Personnel Costs	127,082	25,658	101,424	20.19%
Contractual Sev. & Other	178,618	66,176	112,442	37.05%
Maintenance	30,000	6,263	23,737	20.88%
Supplies	134,300	19,097	115,203	14.22%
Capital Outlay	-	-	0	0.00%
Non-Departmental	250,000	-	250,000	0.00%
	<b>720,000</b>	<b>117,195</b>	<b>602,805</b>	<b>16.28%</b>
<b>Revenue Over/Under</b>	<b>-</b>	<b>21,276</b>	<b>(21,276)</b>	

**NOTE:**

**CITY OF MERCEDES**  
**Budget vs Actual FY 2021-2022 (UNAUDITED)**  
**As at 01/31/2022**

**52 52-Series 2021 CO**

<b>REVENUES</b>	<b>Budget</b>	<b>JTD Actual</b>	<b>Budget Balance</b>
Bond Revenue	8,076,800	-	8,076,800
Interest Income	-	-	-
Miscellaneous	-	-	-
	<b>8,076,800</b>	<b>-</b>	<b>8,076,800</b>
<b>EXPENDITURES</b>			<b>6.68%</b>
EMS/FIRE Equipment	782,765	-	782,765
PD Vehicles		-	-
PW Equipment		-	-
Planning Equipment		-	-
Library	17,586	-	-
Water/Utility Improv.		-	-
Sewer/Utility Improv.		86,433	(86,433)
Lift Station Improv.	493,826	-	493,826
Street Overlays		-	-
Street Improvements		-	-
Drainage Imprprov.		-	-
Non-Departmental		-	-
	<b>1,294,177</b>	<b>86,433</b>	<b>1,190,158</b>
<b>Revenue Over/Under</b>	<b>6,782,623</b>	<b>(86,433)</b>	<b>6,886,642</b>

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

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

FY 2020-2021								
Recvd	Period	State Comptroller	EDC (25%)	Outlet Mall	Mth % Inc/Dec	City (75%)	Outlet Mall	Mth % Inc/Dec
Oct	Aug	360,547.72	86,798.28	3,338.65	12.42%	260,394.83	10,015.96	12.42%
Nov	Sept	460,051.33	109,957.47	5,055.36	26.68%	329,872.41	15,166.09	26.68%
Dec	Oct	415,587.16	99,592.24	4,304.55	-9.43%	298,776.72	12,913.65	-9.43%
Jan	Nov	495,384.03	118,122.77	5,723.24	18.61%	354,368.31	17,169.71	18.61%
Feb	Dec	713,337.55	168,646.44	9,687.95	42.77%	505,939.32	29,063.84	42.77%
Mar	Jan	410,152.48	98,752.32	3,785.80	-41.44%	296,256.95	11,357.41	-41.44%
Apr	Feb	391,843.83	94,641.26	3,319.70	-4.16%	283,923.77	9,959.10	-4.16%
May	Mar	702,975.27	166,637.28	9,106.54	76.07%	499,911.84	27,319.61	76.07%
Jun	Apr	550,282.65	130,901.65	6,669.01	-21.45%	392,704.96	20,007.03	-21.45%
Jul	May	537,060.71	127,770.34	6,494.84	-2.39%	383,311.02	19,484.51	-2.39%
Aug	June	596,505.30	141,812.47	7,313.86	10.99%	425,437.40	21,941.58	10.99%
Sep	July	535,056.47	126,949.23	6,814.89	-10.48%	380,847.69	20,444.66	-10.48%
		1,731,570.24	414,470.76	18,421.80	20.17%	1,243,412.27	55,265.41	20.17%

FY 2021-2022								
		State Comptroller	EDC (25%)	Outlet Mall	Mth % Inc/Dec	City (75%)	Outlet Mall	Mth % Inc/Dec
		532,219.32	126,355.59	6,699.24	-0.47%	379,066.78	20,097.71	-0.47%
		587,652.79	140,871.36	6,041.84	11.49%	422,614.08	18,125.51	11.49%
		437,734.09	86,028.38	23,405.14	-38.93%	258,085.14	70,215.43	-38.93%
		697,918.59	174,479.65		102.82%	523,438.94		102.82%
			-		-100.00%	-		-100.00%
			-		#DIV/0!	-		#DIV/0!
			-		#DIV/0!	-		#DIV/0!
			-		#DIV/0!	-		#DIV/0!
			-		#DIV/0!	-		#DIV/0!
			-		#DIV/0!	-		#DIV/0!
			-		#DIV/0!	-		#DIV/0!
			-		#DIV/0!	-		#DIV/0!
		2,255,524.79	527,734.98	36,146.22	27.33%	1,583,204.94	108,438.65	27.33%

**Yearly Total Sales Tax Comparison**

		2020-2021	2021-2022	Yr % Inc/Dec
Oct	Aug	360,547.72	532,219.32	47.61%
Nov	Sept	460,051.33	587,652.79	27.74%
Dec	Oct	415,587.16	437,734.09	5.33%
Jan	Nov	495,384.03	697,918.59	40.88%
		1,731,570.24	2,255,524.79	30.26%

**Yearly City Sales Tax Comparison**

		2020-2021	2021-2022	Yr % Inc/Dec
Oct	Aug	260,394.83	379,066.78	45.57%
Nov	Sept	329,872.41	422,614.08	28.11%
Dec	Oct	298,776.72	258,085.14	-13.62%
Jan	Nov	354,368.31	523,438.94	47.71%
		1,243,412.27	1,583,204.94	27.33%

BUDGET 4,800,000

% OF BUDGET 39.05%

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

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

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

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

ENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
UECROSS AND BLUE SHIELD OF TEXAS	1/19/22	JAN 2022 HEALTH INSURANCE	GENERAL FUND	POLICE	<u>18,958.20</u>
				TOTAL:	18,958.20
WH INDUSTRIAL AMERICA LLC	1/26/22	BACKHOE	GENERAL FUND	STREETS	10,017.37
	1/26/22	MOTORGRADER	GENERAL FUND	STREETS	<u>16,058.02</u>
				TOTAL:	26,075.39
COMPTROLLER OF PUBLIC ACCOUNTS	1/25/22	COMPTROLLER OF PUBLIC ACCO	GENERAL FUND	NON-DEPARTMENTAL	<u>21,068.47</u>
				TOTAL:	21,068.47
DEVELOPMENT CORPORATION OF MERCEDES	1/21/22	SALES TAX - JAN 2022	GENERAL FUND	NON-DEPARTMENTAL	<u>174,479.64</u>
				TOTAL:	174,479.64
ERGUSON ENTERPRISES, INC	1/31/22	SANITARY MANHOLES	UTILITY FUND	WATER/SEWER FIELD CREW	<u>41,795.00</u>
				TOTAL:	41,795.00
EXA ENERGY, LP	1/18/22	NOV-DEC 2021 - ELECTRICITY	GENERAL FUND	NON-DEPARTMENTAL	14,776.55
	1/18/22	NOV-DEC 2021 - ELECTRICITY	UTILITY FUND	WATER/SEWER TREATMENT	<u>29,482.72</u>
				TOTAL:	44,259.27
ISTRIBUTORS INC.	1/07/22	BLK W/WHITE LETTERIN	SPECIAL REVENUE FU	BODY ARMOR	<u>10,540.00</u>
				TOTAL:	10,540.00
DALGO & CAMERON COUNTIES	1/18/22	DETENTION FACILITY EXCAVAT	SERIES 2018	DRAINAGE IMPROVEMENTS	<u>59,299.57</u>
				TOTAL:	59,299.57
DALGO COUNTY APPRAISAL DISTRICT	1/31/22	1ST QUARTER HCAD	GENERAL FUND	NON-DEPARTMENTAL	<u>13,689.75</u>
				TOTAL:	13,689.75
BUSTERS, LLC	1/31/22	MOBILIZATION	UTILITY FUND	WATER/SEWER FIELD CREW	12,000.00
	1/31/22	8" PVC 18 PIPE	UTILITY FUND	WATER/SEWER FIELD CREW	60,000.00
	1/31/22	ASHPHALT REPAIR/REM	UTILITY FUND	WATER/SEWER FIELD CREW	<u>24,000.00</u>
				TOTAL:	96,000.00
W OF OF MARTIE GARCIA VELA, PC.	1/28/22	LEGAL FEES DEC 2021	GENERAL FUND	NON-DEPARTMENTAL	<u>14,940.00</u>
				TOTAL:	14,940.00
JO VALLEY SWITCHING CO.	1/25/22	ROAD REPLANKING PROJECT	SERIES 2018	STREET IMPROVEMENTS	<u>34,319.31</u>
				TOTAL:	34,319.31
EXAS MUNICIPAL RET. SYST	1/20/22	PENSION PLAN PAYABLE	GENERAL FUND	NON-DEPARTMENTAL	12,326.48
	1/20/22	PENSION PLAN PAYABLE	GENERAL FUND	NON-DEPARTMENTAL	12,619.99
	1/20/22	PENSION PLAN PAYABLE	GENERAL FUND	POLICE	12,463.39
	1/20/22	PENSION PLAN PAYABLE	GENERAL FUND	POLICE	<u>12,584.64</u>
				TOTAL:	49,994.50
EXAS NATIONAL BANK	1/07/22	FEDERAL W/H	GENERAL FUND	NON-DEPARTMENTAL	12,156.28
	1/20/22	FEDERAL W/H	GENERAL FUND	NON-DEPARTMENTAL	12,828.55
	1/07/22	FICA W/H	GENERAL FUND	NON-DEPARTMENTAL	10,887.10
	1/20/22	FICA W/H	GENERAL FUND	NON-DEPARTMENTAL	<u>11,224.35</u>
				TOTAL:	47,096.28
ASTE CONNECTIONS OF TEXAS	1/28/22	OCTOBER 2021 GARBAGE	GENERAL FUND	SANITATION DEPARTMENT	<u>101,419.12</u>
				TOTAL:	101,419.12
HITE ROCK SECURITY GROUP, LLC	1/07/22	NinjaRMM-BitDefender	GENERAL FUND	INFORMATION TECHNOLOGY	<u>10,142.50</u>
				TOTAL:	10,142.50

ENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
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===== FUND TOTALS =====

01	GENERAL FUND	492,640.40
02	UTILITY FUND	167,277.72
07	SPECIAL REVENUE FUND	10,540.00
43	SERIES 2018	93,618.88

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GRAND TOTAL:	764,077.00
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TOTAL PAGES: 2

SELECTION CRITERIA

SELECTION OPTIONS

ENDOR SET: 99-City of Mercedes  
ENDOR: All  
CLASSIFICATION: All  
ANK CODE: All  
TEM DATE: 0/00/0000 THRU 99/99/9999  
TEM AMOUNT: 10,001.00 THRU 99,999,999.00  
POST DATE: 0/00/0000 THRU 99/99/9999  
CHECK DATE: 1/01/2022 THRU 1/31/2022

MYROLL SELECTION

MYROLL EXPENSES: NO  
CHECK DATE: 0/00/0000 THRU 99/99/9999

PRINT OPTIONS

PRINT DATE: Check Date  
SEQUENCE: By Vendor Name  
DESCRIPTION: Distribution  
ACCTS: NO  
REPORT TITLE: C O U N C I L R E P O R T  
SIGNATURE LINES: 0

WCKET OPTIONS

INCLUDE REFUNDS: NO  
INCLUDE OPEN ITEM:NO

**Mercedes Municipal Court**  
**Revenue Collected by Citations**  
**January 1, 2022 - January 31, 2022**

City of Mercedes Revenue	<b>\$5,341.43</b>
State of Texas Revenue	<b>\$3,534.43</b>
Total Revenue Collected	<b>\$8,875.86</b>

**Total Number of Cases (Dockets) Heard by Court - 11**

Eduardo Mendoza  
Eduardo Mendoza, Municipal Court Coordinator

## ADDITIONAL ACTIVITY

Court MERCEDES			NUMBER REQUESTS FOR COUNSEL
Month JANUARY	Year 2022	NUMBER GIVEN	
1. Magistrate Warnings:			
a. Class C Misdemeanors		0	
b. Class A and B Misdemeanors		0	0
c. Felonies		0	0
			TOTAL
2. Arrest Warrants Issued:			
a. Class C Misdemeanors			0
b. Class A and B Misdemeanors			0
c. Felonies			0
3. Capiases Pro Fine Issued			0
4. Search Warrants Issued			0
5. Warrants for Fire, Health and Code Inspections Filed		(CCP, Art. 18.05)	0
6. Examining Trials Conducted			0
7. Emergency Mental Health Hearings Held			0
8. Magistrate's Orders for Emergency Protection Issued			0
9. Magistrate's Orders for Ignition Interlock Device Issued		(CCP, Art. 18.05)	0
10. All Other Magistrate's Orders Issued Requiring Conditions for Release on Bond			0
11. Driver's License Denial, Revocation or Suspension Hearings Held			0
		(TC, Sec. 521.300)	
12. Disposition of Stolen Property Hearings Held		(CCP, Ch. 47)	0
13. Peace Bond Hearings Held			0
14. Cases in Which Fine and Court Costs Satisfied by Community Service:			
a. Partial Satisfaction			0
b. Full Satisfaction			0
15. Cases in Which Fine and Court Costs Satisfied by Jail Credit			0
16. Cases in Which Fine and Court Costs Waived for Indigency			0
17. Amount of Fines and Court Costs Waived for Indigency			\$0.00
18. Fines, Court Costs and Other Amounts Collected:			
a. Kept by City			\$5,341.43
b. Remitted to State			\$3,534.43
c. Total			\$8,875.86



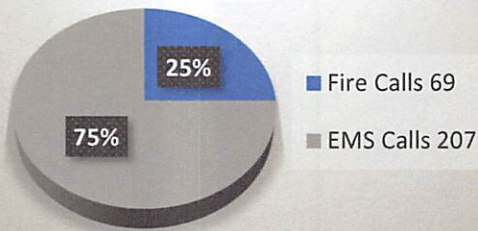
## MERCEDES FIRE DEPARTMENT EMS

### Monthly Report January 2022

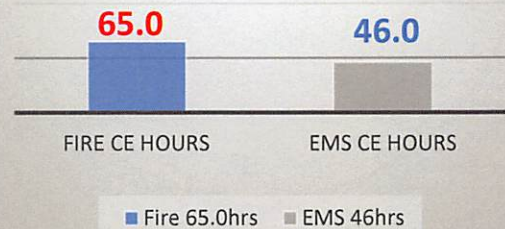


*"Through dedicated, professional members, the Mercedes Fire Department EMS care for and protects the lives and property of our community through incident response, comprehensive training, public education and fire prevention."*

#### # of Incidents



#### Continued Education Hours



#### Emergency Management:

- Continuous assistance with MISD Vaccine Clinics
- Meetings held on initial Stock Show planning.
- Stock Show parade planning.
- STAR request for communication assistance. (Portable Radios)
- Monitor COVID-19 response within the city.
- Continuous on providing COVID-19 testing to all city employees when needed.
- ICS Forms transition to STAR request training.
- Hazard Mitigation Plan submitted to FEMA for final approval - Pending.
- Continuous Critical Infrastructure Management training with public works and police department.
- Warming Shelter table top training.



# MERCEDES FIRE DEPARTMENT EMS

## Monthly Report January 2022



### Fire Marshal's Office

• Fire Inspections	34
• Fire Investigations	0
• Public Educations	0
• Plan Reviews	2
• Fire Alarms	1
• Fire Sprinkler Reviews	0
• Hood System Reviews	1
• Fire Suppression Reviews	1
• Meetings	7
• Burn Permits	0
• Fire Safety Complaints	0
• Special Assignments	0
• Subdivision Review Conference	0

**Ruben A. Gutierrez**  
**Fire Marshal**

**01-2022**  
**DATE**

# Mercedes Fire Department

Mercedes, TX

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## Incident Type Count per Station for Date Range

Start Date: 01/01/2022 | End Date: 01/31/2022

INCIDENT TYPE	# INCIDENTS
<b>Station: 1 - MERCEDES FIRE STATION 1</b>	
100 - Fire, other	2
111 - Building fire	1
113 - Cooking fire, confined to container	1
131 - Passenger vehicle fire	3
143 - Grass fire	5
150 - Outside rubbish fire, other	1
151 - Outside rubbish, trash or waste fire	1
311 - Medical assist, assist EMS crew	7
322 - Motor vehicle accident with injuries	7
324 - Motor vehicle accident with no injuries.	5
350 - Extrication, rescue, other	2
412 - Gas leak (natural gas or LPG)	4
441 - Heat from short circuit (wiring), defective/worn	1
444 - Power line down	2
500 - Service Call, other	1
531 - Smoke or odor removal	1
541 - Animal problem	1
600 - Good intent call, other	1
622 - No incident found on arrival at dispatch address	2
651 - Smoke scare, odor of smoke	5
711 - Municipal alarm system, malicious false alarm	2
733 - Smoke detector activation due to malfunction	1
735 - Alarm system sounded due to malfunction	1
740 - Unintentional transmission of alarm, other	2
745 - Alarm system activation, no fire - unintentional	3
900 - Special type of incident, other	2

# Incidents for 1 - Mercedes Fire Station 1:

64

<b>Station: 2 - MERCEDES FIRE STATION 2</b>	
540 - Animal problem, other	2
651 - Smoke scare, odor of smoke	1
700 - False alarm or false call, other	2

# Incidents for 2 - Mercedes Fire Station 2:

5

Only REVIEWED incidents included.



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Page # 1 of 1

# Mercedes Fire Department

Mercedes, TX

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

Start Date: 01/01/2022 | End Date: 01/31/2022

STATION	TURNOUT TIME (min) (Dispatch to Enroute)
1 - Mercedes Fire Station 1	3:31
2 - Mercedes Fire Station 2	3:12
<b>AVERAGE TURNOUT TIME:</b>	<b>3:21</b>

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



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Page # 1 of 1

# Mercedes Fire Department

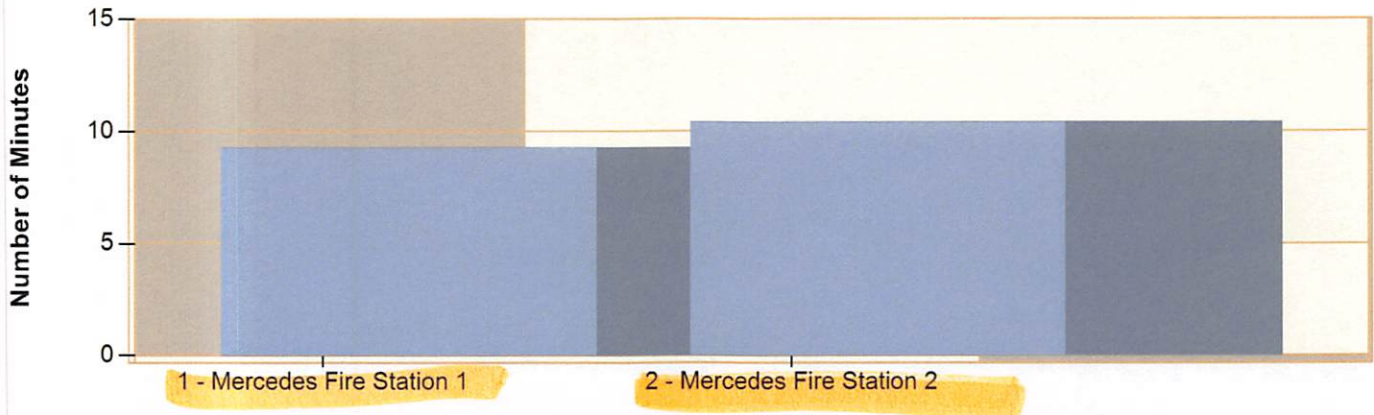
Mercedes, TX

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## Average Response Time per Station for Date Range

Start Date: 01/01/2022 | End Date: 01/31/2022



STATION	AVERAGE RESPONSE MM:SS (Dispatch to Arrived)
1 - Mercedes Fire Station 1	9:16
2 - Mercedes Fire Station 2	10:24

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



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Page # 1 of 1