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## MINUTES

### PRESENT:

Norie Gonzalez Garza, Mayor  
Ruben D. Plata, Mayor Pro-Tem  
Jessica Ortega, Councilwoman  
Abiel Flores, Councilman  
Alberto Vela, Councilman  
Victor A. Flores, City Attorney  
Randy Perez, City Manager  
Anna Carrillo, City Secretary

### ALSO PRESENT:

Jim & Beth Barnes  
Sam Bensen  
Irma Flores  
Esther Salinas  
Candace Rodriguez  
Monica Gonzalez  
Monica Guerrero

### STAFF PRESENT:

Victor Lopez, Police Officer  
Joel Chapa, Police Officer  
Isela Marin, Crime Victims Liaison  
Lionel Exinia, Police Officer  
Arturo Tijerina, Police Officer

### ABSENT:

### STAFF PRESENT:

Anais Chapa, Assistant City Secretary  
David Flores, Asst. City Manager  
Adrian Garcia, Fire Chief  
Juan Pablo Terrazas, Asst. City Manager  
Angie Vela, Finance Director  
Michael Elizalde, Grants Administrator  
Susie De Luna, Planning Director  
Alex Hernandez, Assistant Planning Director  
Robert Hinojosa, Risk Management Director  
Joe Enriquez, Utilities Manager  
Rick Venecia, Boys & Girls Club Director  
Abram Ramirez, IT Director  
Abel Bocanegra, P.E., City Engineer  
Cesar Torres, Chief of Police  
Frank Cavazos, Deputy Fire Chief  
Teclo Garcia, CEO MEDC  
Yenni Espinoza, Assistant Library Director  
Cynthia Lopez, Museum Director  
Mario Flores, Golf Director  
Joel Chapa, Police Officer  
Roel Mendiola, Sanitation Dept. Director  
Mary Hernandez, Veterans Cemetery Director  
Kenia Gomez, Media Relations Director  
Stephen Kotsatos, Health Director  
Christopher Navarette, Deputy Fire Chief  
Amy Tijerina, Events Manager  
Brad Bentsen, Parks & Recreation Director  
Jose Silva, Internal Auditor  
JC Avila, Fleet Director  
Jerry Guzman, Operations Manager

## REGULAR MEETING

### **CALL TO ORDER AND ESTABLISH QUORUM**

With a quorum being present, Mayor Norie Garza Gonzalez called the meeting to order at 4:30 p.m.

### **INVOCATION AND PLEDGE ALLEGIANCE**

City Manager Randy Perez led the invocation and Pledge of Allegiance.

### **DISCLOSURE OF CONFLICT OF INTEREST**

None

### **PRESENTATIONS**

#### **1. Proclamation - Down Syndrome Month – Carrillo**

Councilwoman Jessica Ortega moved to approve the Proclamation – Down Syndrome Month. Motion was seconded by Mayor Pro Tem Ruben Plata and approved unanimously 5-0.

#### **2. Proclamation - Fire Prevention Month – Garcia**

Councilwoman Ortega moved to approve the Proclamation – Down Syndrome Month. Motion was seconded by Mayor Pro Tem Plata and approved unanimously 5-0.

#### **3. Proclamation - Food Safety Awareness Month – Kotsatos**

Councilwoman Ortega moved to approve the Proclamation – Down Syndrome Month. Motion was seconded by Mayor Pro Tem Plata and approved unanimously 5-0.

#### **4. Proclamation - Domestic Violence Awareness – Torres**

Councilwoman Ortega moved to approve the Proclamation – Down Syndrome Month. Motion was seconded by Mayor Pro Tem Plata and approved unanimously 5-0.

#### **5. Presentation by Andrew Canon, Executive Director RGVMPPO – Terrazas**

Luis Diaz, RGVMPPO Assistant Executive Director, presented the UTP (Unified Transportation Projects) that were currently underway or upcoming throughout the state of Texas over the next ten years. One of the projects presented was the I-69C/I-69E connector. This project was awarded a total of 150 million dollars. In Category 7, there was the Nolana Loop project that was awarded 25 million dollars. For carbon reduction projects there was the Pharr Bridge Commercial Vehicle parking site, regional signal improvements, Southmost Nature Trail and bus passenger loading areas and facility improvements.

#### **6. Report from the Greater Mission Chamber of Commerce – Enriquez**

Candace Rodriguez, Mission Chamber of Commerce Director of Communications, reported on upcoming events such as: the Annual Membership Awards Ceremony to be held on October 12<sup>th</sup> at the Mission Event Center, Ribbon Cutting ceremony for Thrive Drip Spa, SBDC Seminars on September 27<sup>th</sup>: Social Media Tips for Small Businesses and Smart Start, Scholarship Pageant on October 7<sup>th</sup>.

#### **7. Departmental Reports – Perez**

Mayor Pro Tem Plata moved to approve the Departmental Reports. Motion was seconded by Councilman Alberto Vela and approved unanimously 5-0.

#### **8. Citizen's Participation – Garza**

Mission Police Chief Cesar Torres introduced the new Assistant Chief of Police, Reynaldo Perez. Mr. Perez proceeded to thank the Mayor, City Council and City Manager for the opportunity and for their continuous support of the department. Chief Torres also introduced twelve officers who were just recently sworn in.

## **PUBLIC HEARING**

### **PLANNING & ZONING RECOMMENDATIONS**

#### **9. Rezoning: Lot 21, Block 3, Oakwood Estates Subdivision, (R-1) Single Family Residential to (C-3) General Business, Nallely & Sergio Cerda, and Adoption of Ordinance #5377 - De Luna**

On September 13, 2023, the Planning and Zoning Commission held a Public Hearing to consider the rezoning request. The subject site was located 125' East of River Oak Avenue along the north side of W. Griffin Parkway 495. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

Mayor Garza asked if there were any comments for or against the request.

There were no comments.

Upon motion by Mayor Pro Tem Plata seconded by Councilman Vela and approved unanimously, the public hearing was closed.

Councilman Vela moved to approve the Rezoning: Lot 21, Block 3, Oakwood Estates Subdivision, (R-1) Single Family Residential to (C-3) General Business, Nallely & Sergio Cerda, and Adoption of Ordinance #5377. Motion was seconded by Councilman Abiel Flores and approved unanimously 5-0.

#### **ORDINANCE NO. 5377**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS  
GRANTING A REZONING LOT 21, BLOCK 3, OAKWOOD ESTATES SUBDIVISION (R-1)  
SINGLE FAMILY RESIDENTIAL TO (C-3) GENERAL BUSINESS

#### **10. Conditional Use Permit: Build a Pool House on Property Zoned R-1 (Single Family Residential), 2800 Summer Breeze, Lot 16, Shary Oaks Subdivision, R-1, Marco A. Guerra, and Adoption of Ordinance #5378 - De Luna**

On September 13, 2023 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site was located approximately 710' West of N. Shary Road along the South side of Summer Breeze. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

Mayor Garza asked if there were any comments for or against the request.

There were no comments.

Upon motion by Mayor Pro Tem Plata seconded by Councilman Flores and approved unanimously, the public hearing was closed.

Mayor Pro Tem Plata moved to approve the Conditional Use Permit: Build a Pool House on Property Zoned R-1 (Single Family Residential), 2800 Summer Breeze, Lot 16, Shary Oaks

Subdivision, R-1, Marco A. Guerra, and Adoption of Ordinance #5378. Motion was seconded by Councilman Vela and approved unanimously 5-0.

**ORDINANCE NO. 5378**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A CONDITIONAL USE PERMIT TO BUILD A POOL HOUSE ON PROPERTY ZONED R-1 (SINGLE FAMILY RESIDENTIAL), 2800 SUMMER BREEZE LOT 16, SHARY OAKS SUBDIVISION R-1

**11. Conditional Use Permit Renewal: Sale & On-Site Consumption of Alcoholic Beverages- La Cruda 1702 E. Griffin Parkway, Ste. A, Being the E. 51' of Lot 8B, Stewart Village Phase I, C-3, Sylvia S. Luque and Adoption of Ordinance #5379 - De Luna**

On September 13, 2023 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit Renewal request. The subject site was located near the SE corner of Stewart and F.M. 495 at the Stewart Village Commercial Plaza. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

Mayor Garza asked if there were any comments for or against the request.

There were no comments.

Upon motion by Mayor Pro Tem Plata seconded by Councilman Flores and approved unanimously, the public hearing was closed.

Councilman Flores moved to approve the Conditional Use Permit Renewal: Sale & On-Site Consumption of Alcoholic Beverages- La Cruda 1702 E. Griffin Parkway, Ste. A, Being the E. 51' of Lot 8B, Stewart Village Phase I, C-3, Sylvia S. Luque and Adoption of Ordinance #5379. Motion was seconded by Councilman Vela and approved unanimously 5-0.

**ORDINANCE NO. 5379**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A CONDITIONAL USE PERMIT RENEWAL FOR THE SALE & ON-SITE CONSUMPTION OF ALCOHOLIC BEVERAGES – LA CRUDA, 1702 E. GRIFFIN PARKWAY, STE. A BEING THE E. 51' OF LOT 8B, STEWART VILLAGE, PHASE I

**12. Conditional Use Permit Renewal: To Keep a Mobile Food Truck – Fiesta Hotdogs in a C-2 Zone (Neighborhood Commercial), 208 N. Inspiration Road, Lot 1, Madrigal Subdivision, C-2, Fiesta Hot Dogs (c/o Federico Garcia & Lucero Vasquez), and Adoption of Ordinance #5380 - De Luna**

On September 13, 2023 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit Renewal request. The subject site was located 130' north of W. 2<sup>nd</sup> Street along the east side of Inspiration Road within the Fiesta Grocery Site. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

Mayor Garza asked if there were any comments for or against the request.

Federico Garcia, owner of Fiesta Hot Dogs, was present to answer any questions and also asked for the opportunity to continue working his business with the city.

Upon motion by Mayor Pro Tem Plata seconded by Councilwoman Ortega and approved unanimously, the public hearing was closed.

Mayor Pro Tem Plata moved to approve the Conditional Use Permit Renewal: To Keep a Mobile Food Truck – Fiesta Hotdogs in a C-2 Zone (Neighborhood Commercial), 208 N. Inspiration Road, Lot 1, Madrigal Subdivision, C-2, Fiesta Hot Dogs (c/o Federico Garcia & Lucero Vasquez), and Adoption of Ordinance #5380. Motion was seconded by Councilman Flores and approved unanimously 5-0.

**ORDINANCE NO. 5380**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS  
GRANTING A CONDITIONAL USE PERMIT RENEWAL TO PLACE A MOBILE FOOD TRUCK  
– FIESTA HOTDOGS IN A C-2 ZONE (NEIGHBORHOOD COMMERCIAL), 208 N.  
INSPIRATION ROAD, LOT 1, MADRIGAL SUBDIVISION

**CONSENT AGENDA**

*All consent agenda items are considered routine by City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember requests an item be removed and considered separately. The City Council May Take Various Actions; Including But Not Limited To Rescheduling An Item In Its Entirety For A Future Date Or Time. The City Council May Elect To Go Into Executive Session On Any Item Whether Or Not Such Item Is Posted As An Executive Session Item At Any Time During The Meeting When Authorized By The Provisions Of The Open Meetings Act*

**13. Approval of Minutes – Carrillo**

Regular Meeting – September 11, 2023

**14. Acknowledge Receipt of Minutes – Perez**

Citizen’s Advisory Committee – August 29, 2023

Mission Civil Service Commission – August 21, 2023

Parks & Recreation – August 8, 2023

**15. Authorization to purchase beer, wine and liquor for resale at the Mission Event Center – A. Lerma**

Staff was requesting to purchase beer, wine & liquor for resale at the Mission Event Center from the following vendors. Glazer’s Beer and Beverage, L&F Distributors, Holiday Wine & Liquor and Feldman’s Market Center thru September 30, 2024. As per Texas Local Government Code 252.022(D)(14) General Exemptions, “goods purchased by a municipality for subsequent retail sale by the municipality” the goods acquired by the Mission Event Center was exempt from the procurement process.

Mission Event Center budget not to exceed \$42,000.

**16. Approval of Resolution No.1852 authorizing the Mission Police Department to submit an Agreement for the Temporary Closure of State Right-of-Way to the Texas Department of Transportation for The Beer Run 5k run. – Torres**

The agreement was required by the Texas Department of Transportation for the closure of a single southbound lane on Bryan Road (FM 396) from 8<sup>th</sup> Street to First Street & a single northbound lane of Conway Avenue (SH 107) from First Street to U.S. Business 83 & U.S. Business 83 from Conway Avenue (SH 107) to a single southbound lane of Bryan Road (FM

396). The Mission Police Department would be responsible for securing the route and safety of all participants.

**RESOLUTION NO. 1852**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS, AUTHORIZING THE SUBMITTAL TO THE TEXAS DEPARTMENT OF TRANSPORTATION BY THE MISSION POLICE DEPARTMENT OF AN AGREEMENT FOR THE TEMPORARY CLOSURE OF STATE RIGHT OF WAY OF A SINGLE SOUTHBOUND LANE ON BRYAN ROAD (FM 396) FROM 8<sup>TH</sup> STREET TO FIRST STREET & A SINGLE NORTHBOUND LANE OF CONWAY AVENUE (SH 107) FROM FIRST STREET TO U.S. BUSINESS 83 & U.S. BUSINESS 83 FROM CONWAY AVENUE (SH 107) TO A SINGLE SOUTHBOUND LANE OF BRYAN ROAD (FM 396). FOR THE BEER RUN 5K EVENT AND AUTHORIZING THE ISSUANCE OF A PUBLIC PERMIT

**17. Approval of Resolution No.1853 authorizing the Mission Police Department to submit an Agreement for the Temporary Closure of State Right-of-Way to the Texas Department of Transportation for The 14th Annual Pink 5k walk/run. – Torres**

The agreement was required by the Texas Department of Transportation for the closure of a single southbound lane on Bryan Road (FM 396) from IH 2 Frontage Road to Trinity road, for safety reasons. The original route would be one single southbound lane on Bryan Road (FM 396), westbound on Trinity road, eastbound on Trinity road, northbound on Business Park drive, eastbound on Park drive, southbound lane on Bryan Road (FM 396), and ending at Mission Regional Hospital. The Mission Police Department would be responsible for securing the route and safety of all participants.

**RESOLUTION NO. 1853**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS, AUTHORIZING THE SUBMITTAL TO THE TEXAS DEPARTMENT OF TRANSPORTATION BY THE MISSION POLICE DEPARTMENT OF AN AGREEMENT FOR THE TEMPORARY CLOSURE OF STATE RIGHT OF WAY OF A SINGLE SOUTHBOUND LANE ON BRYAN ROAD (FM 396) FROM IH 2 FRONTAGE ROAD TO TRINITY ROAD. FOR THE 14th ANNUAL PINK 5K WALK/RUN EVENT AND AUTHORIZING THE ISSUANCE OF A PUBLIC PERMIT

**18. Authorization to accept the FY 2023-2024 Local Border Security Program (LBSP) grant from the Office of the Governor (OOG) – Torres**

The grant was a one-year grant for FY 2023-2024. The total amount of the grant award was \$190,000.00. This grant would allow the Mission Police Department to continue to increase patrol presence throughout the city of Mission, to include the U.S./Mexico border through the support of overtime costs. There was no cash match required by the City of Mission. This grant would be in effect upon approval through November 2024.

**19. Authorization to submit a grant application to TSLAC for the Texas Family Place Libraries Grant. – Elizalde**

The Speer Memorial Library was requesting authorization for submission of a grant application to TSLAC for the Texas Family Place Libraries Grant. The department was seeking to purchase equipment and supplies for dramatic play activities to enhance their Toddler Time. The total project cost is \$7,400 and required no match.

**20. Approval of a Memorandum of Agreement between The Lower Rio Grande Valley TPDES Stormwater Task Force Partnership, Inc. and the City of Mission – Bocanegra**

Memorandum of Agreement between The Lower Rio Grande Valley TPDES Stormwater Taskforce Partnership, Inc. and the City of Mission for the preparation of a Regional Texas Pollutant Discharge Elimination System (TPDES) Stormwater Permit Application and Stormwater Program Plan. The specific purpose of the Task Force was to assist members in complying with state and federal environmental regulations and to assist stakeholders with environmental protection goals that are best served by a regional approach. Each City executed this SWMP MOA every 5 years. The SWMP MOA would allow for a new SWMP that replaced the old one. There was a one-time fee of \$8,000.00. The SWMP MOA remains active until the City received its new MS4 permit. Once the permit was received, the MOA was complete and it closed. This usually takes about 1 year.

**21. Amendment No. 4 to Interlocal Cooperation Agreement for the Management and Operation of the Rio Grande Valley State Veterans Cemetery – Hernandez**

Amendments to the agreement were regarding Section 5.04 Employee Matters and Section 5.05 Disaster Preparedness.

**22. Authorization to solicit bids for Shary Golf Course Maintenance Building – Terrazas**

EGV Architects had completed the design for the Shary Golf Course Maintenance Building.

Authorization was being requested to solicit bids.

Mayor Pro Tem Plata asked to remove item 22 from the list and be discussed individually.

Mayor Pro Tem Plata moved to approve all consent agenda items 13 thru 21 as presented. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

Mayor Pro Tem Plata moved to approve item 22. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

**APPROVALS AND AUTHORIZATIONS**

**23. Authorization to purchase an additional web-based subscription from ESO, a sole source vendor, to incorporate Training, Inspection and Asset Management modules to existing ESO platform – Garcia**

**24. Authorization to award bid to Frontera Materials for the purchase of Sand Backfill Material for the Public Works Department –** The Mission Fire Department was seeking authorization to purchase an additional web – based subscription from ESO, via sole source, to incorporate training, inspection and Asset Management modules to the department’s existing platform. The department currently had a fire module.

Staff and City Manager recommended approval.

Councilwoman Ortega moved to approve the purchase of an additional web-based subscription from ESO, a sole source vendor, to incorporate Training, Inspection and Asset Management modules to existing ESO platform. Motion was seconded by Mayor Pro Tem Plata and approved unanimously 5-0.

**Bocanegra**

The City of Mission had accepted and opened four (4) Bid responses for the purchase of Sand Backfill Material. Staff and City Manager recommended awarding bid to Frontera Materials, who was the lowest responsible bidder meeting all specifications, with a bid at \$5/ton. Orders would be placed on an as needed basis throughout the one-year base term.

Staff and City Manager recommended approval.

Councilwoman Ortega moved to award bid to Frontera Materials for the purchase of Sand Backfill Material for the Public Works Department. Motion was seconded by Mayor Pro Tem Plata and approved unanimously 5-0.

**25. Authorization to award bid to Frontera Materials for the purchase of Hot & Cold Mix Asphalt for the Public Works Department – Bocanegra**

The City of Mission had accepted and opened four (4) bid responses for Hot and Cold Mix Asphalt. Staff recommended awarding bid to Frontera Materials, who was the lowest responsible bidder meeting all specifications. Recommendation was based solely on estimated quantities and orders would be placed on an as needed basis throughout the six month base term. The contract term was for six months with the option to renew for two additional six-month renewals.

Staff and City Manager recommended approval.

Councilwoman Ortega moved to award bid to Frontera Materials for the purchase of Hot & Cold Mix Asphalt for the Public Works Department. Motion was seconded by Mayor Pro Tem Plata and approved unanimously 5-0.

**26. Approval of Resolution #1854 supporting the University of Texas Rio Grande Valley's submission of the region's Recompete Plan and Strategy Development Grant – Elizalde**

U.S. Economic Development Administration (EDA) released a notice of funding opportunity for Phase 1 of the Distressed Area Recompete Pilot Program. Phase 1 would comprise of a grant opportunity for a Strategy Development Grant as well as the opportunity to submit a region's Recompete Plan. All four counties of the Rio Grande Valley had been deemed fully eligible as "Local Labor Markets" as all four counties had a prime-age employment gap (PAEG) of at least 5% and a median annual household income of no more than \$75,000. The region had established the RGV Recompete Coalition including these initial stakeholders as well as equitably inviting others to join per the scope of the project. UTRGV had been selected to serve as the principal applicant and lead member organization for application and implementation, serving as the central coordinator, maintaining communication, and ensuring that funding and other assistance provided by EDA were effectively coordinated within the RGV region.

Staff and City Manager recommended approval.

Councilwoman Ortega moved to approve Resolution #1854 supporting the University of Texas Rio Grande Valley's submission of the region's Recompete Plan and Strategy Development Grant. Motion was seconded by Mayor Pro Tem Plata and approved unanimously 5-0.

**RESOLUTION NO. 1854**

**EDA DISTRESSED AREA RECOMPETE PILOT PROGRAM**

**"RGV RECOMPETE COALITION"**

**27. Discuss, consider, and adopt Resolution #1855 to designate authorized signatories for the Community Development Block Grant – Disaster Recovery (CDBG-DR) program for GLO state contract number 23-152-003-E070- Elizalde**

Discuss, consider, and adopt resolution to designate authorized signatories for the Community Development Block Grant-Disaster Recovery (CDBG-DR) program for GLO state contract number 23-152-003-E070. The grant contract in the amount of \$997,236.75 would support the city's La Cuchilla Drainage Improvement Project.

Staff and City Manager recommended approval.

Councilwoman Ortega moved to approve Resolution #1855 to designate authorized signatories for the Community Development Block Grant – Disaster Recovery (CDBG-DR) program for GLO state contract number 23-152-003-E070. Motion was seconded by Mayor Pro Tem Plata and approved unanimously 5-0.

**RESOLUTION NO. 1855**

A RESOLUTION BY THE CITY COUNCIL OF CITY OF MISSION DESIGNATING AUTHORIZED SIGNATORIES FOR CONTRACTUAL DOCUMENTS AND DOCUMENTS FOR REQUESTING FUNDS PERTAINING TO THE COMMUNITY DEVELOPMENT BLOCK GRANT – DISASTER RECOVERY PROGRAM (CDBG-DR) GENERAL LAND OFFICE (GLO) STATE CONTRACT NUMBER 23-152-003-E070.

**28. Discuss, consider, and adopt Resolution #1856 regarding Civil Rights policies- Elizalde**

Discuss, consider, and adopt a resolution regarding Civil Rights policies which included the following: Citizen Participation Plan and Grievance Procedures; Section 3 Policy; Excessive Force Policy; Limited English Proficiency (LEP) Standards Plan; Section 504 Policy and Grievance Procedures; Code of Conduct Policy; and Fair Housing Policy.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to adopt Resolution #1856 regarding Civil Rights policies. Motion was seconded by Councilman Vela and approved unanimously 5-0.

**RESOLUTION NO. 1856**

CITY OF MISSION ADOPTS THE FOLLOWING:

CITIZEN PARTICIPATION PLAN AND GRIEVANCE PROCEDURES; SECTION 3 POLICY; EXCESSIVE FORCE POLICY; LIMITED ENGLISH PROFICIENCY (LEP) STANDARDS PLAN; SECTION 504 POLICY AND GRIEVANCE PROCEDURES; CODE OF CONDUCT POLICY; AND FAIR HOUSING POLICY.

**29. Authorization to purchase renewal of Brazos software maintenance from sole source vendor, Tyler Technologies- Ramirez**

Authorization to purchase renewal of law enforcement and court electronic citation software Brazos maintenance for 2023-2024 from Tyler Technologies, a sole source vendor, at a cost of \$36,091.53.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to purchase renewal of Brazos software maintenance from sole source vendor, Tyler Technologies. Motion was seconded by Councilman Vela and approved unanimously 5-0.

**30. Authorization to purchase renewal of New World Enterprise software maintenance from sole source vendor, Tyler Technologies- Ramirez**

Authorization to purchase renewal of law enforcement New World Enterprise software maintenance for 2023-2024 to Tyler Technologies, a sole source vendor, at a cost of \$126,732.95.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to purchase renewal of New World Enterprise software maintenance from sole source vendor, Tyler Technologies. Motion was seconded by Councilman Vela and approved unanimously 5-0.

**31. Authorization to purchase renewal of Incode ERP software maintenance from sole source vendor, Tyler Technologies - Ramirez**

Authorization to purchase renewal of Incode ERP software maintenance for 2023-2024 from Tyler Technologies, a sole source vendor, at a cost of \$136,939.00.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to purchase renewal of Incode ERP software maintenance from sole source vendor, Tyler Technologies. Motion was seconded by Councilman Vela and approved unanimously 5-0.

**32. Authorization to enter into a contract with Noble Texas Builders LLC for roof repairs to the CEED Building via Buy Board Contract # 620-21 – T. Garcia**

The CEED Building, located at 801 N. Bryan Road, suffered extensive roof damage during an April 2023 hail and wind storm. The roof and the parapet on the northwest side of the building must be repaired as soon as possible. The building sustained roof and structural damage.

Staff and City Manager recommended approval.

Councilwoman Ortega moved to enter into a contract with Noble Texas Builders LLC for roof repairs to the CEED Building via Buy Board Contract # 620-21. Motion was seconded by Mayor Pro Tem Plata and approved unanimously 5-0.

**33. Approval of July 2023 Financial Statements – Vela**

Angie Vela, Finance Director presented the July 2023 Adjusted Financials with an adjusted ending fund balance of \$18,289,091

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve the July 2023 Financial Statements. Motion was seconded by Councilman Vela and approved unanimously 5-0.

**34. Acceptance of the July 2023 Tax Collection Report – Vela**

Acceptance of monthly property tax report for the month of July 2023.

The 2022 total adjusted tax levy for taxes was \$29,020,072.89 and the amount of the collections as of July 31, 2023 is \$28,028,618.37 which represented 96.58% of the total 2022 tax levy.

The total adjusted tax levy for delinquent taxes was \$2,337,489.50 and the amount of collections as of July 31, 2023 is \$531,290.28 which represented 22.73% of the total tax levies from previous years.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to accept the July 2023 Tax Collection report for the month of July 2023. Motion was seconded by Councilman Vela and approved unanimously 5-0.

**35. Approval of Amended Finance Department Fiscal Policies for Capital Assets outlining procedures for inventory – Vela**

Fiscal Policy Capital Assets was created and approved by Council on 09/26/2022 to formally outline the procedures the Finance Department followed for tracking and inventory control of all capital assets that meet the City's threshold.

This policy was being amended to increase threshold from \$1,000.00 to \$5,000.00 as approved in Purchasing Policy on September 11, 2023.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve the amended Finance Department Fiscal Policies for Capital Assets outlining procedures for inventory. Motion was seconded by Councilman Flores and approved unanimously 5-0.

### **36. Acceptance of Quarterly Report of Investments for the Quarter ending June 30, 2023 and Interest Earned for Nine Months Ending June 30, 2023 – Vela**

Fiscal Policy Capital Assets was created and approved by Council on 09/26/2022 to formally outline the procedures the Finance Department followed for tracking and inventory control of all capital assets that meet the City's threshold.

This policy was being amended to increase threshold from \$1,000.00 to \$5,000.00 as approved in Purchasing Policy on September 11, 2023.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve the amended Finance Department Fiscal Policies for Capital Assets outlining procedures for inventory. Motion was seconded by Councilman Flores and approved unanimously 5-0.

### **37. Approval of Budget Amendments: General (BA 23-14, BA-23-15, BA-23-16), Utility (BA 23-17), Designated Purpose (BA-23-18), Veteran's Cemetery (BA-23-19) and MEDC Fund (BA-23-20) – Vela**

Approval of the budget amendments:

General Fund – Reclassifications (Net Effect \$0.00)

General Fund – Fire/Parks (\$2,294,444.00 Revenues/\$2,294,444.00 Expenditures)

General Fund – Library (\$75,000.00 Revenues/\$75,000.00 Expenditures)

Utility Fund – Reclassifications (Net Effect \$0.00)

Designated Purpose Fund – Various Grants (\$57,000.00 Revenues/\$57,000.00 Expenditures)

Veteran's Cemetery Fund – Reclassifications (Net Effect \$0.00)

MEDC Fund – Facilities (\$70,000.00 Revenues/\$180,822.00 Expenditures).

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve Budget Amendments: General (BA 23-14, BA-23-15, BA-23-16), Utility (BA 23-17), Designated Purpose (BA-23-18), Veteran's Cemetery (BA-23-19) and MEDC Fund (BA-23-20). Motion was seconded by Councilman Vela and approved unanimously 5-0.

### **38. Approval of Publicity and Tourism Agreement with the Greater Mission Chamber of Commerce, Inc. – Vela**

Approval of Publicity and Tourism Agreement with the Greater Mission Chamber of Commerce, Inc. for Fiscal Year 2023-24. These were funds that were received from the Hotel Motel

Occupancy Tax under VATS Tax Code, Section 351.101 to use hotel occupancy tax funds for attracting and promoting tourism and the convention and hotel industry.

The 2023-2024 agreement would be effective October 1, 2023 through September 30, 2024 in the amount of \$310,000.00.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve the Publicity and Tourism Agreement with the Greater Mission Chamber of Commerce, Inc. Motion was seconded by Councilman Vela and approved unanimously 5-0.

**39. Approval of Ordinance #5381 of the City Council of the City of Mission, Texas Amending Chapter 90, Solid Waste, Article II, Collection Regulations, Section 90-56 Fees and Charges Exhibit A of the City of Mission Code of Ordinances providing for new residential, multi-family, governmental, industrial and commercial garbage rates – D. Flores**

In order to finance the sanitation capital equipment operations, it was necessary to adjust the sanitation rates. With the changes in the Consumer Price Index, it had become necessary to make the adjustments in order to maintain vital operations in providing this valuable service to the Citizens of Mission.

New garbage rates for residential, apartment and commercial accounts would be implemented as of October 1, 2023.

Staff and City Manager recommended approval.

Councilman Vela moved to approve Ordinance #5381 of the City Council of the City of Mission, Texas Amending Chapter 90, Solid Waste, Article II, Collection Regulations, Section 90-56 Fees and Charges Exhibit A of the City of Mission Code of Ordinances providing for new residential, multi-family, governmental, industrial and commercial garbage rates. Motion was seconded by Mayor Pro Tem Plata and approved unanimously 5-0.

**ORDINANCE NO. 5381**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS AMENDING CHAPTER 90, SOLID WASTE, ARTICLE II COLLECTION REGULATIONS, SECTION 90-56 FEES AND CHARGES EXHIBIT A OF THE CITY OF MISSION CODE OF ORDINANCES PROVIDING FOR NEW RESIDENTIAL, APARTMENT AND COMMERCIAL GARBAGE RATES AND PROVIDING FOR AN EFFECTIVE DATE

**40. Approval of Resolution #1857 of the City of Mission, Texas, establishing a Charter Review Committee, Appointing Members, Assigning Duties, Providing for Public Meetings, and Providing for an Effective Date and a Date of Termination of Activities – Carrillo**

The Charter Review Committee was charged with considering and making recommendations to the City Council, including but not limited to technical and other updated amendments that might be suggested by the Mayor, Council, Committee Members and/or City staff. The Mayor and Council shall each select one responsible and independent member as their appointment to serve on the committee.

Staff and City Manager recommended approval.

Councilwoman Ortega appointed Letty Garcia. Mayor Pro Tem Plata appointed Julio Cerda. Mayor Garza appointed Kevin Sanchez. Councilman Flores appointed Hector Ramirez. Councilman Vela appointed Joe Vargas.

Councilwoman Ortega moved to approve Resolution #1857 of the City of Mission, Texas, establishing a Charter Review Committee, Appointing Members, Assigning Duties, Providing for Public Meetings, and Providing for an Effective Date and a Date of Termination of Activities. Motion was seconded by Mayor Pro Tem Plata and approved unanimously 5-0.

### **RESOLUTION NO. 1857**

A RESOLUTION OF THE CITY COUNCIL OF MISSION, TEXAS, ESTABLISHING A CHARTER REVIEW COMMITTEE, APPOINTING MEMBERS, ASSIGNING DUTIES AND DURATION, PROVIDING FOR COMMITTEE AND PUBLIC MEETINGS; AND PROVIDING FOR AN EFFECTIVE DATE AND A DATE OF TERMINATION OF ACTIVITIES

#### **41. Approval of Resolution #1858 of the City of Mission, Texas, establishing an Ordinance Review Committee, Appointing Members, Assigning Duties, and Providing for an Effective Date and a Date of Termination of Activities – Carrillo**

The Ordinance Review Committee was charged with considering and making recommendations to the City Council, including but not limited to technical and other updated amendments that might be suggested by the Mayor, Council, Committee Members and/or City staff. The Mayor and Council shall each select one responsible and independent member as their appointment to serve on the committee. The City Manager, all Assistant City Managers, the Planning Director and the City Attorney, are hereby directed to support the Ordinance Review Committee and attend all meetings.

Staff and City Manager recommended approval.

Councilwoman Ortega appointed Everardo Villarreal. Mayor Pro Tem Plata appointed Dalia Robinson Ancer. Mayor Garza appointed Romeo Sanchez. Councilman Flores appointed Eric Flores. Councilman Vela appointed Esther Salinas. The council appointed Diana Izaguirre or a designee in her absence as the Planning & Zoning Member and appointed Councilman Flores as the alternate member for the Mayor's position.

Mayor Pro Tem Plata moved to approve Resolution #1858 of the City of Mission, Texas, establishing an Ordinance Review Committee, Appointing Members, Assigning Duties, and Providing for an Effective Date and a Date of Termination of Activities. Motion was seconded by Councilman Vela and approved unanimously 5-0.

### **RESOLUTION NO. 1858**

A RESOLUTION OF THE CITY COUNCIL OF MISSION, TEXAS, ESTABLISHING AN ORDINANCE REVIEW COMMITTEE, APPOINTING MEMBERS, ASSIGNING DUTIES AND PROVIDING FOR AN EFFECTIVE DATE AND A DATE OF TERMINATION OF ACTIVITIES

#### **UNFINISHED BUSINESS**

None

#### **ROUTINE MATTERS**

City Manager Comments - Fall Sweep Community Round Up on Saturday, September 30<sup>th</sup> from 8:00am – 12:00pm at 1400 S. Conway, Fire Prevention – Cooking Safety Open House on October 2 from 6pm-9pm at the Leo Pena Placita Park, Domestic Violence Awareness event on October 3, 2023 at 6:00pm at the Mission Event Center, Duchesses Competition on October 7<sup>th</sup> at the Mission Event Center.

Mayor's Comments – None

City Council Comments – Councilwoman Ortega wished everyone a blessed week. Councilman Vela spoke about the new COVID vaccine which would now be administered only once per year. The vaccine is not covered by government funding and would therefore have to be covered by insurance or paid in cash.

### **ADJOURNMENT**

At 6:01 p.m., Mayor Pro Tem Plata moved for adjournment. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

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Norie Gonzalez Garza, Mayor

ATTEST:

\_\_\_\_\_  
Anna Carrillo, City Secretary