



AGENDA

Pursuant to V.T.C.A. Gov. Code Section 551.001 et. seq., the City Council of the City of Mission, Texas will hold a regular meeting on **Monday, September 25, 2023 at 4:30 p.m.** at the Mission Council Chambers, 1201 E. 8th Street, Mission, Texas and by Teleconference to consider the following matters.

The public dial information to participate in the telephonic meeting is as follows:

Time: **Monday, September 25, 2023 04:30 PM Central Time**

<https://us02web.zoom.us/j/9904662781?pwd=SGVIL3JZRFRVdENzWXI5VUxFT1ZUQT09>

Meeting ID: 990 466 2781 - Password: 833227

Or Dial by telephone - +1 346 248 7799 US - Meeting ID: 990 466 2781 Password: 833227

At any time during the course of the posted meeting, the Mission City Council may retire into Executive Session under Texas Government Code 551.071 to confer with legal counsel on any subject matter on this agenda in which the duty of the attorney to the City Council under 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 this meeting, the City Council may retire to deliberate on any subject slated for discussion at this meeting, as may be permitted under one or more exceptions to the Texas Open Meetings Act set forth in Title 5, Subtitle A, Chapter 551, Subchapter D of the Texas Government Code.

REGULAR MEETING

CALL TO ORDER AND ESTABLISH QUORUM

INVOCATION AND PLEDGE ALLEGIANCE

DISCLOSURE OF CONFLICT OF INTEREST

PRESENTATIONS

- [1.](#) Proclamation - Down Syndrome Month - Carrillo
- [2.](#) Proclamation - Fire Prevention Month - Garcia
- [3.](#) Proclamation - Food Safety Awareness Month - Kotsatos
- [4.](#) Proclamation - Domestic Violence Awareness - Torres
5. Presentation by Andrew Canon, Executive Director RGVMPPO - Terrazas
6. Report from the Greater Mission Chamber of Commerce – Enriquez
- [7.](#) Departmental Reports – Perez
8. Citizen's Participation – Garza

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#_____ - De Luna
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#_____ - De Luna
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#_____ - De Luna
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#_____ - De Luna

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
Youth Advocacy Advisory Board – July 11, 2023
15. Authorization to purchase beer, wine and liquor for resale at the Mission Event Center – A. Lerma
16. Approval of Resolution No._____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
17. Approval of Resolution No._____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
18. Authorization to accept the FY 2023-2024 Local Border Security Program (LBSP) grant from the Office of the Governor (OOG) – Torres
19. Authorization to submit a grant application to TSLAC for the Texas Family Place Libraries Grant. - Elizalde

- 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
- 21. Amendment No. 4 to Interlocal Cooperation Agreement for the Management and Operation of the Rio Grande Valley State Veterans Cemetery – Hernandez
- 22. Authorization to solicit bids for Shary Golf Course Maintenance Building - Mares

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 – Bocanegra
- 25. Authorization to award bid to Frontera Materials for the purchase of Hot & Cold Mix Asphalt for the Public Works Department - Bocanegra
- 26. Approval of Resolution # _____ supporting the University of Texas Rio Grande Valley's submission of the region's Recompete Plan and Strategy Development Grant - Elizalde
- 27. 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- Elizalde
- 28. Discuss, consider, and adopt Resolution # _____ regarding Civil Rights policies- Elizalde
- 29. Authorization to purchase renewal of Brazos software maintenance from sole source vendor, Tyler Technologies- Ramirez
- 30. Authorization to purchase renewal of New World Enterprise software maintenance from sole source vendor, Tyler Technologies- Ramirez
- 31. Authorization to purchase renewal of Incode ERP software maintenance from sole source vendor, Tyler Technologies - Ramirez
- 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
- 33. Approval of July 2023 Financial Statements – Vela
- 34. Acceptance of the July 2023 Tax Collection Report - Vela
- 35. Approval of Amended Finance Department Fiscal Policies for Capital Assets outlining procedures for inventory – Vela
- 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
- 37. Approval of Budget Amendment: General, Utility, Designated Purpose, Veteran's Cemetery and MEDC Fund - Vela
- 38. Approval of Publicity and Tourism Agreement with the Greater Mission Chamber of Commerce, Inc. – Vela

39. Approval of 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, multi-family, governmental, industrial and commercial garbage rates – D. Flores
40. Approval of Resolution # _____ 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
41. Approval of Resolution # _____ 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

UNFINISHED BUSINESS

None

ROUTINE MATTERS

City Manager Comments

Mayor's Comments

City Council Comments

ADJOURNMENT

C E R T I F I C A T E

I, the undersigned City Secretary do certify that the above notice of meeting was posted on the bulletin board of City Hall, 1201 E. 8th Street, Mission, Texas on this the 22nd day of September, 2023 at 3:00 p.m.



Anna Carrillo, City Secretary

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations for a disability must be made 48 hours prior to this meeting. Please notify the City Secretary's Office at 580-8668.

NOTICE OF REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF MISSION

Notice is hereby given that on the **25th day of September, 2023** the City Council of the City of Mission will hold a regular meeting at 4:30 p.m. at 1201 E. 8th Street, Mission, Texas and by Teleconference to consider the following matters. The subjects to be discussed are listed on the agenda, which is attached to and made a part of this Notice.

If, during the course of the meeting covered by this Notice, the City Council should determine that a closed or executive meeting or session of the Council is required, then such closed or executive meeting or session as authorized by the Texas Open Meetings Act, Texas Government Code Section 551.001 et seq., will be held by the Council at the date, hour and place given in this Notice or as soon after the commencement of the meeting covered by this Notice as the Council may conveniently meet in such closed or executive meeting or session concerning any and all purposes permitted by the Act, including, but not limited to the following sections and purposes.

Texas Government Code Section:

551.071 (1) (2)	Consultation with Attorney.
551.072	Deliberation regarding real property.
551.073	Deliberation regarding prospective gifts.
551.074	Personnel matters.
551.076	Deliberation regarding security devices or security audits.
551.0785	Deliberations involving medical or psychiatric records of individuals.
551.084	Investigation; exclusion of witness from hearing.
551.087	Deliberation regarding economic development negotiations
551.088	Deliberation regarding test item

Should any final action, final decision, or final vote be required in the opinion of the City Council with regard to any matter considered in such closed or executive meeting or session, then the final action, final decision, or final vote shall be either:

- (a) in the open meeting covered by the Notice upon the reconvening of the public meeting; or
- (b) at a subsequent public meeting of the City Council upon notice thereof; as the Council shall determine.

On this the **22nd day of September, 2023** this Notice was emailed to news media who had previously requested such Notice and an original copy was posted on the bulletin board at City Hall, 1201 E. 8th Street at 3:00 p.m. on said date.



 Anna Carrillo, City Secretary

Proclamation

City of Mission

Item 1.



WHEREAS, on average, about 550 babies are born with Down Syndrome in Texas each year, and about 6,000 nationwide; and,

WHEREAS, there are more than 1,250 individuals with Down syndrome living in Hidalgo county, and 250,000 individuals living with Down Syndrome in the United States; and,

WHEREAS, Down Syndrome is the most common chromosomal condition that results in individuals being born with an extra copy of chromosome 21; and,

WHEREAS, while research and early intervention have resulted in dramatic improvements in the lifespan and potential of those who are affected, more efforts are needed to break down barriers and promote advocacy and access to resources for individuals with Down syndrome; and,

WHEREAS, local organizations such as the Rio Grande Valley Down Syndrome Association, Easterseals RGV, Capable Kids Foundation and Special Olympics raise awareness and education, and provide services and support for individuals with Down syndrome and their families throughout the Rio Grande Valley; and

WHEREAS, possessing a wide range of abilities, people with Down Syndrome are active participants in educational, occupational, social, and recreational circles within our communities; and,

WHEREAS, individuals with Down Syndrome should have an equal opportunity to chase their dreams, take pride in their achievements, be included in their community, and reach their fullest potential;

NOW, THEREFORE, we the City Council of the City of Mission proclaim October 2023, as
Down Syndrome Awareness Month
in the City of Mission.

PROCLAIMED, on this the 25th day of September, 2023.

Norie Gonzalez Garza, Mayor

Jessica Ortega, Councilwoman

Ruben Plata, Mayor Pro Tem

Abiel Flores, Councilman

Alberto Vela, Councilman

Proclamation

City of Mission

Item 2.



WHEREAS, City of Mission is committed to ensuring the safety and security of all those living in and visiting the City of Mission; and

WHEREAS, fire is a serious public safety concern both locally and nationally, and homes are the locations where people are at greatest risk from fire; and

WHEREAS, smoke alarms detect smoke well before you can, alerting you to danger in the event of fire in which you may have just seconds to escape safely; and

WHEREAS, working smoke alarms save lives by providing early warning of fire so you and your family can safely escape; and

WHEREAS, City of Mission residents should be sure everyone in the home understands the sounds of the alarms and knows how to respond; and

WHEREAS, residents who have planned and practiced a home fire escape plan are more prepared and will therefore be more likely to survive a fire; and

WHEREAS, City of Mission first responders are dedicated to reducing the occurrence of home fires and home fire injuries through prevention and public fire safety education; and

WHEREAS, the 2023 Fire Prevention Week theme, "Cooking Safety Starts with You. Pay attention to fire prevention" effectively serves to remind us it is important to develop a home escape plan with all members of the household and practice it regularly.

NOW THEREFORE, we the City Council of the City of Mission do hereby proclaim October 8-14, 2023, as

Fire Prevention Week

and invite all citizens to our Open House to be held at Leo Pena Placita Park at 803 N. Conway on October 2, 2023 from 6pm - 9pm. And further urge all the citizens of the City of Mission that "Cooking Safety Starts with You. Pay attention to fire prevention," and to support the many public safety activities and efforts of City of Mission fire and emergency services.

PROCLAIMED on this the 25th day September, 2023.

Norie Gonzalez Garza, Mayor

Jessica Ortega, Councilwoman

Ruben Plata, Mayor Pro Tem

Abiel Flores, Councilman

Alberto Vela, Councilman

Proclamation

City of Mission



WHEREAS, September is National Food Safety Education Month, a month dedicated to promoting the safe practices of food handling and preparation; and

WHEREAS, The City of Mission is strongly committed to food safety and to highlighting food safety's critical role in the health and well-being of the residents of Mission, Texas through the prevention of foodborne illnesses; and

WHEREAS, The City of Mission, Health Department focuses on protecting public health by working diligently to ensure the safety of the City's retail food establishments by inspections and education; and

WHEREAS, The City of Mission Health Department provides food safety inspections and education to more than 600 hundred retail food establishments in Mission on the safe handling, preparation and storage of food, both in educational inspections and consultations; and

WHEREAS, The Federal Government estimates that 48 million persons — or 1 of every 6 people get foodborne infections each year. Of those, 128,000 are hospitalized, and 3,000 die from their foodborne illness.

NOW THEREFORE, to further awareness of the value of food safety education, the City Council of the City of Mission do hereby proclaim September 2023 as: "**National Food Safety Education Month**" in Mission, Texas. We encourage the people of Mission, Texas to celebrate the importance of food safety with educational activities and observances that promote food safety measures for the benefit of individuals and families across Mission, Texas.

PROCLAIMED on this the 25th day of September, 2023.

Norie Gonzalez Garza, Mayor

Jessica Ortega, Councilwoman

Ruben Plata, Mayor Pro Tem

Abiel Flores, Councilman

Alberto Vela, Councilman

Proclamation

City of Mission



WHEREAS, the crime of domestic violence violates an individual’s privacy and dignity, security and humanity, due to systematic use of physical, emotional, sexual, psychological and economic control. Domestic violence extends to the abuse of children and the elderly; and

WHEREAS, the problems of domestic violence are not confined to any group or groups of people, but cut across all economic, racial and societal barriers, and are supported by societal indifferences; and

WHEREAS, the impact of domestic violence is wide ranging, directly affecting individuals and society as a whole, here in this community, throughout the United States and the world; and

WHEREAS, the Hidalgo County Criminal District Attorney’s Office and Mission Police Department in collaboration with other local groups and agencies, are working to educate the public about the resources available for victims of domestic violence; and

WHEREAS, survivors of domestic violence themselves have been at the forefront of efforts to bring peace and equality to the home. Domestic violence can no longer be treated as a silent epidemic; and

WHEREAS, it is urged that all citizens actively participate in scheduled activities and programs to work toward eradicating domestic violence, improving victim safety and holding perpetrators of domestic abuse accountable for their actions against individual victims and our society as a whole.

NOW THEREFORE, we, the City Council of the City of Mission, do hereby proclaim October 2023 as Domestic Violence Awareness Month and invite the community to join us on Tuesday, October 3, 2023 at 6:00 p.m. at the Mission Event Center, 200 N. Shary Rd. to the:

**Mission Police Department
Domestic Violence Awareness Event**

PROCLAIMED on this the 25th day of September, 2023.

Norie Gonzalez Garza, Mayor

Jessica Ortega, Councilwoman

Ruben Plata, Mayor Pro Tem

Abiel Flores, Councilman

Alberto Vela, Councilman



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 25, 2023
PRESENTED BY: Randy Perez, City Manager
AGENDA ITEM: Departmental Reports – Perez

NATURE OF REQUEST:
 Planning & Zoning – August 2023
 Code Enforcement – August 2023
 Permits & Inspections – August 2023
 Civil Service – August 2023
 311 – August 2023
 Mission Fire Department – August 2023
 Mission Police Department – August 2023
 Shary Golf Course – August 2023
 Public Works – August 2023
 Sanitation – August 2023

BUDGETED: Yes / No / N/A **FUND:** _____ **ACCT. #:** _____

BUDGET: \$ _____ **EST. COST:** \$ _____ **CURRENT BUDGET BALANCE:** \$ _____

BID AMOUNT: \$ _____

STAFF RECOMMENDATION: Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *RP*

RECORD OF VOTE: **APPROVED:** _____
 DISAPPROVED: _____
 TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

MEMORANDUM

TO: RANDY PEREZ, CITY MANAGER
FROM: SUSANA DE LUNA, PLANNING DIRECTOR
DATE: SEPTEMBER 1, 2023
SUBJ: MONTHLY REPORT AUGUST 2023

ACTIVITY REPORT FOR THE PLANNING DIVISION IS PROVIDED FOR THE PREVIOUS MONTH.

AUGUST 2023

REZONINGS:	1
CONDITIONAL USE PERMIT:	7
HOMESTEAD APPROVALS:	0
SUBDIVISIONS:	2
SINGLE LOT VARIANCES:	0
VARIANCES (ZBA):	4
SITE PLAN APPROVALS:	3
OTHER P&Z REQUESTS:	2

CODE ENFORCEMENT
MONTHLY REPORT
AUG 2023

	Notices Sent
COMPLAINTS RECEIVED	181
WEEDY LOT LETTERS	31
PROPERTIES SENT TO MOWER'S LIST	19
PROPERTIES MOWED	22
SIGNS	170
JUNKED VEHICLES / BOATS	5
CONSTRUCTION W/OUT A PERMIT/SETBACKS	48
HEALTH & SANITATION/STAGNANT WATER/OVERGROWN VEG./GARBAGE/ DEAD TREES	37
HOME OCCUPATION	2
SIGHT OBSTRUCTION (SIDEWALKS / RIGHT-A-WAY)	4
UNSAFE/UNSECURED BLDG	5
DOUBLE OCCUPANCY/HOOKED UP RV	1
ILLEGAL DUMPING	0
NON RESIDENTIAL PARKING/SEMI TRUCKS	4
NO BUSINESS LICENSE/CUP REQ'D / NO GARAGE SALE PERMITS-WARNINGS 25	19
STORAGE OF VEHICLES/BOATS/TRAILERS	2
DEMOLITION FOR UNSAFE BUILDINGS	0
POTHoles /PARKING LOT MAINTENANCE/LIGHTING	2
IPMC VIOLATIONS	6
ZBA VIOLATIONS / ZONING / DAILY VIOLATIONS	0
PARKING ON LAWN	29
CASES FILED IN COURT / PENDING APPROVAL WITH ATTORNEY 0	85
CASES SEEN IN COURT	27
CASES CLOSED	150
CALL IN'S	109
WALK-IN'S	22
311-COMPLAINTS	26
INTERNAL COMPLAINTS/ E-MAILS	24

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 Monthly Report for August 2023

I. Permits Issued

A. Building

Number	197
Value	<u>\$26,145,491.03</u>
Permit Fees	<u>\$69,050.55</u>

B. Electrical, T-Pole, & T-Clear

Number	166
Permit Fees	<u>\$20,452.00</u>

C. Mechanical

Number	82
Value	<u>\$1,092,531.09</u>
Permit Fees	<u>\$8,212.90</u>

D. Plumbing, Gas & Sprinkler System

Number	107
Permit Fees	<u>\$10,500.50</u>

TOTALS

Total Permits Issued	552
Total Valuation	<u>\$27,238,022.12</u>
Total Permit Fees	<u>\$108,215.95</u>

II. Number of Inspections Conducted

777

Monthly Report for August 2023**III. Other Fees****A. Business License Application**

Number	25
Permit Fees	<u>\$1,200.00</u>

B. Garage Sale Permits

Number	353
Permit Fees	<u>\$3,660.00</u>

C. Health Cards

Number	0
Permit Fees	<u>\$0.00</u>

D. Builder Registration

Number	0
Permit Fees	<u>\$0.00</u>

E. Electrician Registration

Number	0
Permit Fees	<u>\$0.00</u>

F. Plumbing Registration

Number	0
Permit Fees	<u>\$0.00</u>

G. Mechanical Registration

Number	0
Permit Fees	<u>\$0.00</u>

H. House Inspections

Number	3
Permit Fees	<u>\$300.00</u>

I. Planning & Zoning Applications

Number	21
Permit Fees	<u>\$5,300.00</u>

MEMORANDUM

TO: MAYOR AND CITY COUNCIL
THROUGH: RANDY PEREZ, CITY MANAGER
FROM: JESSE LERMA, CIVIL SERVICE DIRECTOR
SUBJECT: CIVIL SERVICE REPORT, AUGUST 2023
DATE: SEPTEMBER 20, 2023

1. City Council approved ten (10) additional positions for the Mission Fire Department. Positions will be filled immediately with existing eligibility list.
2. The Mission Police Department has four (4) pending positions, will be filled within the next few weeks.
3. We conducted a SGT's promotional examination for the Mission Police Department on August 10, 2023. We had five (5) participants:
 1. Adrian Alejandro-raw score 71 plus 10 points seniority-81
 2. Marco Bazaldua-raw score 69 plus 10 points seniority-79
 3. Alejandra Leal-raw score 68 plus 10 points seniority-78
 4. Tomas Garces-raw score 63 plus 10 points seniority-73
 5. Mario Monforte-raw score 60 plus 10 points seniority-70

Top two will get promoted immediately and CPL Leal will remain #1 on the eligibility list. List is good until August 10, 2024.

Thank you!

MEMORANDUM

TO: MAYOR AND CITY COUNCIL
THROUGH: RANDY PEREZ, CITY MANAGER
FROM: JESSE LERMA, 311 COORDINATOR/CIVIL SERVICE DIRECTOR
SUBJECT: 311 REPORT, AUGUST 2023
DATE: SEPTEMBER 20, 2023

We have a total of 119 submission for August of 2023 with a total of 3416 since we began. The system is fully functional and very user friendly. We are able to customize the system to meet the needs of our daily operations. Our staff has bought into the system and working on improvements every day. We are able to find problematic areas using the system and it allows for us to attend to the needs of those areas in a timely manner. We try to contact as many residents as possible and are getting feedback from them to improve the system.

Our media department has been pushing the 311 program with an interview with City Manager Randy Perez encouraging our citizens to utilize the program.

Thank you!

Topic Counts of Opened Requests
For Date Period From 08/01/2023 Through 08/31/2023

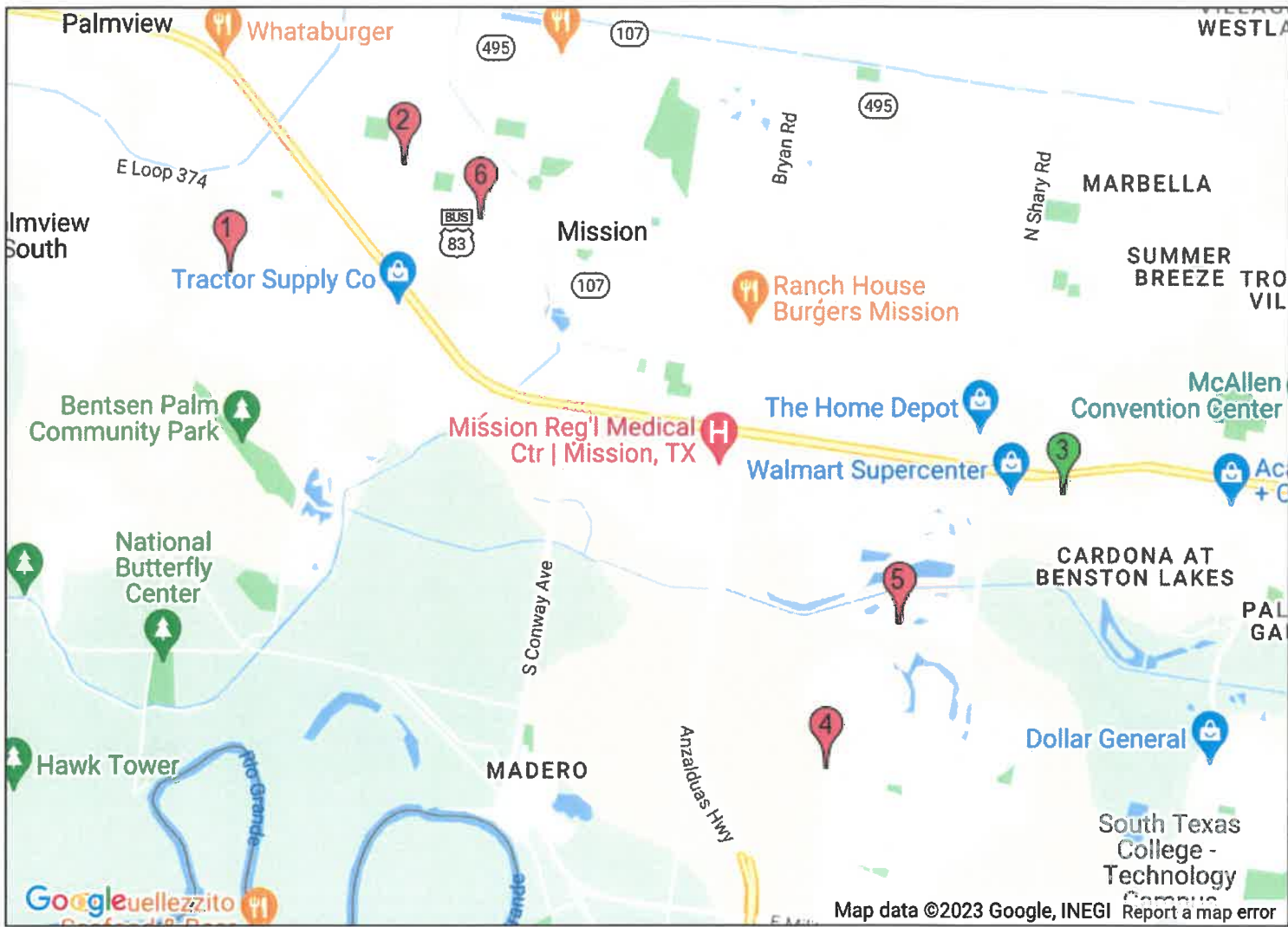
Topic	Count
<i>Health</i>	
Animal Control	7
Mosquitoes	0
Total - Health	7
<i>Obstructions -Tree/Branches</i>	
MOWING	1
Total - Obstructions -Tree/Branches	1
<i>Parks & Rec</i>	
Graffiti	0
Mowing	0
Parks	2
Restrooms	0
Right of way (mowing)	0
Trails	0
Total - Parks & Rec	2
<i>Planning</i>	
Construction Concerns	1
Dilapidated Home/Structure	1
Garage Sales	2
Health & Sanitation	3
Illegal Dumping	3
Junked Vehicle on private property	0
Sewer Concerns	4
Unsafe Building	3
Weedy Lot	7
Total - Planning	24
<i>Police Department</i>	
Illegal Parking	10
Total - Police Department	10
<i>Public Works</i>	
Flooded area/Roadway and streets	1
Foul smell	0
Junk Vehicle	2
Lift Station	1
Low Water Pressure	3
Obstruction-Trees/Branches	6
Pot Holes	18
Sandbag (Elderly And Disabled)	1
Side Walk	5
Street Light	10
Streets/Signs	5
Tires	3
Traffic Signals	1
Water Leaks	4
Total - Public Works	60
<i>Sanitation</i>	
Brush	5
Bulky Items	5
Garbage	3
Trash	2
Total - Sanitation	15
<i>All Topics</i>	







Total All Topics

Request #	Topic	Status	Date Entered	Expected Close	Assigned To	Description
3369	Water Leaks	Closed	08/01/2023		cantu,omar	water puddle has gotten big not sure where...
3370	Brush	Closed	08/01/2023		Pena,Yaritza	dumped a 1/2 tree How ? not sure how or when!...
3373	Garage Sales	Closed	08/02/2023		Villarreal,Yvette	How much are garage sale permits per day?...
3374	Tires	Closed	08/02/2023		Hernandez,Baldo	someone illegally dumped some tires on the...
3375	Brush	Closed	08/02/2023		Pena,Yaritza	Needing Brush picked up 3619 N Bryan - No...
3376	Streets/Signs	Closed	08/02/2023		Diaz,Gabriel	495 from Conway to Los Ebanos needs to...
3377	Streets/Signs	Closed	08/03/2023		Diaz,Gabriel	Ebano and Rio intersection - northwest corner...
3378	Construction Concerns	Closed	08/03/2023		Villarreal,Yvette	the people working on this house do not have...
3379	Illegal Dumping	Closed	08/04/2023		Villarreal,Yvette	in the alley behind 1208 Doherty Ave.
3381	Water Leaks	Closed	08/04/2023		cantu,omar	our water bill came out extremely high. I...
3382	Traffic Signals	Closed	08/05/2023		Diaz,Gabriel	coming from Bryan towards shary, to turn left...
3383	Trash	Closed	08/06/2023		Pena,Yaritza	Photo attached
3384	Street Light	Closed	08/06/2023		acevedo,Yahaira	power outage for 4 days straight, for about...
3385	Water Leaks	Closed	08/06/2023		cantu,omar	the main shut off valve at the meter is not...
3386	Brush	Closed	08/08/2023		Pena,Yaritza	Photo attached
3387	Pot Holes	Closed	08/08/2023		Hernandez,Baldo	pot hole starting at Citriana and Francisco...
3388	Streets/Signs	Closed	08/08/2023		Diaz,Gabriel	one street sign down and another all old an...
3389	Side Walk	Closed	08/08/2023		Diaz,Gabriel	sidewalk at castro elementary needs repair...
3390	Pot Holes	Closed	08/08/2023		Hernandez,Baldo	right south of the stop sign pot hole...
3391	Unsafe Building	Closed	08/08/2023		Villarreal,Yvette	unsafe— exposed wires
3392	Street Light	Closed	08/09/2023		acevedo,Yahaira	This light out and needs to be replaced,...
3393	Weedy Lot	Closed	08/09/2023		Villarreal,Yvette	tree roots overgrowth
3394	Unsafe Building	Closed	08/09/2023		Villarreal,Yvette	this is the only selection I i could place...
3395	Side Walk	Open	08/09/2023	08/14/2023	Diaz,Gabriel	sidewalk needs repairs before school starts....
3396	Health & Sanitation	Closed	08/09/2023		Villarreal,Yvette	Trash bins left by curve 24/7. About 20% of...
3397	Side Walk	Open	08/09/2023	08/14/2023	Diaz,Gabriel	sidewalk on 1st needs repairs before school...
3398	Side Walk	Open	08/09/2023	08/14/2023	Diaz,Gabriel	on Citriana years back when the sidewalk was...
3401	Weedy Lot	Closed	08/10/2023		Villarreal,Yvette	Photo attached
3402	Weedy Lot	Closed	08/10/2023		Villarreal,Yvette	Photo attached
3403	Weedy Lot	Closed	08/10/2023		Villarreal,Yvette	Photo attached
3404	Illegal Dumping	Closed	08/10/2023		Villarreal,Yvette	Photo attached
3405	Obstruction-Trees/Branches	Open	08/10/2023	08/15/2023	Diaz,Gabriel	tree on corner city right away of oblate and...
3406	Street Light	Closed	08/10/2023		acevedo,Yahaira	light post in alley is not working. 1800...
3407	Street Light	Closed	08/10/2023		acevedo,Yahaira	light is out
3408	Low Water Pressure	Closed	08/10/2023		cantu,omar	For about about 2 weeks been experiencing low...
3409	Street Light	Closed	08/11/2023		acevedo,Yahaira	Light not working.
3410	Pot Holes	Closed	08/11/2023		Hernandez,Baldo	Photo attached
3411	Pot Holes	Closed	08/11/2023		Hernandez,Baldo	Photo attached
3412	Flooded area/Roadway and streets	Closed	08/11/2023		Diaz,Gabriel	Photo attached
3413	Pot Holes	Closed	08/11/2023		Hernandez,Baldo	por hole on matamores and pecan
3414	Dilapidated Home/Structure	Closed	08/11/2023		Villarreal,Yvette	House has had a fire a year ago and has...
3415	Street Light	Closed	08/13/2023		acevedo,Yahaira	Street light 938 has been broken since late...
3416	Pot Holes	Closed	08/13/2023		Hernandez,Baldo	can the city notify the owner of cinemark...
3417	Pot Holes	Closed	08/14/2023		Hernandez,Baldo	2nd request on this street/drain sunken in. ...
3418	Side Walk	Open	08/14/2023	08/19/2023	Diaz,Gabriel	school sidewalk is cracked needs repairs asap...
3419	Streets/Signs	Closed	08/14/2023		Diaz,Gabriel	castro elementary street sign needs to be...
3420	Junk Vehicle	Closed	08/15/2023		Villarreal,Yvette	Truck parked on grass has been about a week....
3421	Bulky Items	Closed	08/15/2023		Pena,Yaritza	alley behind 1208 Doherty Ave.
3422	Bulky Items	Closed	08/15/2023		Pena,Yaritza	where can I drop off recycled cardboard?
3424	Animal Control	Open	08/15/2023	08/30/2023	Garza,Griselda	Loud Dog kept in backyard all day
3425	Animal Control	Open	08/15/2023	08/30/2023	Garza,Griselda	Big dog living on 3301 grand canal dr. is...
3426	Street Light	Closed	08/16/2023		acevedo,Yahaira	all street lights on Abelino Farias rd are...
3427	Bulky Items	Closed	08/16/2023		Pena,Yaritza	Photo attached
3428	Obstruction-Trees/Branches	Closed	08/16/2023		Diaz,Gabriel	There is a low hanging mesquite limb over the...
3429	Low Water Pressure	Closed	08/16/2023		cantu,omar	low water pressure on all faucets
3430	Tires	Closed	08/16/2023		Hernandez,Baldo	Someone illegally dumped 2 tires on my empty...
3431	Street Light	Closed	08/16/2023		acevedo,Yahaira	street light not working
3432	Street Light	Closed	08/17/2023		acevedo,Yahaira	our street light is out once again it is...
3433	Garage Sales	Closed	08/17/2023		Villarreal,Yvette	garage sale
3436	Bulky Items	Open	08/18/2023	08/28/2023	Pena,Yaritza	alley behind 1208 Doherty Ave.
3437	Obstruction-Trees/Branches	Closed	08/18/2023		Diaz,Gabriel	it has a constant sparking I'm afraid it...
3438	Street Light	Closed	08/18/2023		acevedo,Yahaira	this public light is not working, probably 3...
3439	Obstruction-Trees/Branches	Closed	08/20/2023		Diaz,Gabriel	Tree blocking access to our trash pick up...
3440	Unsafe Building	Closed	08/20/2023		Villarreal,Yvette	due to the low powerline,unable to pick up...
3441	Obstruction-Trees/Branches	Open	08/20/2023	08/25/2023	Diaz,Gabriel	trees on the side of the sidewalk
3442	Low Water Pressure	Closed	08/20/2023		cantu,omar	We were moved to this house a month ago
3443	Pot Holes	Closed	08/21/2023		Hernandez,Baldo	pot hole on Francisco at the entrance to the...
3444	Brush	Closed	08/21/2023		Pena,Yaritza	several piles.. came too early last week....

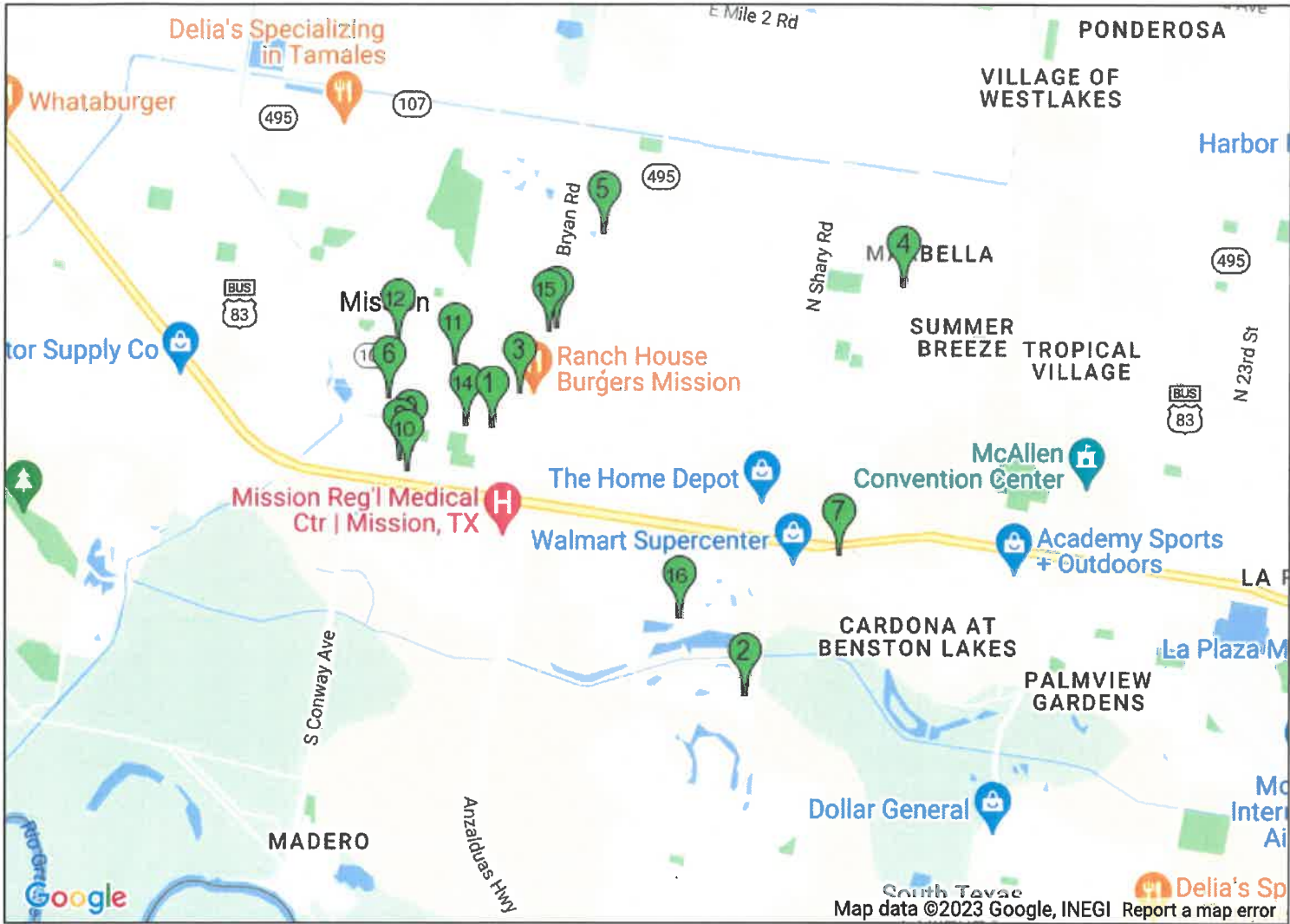
Request #	Topic	Status	Date Entered	Expected Close	Assigned To	Description
3445	Health & Sanitation	Closed	08/21/2023		Villarreal,Yvette	apartment complex 401, 403, 405 san Antonio...
3448	Tires	Closed	08/22/2023		Hernandez,Baldo	tires illegally dumped
3449	Sandbag (Elderly And Disabled)	Closed	08/22/2023		Lerma,Jesse	call upon arrival 956-599-1376
3450	Brush	Closed	08/22/2023		Pena,Yaritza	Photo attached
3451	Health & Sanitation	Closed	08/22/2023		Villarreal,Yvette	follow up on request # 3445, pic's at this...
3452	Garbage	Open	08/22/2023	09/01/2023	Martinez,Roman	reference to request # 3445
3453	Pot Holes	Closed	08/22/2023		Hernandez,Baldo	somewhere around 905, 909 1st street east off...
3454	Illegal Dumping	Closed	08/22/2023		Villarreal,Yvette	I could not find where to put this issue on. ...
3455	Pot Holes	Closed	08/23/2023		Hernandez,Baldo	pavement and concrete is get wash out,...
3457	Pot Holes	Closed	08/23/2023		Hernandez,Baldo	pot hole in the entrance to Walmart off of...
3458	Obstruction-Trees/Branches	Closed	08/23/2023		Diaz,Gabriel	by the alley
3459	Junk Vehicle	Closed	08/23/2023		Villarreal,Yvette	Junk vehicle has been parked for months...
3460	Sewer Concerns	Closed	08/23/2023		cantu,omar	Smells like sewer behind neighborhood. There...
3461	Water Leaks	Closed	08/23/2023		cantu,omar	PVC elbow socket detached from main inground...
3462	Animal Control	Open	08/25/2023	09/09/2023	Garza,Griselda	Photo attached
3463	Streets/Signs	Closed	08/25/2023		Diaz,Gabriel	located on Glasscock Road 1/4 of a mile north...
3464	Sewer Concerns	Closed	08/25/2023		cantu,omar	sewer line between 210 and 212 continues to...
3465	Sewer Concerns	Closed	08/25/2023		cantu,omar	canal sewer smells your crews were out here...
3466	Pot Holes	Closed	08/27/2023		Hernandez,Baldo	this is a recurring pot hole, patch from last...
3468	Pot Holes	Closed	08/28/2023		Hernandez,Baldo	no photo.. several pot holes on Miller and...
3469	Pot Holes	Closed	08/28/2023		Hernandez,Baldo	no photo... pot hole on Miller and 2nd st.
3470	Pot Holes	Closed	08/28/2023		Hernandez,Baldo	street sinking on the east bound of Highland...
3471	Trash	Closed	08/28/2023		Pena,Yaritza	illegal dumping along the fence of the...
3472	Pot Holes	Closed	08/28/2023		Hernandez,Baldo	alley digging covered digging did not repair...
3473	Weedy Lot	Closed	08/28/2023		Villarreal,Yvette	2nd request tall weeds outside fence facing...
3474	Animal Control	Open	08/28/2023	09/12/2023	Garza,Griselda	they have four dogs, should one household...
3475	Bulky Items	Closed	08/29/2023		Pena,Yaritza	people have been dumping bulky items by...
3476	Animal Control	Open	08/29/2023	09/13/2023	Garza,Griselda	this dog's are always lose and this morning...
3477	Weedy Lot	Closed	08/29/2023		Villarreal,Yvette	owner was notified didn't think he needed to...
3478	MOWING	Closed	08/30/2023		Diaz,Gabriel	Good morning. Can you assist us mowing the...
3479	Garbage	Open	08/30/2023	09/09/2023	Martinez,Roman	broken garbage tail was taken but no...
3480	Animal Control	Open	08/30/2023	09/14/2023	Garza,Griselda	please pick up dead cat in the middle of the...

Request #	Topic	Status	Date Entered	Expected Close	Assigned To	Description
3405	Obstruction-Trees/Branches	Open	08/10/2023	08/15/2023	Diaz,Gabriel	tree on corner city right away of oblate and...
3428	Obstruction-Trees/Branches	Closed	08/16/2023		Diaz,Gabriel	There is a low hanging mesquite limb over the...
3437	Obstruction-Trees/Branches	Closed	08/18/2023		Diaz,Gabriel	it has a constant sparking I'm afraid it..
3439	Obstruction-Trees/Branches	Closed	08/20/2023		Diaz,Gabriel	Tree blocking access to our trash pick up...
3441	Obstruction-Trees/Branches	Open	08/20/2023	08/25/2023	Diaz,Gabriel	trees on the side of the sidewalk
3458	Obstruction-Trees/Branches	Closed	08/23/2023		Diaz,Gabriel	by the alley




-  119 Rancho De Rey, Mission
-  1609 Barnes Street, Mission
-  2422 East Interstate Highway 2, Mission
-  3301 Grand Canal Dr, Mission
-  910 Rio Grande Dr, Mission
-  927 Greenlawn St, Mission

Request #	Topic	Status	Date Entered	Expected Close	Assigned To	Description
3387	Pot Holes	Closed	08/08/2023		Hernandez,Baldo	pot hole starting at Citriana and Francisco...
3390	Pot Holes	Closed	08/08/2023		Hernandez,Baldo	right south of the stop sign pot hole...
3410	Pot Holes	Closed	08/11/2023		Hernandez,Baldo	Photo attached
3411	Pot Holes	Closed	08/11/2023		Hernandez,Baldo	Photo attached
3413	Pot Holes	Closed	08/11/2023		Hernandez,Baldo	por hole on matamores and pecan
3416	Pot Holes	Closed	08/13/2023		Hernandez,Baldo	can the city notify the owner of cinemark...
3417	Pot Holes	Closed	08/14/2023		Hernandez,Baldo	2nd request on this street/drain sunken in. ...
3443	Pot Holes	Closed	08/21/2023		Hernandez,Baldo	pot hole on Francisco at the entrance to the...
3453	Pot Holes	Closed	08/22/2023		Hernandez,Baldo	somewhere around 905, 909 1st street east off...
3455	Pot Holes	Closed	08/23/2023		Hernandez,Baldo	pavement and concrete is get wash out,...
3457	Pot Holes	Closed	08/23/2023		Hernandez,Baldo	pot hole in the entrance to Walmart off of...
3466	Pot Holes	Closed	08/27/2023		Hernandez,Baldo	this is a recurring pot hole, patch from last...
3468	Pot Holes	Closed	08/28/2023		Hernandez,Baldo	no photo.. several pot holes on Miller and...
3469	Pot Holes	Closed	08/28/2023		Hernandez,Baldo	no photo... pot hole on Miller and 2nd st.
3470	Pot Holes	Closed	08/28/2023		Hernandez,Baldo	street sinking on the east bound of Highland...
3472	Pot Holes	Closed	08/28/2023		Hernandez,Baldo	alley digging covered digging did not repair...
3484	Pot Holes	Closed	08/31/2023		Hernandez,Baldo	2nd request on the extreme big pot hole at...
3485	Pot Holes	Closed	08/31/2023		Hernandez,Baldo	2nd request pot hole on Francisco next to the...



- 1 1015 East 1st Street, Mission
- 2 1101 Rio Grande Dr, Mission
- 3 1220 Oaxaca Street, Mission
- 4 1401–1499 N Taylor Rd, Mission
- 5 1573 Gastel Drive, Mission
- 6 215 South Miller Avenue, Mission
- 7 2510 East Interstate Highway 2, Mission
- 8 301 Del Mar Street, Mission
- 9 401 Citriana Drive, Mission
- 10 411 South Francisco Avenue, Mission

 601 N Mayberry Rd, Mission

 701 South Miller Avenue, Mission

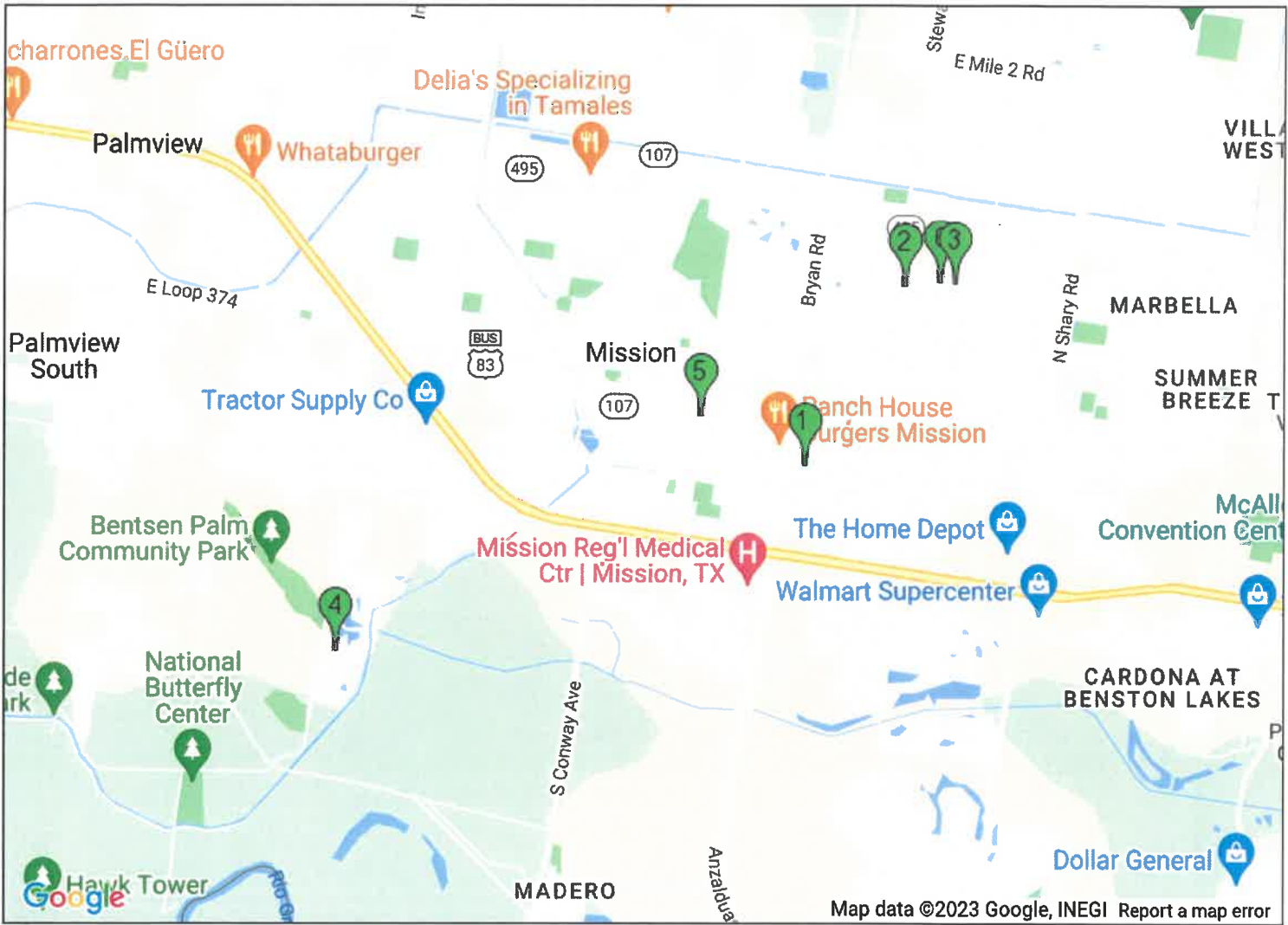
 900 Bryan Road, Mission

 905 East 1st Street, Mission

 909 Bryan Road, Mission

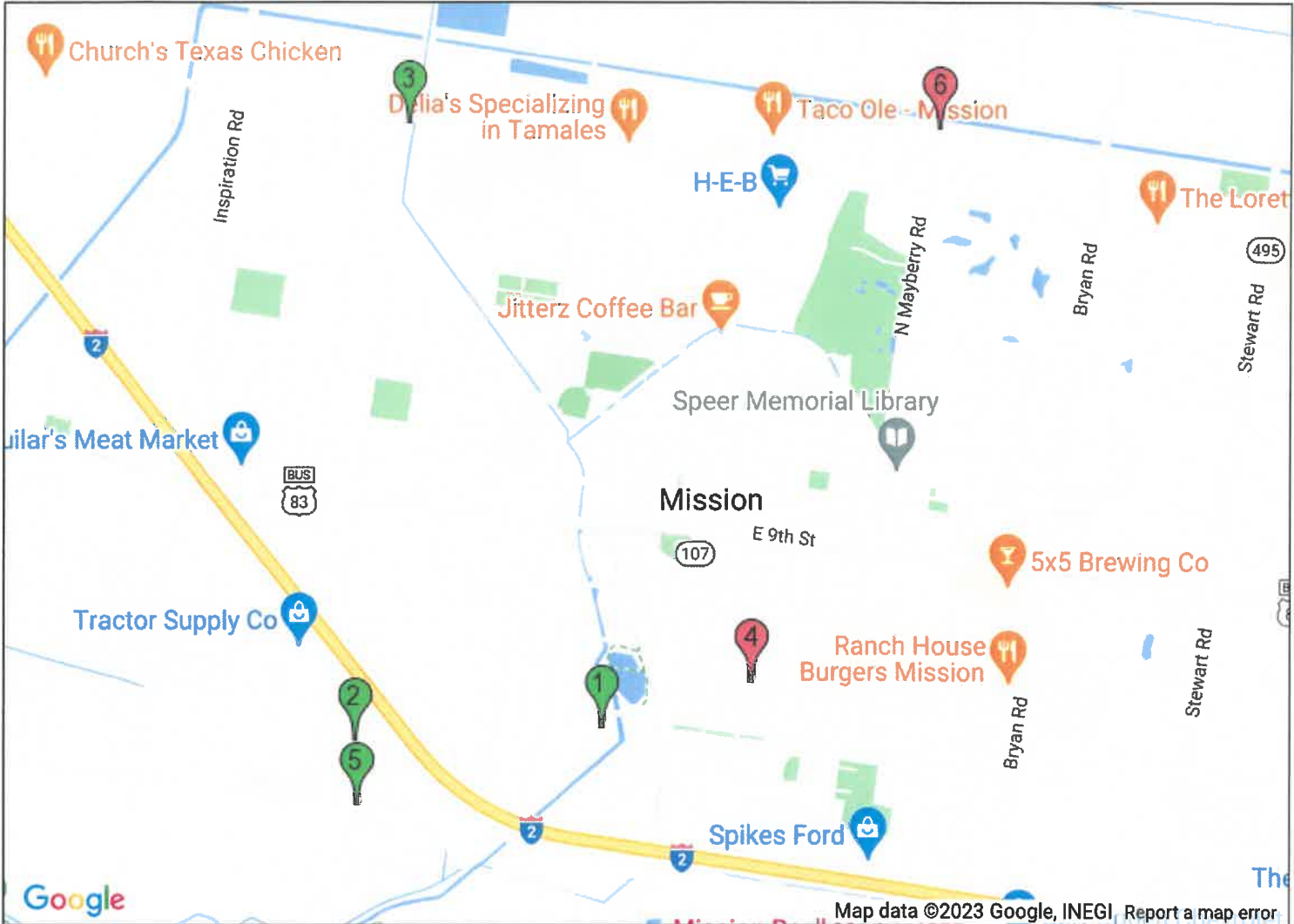
 Glasscock Rd, Mission

Request #	Topic	Status	Date Entered	Expected Close	Assigned To	Description
3424	Animal Control	Open	08/15/2023	08/30/2023	Garza,Griselda	Loud Dog kept in backyard all day
3425	Animal Control	Open	08/15/2023	08/30/2023	Garza,Griselda	Big dog living on 3301 grand canal dr. is...
3462	Animal Control	Open	08/25/2023	09/09/2023	Garza,Griselda	Photo attached
3474	Animal Control	Open	08/28/2023	09/12/2023	Garza,Griselda	they have four dogs, should one household...
3476	Animal Control	Open	08/29/2023	09/13/2023	Garza,Griselda	this dog's are always lose and this morning...
3480	Animal Control	Open	08/30/2023	09/14/2023	Garza,Griselda	please pick up dead cat in the middle of the...
3486	Animal Control	Closed	08/31/2023		Garza,Griselda	cinemark theater the ceiling and air vents...



- 1 1431 East Santa Maria, Mission
- 2 1605 Terrace Dr, Mission
- 3 1913 E 21st St, Mission
- 4 2100 Crystal Dr, Mission
- 5 601 N Mayberry Rd, Mission
- 6 Balcones Dr, Mission

Request #	Topic	Status	Date Entered	Expected Close	Assigned To	Description
3389	Side Walk	Closed	08/08/2023		Diaz,Gabriel	sidewalk at castro elementary needs repair...
3395	Side Walk	Open	08/09/2023	08/14/2023	Diaz,Gabriel	sidewalk needs repairs before school starts....
3397	Side Walk	Open	08/09/2023	08/14/2023	Diaz,Gabriel	sidewalk on 1st needs repairs before school...
3398	Side Walk	Open	08/09/2023	08/14/2023	Diaz,Gabriel	on Citriana years back when the sidewalk was...
3418	Side Walk	Open	08/14/2023	08/19/2023	Diaz,Gabriel	school sidewalk is cracked needs repairs asap...



- 1 109 South Cummings Avenue, Mission
- 2 208 Carolina Ave, Mission
- 3 2161–2299 N Los Ebanos Rd, Mission
- 4 305 Oblate Avenue, Mission
- 5 327 Carolina Avenue, Mission
- 6 801 Briarwood Dr, Mission

**MISSION
FIRE DEPARTMENT
MONTHLY REPORTS
AUGUST 2023**



“Dedicated to the Community we Protect... and Serve”

Mission Fire Department

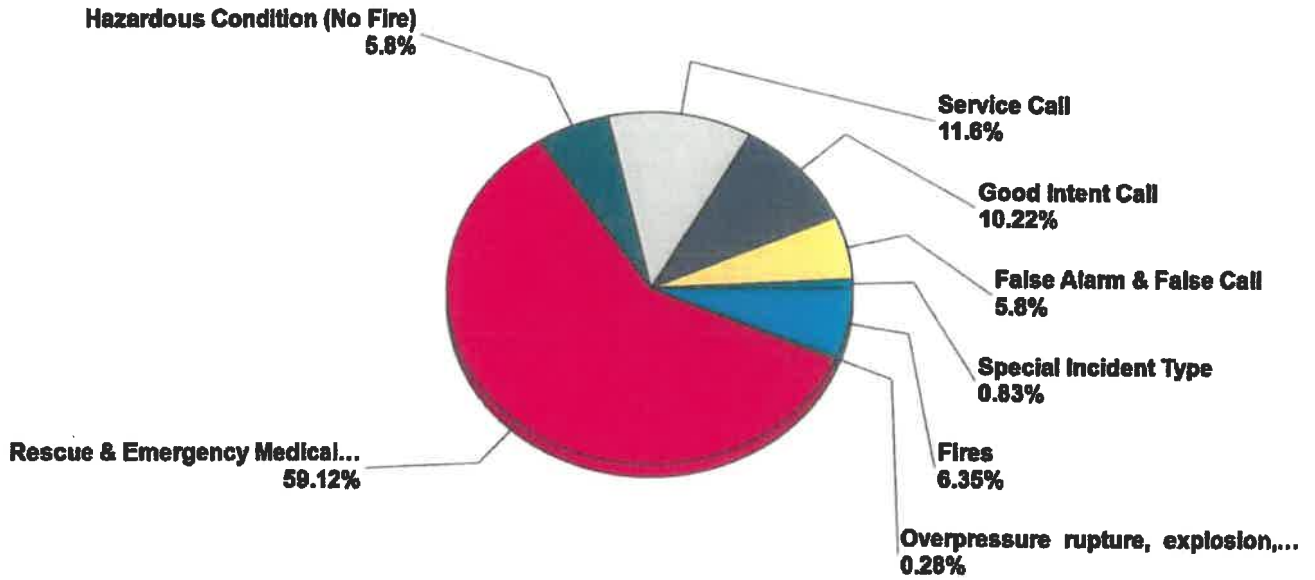
Mission, TX

This report was generated on 9/13/2023 11:55:06 AM



Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 08/01/2023 | End Date: 08/31/2023



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	23	6.35%
Overpressure rupture, explosion, overheating - no fire	1	0.28%
Rescue & Emergency Medical Service	214	59.12%
Hazardous Condition (No Fire)	21	5.8%
Service Call	42	11.6%
Good Intent Call	37	10.22%
False Alarm & False Call	21	5.8%
Special Incident Type	3	0.83%
TOTAL	362	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



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Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	2	0.55%
113 - Cooking fire, confined to container	1	0.28%
118 - Trash or rubbish fire, contained	1	0.28%
123 - Fire in portable building, fixed location	1	0.28%
130 - Mobile property (vehicle) fire, other	1	0.28%
131 - Passenger vehicle fire	2	0.55%
140 - Natural vegetation fire, other	2	0.55%
142 - Brush or brush-and-grass mixture fire	2	0.55%
143 - Grass fire	5	1.38%
150 - Outside rubbish fire, other	1	0.28%
151 - Outside rubbish, trash or waste fire	2	0.55%
154 - Dumpster or other outside trash receptacle fire	3	0.83%
251 - Excessive heat, scorch burns with no ignition	1	0.28%
311 - Medical assist, assist EMS crew	16	4.42%
320 - Emergency medical service, other	10	2.76%
321 - EMS call, excluding vehicle accident with injury	170	46.96%
322 - Motor vehicle accident with injuries	13	3.59%
323 - Motor vehicle/pedestrian accident (MV Ped)	1	0.28%
324 - Motor vehicle accident with no injuries.	3	0.83%
331 - Lock-in (if lock out , use 511)	1	0.28%
411 - Gasoline or other flammable liquid spill	2	0.55%
412 - Gas leak (natural gas or LPG)	9	2.49%
413 - Oil or other combustible liquid spill	1	0.28%
440 - Electrical wiring/equipment problem, other	1	0.28%
441 - Heat from short circuit (wiring), defective/worn	1	0.28%
442 - Overheated motor	1	0.28%
444 - Power line down	2	0.55%
445 - Arcing, shorted electrical equipment	4	1.1%
500 - Service Call, other	2	0.55%
510 - Person in distress, other	1	0.28%
520 - Water problem, other	2	0.55%
522 - Water or steam leak	1	0.28%
541 - Animal problem	3	0.83%
542 - Animal rescue	1	0.28%
550 - Public service assistance, other	3	0.83%
551 - Assist police or other governmental agency	4	1.1%
552 - Police matter	3	0.83%
553 - Public service	4	1.1%
554 - Assist invalid	13	3.59%
561 - Unauthorized burning	4	1.1%
571 - Cover assignment, standby, moveup	1	0.28%
600 - Good intent call, other	3	0.83%
611 - Dispatched & cancelled en route	11	3.04%
621 - Wrong location	1	0.28%
622 - No incident found on arrival at dispatch address	18	4.97%
631 - Authorized controlled burning	1	0.28%
650 - Steam, other gas mistaken for smoke, other	1	0.28%
651 - Smoke scare, odor of smoke	2	0.55%
730 - System malfunction, other	2	0.55%
733 - Smoke detector activation due to malfunction	5	1.38%
735 - Alarm system sounded due to malfunction	1	0.28%
740 - Unintentional transmission of alarm, other	4	1.1%
743 - Smoke detector activation, no fire - unintentional	6	1.66%
744 - Detector activation, no fire - unintentional	1	0.28%
745 - Alarm system activation, no fire - unintentional	2	0.55%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



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Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
900 - Special type of incident, other	2	0.55%
911 - Citizen complaint	1	0.28%
TOTAL INCIDENTS:	362	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



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Mission Fire Department

Mission, TX

This report was generated on 9/13/2023 11:55:52 AM



Incident Type Count per Station for Date Range

Start Date: 08/01/2023 | End Date: 08/31/2023

INCIDENT TYPE	# INCIDENTS
Station: 1 - CENTRAL	
111 - Building fire	1
140 - Natural vegetation fire, other	1
311 - Medical assist, assist EMS crew	1
320 - Emergency medical service, other	7
321 - EMS call, excluding vehicle accident with injury	58
322 - Motor vehicle accident with injuries	4
412 - Gas leak (natural gas or LPG)	4
440 - Electrical wiring/equipment problem, other	1
442 - Overheated motor	1
444 - Power line down	1
445 - Arcing, shorted electrical equipment	1
500 - Service Call, other	2
550 - Public service assistance, other	1
552 - Police matter	2
553 - Public service	1
554 - Assist invalid	5
600 - Good intent call, other	2
611 - Dispatched & cancelled en route	2
621 - Wrong location	1
622 - No incident found on arrival at dispatch address	2
651 - Smoke scare, odor of smoke	1
733 - Smoke detector activation due to malfunction	3
740 - Unintentional transmission of alarm, other	1
743 - Smoke detector activation, no fire - unintentional	1
744 - Detector activation, no fire - unintentional	1
900 - Special type of incident, other	2
911 - Citizen complaint	1
# Incidents for 1 - Central:	108
Station: 2 - STATION 2	
113 - Cooking fire, confined to container	1
118 - Trash or rubbish fire, contained	1
130 - Mobile property (vehicle) fire, other	1
131 - Passenger vehicle fire	1
140 - Natural vegetation fire, other	1
143 - Grass fire	2

Only REVIEWED incidents included.



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INCIDENT TYPE	# INCIDENTS
154 - Dumpster or other outside trash receptacle fire	2
311 - Medical assist, assist EMS crew	6
320 - Emergency medical service, other	1
321 - EMS call, excluding vehicle accident with injury	45
322 - Motor vehicle accident with injuries	1
324 - Motor vehicle accident with no injuries.	1
412 - Gas leak (natural gas or LPG)	2
445 - Arcing, shorted electrical equipment	3
510 - Person in distress, other	1
541 - Animal problem	1
550 - Public service assistance, other	1
551 - Assist police or other governmental agency	1
552 - Police matter	1
553 - Public service	2
554 - Assist invalid	5
561 - Unauthorized burning	1
600 - Good intent call, other	1
611 - Dispatched & cancelled en route	5
651 - Smoke scare, odor of smoke	1
735 - Alarm system sounded due to malfunction	1
740 - Unintentional transmission of alarm, other	2
743 - Smoke detector activation, no fire - unintentional	1
# Incidents for 2 - Station 2:	92

Station: 3 - STATION 3

151 - Outside rubbish, trash or waste fire	1
154 - Dumpster or other outside trash receptacle fire	1
320 - Emergency medical service, other	2
321 - EMS call, excluding vehicle accident with injury	23
322 - Motor vehicle accident with injuries	5
331 - Lock-in (if lock out , use 511)	1
411 - Gasoline or other flammable liquid spill	1
412 - Gas leak (natural gas or LPG)	2
441 - Heat from short circuit (wiring), defective/worn	1
444 - Power line down	1
520 - Water problem, other	2
522 - Water or steam leak	1
550 - Public service assistance, other	1
553 - Public service	1
554 - Assist invalid	2
571 - Cover assignment, standby, moveup	1
611 - Dispatched & cancelled en route	1
622 - No incident found on arrival at dispatch address	5
631 - Authorized controlled burning	1

Only REVIEWED incidents included.



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INCIDENT TYPE	# INCIDENTS
733 - Smoke detector activation due to malfunction	1
743 - Smoke detector activation, no fire - unintentional	2
# Incidents for 3 - Station 3:	56
Station: 4 - STATION 4	
123 - Fire in portable building, fixed location	1
142 - Brush or brush-and-grass mixture fire	1
143 - Grass fire	1
150 - Outside rubbish fire, other	1
151 - Outside rubbish, trash or waste fire	1
251 - Excessive heat, scorch burns with no ignition	1
311 - Medical assist, assist EMS crew	8
321 - EMS call, excluding vehicle accident with injury	30
322 - Motor vehicle accident with injuries	2
324 - Motor vehicle accident with no injuries.	1
411 - Gasoline or other flammable liquid spill	1
412 - Gas leak (natural gas or LPG)	1
541 - Animal problem	2
542 - Animal rescue	1
551 - Assist police or other governmental agency	3
561 - Unauthorized burning	1
611 - Dispatched & cancelled en route	2
622 - No incident found on arrival at dispatch address	6
650 - Steam, other gas mistaken for smoke, other	1
730 - System malfunction, other	2
733 - Smoke detector activation due to malfunction	1
740 - Unintentional transmission of alarm, other	1
743 - Smoke detector activation, no fire - unintentional	1
# Incidents for 4 - Station 4:	70
Station: 5 - STATION 5	
111 - Building fire	1
131 - Passenger vehicle fire	1
142 - Brush or brush-and-grass mixture fire	1
143 - Grass fire	2
311 - Medical assist, assist EMS crew	1
321 - EMS call, excluding vehicle accident with injury	14
322 - Motor vehicle accident with injuries	1
323 - Motor vehicle/pedestrian accident (MV Ped)	1
324 - Motor vehicle accident with no injuries.	1
413 - Oil or other combustible liquid spill	1
554 - Assist Invalid	1
561 - Unauthorized burning	2
611 - Dispatched & cancelled en route	1

Only REVIEWED Incidents included.



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INCIDENT TYPE	# INCIDENTS
622 - No incident found on arrival at dispatch address	5
743 - Smoke detector activation, no fire - unintentional	1
745 - Alarm system activation, no fire - unintentional	2
# Incidents for 5 - Station 5:	36

Only REVIEWED incidents included.



Mission Fire Department

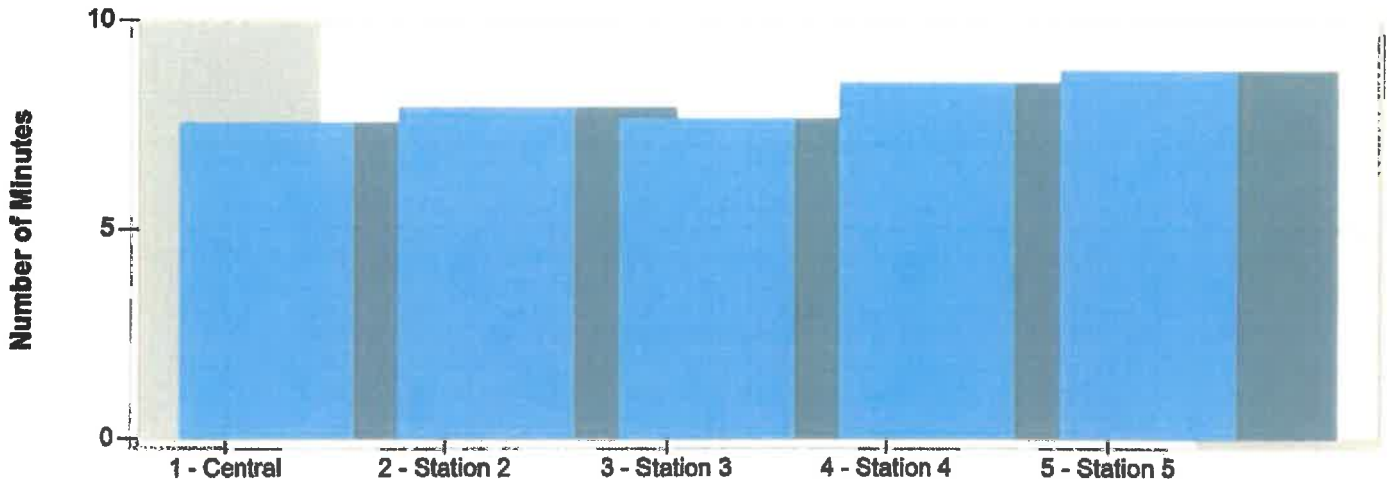
Mission, TX

This report was generated on 9/13/2023 1:17:37 PM



Average Response Time per Station for Date Range

Start Date: 08/01/2023 | End Date: 08/31/2023



STATION	AVERAGE RESPONSE MM:SS (Dispatch to Arrived)
1 - Central	7:33
2 - Station 2	7:55
3 - Station 3	7:38
4 - Station 4	8:30
5 - Station 5	8:48

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

Mission Fire Department

Mission, TX

This report was generated on 9/13/2023 1:18:19 PM



Count of Overlapping Incidents for Date Range

Start Date: 08/01/2023 | End Date: 08/31/2023

# OVERLAPPING	% OVERLAPPING	TOTAL
187	51.66	362

OVERLAPPING INCIDENT DETAILS					
ALARM	CLEAR/CANCEL	INCIDENT #	INCIDENT TYPE	STATION	ZONE
8/1/2023					
8/1/2023 2:43:00 PM	8/1/2023 3:35:00 PM	2023-2502	131	Station 5	
8/1/2023 2:47:00 PM	8/1/2023 3:04:00 PM	2023-2503	321	Central	
8/1/2023 3:01:00 PM	8/1/2023 6:47:00 PM	2023-2504	551	Station 4	
8/1/2023 5:19:00 PM	8/1/2023 5:57:00 PM	2023-2505	322	Station 3	
8/1/2023 6:33:00 PM	8/1/2023 6:49:00 PM	2023-2506	321	Central	
8/2/2023					
8/2/2023 3:39:00 AM	8/2/2023 4:06:00 AM	2023-2509	321	Central	
8/2/2023 4:02:00 AM	8/2/2023 4:35:00 AM	2023-2510	321	Station 5	
8/2/2023 11:41:00 AM	8/2/2023 1:48:00 PM	2023-2511	571	Station 3	
8/2/2023 12:03:00 PM	8/2/2023 12:24:00 PM	2023-2512	541	Station 4	
8/2/2023 1:15:00 PM	8/2/2023 1:27:00 PM	2023-2517	321	Station 3	
8/2/2023 1:47:00 PM	8/2/2023 2:00:00 PM	2023-2518	321	Station 5	
8/2/2023 7:54:00 PM	8/2/2023 8:23:00 PM	2023-2515	510	Station 2	
8/2/2023 8:15:00 PM	8/2/2023 8:30:00 PM	2023-2516	321	Central	
8/3/2023					
8/3/2023 1:35:00 AM	8/3/2023 1:56:00 AM	2023-2520	324	Station 2	
8/3/2023 1:38:00 AM	8/3/2023 2:09:00 AM	2023-2521	321	Station 5	
8/3/2023 1:22:00 PM	8/3/2023 3:18:00 PM	2023-2526	551	Station 2	
8/3/2023 3:00:00 PM	8/3/2023 3:44:00 PM	2023-2527	113	Station 2	
8/3/2023 5:35:00 PM	8/3/2023 5:46:00 PM	2023-2528	412	Station 2	
8/3/2023 5:44:00 PM	8/3/2023 6:05:00 PM	2023-2529	321	Station 5	
8/6/2023					
8/6/2023 5:31:00 AM	8/6/2023 5:51:00 AM	2023-2545	321	Station 2	
8/6/2023 5:50:00 AM	8/6/2023 6:13:00 AM	2023-2546	321	Station 4	
8/6/2023 12:43:00 PM	8/6/2023 2:29:00 PM	2023-2550	142	Station 4	
8/6/2023 1:50:00 PM	8/6/2023 2:07:00 PM	2023-2551	320	Station 2	District 2
8/6/2023 4:06:00 PM	8/6/2023 7:22:00 PM	2023-2553	111	Station 5	
8/6/2023 4:47:00 PM	8/6/2023 6:20:00 PM	2023-2554	445	Central	
8/6/2023 5:29:00 PM	8/6/2023 5:47:00 PM	2023-2555	321	Central	
8/6/2023 6:11:00 PM	8/6/2023 6:24:00 PM	2023-2556	500	Central	
8/6/2023 6:35:00 PM	8/6/2023 6:51:00 PM	2023-2557	311	Central	District 2
8/6/2023 10:40:00 PM	8/6/2023 10:58:00 PM	2023-2560	541	Station 4	

Percentage of incidents overlapping from total incidents in month, year. Compared incident time range as either Alarm to Cancel or Alarm to Clear for incidents that have either Cancel or Clear time recorded. Reviewed calls only. Group by date. Displays date, incident number, incident type (numeric only), zone, and station.

OVERLAPPING INCIDENT DETAILS

ALARM	CLEAR/CANCEL	INCIDENT #	INCIDENT TYPE	STATION	ZONE
8/6/2023 10:53:00 PM	8/6/2023 11:23:00 PM	2023-2561	321	Central	
8/6/2023 11:13:00 PM	8/6/2023 11:34:00 PM	2023-2562	321	Station 4	
8/6/2023 11:26:00 PM	8/6/2023 11:50:00 PM	2023-2563	322	Central	
8/7/2023					
8/7/2023 7:38:00 AM	8/7/2023 8:04:00 AM	2023-2566	321	Central	
8/7/2023 7:42:00 AM	8/7/2023 8:10:00 AM	2023-2567	251	Station 4	
8/7/2023 8:07:00 AM	8/7/2023 8:19:00 AM	2023-2568	140	Station 2	
8/7/2023 12:48:00 PM	8/7/2023 1:37:00 PM	2023-2572	444	Station 3	
8/7/2023 12:49:00 PM	8/7/2023 1:19:00 PM	2023-2571	321	Station 2	
8/7/2023 1:37:00 PM	8/7/2023 1:43:00 PM	2023-2573	622	Station 4	
8/7/2023 5:24:00 PM	8/7/2023 8:10:00 PM	2023-2575	143	Station 4	
8/7/2023 6:10:00 PM	8/7/2023 6:34:00 PM	2023-2576	322	Station 2	
8/7/2023 7:36:00 PM	8/7/2023 7:39:00 PM	2023-2577	611	Station 5	
8/8/2023					
8/8/2023 1:04:00 AM	8/8/2023 1:29:00 AM	2023-2578	311	Station 4	
8/8/2023 1:09:00 AM	8/8/2023 1:38:00 AM	2023-2579	321	Station 2	
8/8/2023 2:51:00 PM	8/8/2023 6:00:00 PM	2023-2581	150	Station 4	
8/8/2023 4:30:00 PM	8/8/2023 4:49:00 PM	2023-2582	554	Station 3	
8/8/2023 4:56:00 PM	8/8/2023 5:20:00 PM	2023-2583	442	Central	
8/8/2023 5:43:00 PM	8/8/2023 6:00:00 PM	2023-2584	311	Station 2	District 2
8/8/2023 10:52:00 PM	8/9/2023 5:06:00 AM	2023-2586	111	Central	
8/9/2023					
8/9/2023 4:40:00 AM	8/9/2023 5:16:00 AM	2023-2588	733	Central	
8/9/2023 11:54:00 AM	8/9/2023 12:13:00 PM	2023-2591	550	Station 3	
8/9/2023 12:05:00 PM	8/9/2023 12:13:00 PM	2023-2592	311	Station 4	
8/10/2023					
8/10/2023 1:36:00 PM	8/10/2023 2:09:00 PM	2023-2601	321	Station 3	
8/10/2023 2:01:00 PM	8/10/2023 9:22:00 PM	2023-2602	143	Station 5	
8/10/2023 2:49:00 PM	8/10/2023 3:11:00 PM	2023-2603	622	Station 5	
8/10/2023 4:33:00 PM	8/10/2023 5:04:00 PM	2023-2604	321	Central	
8/10/2023 6:00:00 PM	8/10/2023 7:32:00 PM	2023-2605	320	Central	
8/10/2023 7:11:00 PM	8/10/2023 7:30:00 PM	2023-2606	321	Station 3	
8/10/2023 9:12:00 PM	8/10/2023 9:25:00 PM	2023-2607	611	Station 2	
8/11/2023					
8/11/2023 7:26:00 AM	8/11/2023 7:42:00 AM	2023-2612	321	Station 2	
8/11/2023 7:35:00 AM	8/14/2023 8:05:00 AM	2023-2613	554	Central	
8/11/2023 8:21:00 AM	8/11/2023 8:38:00 AM	2023-2614	321	Station 2	
8/11/2023 1:32:00 PM	8/11/2023 2:06:00 PM	2023-2615	321	Station 5	
8/11/2023 2:16:00 PM	8/11/2023 2:35:00 PM	2023-2616	744	Central	
8/11/2023 5:11:00 PM	8/11/2023 5:24:00 PM	2023-2617	321	Station 4	
8/11/2023 8:58:00 PM	8/11/2023 9:26:00 PM	2023-2618	321	Station 3	
8/11/2023 9:38:00 PM	8/11/2023 10:04:00 PM	2023-2619	321	Station 4	
8/11/2023 10:05:00 PM	8/11/2023 10:22:00 PM	2023-2620	321	Station 2	

Percentage of incidents overlapping from total incidents in month, year. Compared incident time range as either Alarm to Cancel or Alarm to Clear for incidents that have either Cancel or Clear time recorded. Reviewed calls only. Group by date. Displays date, incident number, incident type (numeric only), zone, and station.

OVERLAPPING INCIDENT DETAILS

ALARM	CLEAR/CANCEL	INCIDENT #	INCIDENT TYPE	STATION	ZONE
8/11/2023 11:28:00 PM	8/11/2023 11:57:00 PM	2023-2621	323	Station 5	
8/11/2023 11:45:00 PM	8/12/2023 11:45:00 PM	2023-2633	611	Station 3	
8/12/2023					
8/12/2023 2:25:00 AM	8/12/2023 2:57:00 AM	2023-2622	311	Station 5	
8/12/2023 8:47:00 AM	8/12/2023 8:58:00 AM	2023-2623	321	Station 4	
8/12/2023 1:26:00 PM	8/12/2023 2:18:00 PM	2023-2624	130	Station 2	
8/12/2023 4:29:00 PM	8/12/2023 4:50:00 PM	2023-2626	321	Central	
8/12/2023 4:36:00 PM	8/12/2023 5:00:00 PM	2023-2625	321	Station 2	
8/12/2023 6:42:00 PM	8/12/2023 6:53:00 PM	2023-2627	740	Station 2	
8/12/2023 7:15:00 PM	8/12/2023 7:38:00 PM	2023-2628	321	Station 2	
8/12/2023 8:55:00 PM	8/12/2023 9:15:00 PM	2023-2629	321	Station 2	
8/12/2023 9:27:00 PM	8/12/2023 9:39:00 PM	2023-2630	651	Central	
8/12/2023 11:17:00 PM	8/12/2023 11:34:00 PM	2023-2631	311	Station 4	
8/12/2023 11:39:00 PM	8/12/2023 11:52:00 PM	2023-2632	321	Station 2	
8/13/2023					
8/13/2023 2:16:00 AM	8/13/2023 2:47:00 AM	2023-2634	911	Central	
8/13/2023 9:03:00 AM	8/13/2023 9:34:00 AM	2023-2635	321	Central	
8/13/2023 9:45:00 AM	8/13/2023 10:03:00 AM	2023-2636	321	Central	
8/13/2023 9:53:00 AM	8/13/2023 10:58:00 AM	2023-2637	622	Station 5	
8/13/2023 10:15:00 AM	8/13/2023 10:46:00 AM	2023-2638	321	Station 4	
8/13/2023 10:27:00 AM	8/13/2023 10:51:00 AM	2023-2639	321	Central	
8/13/2023 1:27:00 PM	8/13/2023 1:55:00 PM	2023-2640	321	Station 4	
8/13/2023 1:31:00 PM	8/13/2023 1:54:00 PM	2023-2641	553	Station 2	District 2
8/13/2023 1:51:00 PM	8/13/2023 2:30:00 PM	2023-2642	321	Central	
8/13/2023 2:00:00 PM	8/13/2023 2:26:00 PM	2023-2643	321	Station 4	
8/13/2023 3:56:00 PM	8/13/2023 4:25:00 PM	2023-2644	321	Station 3	
8/13/2023 4:08:00 PM	8/13/2023 4:30:00 PM	2023-2645	321	Central	
8/13/2023 4:23:00 PM	8/13/2023 4:50:00 PM	2023-2646	321	Station 4	
8/13/2023 7:01:00 PM	8/13/2023 7:16:00 PM	2023-2647	321	Central	
8/13/2023 7:43:00 PM	8/13/2023 8:35:00 PM	2023-2648	123	Station 4	
8/13/2023 8:39:00 PM	8/13/2023 9:05:00 PM	2023-2649	321	Station 5	
8/13/2023 10:24:00 PM	8/13/2023 10:42:00 PM	2023-2650	554	Station 5	
8/13/2023 10:49:00 PM	8/13/2023 11:12:00 PM	2023-2651	321	Central	
8/13/2023 10:54:00 PM	8/13/2023 11:18:00 PM	2023-2652	311	Station 2	District 2
8/14/2023					
8/14/2023 2:05:00 PM	8/14/2023 4:22:00 PM	2023-2653	551	Station 4	
8/14/2023 3:15:00 PM	8/14/2023 3:52:00 PM	2023-2654	321	Central	
8/14/2023 5:51:00 PM	8/14/2023 6:55:00 PM	2023-2655	320	Station 3	
8/14/2023 6:00:00 PM	8/14/2023 6:40:00 PM	2023-2656	321	Central	
8/14/2023 9:14:00 PM	8/14/2023 10:05:00 PM	2023-2659	321	Central	
8/14/2023 9:34:00 PM	8/14/2023 9:56:00 PM	2023-2660	321	Station 2	
8/14/2023 9:43:00 PM	8/14/2023 10:13:00 PM	2023-2661	321	Station 4	
8/14/2023 9:51:00 PM	8/14/2023 10:23:00 PM	2023-2662	321	Station 3	

Percentage of incidents overlapping from total incidents in month, year. Compared incident time range as either Alarm to Cancel or Alarm to Clear for incidents that have either Cancel or Clear time recorded. Reviewed calls only. Group by date. Displays date, incident number, incident type (numeric only), zone, and station.

OVERLAPPING INCIDENT DETAILS

ALARM	CLEAR/CANCEL	INCIDENT #	INCIDENT TYPE	STATION	ZONE
8/14/2023 10:08:00 PM	8/14/2023 10:14:00 PM	2023-2663	740	Central	
8/14/2023 10:20:00 PM	8/14/2023 10:39:00 PM	2023-2664	154	Station 2	
8/15/2023					
8/15/2023 4:03:00 PM	8/15/2023 4:23:00 PM	2023-2671	440	Central	
8/15/2023 4:20:00 PM	8/15/2023 4:53:00 PM	2023-2672	441	Station 3	
8/15/2023 5:26:00 PM	8/15/2023 6:27:00 PM	2023-2673	321	Station 5	
8/15/2023 5:35:00 PM	8/15/2023 6:40:00 PM	2023-2674	131	Station 2	
8/15/2023 6:53:00 PM	8/15/2023 7:38:00 PM	2023-2675	322	Station 3	
8/15/2023 7:00:00 PM	8/15/2023 7:18:00 PM	2023-2676	321	Station 4	
8/16/2023					
8/16/2023 10:27:00 AM	8/16/2023 10:50:00 AM	2023-2680	321	Station 2	
8/16/2023 10:30:00 AM	8/16/2023 10:41:00 AM	2023-2681	631	Station 3	
8/16/2023 8:01:00 PM	8/16/2023 8:32:00 PM	2023-2684	321	Station 2	
8/16/2023 8:25:00 PM	8/16/2023 8:38:00 PM	2023-2685	622	Station 3	
8/17/2023					
8/17/2023 1:38:00 PM	8/17/2023 2:08:00 PM	2023-2690	321	Station 3	
8/17/2023 1:39:00 PM	8/17/2023 2:48:00 PM	2023-2691	321	Central	
8/17/2023 2:17:00 PM	8/17/2023 2:39:00 PM	2023-2692	321	Station 3	
8/17/2023 6:01:00 PM	8/17/2023 6:30:00 PM	2023-2696	321	Station 3	
8/17/2023 6:10:00 PM	8/17/2023 6:30:00 PM	2023-2697	154	Station 2	District 3
8/18/2023					
8/18/2023 10:53:00 AM	8/18/2023 11:10:00 AM	2023-2704	743	Station 3	
8/18/2023 11:02:00 AM	8/18/2023 11:25:00 AM	2023-2705	321	Station 4	
8/18/2023 11:10:00 AM	8/18/2023 11:35:00 AM	2023-2706	321	Central	
8/18/2023 9:33:00 PM	8/18/2023 10:08:00 PM	2023-2711	321	Central	
8/18/2023 9:43:00 PM	8/18/2023 10:10:00 PM	2023-2712	321	Station 2	
8/18/2023 10:07:00 PM	8/18/2023 10:26:00 PM	2023-2713	321	Station 4	
8/19/2023					
8/19/2023 11:12:00 AM	8/19/2023 11:26:00 AM	2023-2718	320	Central	
8/19/2023 11:24:00 AM	8/19/2023 12:13:00 PM	2023-2719	550	Station 2	
8/19/2023 11:48:00 AM	8/19/2023 12:28:00 PM	2023-2720	321	Station 4	
8/19/2023 11:52:00 AM	8/19/2023 12:03:00 PM	2023-2721	622	Station 5	
8/19/2023 4:27:00 PM	8/19/2023 5:04:00 PM	2023-2724	321	Station 3	
8/19/2023 4:49:00 PM	8/19/2023 5:12:00 PM	2023-2725	321	Station 2	
8/19/2023 5:12:00 PM	8/19/2023 5:24:00 PM	2023-2726	321	Station 2	
8/21/2023					
8/21/2023 5:40:00 AM	8/21/2023 6:16:00 AM	2023-2739	322	Station 4	
8/21/2023 5:55:00 AM	8/21/2023 6:18:00 AM	2023-2740	321	Central	
8/23/2023					
8/23/2023 4:52:00 PM	8/23/2023 5:07:00 PM	2023-2761	321	Station 2	
8/23/2023 4:59:00 PM	8/23/2023 5:06:00 PM	2023-2760	321	Station 4	
8/23/2023 10:51:00 PM	8/24/2023 12:43:00 AM	2023-2764	520	Station 3	

Percentage of incidents overlapping from total incidents in month, year. Compared incident time range as either Alarm to Cancel or Alarm to Clear for incidents that have either Cancel or Clear time recorded. Reviewed calls only. Group by date. Displays date, incident number, incident type (numeric only), zone, and station.

OVERLAPPING INCIDENT DETAILS

ALARM	CLEAR/CANCEL	INCIDENT #	INCIDENT TYPE	STATION	ZONE
8/24/2023					
8/24/2023 12:41:00 AM	8/24/2023 1:14:00 AM	2023-2765	321	Station 2	
8/24/2023 8:13:00 PM	8/24/2023 8:32:00 PM	2023-2777	622	Station 3	
8/24/2023 8:20:00 PM	8/24/2023 8:33:00 PM	2023-2778	143	Station 2	
8/24/2023 8:23:00 PM	8/24/2023 8:35:00 PM	2023-2779	444	Central	
8/24/2023 9:05:00 PM	8/24/2023 9:38:00 PM	2023-2780	321	Station 4	
8/24/2023 9:28:00 PM	8/24/2023 10:34:00 PM	2023-2781	322	Central	
8/25/2023					
8/25/2023 9:20:00 PM	8/25/2023 9:46:00 PM	2023-2792	321	Station 2	
8/25/2023 9:25:00 PM	8/25/2023 9:51:00 PM	2023-2793	311	Station 4	
8/25/2023 10:37:00 PM	8/25/2023 11:06:00 PM	2023-2794	321	Central	
8/25/2023 10:39:00 PM	8/25/2023 10:47:00 PM	2023-2795	622	Central	
8/26/2023					
8/26/2023 7:23:00 PM	8/26/2023 7:41:00 PM	2023-2800	321	Central	
8/26/2023 7:33:00 PM	8/26/2023 7:45:00 PM	2023-2801	743	Station 3	
8/26/2023 7:39:00 PM	8/26/2023 8:09:00 PM	2023-2802	321	Central	
8/27/2023					
8/27/2023 2:38:00 PM	8/27/2023 3:02:00 PM	2023-2805	321	Station 2	
8/27/2023 2:50:00 PM	8/27/2023 3:13:00 PM	2023-2806	321	Station 4	
8/27/2023 3:03:00 PM	8/27/2023 3:23:00 PM	2023-2807	553	Station 3	District 3
8/27/2023 3:11:00 PM	8/27/2023 3:39:00 PM	2023-2808	321	Central	
8/27/2023 8:17:00 PM	8/27/2023 8:43:00 PM	2023-2812	600	Station 2	
8/27/2023 8:22:00 PM	8/27/2023 8:36:00 PM	2023-2813	321	Station 5	
8/27/2023 9:12:00 PM	8/27/2023 9:30:00 PM	2023-2814	321	Station 4	
8/27/2023 9:22:00 PM	8/27/2023 9:34:00 PM	2023-2815	412	Central	
8/28/2023					
8/28/2023 1:35:00 PM	8/28/2023 1:54:00 PM	2023-2825	321	Station 2	District 2
8/28/2023 1:50:00 PM	8/28/2023 2:43:00 PM	2023-2826	321	Station 2	District 2
8/28/2023 2:23:00 PM	8/28/2023 3:04:00 PM	2023-2827	322	Central	
8/28/2023 3:42:00 PM	8/28/2023 4:25:00 PM	2023-2828	143	Station 2	District 2
8/28/2023 4:09:00 PM	8/28/2023 4:30:00 PM	2023-2829	321	Central	
8/28/2023 4:19:00 PM	8/28/2023 4:37:00 PM	2023-2830	324	Station 5	
8/30/2023					
8/30/2023 10:27:00 AM	8/30/2023 10:54:00 AM	2023-2845	321	Station 3	
8/30/2023 10:40:00 AM	8/30/2023 11:07:00 AM	2023-2846	320	Central	
8/30/2023 10:52:00 AM	8/30/2023 11:12:00 AM	2023-2847	321	Station 2	
8/30/2023 10:02:00 PM	8/31/2023 4:23:00 AM	2023-2852	412	Central	
8/30/2023 10:19:00 PM	8/30/2023 10:34:00 PM	2023-2853	321	Station 4	
8/30/2023 10:24:00 PM	8/30/2023 10:57:00 PM	2023-2854	321	Station 2	
8/31/2023					
8/31/2023 12:15:00 AM	8/31/2023 1:15:00 AM	2023-2855	321	Station 5	
8/31/2023 2:54:00 AM	8/31/2023 3:22:00 AM	2023-2856	730	Station 4	

Percentage of incidents overlapping from total incidents in month, year. Compared incident time range as either Alarm to Cancel or Alarm to Clear for incidents that have either Cancel or Clear time recorded. Reviewed calls only. Group by date. Displays date, incident number, incident type (numeric only), zone, and station.



OVERLAPPING INCIDENT DETAILS

ALARM	CLEAR/CANCEL	INCIDENT #	INCIDENT TYPE	STATION	ZONE
8/31/2023 3:11:00 AM	8/31/2023 3:21:00 AM	2023-2857	554	Central	
8/31/2023 3:51:00 AM	8/31/2023 4:11:00 AM	2023-2858	740	Station 4	
8/31/2023 9:54:00 AM	8/31/2023 1:13:00 PM	2023-2859	412	Station 4	
8/31/2023 12:16:00 PM	8/31/2023 12:20:00 PM	2023-2860	611	Station 2	District 2
8/31/2023 12:21:00 PM	8/31/2023 12:53:00 PM	2023-2861	552	Central	
8/31/2023 12:45:00 PM	8/31/2023 1:10:00 PM	2023-2862	311	Station 2	District 2
8/31/2023 6:06:00 PM	8/31/2023 6:30:00 PM	2023-2865	311	Station 2	District 2
8/31/2023 6:13:00 PM	8/31/2023 6:47:00 PM	2023-2866	542	Station 4	
8/31/2023 6:57:00 PM	8/31/2023 7:22:00 PM	2023-2867	552	Station 2	District 2
8/31/2023 7:11:00 PM	8/31/2023 7:39:00 PM	2023-2868	622	Station 4	

Percentage of incidents overlapping from total incidents in month,year. Compared incident time range as either Alarm to Cancel or Alarm to Clear for incidents that have either Cancel or Clear time recorded. Reviewed calls only. Group by date. Displays date, incident number, incident type (numeric only), zone, and station.





Mission Fire Department

Career Development Division

Monthly Report for August 2023

To: Adrian Garcia, Fire Chief

From: Richard A. Cruz, Deputy Chief

Re: Career Development Division Report for August 2023

The training topics for the month were Ethics in EMS for the EMS portion, and Portable Fire Extinguishers for the Fire portion. Each topic counts for 2 hours of continuing education hours for the yearly total. The trainings were posted on our online Training software and each personnel completed the trainings on their assigned shift days.

EMS training has been our top priority this month. We have been training around the clock to keep our skills sharp. We have been utilizing our newly purchased training equipment to be able to perform hands-on skills and train.

This month, three of our staff members who are already Emergency Medical Technicians at the Basic level, completed their six-month Paramedic course that was being held in Mercedes, TX. These students have completed all requirements set forth by the National Registry of Emergency Medical Technicians for course completion. The students will be testing for their certification later this month.

At the beginning of the month, several of our personnel attended several Active Attack Integrated Response courses. One was hosted by Texas DPS and the other two were hosted by McAllen ISD Police Department. We had personnel from our Prevention division and Suppression division attend both courses. The purpose of this course is to learn how to work and integrate with law enforcement in active attack situations. Classes like this help us work better together in the event of real time emergencies.

Several of our medics attended a Certified Ambulance Documentation Specialist course that was held in Pharr, TX. This course serves as the national standard for patient care reporting. With this, our crews can better document their patient assessments and patient care reports.

This month, the CDD was very involved in the Regional Fire Academy teaching several classes throughout the month. These included, Flood Awareness, Search and Rescue, Firefighter Survival, and Rapid Intervention Teams. We also assisted with Live Fire training at the Edinburg training facility for the cadets. Our Special Ops crew also hosted a Flood Awareness course for the Hidalgo County Sheriff's office SWAT team.

We had a Fire Ground Hydraulics class for all of our current fire apparatus driver/operators and our firefighters who act up in that capacity as well. This course covered theoretical principles as well as practical application as well. Classes like these helps keep our crews keep their skills sharp while operating at a fire scene.

At the end of the month, we had all of our Command Staff and some company officers attend an "Aggressive Command" leadership course in Pharr, TX. This course covered different tactics

"Train Like Your Life Depends on it...Because It Does!"

Incident Commanders can use while operating at emergency scenes. The instructors showed how to use our resources to their fullest capabilities at different scenarios.

Crews at their respective stations also have been doing in-service training as single-engine companies. Training has included: SCBA's, search and rescue, rescue equipment familiarization, ropes and knots, pumping fire apparatus, hose practices, ladders, and other topics.

Training Hours for August 2023 - TOTAL: 341.25

Fire: 279 hours
 Classroom/Online: 32.5 hours
 Hands-On/Skills: 198.5 hours Drone: 48 hours
EMS: 62.25 hours
Special Ops: 0 hours
Haz-Mat: 0 hours

Training Hours for Year-to-Date 2023 - TOTAL: 10,511.25

Fire: 4,255.5 hours
 Classroom/Online: 531 hours
 Hands-On/Skills: 3,568.5 hours Drone: 133 hours
EMS: 5,564.75 hours
Special Ops: 78 hours
Haz-Mat: 616 hours

Respectfully,



Richard A. Cruz
 Deputy Chief
 Career Development Division

“Train Like Your Life Depends on it...Because It Does!”

MISSION FIRE DEPARTMENT

Emergency Ambulance Response Report
AUGUST 2023



Dedicated to the Community we Protect... and Serve”

Previous Month ▾ Aug 1, 2023 - Aug 31, 2023 ▾

Counts	% Rows	% Columns		All										
Week Ending	8/6/23	8/13/23	8/20/23	8/27/23	9/3/23	9/10/23	9/17/23	9/24/23	10/1/23	10/8/23	10/15/23	10/22/23	10/29/23	Total
Abdominal Pain	1.14%			2.27%	0.57%									3.98%
Acute Respiratory Distress (Dyspnea)	1.14%	0.57%	1.7%	1.14%	0.57%									5.11%
Alcohol use		0.57%												0.57%
Altered Mental Status	0.57%	0.57%	0.57%		0.57%									2.27%
Anxiety reaction/Emot... upset	0.57%	0.57%	0.57%											1.7%
Back Pain	0.57%	1.14%	1.14%	0.57%										3.41%
Cardiac arrest			0.57%											0.57%
Cardiac arrhythmia/dy..			0.57%											0.57%
Chest Pain / Discomfort	0.57%	0.57%			0.57%									1.7%
Chronic Obstructive Pulmonary Disease (COPD)					0.57%									0.57%
Confusion/De...	0.57%													0.57%
Congestive heart failure (CHF)	0.57%													0.57%
Convulsions			0.57%		0.57%									1.14%
Dehydration			0.57%	0.57%										1.14%
Diabetic Hypoglycemia	1.14%			0.57%										1.7%
Diarrhea			0.57%											0.57%
Dizziness	0.57%	2.27%			0.57%									3.41%
Epistaxis				1.14%										1.14%
Extremity Pain		1.14%	2.27%	2.84%	2.84%									9.09%
Fatigue		0.57%	0.57%	0.57%										1.7%
Fever			0.57%	0.57%										1.14%
Gastrointestin.. hemorrhage		0.57%												0.57%
Generalized Weakness	3.41%	0.57%	5.11%	1.7%	0.57%									11.36%
Headache					1.14%									1.14%
Heat Exhaustion			0.57%											0.57%

Week Ending	8/6/23	8/13/23	8/20/23	8/27/23	9/3/23	9/10/23	9/17/23	9/24/23	10/1/23	10/8/23	10/15/23	10/22/23	10/29/23	Total
Heatstroke and Sunstroke			0.57%											0.57%
Hemorrhage	0.57%	0.57%												1.14%
Influenza					0.57%									0.57%
Inhalation Injury (Toxic Gas)				0.57%										0.57%
Injury	1.14%	7.39%	5.68%	2.27%	0.57%									17.05%
Laceration/Ab... (minor surface trauma)		0.57%	1.14%	0.57%	0.57%									2.84%
Mental disorder			0.57%	0.57%										1.14%
Nausea		1.14%	1.7%		0.57%									3.41%
No Complaints or Injury/Illness Noted		1.14%	0.57%	0.57%	0.57%									2.84%
Obvious Death	0.57%													0.57%
Pain (Non-Traumatic)		0.57%		0.57%	0.57%									1.7%
Palpitations		0.57%												0.57%
Pelvic and Perineal Pain		1.7%												1.7%
Poisoning / Drug Ingestion					0.57%									0.57%
Pregnancy related conditions			0.57%											0.57%
Respiratory disorder			0.57%											0.57%
Seizures with status epilepticus			0.57%											0.57%
Sepsis/Septice.				0.57%										0.57%
Stroke					0.57%									0.57%
Suffocation or Asphyxia					0.57%									0.57%
Suicide attempt		0.57%	0.57%											1.14%
Syncope / Fainting		0.57%	0.57%	1.14%	0.57%									2.84%
Urinary system disorder			0.57%											0.57%
Visual Disturbance	0.57%													0.57%
Total	13.64%	23.86%	29.55%	18.75%	14.2%									100%

Previous Month ▾ Aug 1, 2023 - Aug 31, 2023 ▾

08:09

MM:SS
Average Response Time

55%

OF RESPONSES
Response Time < 08:00

31

DAYS
In Selected Time Slice

148

UNIT RESPONSES
In Selected Time Slice



Counts	% Rows		% Columns		% All									
Week Ending	8/6/23	8/13/23	8/20/23	8/27/23	9/3/23	9/10/23	9/17/23	9/24/23	10/1/23	10/8/23	10/15/23	10/22/23	10/29/23	Total
00:00 - 04:59	0.68%	2.7%	4.05%	2.03%	0.68%									10.14%
05:00 - 07:59	6.76%	11.49%	10.81%	7.43%	8.11%									44.59%
08:00 - 08:59	2.7%	3.38%	4.05%	0.68%										10.81%
09:00 - 09:59	0.68%	1.35%	4.05%	4.05%	4.05%									14.19%
10:00 - 11:59	1.35%	2.03%	2.03%	2.03%	1.35%									8.78%
12:00 - 14:59	1.35%	0.68%	2.03%	2.03%	0.68%									6.76%
15:00 - 16:59		0.68%												0.68%
17:00 - 17:59														
18:00 - 19:59		0.68%												0.68%
20:00 - 29:59		1.35%		1.35%										2.7%
30:00 - 59:59			0.68%											0.68%
Total	13.51%	24.32%	27.7%	19.59%	14.86%									100%
Exceptions														0%

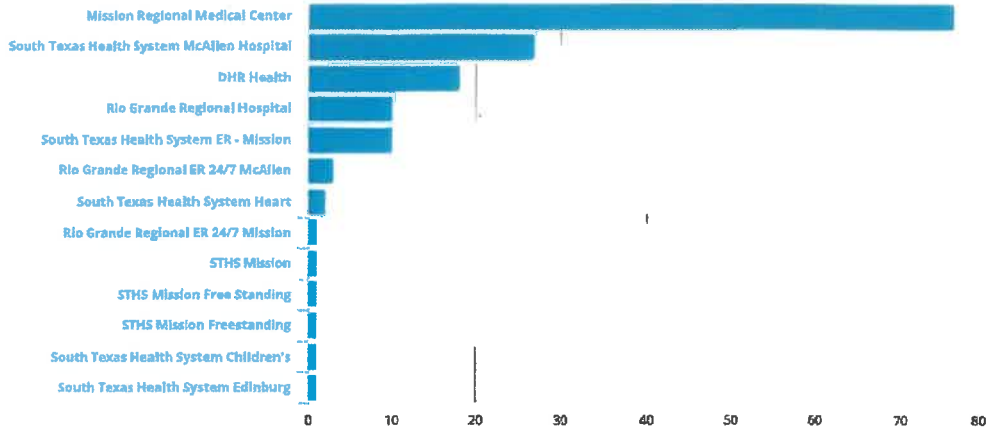
Previous Month ▾ Aug 1, 2023 - Aug 31, 2023 ▾

152

RECORDS
in Selected Time Slice

31

DAYS
in Selected Time Slice



Counts % Rows % Columns % All

Week Ending	8/6/23	8/13/23	8/20/23	8/27/23	9/3/23	9/10/23	9/17/23	9/24/23	10/1/23	10/8/23	10/15/23	10/22/23	10/29/23	Total
DHR Health		5.26%	4.61%	1.32%	0.66%									11.84%
Mission Regional Medical Center	7.24%	9.87%	14.47%	10.53%	7.89%									50%
Rio Grande Regional ER 24/7 McAllen				1.97%										1.97%
Rio Grande Regional ER 24/7 Mission				0.66%										0.66%
Rio Grande Regional Hospital	0.66%	2.63%	0.66%	1.32%	1.32%									6.58%
STHS Mission			0.66%											0.66%
STHS Mission Free Standing					0.66%									0.66%
STHS Mission Freestanding					0.66%									0.66%
South Texas Health System Children's			0.66%											0.66%
South Texas Health System ER - Mission	1.32%	0.66%	1.32%	2.63%	0.66%									6.58%
South Texas Health System Edinburg		0.66%												0.66%
South Texas Health System Heart				0.66%	0.66%									1.32%
South Texas Health System McAllen Hospital	3.95%	4.61%	5.92%	1.32%	1.97%									17.76%
Total	13.16%	23.68%	28.29%	20.39%	14.47%									100%

Previous Month ▾ Aug 1, 2023 - Aug 31, 2023 ▾

85%

TRANSPORTS
Percentage of Patient Encounters

12%

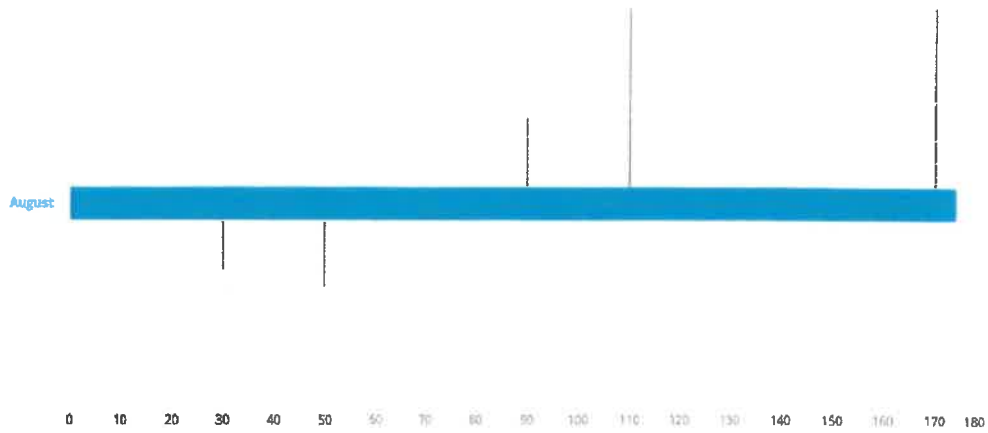
NON TRANSPORTS
Percentage of Patient Encounters

3%

OTHER DISPOSITIONS
Percentage of Patient Encounters

174

RECORDS
In Selected Time Slice



31

DAYS
In Selected Time Slice

Counts % Rows % Columns % All

Week Ending	8/6/23	8/13/23	8/20/23	8/27/23	9/3/23	9/10/23	9/17/23	9/24/23	10/1/23	10/8/23	10/15/23	10/22/23	10/29/23	Total
August	24	43	51	31	25									174
Total	24	43	51	31	25									174



Closing Balance Summary for Period

09/08/23

Page 1 of 1

Transaction Date	GreaterThanOrEqualTo	8/1/2023
Transaction Date	LessThanOrEqualTo	8/31/2023
Company Code	Equal	216 City of Mission

216 City of Mission	AR Previous Balance:	\$475,577.38
---------------------	----------------------	--------------

Charges In Period	\$105,980.00
Credits	(\$50,748.02)
Charge Adjustments	\$81,240.00
Total AR Change for	\$136,471.98

Charges in Period	\$105,980.00
Credits	(\$50,748.02)
Charge Adjustments	\$81,240.00
Accounts Receivable Change	\$136,471.98

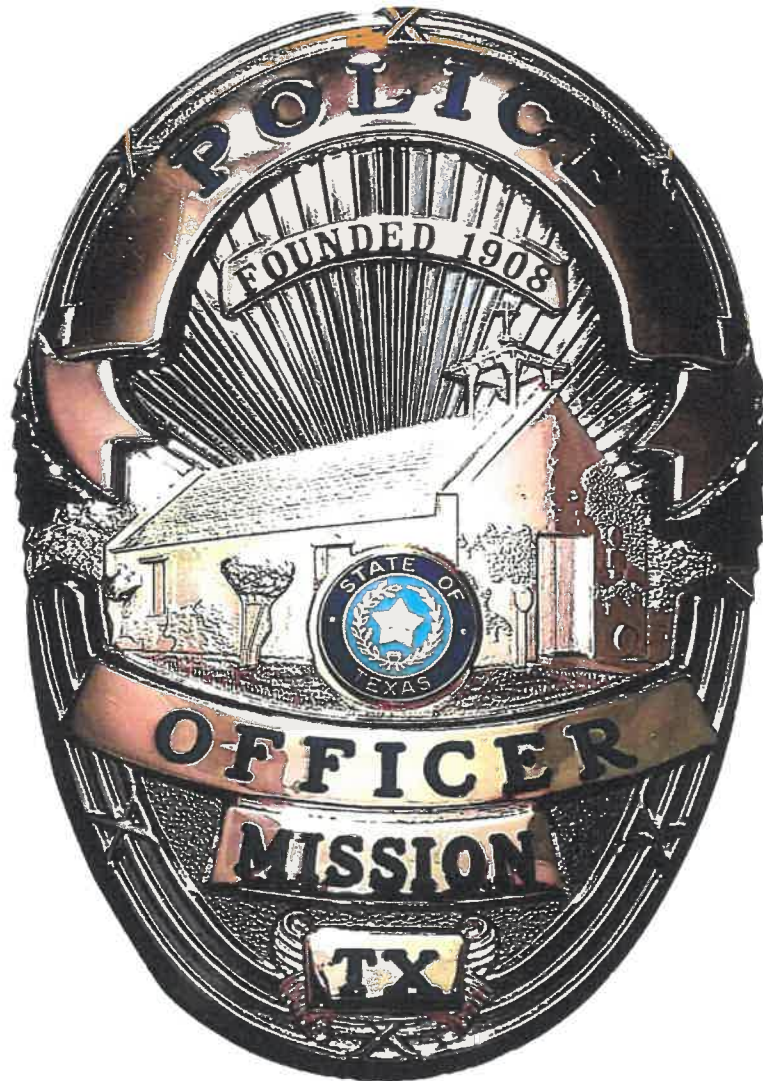
Total Balance Forward:	\$612,049.36
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216 City of Mission
Executive Summary - 10/01/22 to 09/30/23

	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Totals
Gross Charge	\$51,660.01	\$31,700.00	\$142,000.00	\$170,820.00	\$120,770.00	\$161,835.00	\$94,320.00	\$105,760.00	\$111,380.00	\$32,875.00	\$187,220.00	\$1,220,480.01
Cash Collections	(\$17,877.22)	(\$7,893.65)	(\$17,622.13)	(\$11,501.85)	(\$30,968.28)	(\$17,206.57)	(\$49,321.23)	(\$30,048.28)	(\$31,022.25)	(\$23,425.40)	(\$14,004.07)	(\$20,931.52)
Gross Charge/Net	\$1,495.56	\$1,381.67	\$1,405.94	\$1,400.28	\$1,404.20	\$1,395.13	\$1,461.62	\$1,391.58	\$1,427.95	\$1,429.35	\$1,376.62	\$1,401.44
Cont/Rep (CPT)	\$496.59	\$131.59	\$173.40	\$94.28	\$99.41	\$148.32	\$1,120.94	\$395.59	\$397.72	\$1,027.23	\$1,029.71	\$295.80
Payer Mix												
Medicare	44.4%	55.0%	44.8%	41.8%	39.5%	51.7%	45.5%	43.4%	62.8%	30.4%	41.2%	46.0%
Medicaid	25.0%	10.0%	18.8%	22.1%	28.7%	18.8%	31.8%	27.6%	9.0%	13.0%	12.5%	19.4%
Insurance	13.8%	15.0%	13.9%	16.4%	8.1%	11.2%	6.8%	14.5%	12.8%	28.1%	3.7%	11.7%
Private Pay	13.8%	16.3%	21.8%	18.0%	22.1%	18.4%	13.0%	14.5%	14.1%	17.4%	14.0%	17.0%
Level of Service												
ALS - Advanced Life Support A0427	81.67%	63.33%	78.22%	79.51%	84.89%	77.39%	79.55%	78.95%	85.90%	86.96%	70.59%	78.36%
ALS-2 Emergency A0433	0.00%	5.00%	1.98%	4.10%	1.18%	1.72%	2.27%	1.32%	2.59%	4.35%	0.74%	2.16%
BLS - Basic Life Support A0429	8.33%	31.67%	19.80%	16.39%	13.95%	20.69%	18.18%	19.74%	11.54%	6.79%	28.66%	18.48%
Level of Service Volume												
Total	36	60	101	122	86	118	44	78	78	23	198	878
ALS - Advanced Life Support A0427	33	38	79	97	73	90	35	60	67	20	83	688
ALS-2 Emergency A0433	0	3	2	5	1	2	1	1	2	1	1	10
BLS - Basic Life Support A0429	3	19	20	20	12	24	8	15	9	2	39	171
Ground Mission A0425	298	328	854	711	493	638	404	442	515	148	792	5,348

Mission Police Department



Monthly Report August 2023



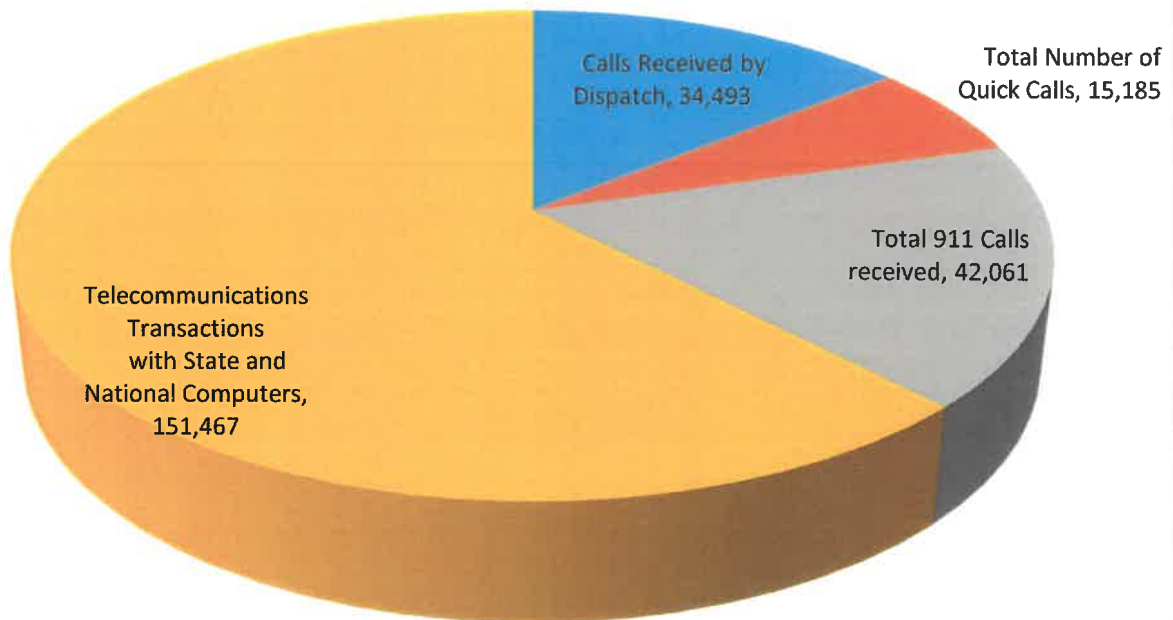
Mission Police Department

Monthly Report for August 2023



Communications Division

	Aug 23	FY 22-23 YTD
Calls Received by Dispatch	3,283	34,493
Total Number of Quick Calls	1,261	15,185
Total 911 Calls received	3,145	42,061
Telecommunications Transactions with State and National Computers	14,369	151,467



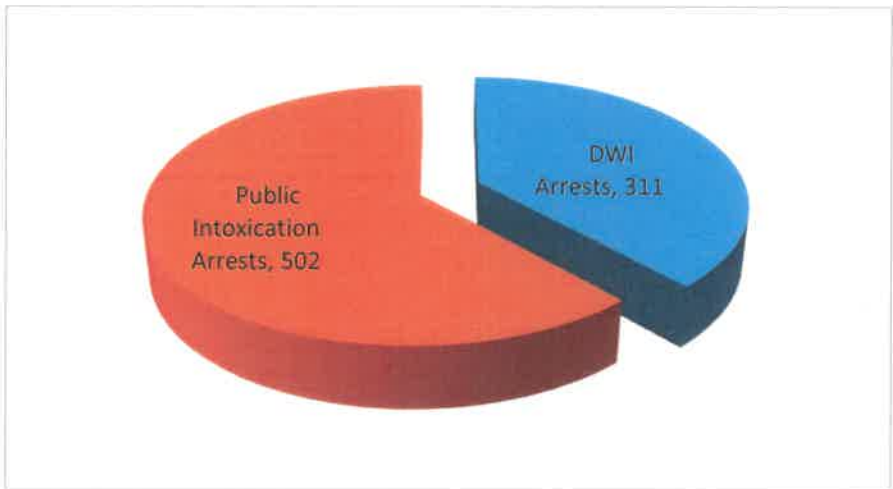


Mission Police Department Monthly Report for August 2023



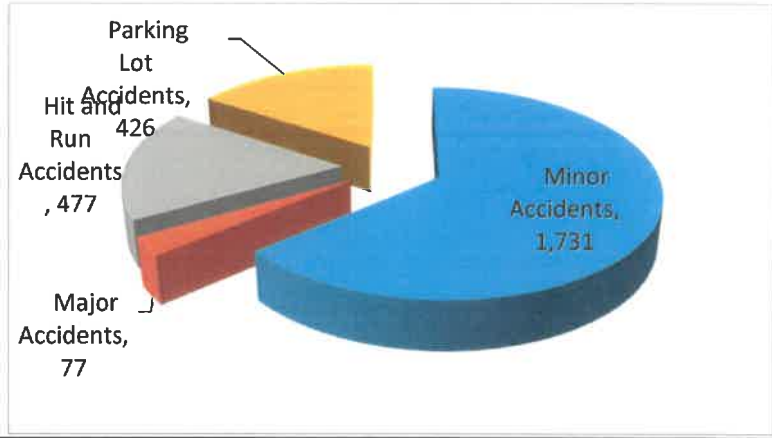
Patrol Division

	<u>Aug 23</u>	<u>FY 22-23 YTD</u>
DWI Arrests	28	311
Public Intoxication Arrests	37	502



Traffic Division

	<u>Aug 23</u>	<u>FY 22-23 YTD</u>
Minor Accidents	156	1,731
Major Accidents	2	77
Hit and Run Accidents	41	477
Parking Lot Accidents	47	426





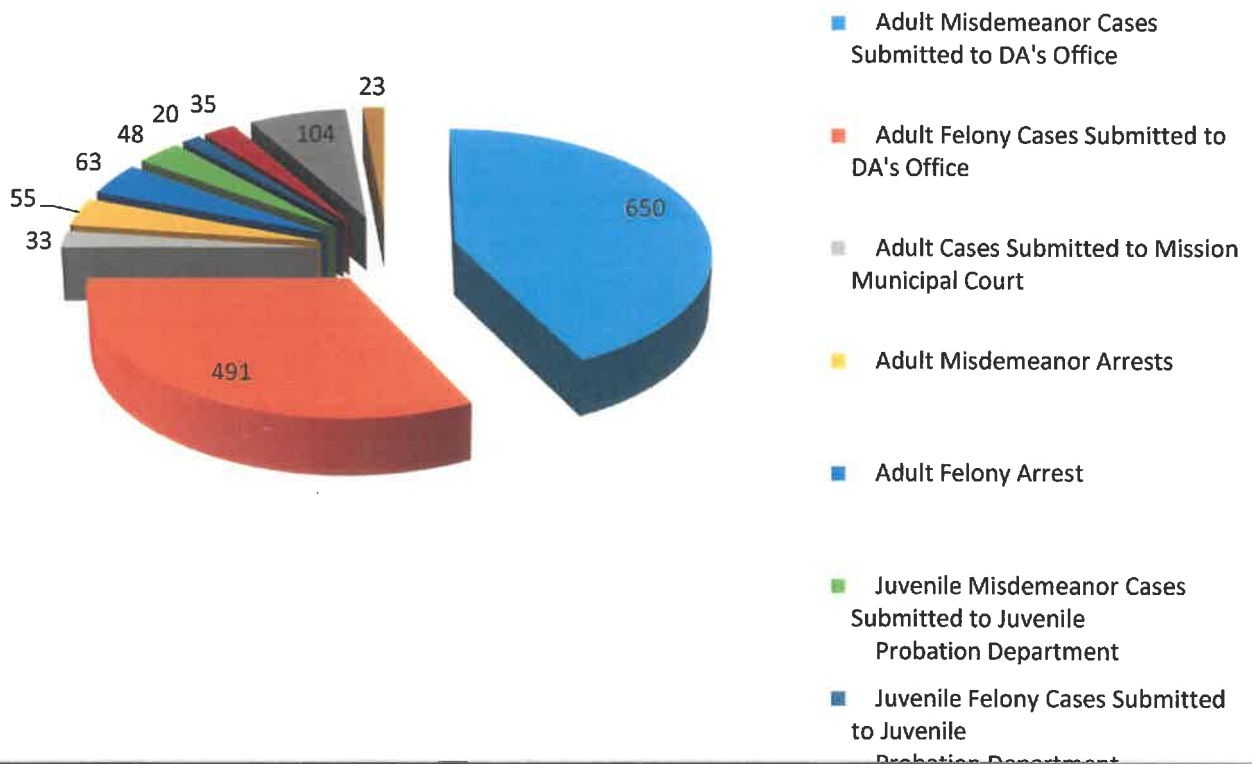
Criminal Investigations Criminal Case Submissions



- Adult Misdemeanor Cases Submitted to DA's Office
- Adult Felony Cases Submitted to DA's Office
- Adult Cases Submitted to Mission Municipal Court
- Adult Misdemeanor Arrests
- Adult Felony Arrest
- Juvenile Misdemeanor Cases Submitted to Juvenile Probation Department
- Juvenile Felony Cases Submitted to Juvenile Probation Department
- Juvenile Cases Submitted to Mission Municipal Court
- Juvenile Misdemeanor Arrests
- Juvenile Felony Arrests
- Total Open Cases

	Aug 23	FY 22-23 YTD
Adult Misdemeanor Cases Submitted to DA's Office	74	650
Adult Felony Cases Submitted to DA's Office	77	491
Adult Cases Submitted to Mission Municipal Court	0	33
Adult Misdemeanor Arrests	5	55
Adult Felony Arrest	3	63
Juvenile Misdemeanor Cases Submitted to Juvenile Probation Department	7	48
Juvenile Felony Cases Submitted to Juvenile Probation Department	0	20
Juvenile Cases Submitted to Mission Municipal Court	5	35
Juvenile Misdemeanor Arrests	7	104
Juvenile Felony Arrests	0	23
Total Open Cases	275	275

Aug 23





Mission Police Department

Monthly Report for August 2023

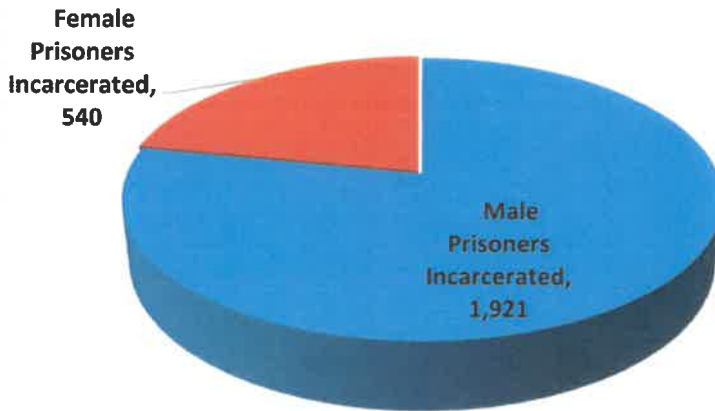


Jail Division

Adults

Male Prisoners Incarcerated
 Female Prisoners Incarcerated

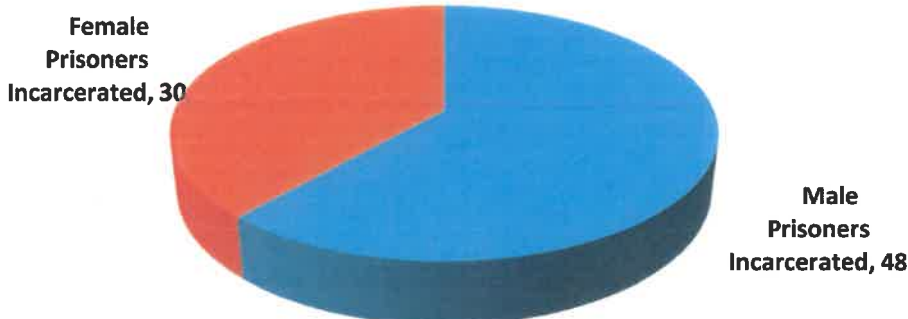
	<u>Aug 23</u>	<u>FY 22-23 YTD</u>
Male Prisoners Incarcerated	158	1,921
Female Prisoners Incarcerated	48	540
Total	206	2,461



Juveniles

Male Prisoners Incarcerated
 Female Prisoners Incarcerated

	<u>Aug 23</u>	<u>FY 22-23 YTD</u>
Male Prisoners Incarcerated	8	48
Female Prisoners Incarcerated	3	30
Total	11	78





Narcotics Division -DEA

	Aug 23	FY 22-23 YTD
Seizures		
Marihuana (lbs)	374.23	745.83
(Street Value -\$506.00 per pound)	\$189,360.38	\$377,389.03
Cocaine (kilos)	69	830.97
(Street Value -\$21,000.00 per Kilo)	\$1,449,000.00	\$17,450,370.00
Fentanyl	0	17.13
(Street Value -\$30,000.00 per Kilo)	\$0.00	\$514,026.00
Heroin (kilos)	0	57.85
(Street Value -\$17,680.00 per Kilo)	\$0.00	\$1,978,470.00
Methamphetamine (kilos)	0	0.21
(Street Value -\$11,925.00 per Kilo)	\$0.00	\$4,159.10
Currency Seizures:	\$94,990.00	\$801,516.00
Vehicle Seizures:	2	21
Arrest:	18	65

Narcotics Division -Immigration & Customs Enforcement

	Aug 23	FY 22-23 YTD
Seizures		
Marihuana (lbs)	0	0.00
(Street Value -\$506.00 per pound)	\$0.00	\$0.00
Cocaine (kilos)	0	305.71
(Street Value -\$21,000.00 per Kilo)	\$0.00	\$6,419,910.00
Heroin (kilos)	0	0.00
(Street Value -\$17,680.00 per Kilo)	\$0.00	\$0.00
Methamphetamine (kilos)	0	1402.00
(Street Value -\$11,925.00 per Kilo)	\$0.00	\$27,899,800.00
Currency Seizures:	\$0.00	\$2,783,573.00
Vehicle Seizures:	0	4
Arrest:	6	48



Mission Police and Criminal Investigations

Narcotics

	Aug 23	FY 22-23 YTD
Marihuana (pounds)	0.35	3.32
(Street Value -\$506.00 per pound)	\$178.62	\$1,677.90
Cocaine (kilos)	0.0322	173.94
(Street Value -\$21,000.00 per Kilo)	\$675.99	\$3,652,785.99
Currency	\$120.00	\$8,318.13

U.S. Marshal Task Force

	Aug 23	FY 22-23 YTD
Fugitive Apprehension	100	1,126
Mission CIB Warrants	0	38
68-A Vehicle Inspections	0	21

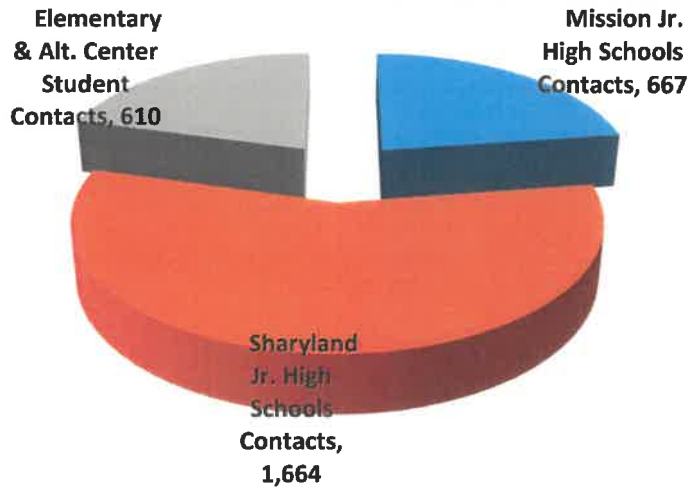


Mission Police Department Monthly Report for August 2023



Educational Resource Officer Program

	<u>Aug 23</u>	<u>FY 22-23 YTD</u>
Mission Jr. High Schools Contacts	0	667
Sharyland Jr. High Schools Contacts	0	1,664
Elementary & Alt. Center Student Contacts	0	610



	<u>Aug 23</u>	<u>FY 22-23 YTD</u>
Mission High Schools	0	1,339
Sharyland High Schools	0	1,061





Adult & Juvenile Cases Submitted by Police Officers Assigned to Mission & Sharyland Schools



Adult Cases Submitted to Mission Municipal Court

Adult Misdemeanor Arrests

Adult Felony Arrests

Juvenile Misdemeanor Cases Submitted to Juvenile Probation Department

Juvenile Felony Cases Submitted to Juvenile Probation Department

Juvenile Cases Submitted to Mission Municipal Court

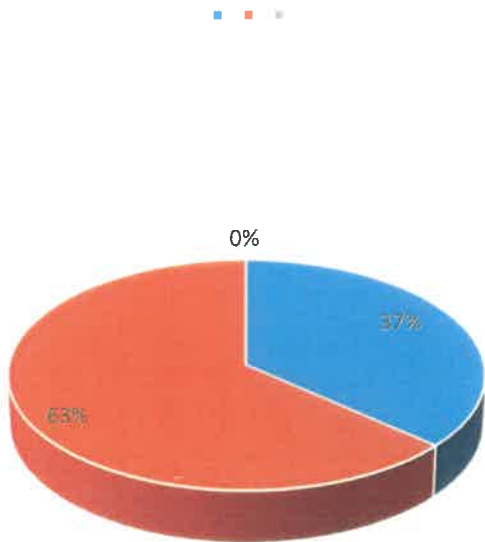
Juvenile Cases Submitted to JP Court

Juvenile Misdemeanor Arrests

Juvenile Felony Arrests

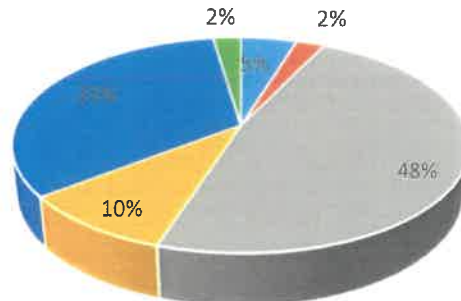
	<u>Aug 23</u>	<u>FY 22-23 YTD</u>
Adult Cases Submitted to Mission Municipal Court	0	34
Adult Misdemeanor Arrests	0	59
Adult Felony Arrests	0	0
Juvenile Misdemeanor Cases Submitted to Juvenile Probation Department	0	12
Juvenile Felony Cases Submitted to Juvenile Probation Department	0	6
Juvenile Cases Submitted to Mission Municipal Court	0	121
Juvenile Cases Submitted to JP Court	0	24
Juvenile Misdemeanor Arrests	0	84
Juvenile Felony Arrests	0	6

FY 22-23 YTD



FY 22-23 YTD

- Juvenile Misdemeanor Cases Submitted to Juvenile Probation Department
- Juvenile Felony Cases Submitted to Juvenile Probation Department
- Juvenile Cases Submitted to Mission Municipal Court
- Juvenile Cases Submitted to JP Court
- Juvenile Misdemeanor Arrests
- Juvenile Felony Arrests





Mission Police Department

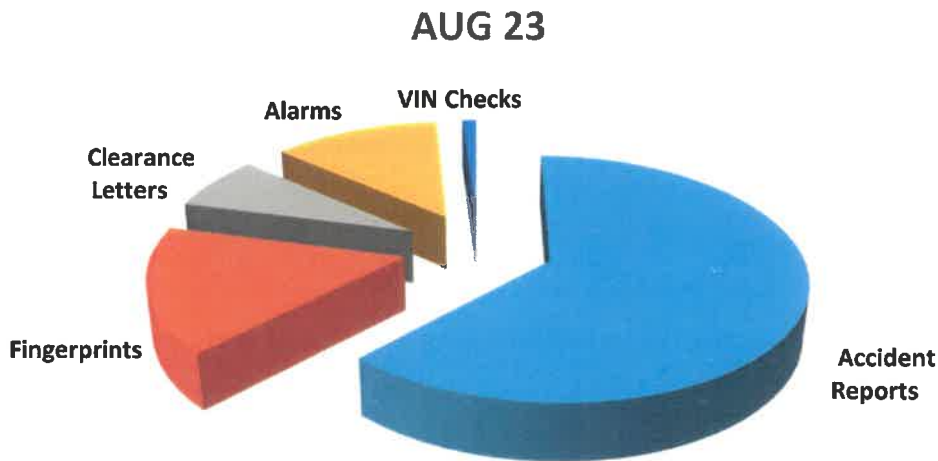
Monthly Report for August 2023



Records Division

The following entries from our records division are actual persons visiting the Mission Police Department facility to obtain copies of reports; getting fingerprinted; job applications; clearance letter for job applications; vehicle identification number clearance letters for people buying used motor vehicles; persons visiting our warrant officers, criminal investigations or administrative personnel for assistance in police related matters.

	Aug 23	FY 22-23 YTD
Accident Reports	105	995
Fingerprints	28	269
Clearance Letters	9	118
Alarms	6	201
VIN Checks	0	17
TOTAL	148	1,600



SHARY MUNICIPAL GOLF COURSE DEPARTMENTAL REPORT August 2023

GOLF COURSE USAGE REPORT: Attachment – Golf Course Sales by Department Report for August 2023

Tournaments:

August 5 – Holy Church Tournament

Every Monday and Tuesday in July – Monday Night League

Upcoming Tournaments:

September 2 – MNL Grand Finale

September 3 – Early Birds Tournament

Sales By Department

Shary Municipal Golf Course

Tuesday, August 1, 2023 - Thursday, August 31, 2023

Item by Department, Category, and Sub-Category	Sales					Refunds			Total		
	Qty	Sales	Tax	Cost	Margin	Qty	Sales Refund	Tax Refund	Qty	Sales	Tax
Food & Beverage	3,272	\$6,108.30		\$2,392.78	60.83%				3,272	\$6,108.30	
Beverage	2,614	\$5,188.05		\$1,949.47	62.42%				2,614	\$5,188.05	
Food	658	\$920.25		\$443.31	51.83%				658	\$920.25	
Green Fees	2,465	\$20,000.00							2,465	\$20,000.00	
League	107	\$521.50							107	\$521.50	
Member	895	\$0.00							895	\$0.00	
Mini Golf	32	\$190.00							32	\$190.00	
Online	79	\$431.50							79	\$431.50	
Public	315	\$5,030.00							315	\$5,030.00	
Regular	297	\$6,237.00							297	\$6,237.00	
Specials	682	\$7,590.00							682	\$7,590.00	
Tournament	58	\$0.00							58	\$0.00	
Package	369								369		
Pro Shop	3,171	\$35,950.13		\$4,000.36	88.87%	(1)	(\$190.00)		3,170	\$35,760.13	
Cart Fees	1,769	\$13,792.47		\$132.00	99.04%				1,769	\$13,792.47	
Driving Range	419	\$2,231.64		\$0.00	100.00%				419	\$2,231.64	
Gift Cards SOLD	92	\$1,790.00							92	\$1,790.00	
Hard Goods	152	\$3,495.23		\$2,255.34	35.47%	(1)	(\$190.00)		151	\$3,305.23	
League	367	\$5,399.61		\$0.00	100.00%				367	\$5,399.61	
Memberships	18	\$4,337.00							18	\$4,337.00	
Miscellaneous	4	\$2.91		\$0.00	100.00%				4	\$2.91	
Soft Goods	154	\$2,481.27		\$1,613.01	34.99%				154	\$2,481.27	
Tournament Fees	196	\$2,420.00		\$0.00	100.00%				196	\$2,420.00	
Total	9,277	\$62,059.43	\$2,156.64	\$6,393.14	89.70%	(1)	(\$190.00)	(\$15.68)	9,276	\$61,888.43	\$2,140.98



Public Works

August 2023 Monthly Report

Street & Storm Drainage Projects




Aug 2, 2023 at 10:10:31 AM
877-885 S Schuerbach Rd
Mission TX 78572



South Schuerbach Road Project



Esperanza Drainage



Gabriel Drainage



Glasscock Drainage



Stewart Drainage

Waste Water Plant Projects



AJC Repair MCC Room



RAS Pump Belt Repair

Public Works Projects



**PUBLIC WORKS
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Utility Billing and Collection

ANALYTICAL STATISTICAL COMPARISON				
‡ UTILITY BILLING ‡				
BILLING TYPE	Aug - 2023	Aug - 2022	Y-T-D 22-23	Y-T-D 21-22
Water Consumption (Gals.)	470,061,000	420,494,000	3,859,605,000	4,031,163,000
Number of Customers	29,959	29,466		
WATER & WASTEWATER				
Water Sales	\$ 1,474,706	\$ 1,179,134	\$ 12,520,588	\$ 11,862,853
Water Sales - <i>Granjeno</i>	3,097	2,853	25,537	26,905
Connections	24,680	12,050	208,655	136,853
Reconnect Fees	10,625	4,623	63,020	92,983
Sewage Service	788,987	510,015	6,790,991	5,929,418
Sewage Service - <i>Granjeno</i>	1,271	1,348	13,719	15,449
Industrial Sewer Surcharge	70	448	6,469	7,323
Wastewater Assessment	8,060	5,705	86,475	69,875
Service Charge	7,330	3,725	89,653	47,614
Garage Sales & Other	3,720	3,685	41,496	34,014
Total	\$ 2,322,546	\$ 1,723,586	\$ 19,846,603	\$ 18,223,287
SANITATION				
Garbage Fees	\$ 618,210	\$ 599,121	\$ 6,789,877	\$ 6,516,138
Brush Fees	103,019	67,954	956,074	746,347
Total	\$ 721,229	\$ 667,075	\$ 7,745,951	\$ 7,262,485
DRAINAGE ASSESSMENT FEE				
Drainage Assessment Fee	\$ 105,207	\$ 85,009	\$ 1,067,624	\$ 932,714
Total	\$ 105,207	\$ 85,009	\$ 1,067,624	\$ 932,714
Total Billing	\$ 3,148,982	\$ 2,475,670	\$ 28,660,178	\$ 26,418,486
‡ UTILITY COLLECTIONS ‡				
COLLECTIONS	Aug - 2023	Aug - 2022	Y-T-D 22-23	Y-T-D 21-22
Total Collections	\$ 2,028,593	\$ 1,768,508	\$ 19,153,019	\$ 17,874,273

Water Distribution

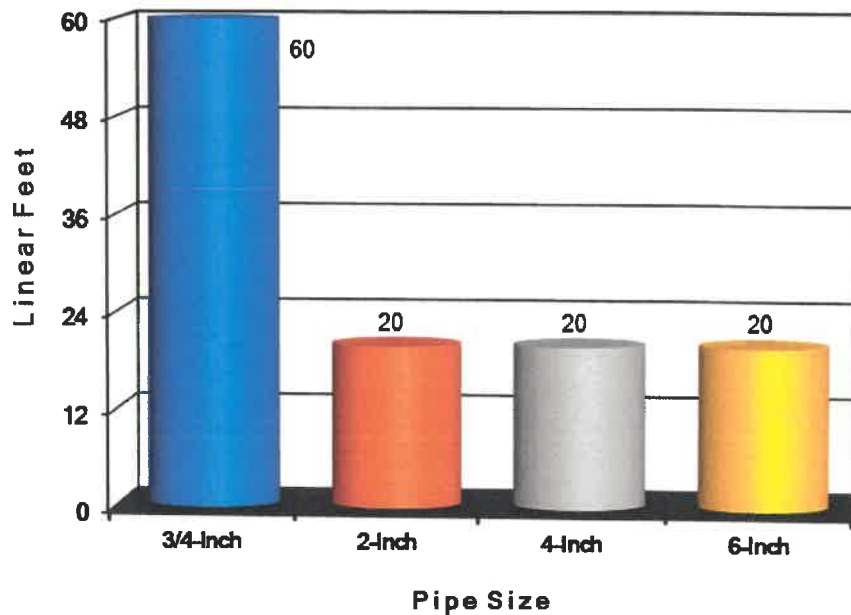
Utility Line Installation

Water Distribution Crews installed a total of 120 Linear Feet of Utility Line. Below are the locations where the broken line repairs took place.

Water Distribution Utility Line Installation

3/4-Inch	2-Inch	4-Inch	6-Inch
511 Slabough 20'	919 Country Club 20'	River Oak & FM495 20'	River Oak & FM495 20'
1510 Daytona Dr 20'			
1205 Nicholson 20'			
60 LF	20 LF	20 LF	20 LF

August 2023 Utility Pipe Line Installation

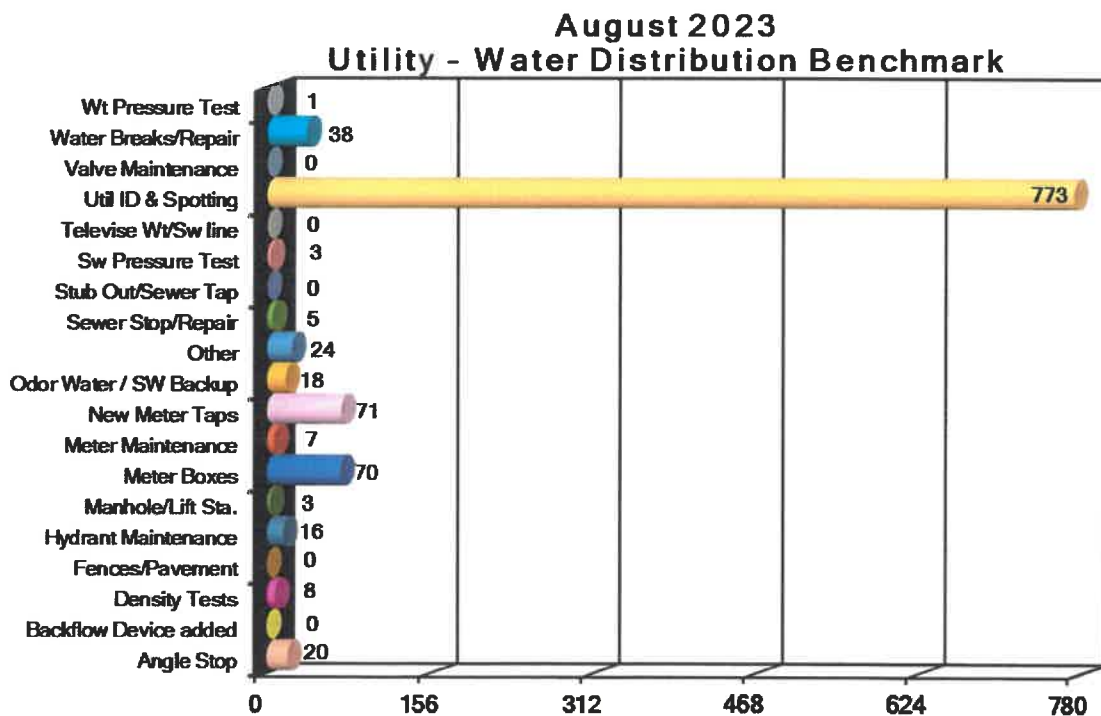


Water Distribution

Water Distribution - Maintenance Benchmark Summary

The following is Water Distribution’s maintenance benchmark summary for August 2023.

Service Type	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Y-T-D 22-23	F-Y 21-22
Angle Stop	18	9	12	9	6	10	12	2	9	10	20	117	154
Backflow Device	0	0	0	0	0	0	0	0	0	0	0	0	1
Density Tests	64	106	47	0	0	5	36	119	42	35	8	462	235
Fences/Pavement	0	1	5	0	2	0	1	1	0	0	0	10	16
Hydrant Maintenance	110	61	0	0	61	78	3	0	1	4	16	334	307
Manhole/Lift Station	1	0	6	14	0	0	4	26	17	18	3	89	60
Meter Boxes	34	32	33	25	51	48	42	36	62	37	70	470	498
Meter Maintenance	4	4	4	9	0	4	3	2	3	2	7	42	57
New Meter Taps	36	32	35	26	51	48	42	36	63	37	71	477	503
Odor Water	26	19	35	32	33	21	25	26	20	16	18	271	294
Other	8	6	4	4	0	1	4	35	8	3	24	97	96
Sewer Stop/Repair/Tap	2	6	40	31	7	3	29	34	24	20	5	201	88
Stub Out	0	0	0	0	0	0	0	0	0	0	0	0	0
Sewer Pressure Test	0	16	17	55	8	28	10	0	17	0	3	154	23
Televise Sewer line	0	0	0	0	0	0	0	0	0	0	0	0	5
Utility ID & Spotting	636	424	538	670	686	553	659	768	715	686	773	7,108	5,298
Valve Maintenance	2	3	1	2	0	1	1	3	2	6	0	21	24
Water Break/Repair	36	44	34	23	14	19	18	12	11	41	38	290	324
Water Pressure Test	3	21	5	33	3	15	0	1	2	2	1	86	53
Totals	980	784	816	933	922	834	889	1101	996	917	1057	10,229	8,036



Water Distribution - Utility Inspections Our Utility Inspectors, Mr. Lupe Vela and Mr. Carlos Fuentes, conducted inspections on the thirty-one (31) sites with 773 Inspections, 1 Hydrostatic Test, 2 Mandrel Tests and 8 Density Tests.

2022-23 Sites Under Construction

	Site/Subdivision	Start Date	Completion Date	Location	Inspection Description
1	All Heart Church	3/2023		3 Mile / Shary	Under Construction
2	Amber Grove	2/2023		2 ¼ Trosper	Under Construction
3	Augusto Contreras	2/2023		Shary / Bus 83	Under Construction
4	Bentsen Grove	9/2022		Inspiration / 1 Mile South	Under Construction
5	Bentsen Palm PH III	1/2023		Inspiration / 1 Mile South	Under Construction
6	Brilliant Academy PH I	3/2023		Los Ebanos / Charles St.	Under Construction
7	Bryan Pointe PH II	2/2023		Bryan / 1 st Street	Under Construction
8	Cap Storage Victoria Drive, LLC	6/2023		Shary / Victoria	Under Construction
9	City of Mission W-A15, S Conway L.S.	7/2020		Trinity / Conway South	Under Construction
10	Coastal Plaza	11/2021		Expressway / Bryan Road	Under Construction
11	Conway Avenue Sewer Project	2/2022		2 Mile / Conway	Under Construction
12	Cross Church	7/2023		Expressway / Glasscock	Under Construction
13	El Milagro PH I	12/2022		Los Indios / Bryan	Under Construction
14	Excel Carriers	7/2023		3 Mile / La Homa	Under Construction
15	Garden Path	9/2022		Taylor / FM 495	Under Construction
16	IHop	2/2023		North Conway	Under Construction
17	Lantana Landing	2/2022		2 ¾ Mile / Trosper	Under Construction
18	Las Esperanzas	1/2023		Glasscock / Frontage 83	Under Construction
19	Lucksinger Apartments	9/2021		Lucksinger / Bus 83	Under Construction
20	Manok Harbor Freight	2/2023		Frontage / Conway	Under Construction
21	Mayberry Ranch	1/2023		3 Mile North Mayberry	Under Construction
22	Mr. Marquez Superior Granit	7/2023		Shary / 4 th Street	Under Construction
23	Plantation Grove Town Homes	9/2022		Plantation Boulevard	Under Construction
24	Quest Gateway	5/2023		Frontage / Bryan	Under Construction
25	Ragland Village	1/2023		Business 83 / Ragland	Under Construction
26	Sendero Phase I	1/2023		1 Mile South	Under Construction
27	Sendero Phase II	2/2022		1 Mile South	Under Construction
28	Sharyland Bus Park PH I	3/2022		Anzalduas / Military	Under Construction
29	Shary Town Plaza	7/2023		Shary / 4 th Street	Under Construction
30	Speedy Trails	2/2022		West Mile 2 / Holland	Under Construction
31	The Shops At 495	9/2022		FM 495 / Conway	Under Construction

2022-23 Water & Wastewater Major Ongoing Construction Projects

Project Name	Linear Feet	Construction Completion	Current Status	Construction Cost Estimate	Contractor
North Conway Sewer Improvements	5,280 LF (Mile 2 to Mile 3)	90%	90%	\$ 667,110	RDH Site & Concrete LLC

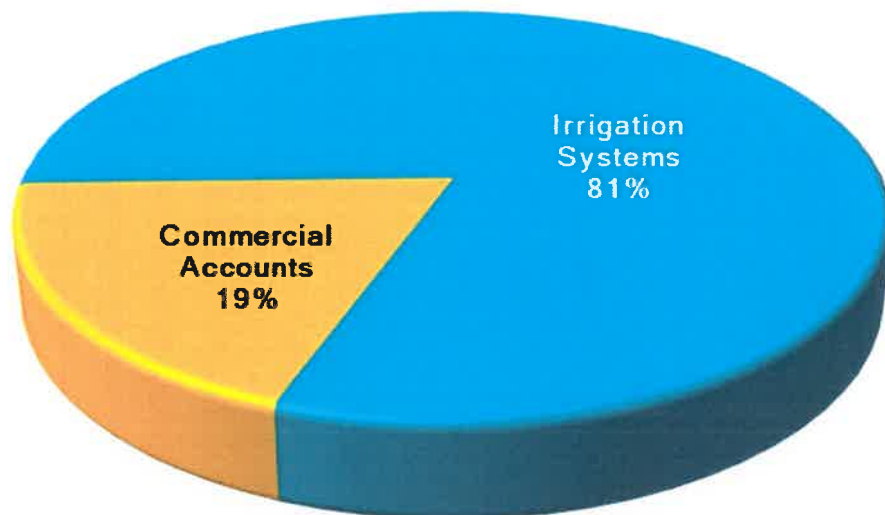
Water Distribution - Backflow Prevention Inspections

There were twenty-one (21) Backflow Prevention Assembly Inspections that Mauro Anzaldua Jr. performed to keep our water lines free from back siphonages and water backflow contamination for August.

2022-23 Backflow Inspections

Tests / Surveys	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Y-T-D 22-23	F-Y 21-22
Inspection of <i>Commercial</i> Accounts	6	5	9	6	9	4	7	6	7	5	4	68	77
Inspection of <i>Sprinkler</i> Accounts	15	13	18	14	15	12	13	11	13	10	17	151	121

August 2023
Backflow Prevention Inspections



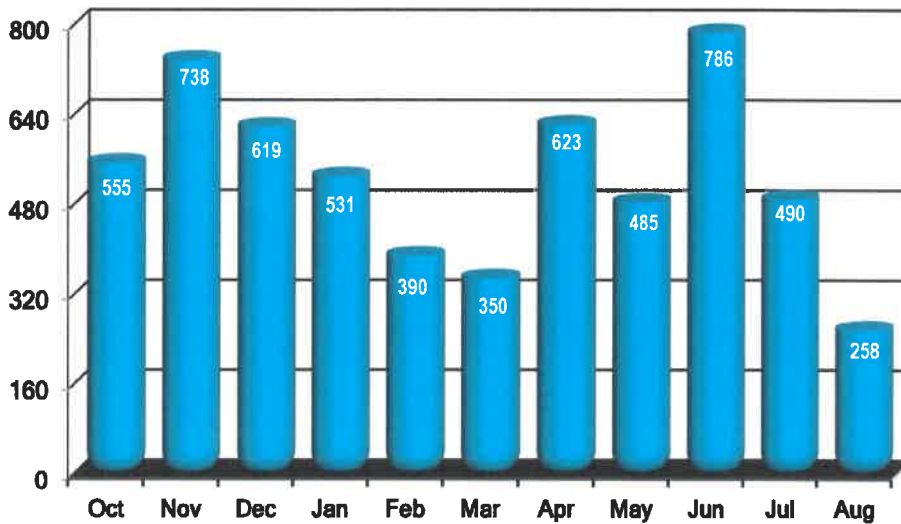
Water Distribution - Sewer Collection

Our Sewer Collection Crews inspected and maintained monthly the City’s 40 active Sewer Lift Stations and approximately 369 miles of sewer lines by responding to 15 sewer backups and 258 work orders this month.

2022-23 Sewer Collection Lift Station Inspections

Service Type	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Y-T-D 22-23	F-Y 21-22
Lift Stations Inspections	555	738	619	531	390	350	623	485	786	490	258	5,825	4,631
Televised Sites	0	0	0	0	0	0	0	0	0	0	0	0	5
Televised Feet	0	0	0	0	0	0	0	0	0	0	0	0	600

Sewer Collection Lift Station Inspections



Water Treatment Plant

Water Production Water Plant Operators at our North and South Water Treatment Plants treated 537.479 million gallons of water.

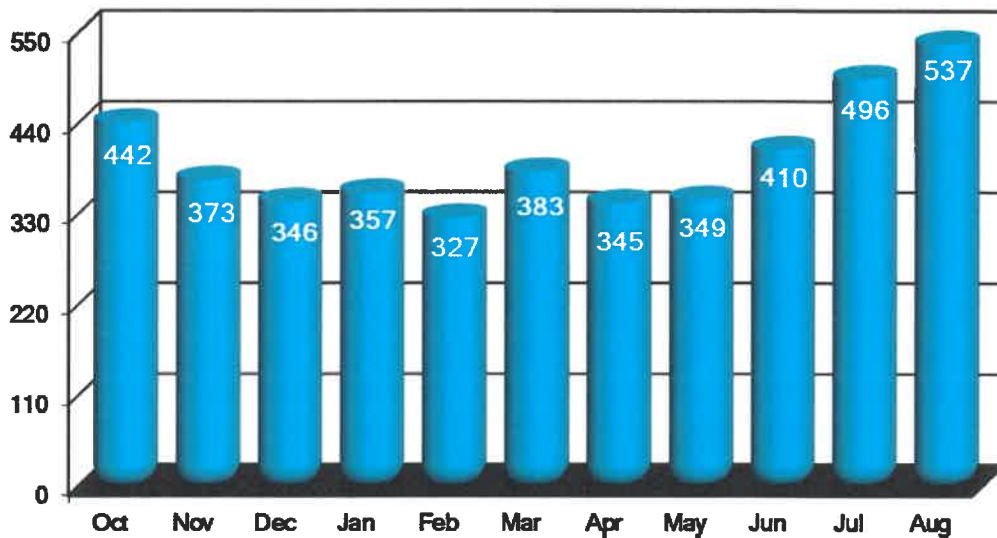
2022-23 Water Million Gallons (MG)

Avg	Max	Min	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Y-T-D 22-23	F-Y 21-22
17	20	14	442	373	346	357	327	383	345	349	410	496	537	4,365	4,882

Parameters Exceeded: N/A

Rainfall: 0.7"

2022-23 Water Production Million Gallons (MG)



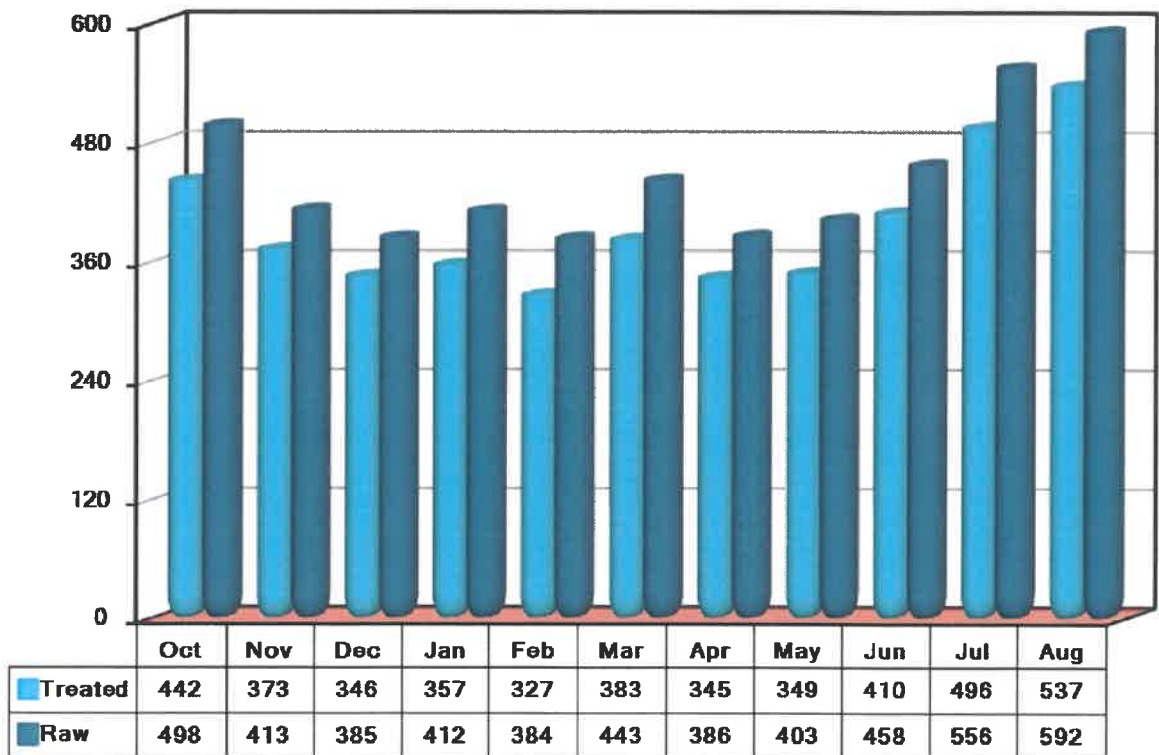
Operations and Maintenance - North Water Treatment Plant

- The International Dioxide (IDI) Company collected the monthly chlorite samples.
- Replaced burned out motor for High Service 1.
- Cleaned sludge from Drying Bed 3.
- Replaced burnt out fuses and contactors for Raw Water 1 and 2.
- Operators performed required daily and monthly water lab analysis, backwashed and cleaned required filters.
- COVID-19 safety practices continue based on the CDC Guidelines and staff are encouraged to wear masks and practice social distancing.
- Reviewed water quality lab results from the following certified laboratories:
 1. Ana-Lab (Chlorite, TOC, SUVA)
 2. Eurofins Eaton Analytical (Chlorite)

Operations and Maintenance - South Water Treatment Plant

- The International Dioxide (IDI) Company collected the monthly chlorite samples.
- Replaced burned out motor for High Service 2.
- City Crew continued to clean sludge from South Plant Reservoir.
- Repaired sump pump in pipe gallery of Plant 2 and Plant 3.
- Operators performed daily and monthly water lab analysis, backwashed and cleaned required filters. Staff performed necessary water plant and reservoir adjustments; such as water influent, water effluent, water levels and chemical adjustments.
- Staff maintained grass trimmed at two treatment plants, reservoirs and distribution water towers.
- Initiated preventive maintenance on equipment as deemed necessary and exercised emergency generators weekly.

**Water Treatment Plants
2022-23 Raw & Finish Water
Million Gals. (MG)**



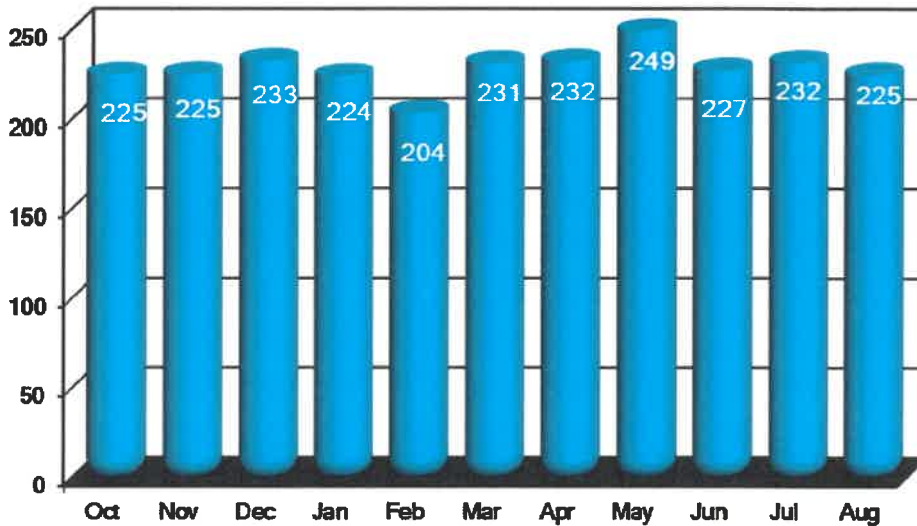
Wastewater Treatment Plant

Wastewater - Treatment Wastewater Plant staff treated 224.940 million gallons of Wastewater.

2022-23 Wastewater Million Gallons (MG)

Avg	Max	Min	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Y-T-D 22-23	F-Y 21-22
7.2	8.7	6.5	225	225	233	224	204	231	232	249	227	232	225	2,507	2,722

2022-23 Treated Wastewater Million Gallons (MG)



Wastewater - Wastewater Plant Status

No violations this month and Plant operated at 55.56% capacity; Rated at 13.5 mgd; Yearly averaged 7.501 mgd; There was rainfall this month.

Wastewater - Risk Management Program

Wastewater Plant followed the suggested CDC Guidelines for COVID-19, as well as, all employees received Proper Protection Equipment when needed. Disinfectant spray was used to clean common areas. Facilities Department checked all filters for buildings with climate control systems and also checked safety equipment for fire hazard preparation.

Wastewater - Staff Developments

Saith Rodriguez, Travis Ray Dunn and Juan Cortez will be testing for a Wastewater "C" license. All classes have been taken and all operators are now ready for the next step in their careers. The Plant is planning to hire a Chief Operator.

Wastewater - Facility Activities

The Supervisory Staff continued to support the team with training goals and best practices towards maintaining the Plant in compliance with TCEQ regulatory inspections. The Plant will upgrade the Plant's UV Disinfection System. Plans to rehabilitate the disinfection system will allow the disinfection process to continue for an extended period of time without the added cost of new construction to main structures. Other Rehabilitation Projects will soon be looked at for the Main Lift Stations and Clarifier covers for the expansion side of the Plant.

Wastewater - General Maintenance Staff maintained grass trimmed, initiated preventive maintenance on equipment as deemed necessary; (automatically) exercised two emergency generators once a week. In-house repairs were as follows:

1. Odor control systems were monitored and adjusted to reduce malodorous emissions.
2. Operators continued routine cleaning of clarifiers side walls to remove algae buildup.
3. Pumps at our Main Lift Station were exercised for better flow to our Screening System at head works.
4. Operators cleaned "Tea Cup" Grit System at head works on a daily basis.

5. Maintenance Crew worked on Aerator 3 for the Pretreatment Pond and installed it at the Digester.
6. Maintenance Crew set up sampler at Rio Grande Juice Company.
7. Maintenance Crew worked on oil reservoir tank for blower system for both holding tanks.
8. Maintenance Crew worked on Lift Station pump 4.
9. On and off procedures were done on Rotor East 3.
10. Worked on all Odor Control Systems to reduce foul odors to the community.

Wastewater - Contract Work City's Contracted out electricians worked on the following.

1. J&E did not work at the Plant this month.
2. Hill-Tex work done at the Plant was as follows.
 - Worked on Lift Station Pump 5.
 - Worked on Aerator 5, Gear Box.
 - Worked on Generators for the old and westside of the Plant.
 - Worked on installing power switch to Level Meter on New Side Lift Station.

Wastewater - Other Contract Work

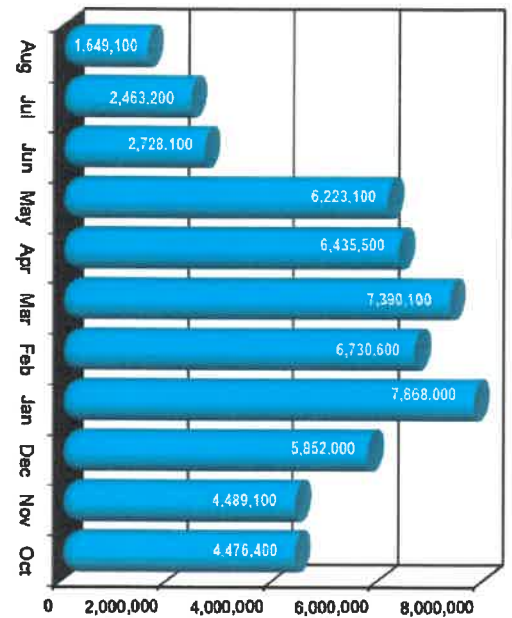
1. Denali continued to provide the Plant with sludge and grit removal services.
2. Cintas continued to provide uniform weekly services and the door mat replacements.
3. Polydine continued to supply us with polymer totes for aiding in sludge de-watering at Belt Press System.
4. Facilities Department worked on the Administration building.

Wastewater - Lab Status All supplies and equipment are meeting TCEQ standards and analysis are concurrent with Standard Methods. Plant Supervisors continued using the EPA Discharge Monitoring Report Federal Reporting System to comply with the TCEQ permit. The Lab has completed the ERA Annual Study for the QMR43.

Wastewater - Special Projects Capital Improvement Projects include an upgrade on the UV System, covers for UV protection and other needed projects. Also, Digester System upgrades are being discussed for future improvements, as well as, redundancy for our Dewatering Sludge System (Belt Press). Melden & Hunt Engineers are looking into the rehabilitation needs for the Main Lift Station.

Pre-Treatment Four surface aerators and motors are operational. Clarifier at Pretreatment was cleaned up of debris on the surface. All industrial flows to the Plant continued to be accounted for by meter totalizers and truck tickets. The Lone Star Citrus Company transported 25 truckloads of 125,000 gallons of citrus wastewater to the Pretreatment System. Pretreatment flow of waste from Rio Grande Juice Company and MPI (Metal Plating Industry) totaled 1,649,100 million gallons. Total sludge hauled was 560 cubic yards equivalent to twenty-eight (28) roll off containers.

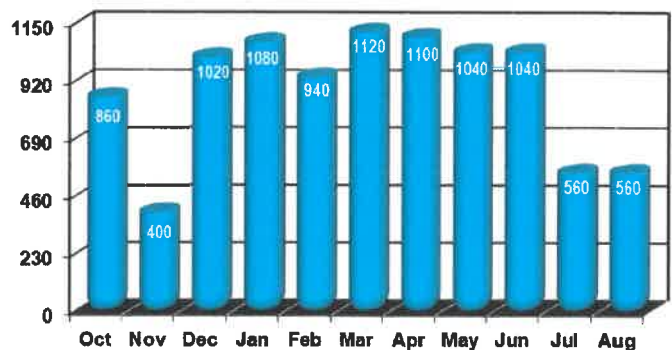
Pretreatment Flow (MG)



2022-23 Sludge Removal

Month	Roll offs	Cu/Yds
Oct	43	860
Nov	20	400
Dec	51	1,020
Jan	54	1,080
Feb	47	940
Mar	56	1,120
Apr	55	1,100
May	52	1,040
Jun	52	1,040
Jul	28	560
Aug	28	560
YTD 22-23	486	9,720
F-Y 21-22	446	8,920

2022-23 Sludge Removal - Cubic Yards



Street Division - Benchmark Summary

Our Street Crews maintained streets using 74.97 tons of hot mix asphalt (HMA) and paved 3,250 linear feet using 1,029.38 tons of HMA, patched approximately 670 potholes; placed a total of 38 signs (10 stop signs), 38 poles (cemented), 24 clamps; inspected and repaired 94 traffic lights and street lights and street lamps; 1,084 street miles swept; removed 450 tires; street crews cleared right-of-way tree limb obstructions throughout the City. There were 267 customers and a monetary Collection of Debris totaling \$ 6,840.

Street Improvement & Construction Projects

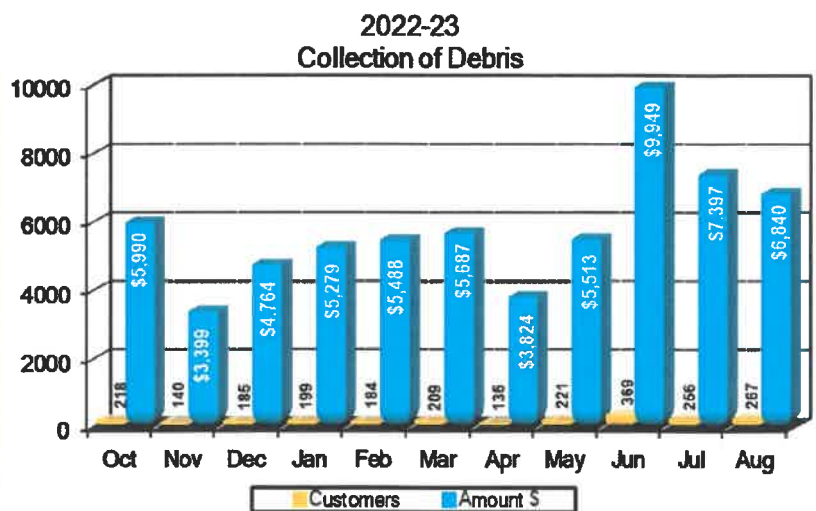
Project Name	Linear Feet	Construction % Completion	Current Status	Project Cost	Contractor
Schuerbach Road (Bus 83 to Ditch)	3,250 x 28 (1,029.38 tons)	100%	100%	\$ 86,468	Street Department
Maintenance (Citywide)	74.97 tons	100%	100%	\$ 6,297	Street Department

Storm Drainage Improvement Projects

Project Name	Linear Feet	Construction Completion	Current Status	Construction Cost Estimate	Contractor
Esperanza Storm Drainage Improvements	13,635	90%	90%	\$ 5,736,827	Texas Cordia Const. LLC
Gabriel Storm Drainage Improvements	4,479	85%	85%	\$ 2,084,252	Texas Cordia Const. LLC
Stewart Storm Drainage Improvements	8,160	80%	80%	\$ 3,323,780	G&G Contractors.

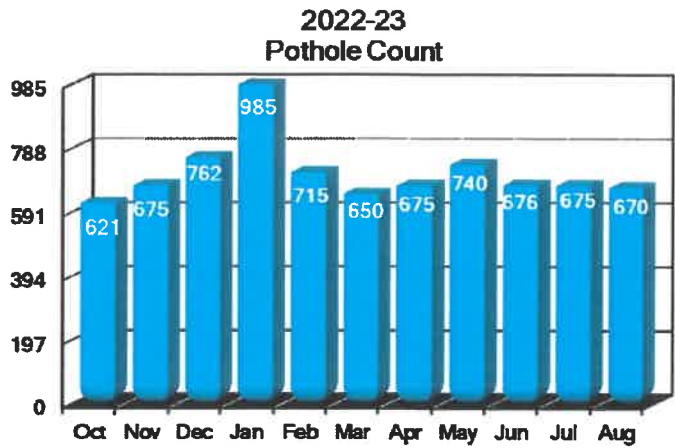
Collection of Debris There were 267 customers with a collection of debris totaling \$ 6,840.

Month	Customers	Amount \$
Oct	218	\$ 5,990
Nov	140	\$ 3,399
Dec	185	\$ 4,764
Jan	199	\$ 5,279
Feb	184	\$ 5,488
Mar	209	\$ 5,687
Apr	135	\$ 3,824
May	221	\$ 5,513
Jun	369	\$ 9,949
Jul	256	\$ 7,397
Aug	267	\$ 6,840
YTD 22-23	2,683	\$ 64,130
FY 21-22	2,251	\$ 60,525



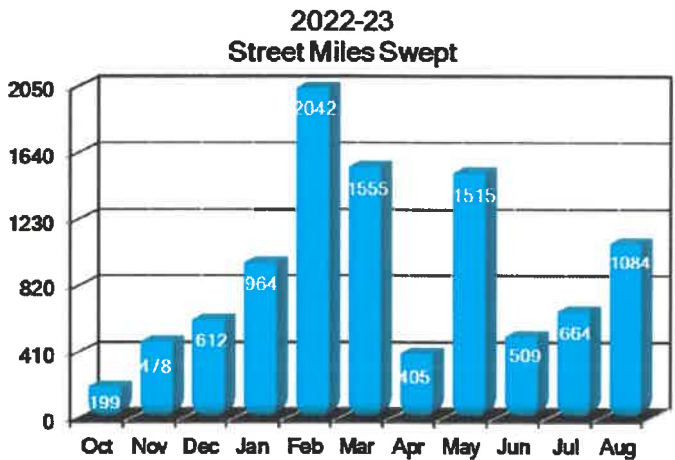
City Pothole Maintenance Street Crews filled a total of 670 potholes.

Month	Y-T-D 21-22	Y-T-D 22-23
Oct	780	621
Nov	710	675
Dec	820	762
Jan	780	985
Feb	820	715
Mar	875	650
Apr	675	675
May	785	740
Jun	785	676
Jul	775	675
Aug	675	670
Totals	8,480	7,844



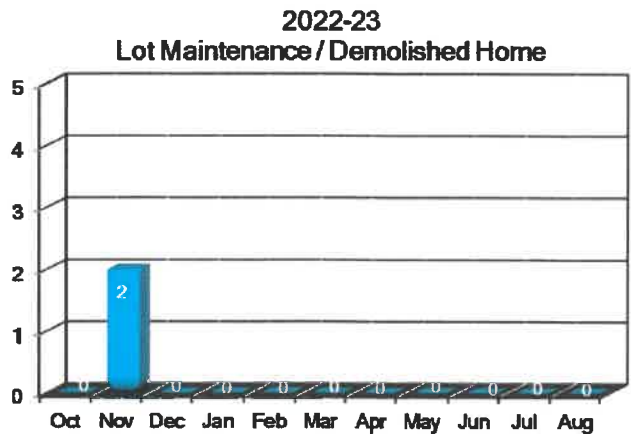
City Street Miles Swept Mr. Torres and Mr. Gutierrez, Sweeper Operators, cleaned 1,084 miles.

Month	Y-T-D 21-22	Y-T-D 22-23
Oct	425	199
Nov	463	478
Dec	494	612
Jan	438	964
Feb	588	2,042
Mar	470	1,555
Apr	611	405
May	431	1,515
Jun	644	509
Jul	226	664
Aug	350	1,084
Totals	5,140	10,027



Lot Maintenance / Demolished Home There were no properties demolished.

Month	Y-T-D 21-22	Y-T-D 22-23
Oct	0	0
Nov	0	2
Dec	0	0
Jan	0	0
Feb	0	0
Mar	0	0
Apr	0	0
May	0	0
Jun	0	0
Jul	0	0
Aug	0	0
Totals	0	0



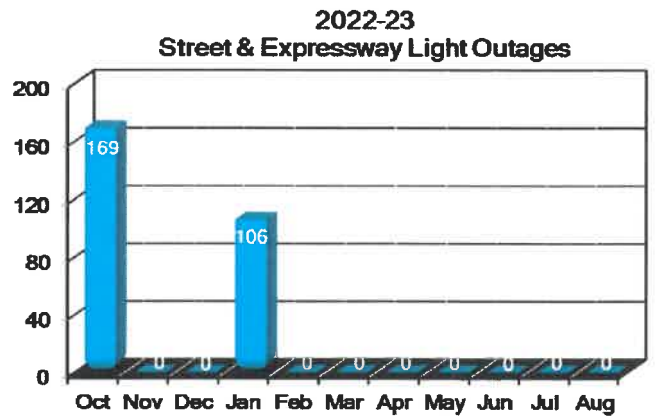
Sign Shop Output Measures Crews installed 38 signs and 38 poles (cemented), 24 clamps.

Month	21-22	22-23	22-23 Posts
Oct	55	67	37
Nov	40	32	34
Dec	50	71	31
Jan	45	68	58
Feb	15	64	45
Mar	54	61	40
Apr	23	30	24
May	20	57	57
Jun	25	32	32
Jul	42	38	37
Aug	51	38	38
Totals	420	558	433



Street Light & Traffic Signal Maintenance There were no Street Light inspections this month.

Month	21-22	22-23
Oct	285	169
Nov	20	0
Dec	30	0
Jan	295	106
Feb	26	0
Mar	15	0
Apr	16	0
May	15	0
Jun	25	0
Jul	476	0
Aug	0	0
Totals	1,203	275



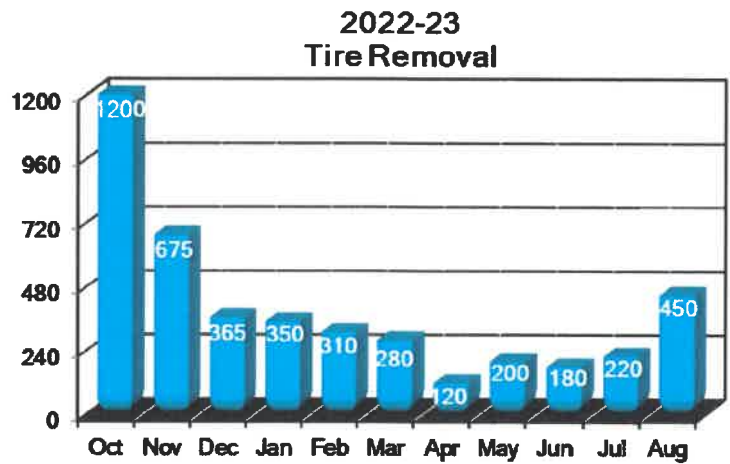
Month	School Zone			Traffic Signals Light Changes							
	Light Bulb Replacement	Re-set Controller	School Maint	Green	Red	Amber	Walk / Don't Walk	Trouble shoot Controller	Reg Maint	Misc	Total
Oct	1	1	1	1	0	0	0	0	24	15	43
Nov	0	0	4	0	1	0	4	0	17	19	45
Dec	1	15	17	3	3	4	6	3	0	20	72
Jan	0	3	4	3	1	4	8	5	23	46	97
Feb	0	0	7	1	3	2	3	8	20	48	92
Mar	0	0	0	3	2	1	0	9	27	49	91
Apr	0	0	12	1	11	1	3	9	26	24	87
May	0	0	0	1	3	3	3	6	3	40	59
Jun	0	0	30	7	5	8	0	4	30	14	98
Jul	0	0	30	1	2	1	3	10	17	29	93
Aug	1	12	11	2	1	0	4	14	16	33	94
YTD 22-23	3	31	116	23	32	24	34	68	203	337	871
FY 21-22	17	10	64	14	17	13	30	46	285	386	882

Storm Drainage Street Crews cleared debris from storm drains and ditches throughout the City.

City Crew Collect Debris Our Alley Crew cleaned alleyways and averaged 5 trailer loads daily and mowed an average of 2 miles of alleyway.

Tire Removal There were 450 tires removed from the City this month.

Month	Y-T-D 21-22	Y-T-D 22-23
Oct	1,000	1,200
Nov	1,150	675
Dec	425	365
Jan	375	350
Feb	450	310
Mar	375	280
Apr	400	120
May	275	200
Jun	175	180
Jul	208	220
Aug	287	450
Totals	5,120	4,350



Fleet Department

2022-23 Maintenance & Cost Summary

Charge Code	Work Orders	Preventive Maintenance	Cost \$
Oil Changes / PM	71	71	\$ 24,500
Repairs	11	0	\$ 13,200
Totals	82	71	\$ 37,700
Y-T-D 22-23	821	649	\$ 490,200
F-Y 21-22	805	574	\$ 475,380

2022-23 Fleet Work Order Benchmark

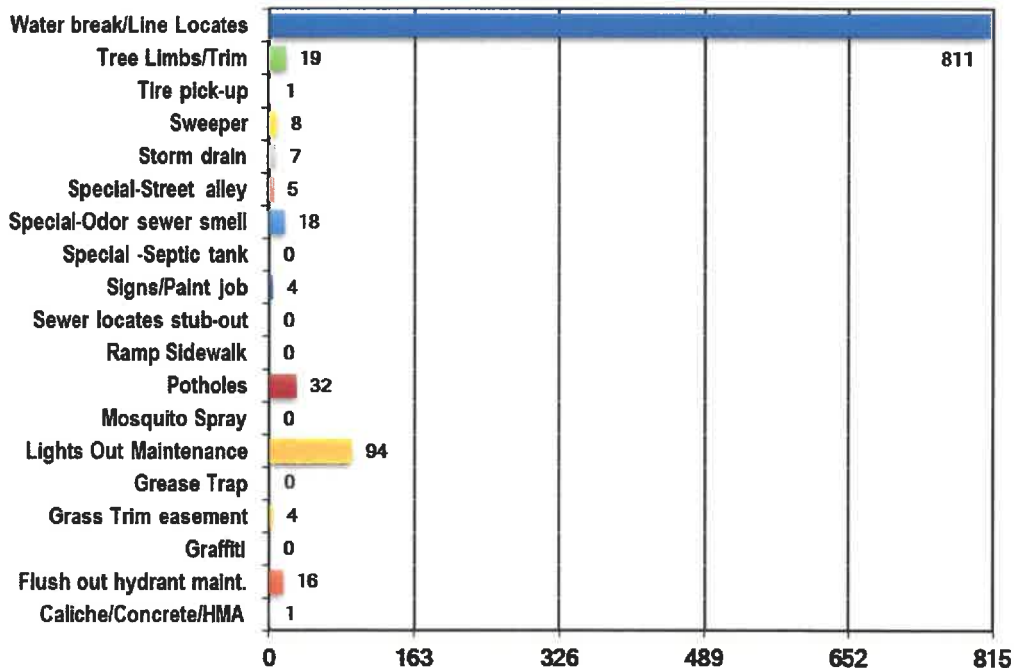


Administration

Request for Service Calls

Service Type	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Y-T-D 22-23	F-Y 21-22
Caliche/Concrete/HMA	2	1	1	0	0	1	0	0	1	0	1	7	14
Flush Hydrant Maint.	110	61	0	0	61	78	3	0	1	4	16	334	305
Graffiti	0	0	0	0	0	0	0	0	0	0	0	0	2
Grass Trim easement	15	6	6	4	5	3	23	56	28	5	4	155	171
Grease Trap	0	0	0	0	0	0	0	0	0	0	0	0	8
Lights Out Maint.	212	45	72	203	92	91	87	59	98	93	94	1,146	2,087
Mosquito spray	0	0	0	0	0	0	0	0	0	0	0	0	5
Potholes	114	121	105	49	80	73	106	56	49	14	32	799	1,427
Ramp Sidewalk	0	0	0	0	0	3	2	0	1	0	0	6	1
Sewer locates stub-out	0	0	0	0	0	0	0	0	0	0	0	0	0
Signs/Paint job	3	4	5	4	6	16	5	13	8	4	4	72	71
Special -Septic tank	0	0	0	0	0	0	0	0	0	0	0	0	0
Special-Odor smell	26	19	35	32	33	21	25	26	20	16	18	271	289
Special-Street alley	15	15	2	11	15	19	16	6	12	10	5	126	155
Storm drain	5	11	9	6	4	9	7	22	8	12	7	100	76
Sweeper	13	10	20	12	9	16	10	13	13	7	8	131	128
Tire pick-up	41	1	1	0	7	1	1	8	3	2	1	66	66
Tree Limbs/Trim	15	7	4	11	8	10	21	47	25	19	19	186	179
Wtr break/Line locates	672	468	538	670	686	572	659	780	726	686	811	7,268	5,339
Total	1,243	769	798	1,002	1,006	913	965	1,086	993	872	1020	10,667	10,323

August 2023 Request for Service Calls

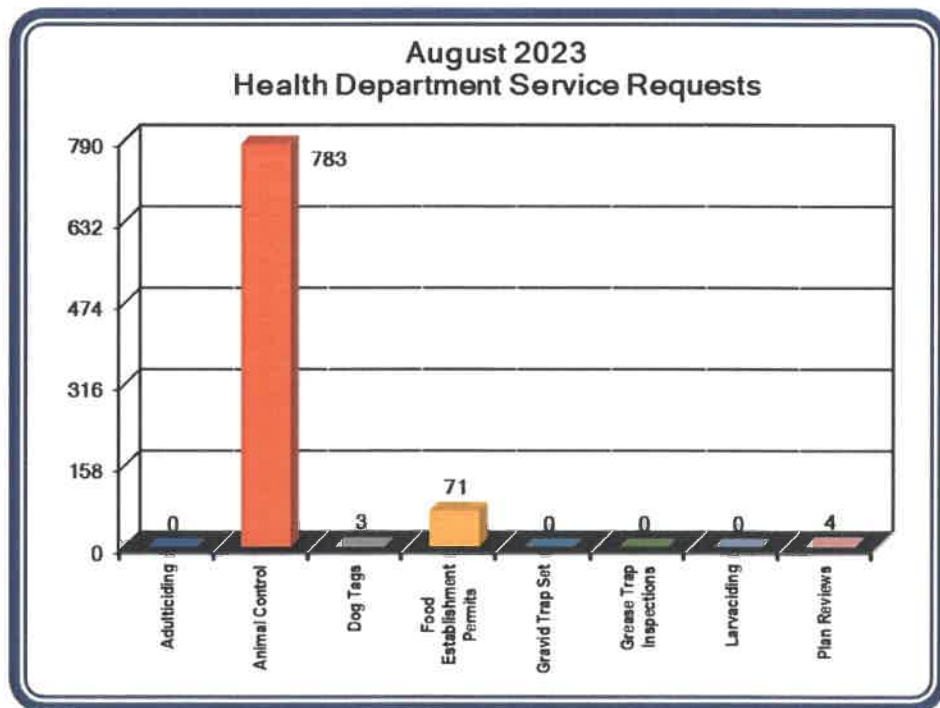


Health Department

Health Department Benchmark Summary

Following are the services provided by the Health Department for August 2023.

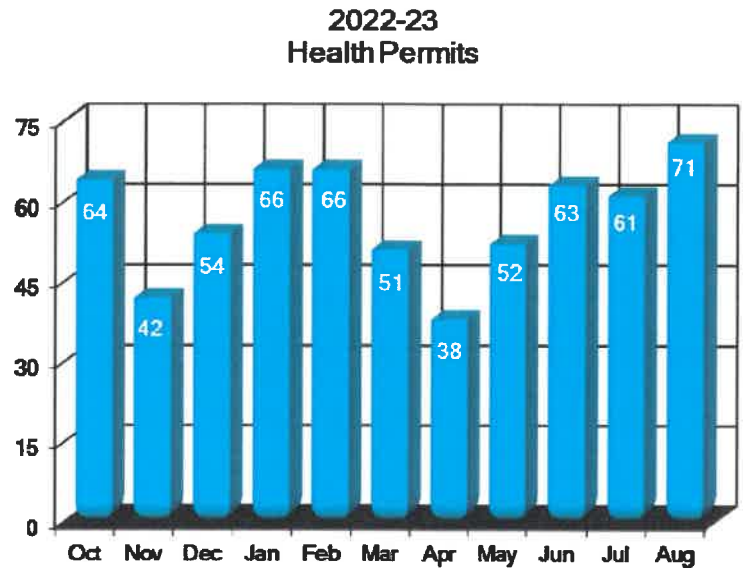
Service Type	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Y-T-D 22-23	F-Y 21-22
Adulticiding	0	0	0	0	0	0	0	5	0	0	0	5	4
Animal Control	585	394	419	489	422	618	609	677	607	521	783	6,124	5,888
Dog Tags	8	16	3	3	3	6	1	1	0	0	3	44	89
Food Est. Permits	64	42	54	66	66	51	38	52	63	61	71	628	722
Gravid Trap Set	0	0	0	0	0	0	0	0	0	0	0	0	3
Grease Trap Inspections	2	2	2	10	8	10	2	0	0	0	0	36	16
Larvaciding	0	0	0	0	0	2	3	2	0	0	0	7	8
Plan Reviews	8	8	6	7	6	4	7	6	11	3	4	70	102
Total	667	462	484	575	505	691	660	743	681	585	861	6,914	6,832



Health Permits

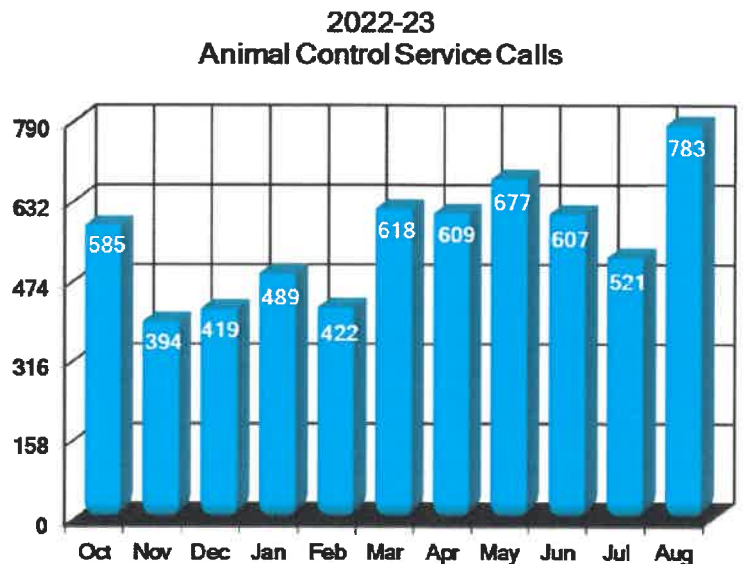
A total of 71 Food Establishment permits were issued this month.

Food Establishment Permits		
Month	Y-T-D 21-22	Y-T-D 22-23
Oct	53	64
Nov	33	42
Dec	20	54
Jan	73	66
Feb	48	66
Mar	45	51
Apr	43	38
May	49	52
Jun	113	63
Jul	67	61
Aug	128	71
Totals	672	628



Animal Control Service Calls Citizens called (783 calls) regarding Animal Control concerns.

Animal Control Calls		
Month	Y-T-D 21-22	Y-T-D 22-23
Oct	479	585
Nov	501	394
Dec	511	419
Jan	546	489
Feb	482	422
Mar	531	618
Apr	541	609
May	598	677
Jun	419	607
Jul	373	521
Aug	418	783
Totals	5,399	6,124



Health Department Animal Control

Our City's Animal Wellness Officers, David, Aaron, Mabely and Ivan, along with the staff from Alton and Palmview, reported the following Animal Control for August. There were 258 service orders completed.

Dogs

CITY	Stray	Bite Case	Seized	D.O.A.	Owner Surrender	Escape, Lost, Etc.	August	YTD 22-23
Mission	77	4	0	37	9	0	127	803
Alton	1	1	0	0	0	0	2	27
Palmview	0	0	0	6	0	0	6	102
August	78	5	0	43	9	0	135	
YTD 22-23	592	45	3	172	115	5		932

Cats

CITY	Stray	Bite Case	Seized	D.O.A.	Owner Surrender	Escape, Lost, Etc.	August	YTD 22-23
Mission	72	0	0	29	0	0	101	584
Alton	1	0	0	0	0	0	1	1
Palmview	2	0	0	0	0	0	2	31
August	75	0	0	29	0	0	104	
YTD 22-23	433	3	0	160	20	0		616

Wildlife

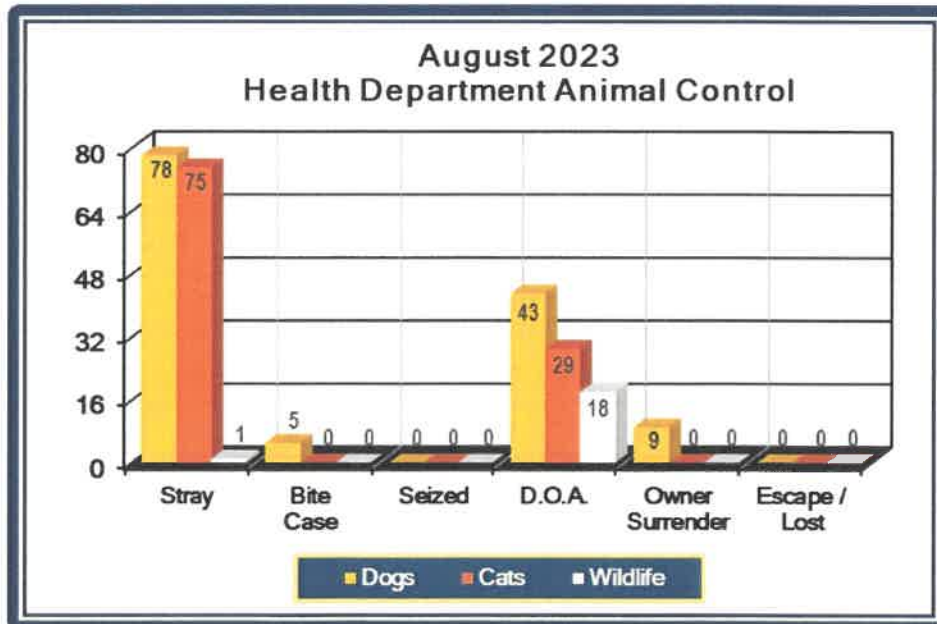
CITY	Stray	Bite Case	Seized	D.O.A.	Owner Surrender	Escape, Lost, Etc.	August	YTD 22-23
Mission	1	0	0	16	0	0	17	160
Alton	0	0	0	0	0	0	0	0
Palmview	0	0	0	2	0	0	2	6
August	1	0	0	18	0	0	19	
YTD 22-23	47	0	0	117	2	0		166

Health Department Animal Control (continued)

Below is our Health Department Animal Control Shelter summary of dogs, cats, and wildlife.

August 2023 Health Department Animal Control

Animal Type	Stray	Bite Case	Seized	D.O.A.	Owner Surrender	Escape / Lost	August	22-23 Y-T-D
Dogs	78	5	0	43	9	0	135	932
Cats	75	0	0	29	0	0	104	616
Wildlife	1	0	0	18	0	0	19	166
August	154	5	0	90	9	0	258	
22-23 Y-T-D	1,072	48	3	449	137	5		1,714

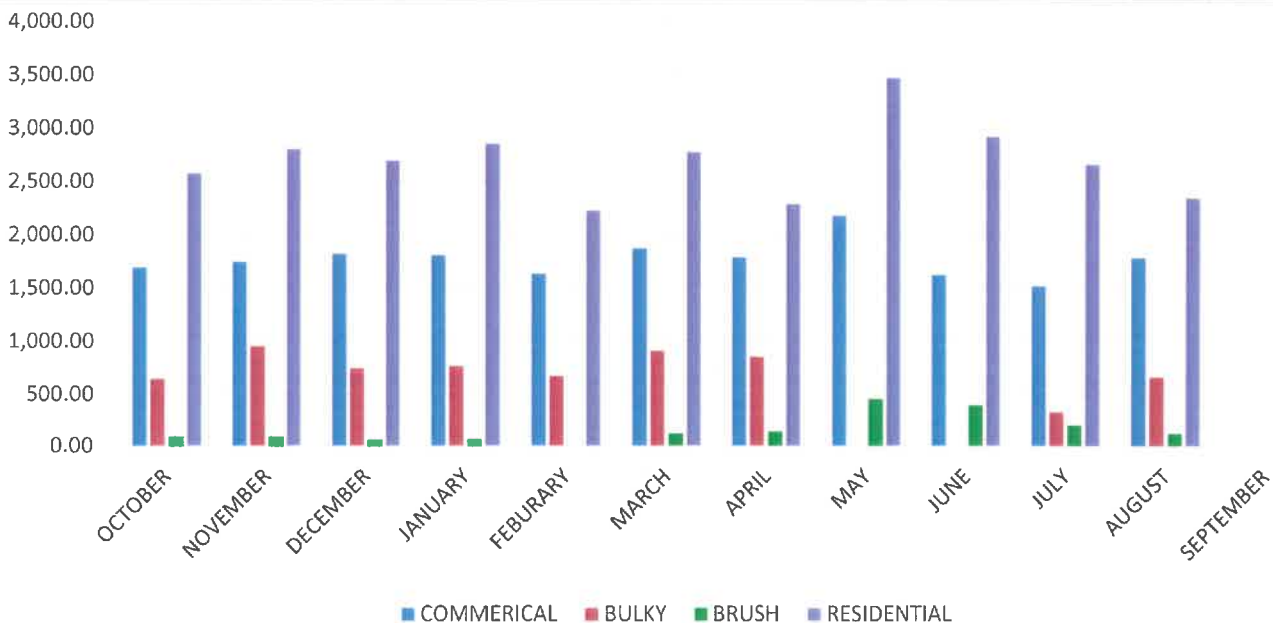


SANITATION DEPARTMENT

For the month of August 2023, the City of Mission Sanitation Department disposed of a combined **5,566.32** tons of trash/bulky items. In addition, **9,072.00** cubic yards of brush was collected at our sanitation landfill.

Month	TONS	CUBIC YARDS	TONS	TONS	TONS
	RESIDENTIAL	BRUSH	BULKY	COMMERICAL	BRUSH
OCTOBER	2,574.99	6,552.00	636.00	1,688.36	88.452
NOVEMBER	2,804.30	6440.00	944.89	1740.00	86.94
DECEMBER	2,694.88	4648.00	735.00	1815.41	62.748
JANUARY	2,853.87	4928.00	758.30	1802.34	66.528
FEBURARY	2,225.51	380.18	662.74	1628.01	5.13243
MARCH	2773.08	8876.00	901.03	1865.25	119.826
APRIL	2285.99	10360	845.49	1782.01	139.86
MAY	3472.73	33,068.00	0	2172.34	446.418
JUNE	2917.36	28672.00	0.00	1616.70	387.072
JULY	2660.33	14728	324.33	1510.01	198.828
AUGUST	2346.86	9072	654.99	1780.26	122.472
SEPTEMBER					0
Total	29609.9	127724.18	6462.77	19400.69	1724.27643

2022 - 2023 SANITATION PICK UP (TONS)





CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 25, 2023

PRESENTED BY: Susana De Luna, Planning Director

AGENDA ITEM: Rezoning: Lot 21, Block 3, Oakwood Estates Subdivision, (R-I) Single Family Residential to (C-3) General Business, Nallely & Sergio Cerda, and Adoption of Ordinance#_____ - De Luna

NATURE OF REQUEST:

On September 13, 2023, the Planning and Zoning Commission held a Public Hearing to consider the rezoning request. The subject site is 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.

BUGETED: Yes / No / N/A **FUND:** _____ **ACCT. #:** _____

BUDGET: \$ _____ **EST. COST:** \$ _____ **CURRENT BUDGET BALANCE:** \$ _____

BID AMOUNT: \$ _____

STAFF RECOMMENDATION: Approval.

Departmental Approval: N/A

Advisory Board Recommendation: P&Z Approval

City Manager's Recommendation: Approval *RP*

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

ORDINANCE NO. _____

**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**

WHEREAS, the City Council of the City of Mission finds that during consideration of the rezoning request of September 13, 2023, the Planning and Zoning Commission of the City of Mission upon duly recognized motion and second, voted to recommend to the City Council that the rezoning shown below be granted.

WHEREAS, The City Council of the City of Mission, held a public hearing at 4:30 p.m. Monday, September 25, 2023, in the Council Chambers of the City Hall to consider the following rezoning:

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS, THAT THE FOLLOWING REZONING BE GRANTED:

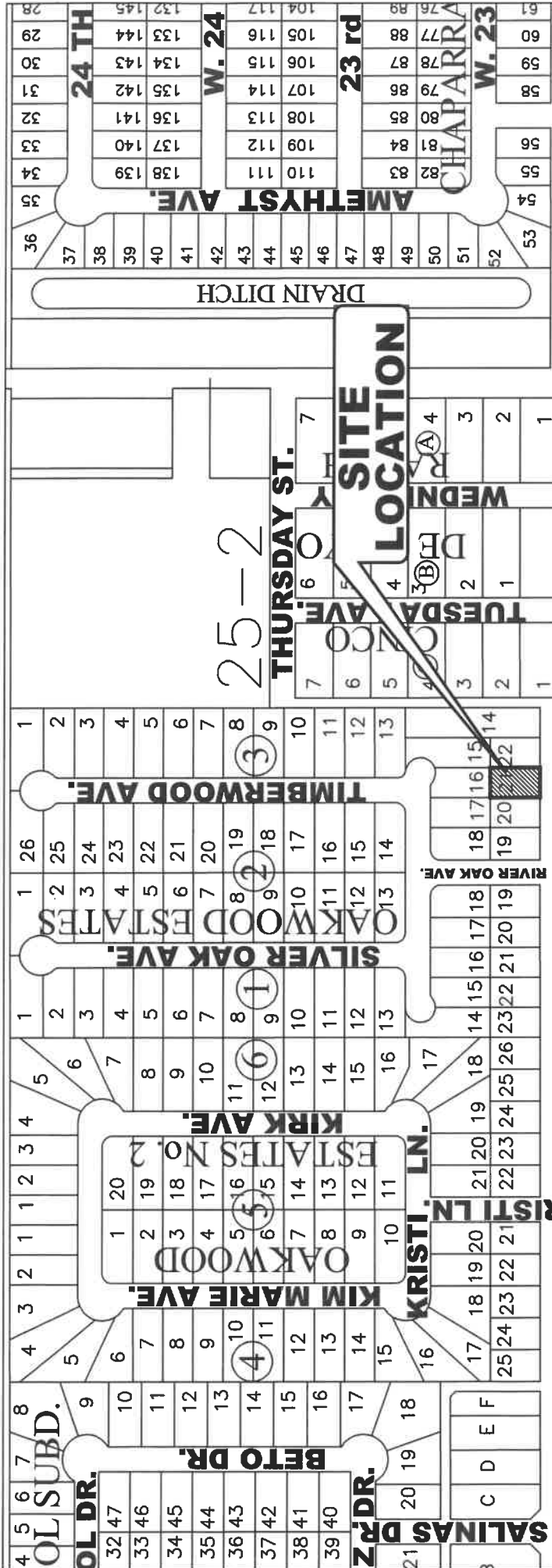
Legal Description	From	To
Lot 21, Block 3, Oakwood Estates Subdivision	R-1	C-3

READ, CONSIDERED AND PASSED, this the 25th day of September, 2023.

Norie Gonzalez Garza, Mayor

ATTEST:

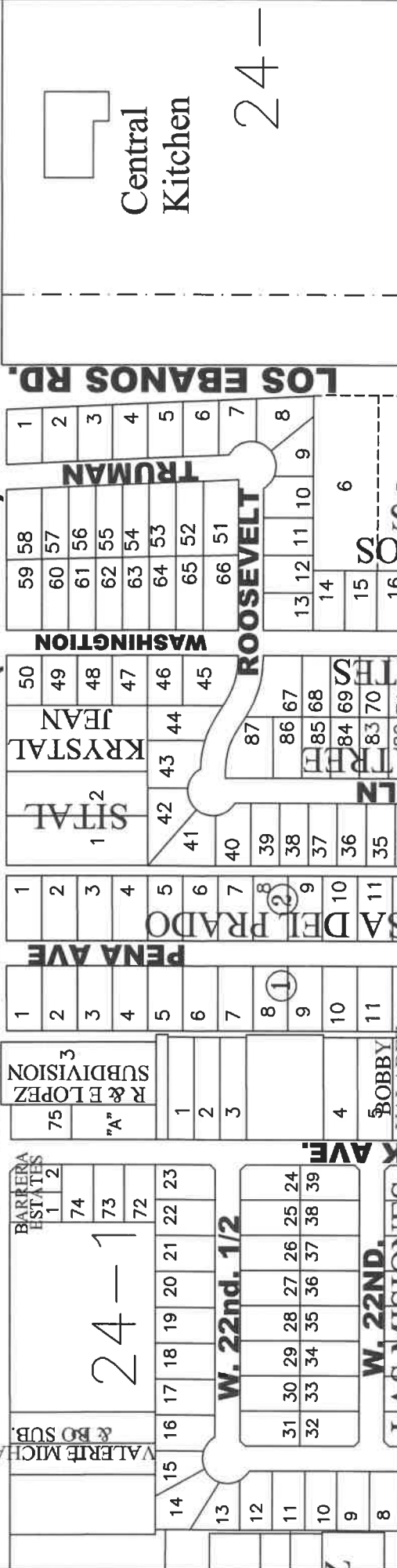
Anna Carrillo, City Secretary



25-2

SITE LOCATION

W. GRIFFIN PARKWAY (F.M. 495)



Central
Kitchen

24-



CITY OF MISSION
 HIDALGO COUNTY, TEXAS
 1201 E. 8th Street
 MISSION, TX 78572
 PH: (956) 580-8672
 FAX: (956) 580-8680

Item 9.

ITEM# 1.1

REZONING: Lot 21, Block 3, Oakwood Estates Subdivision
R-1 to C-3
Nallely & Sergio Cerda

REVIEW DATA

The subject site is located 125' East of River Oak Avenue along the north side of W. Griffin Parkway 495 – see vicinity map.

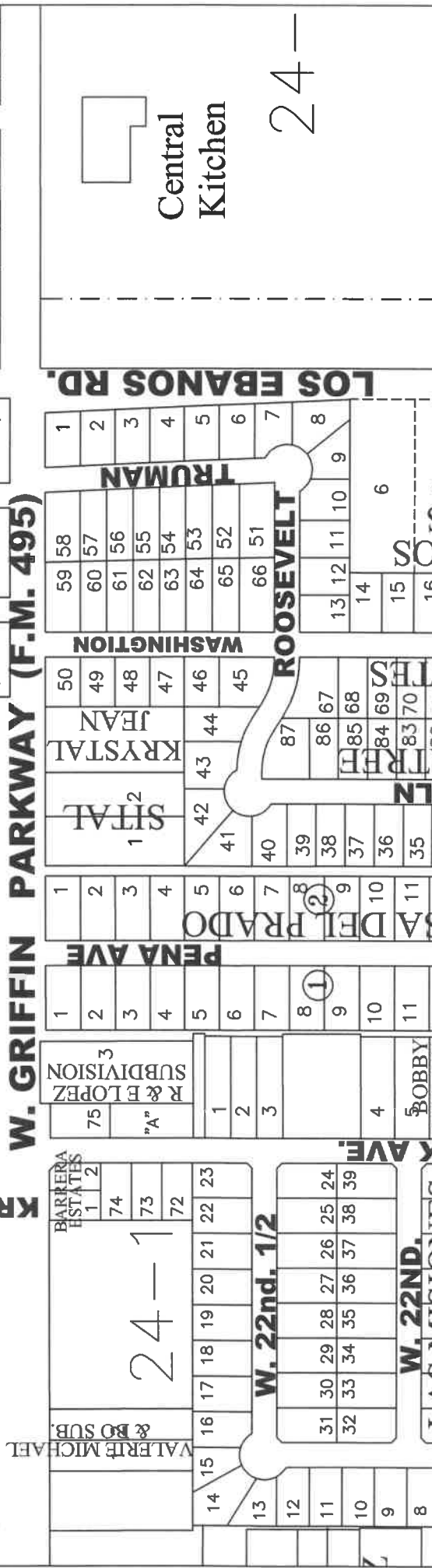
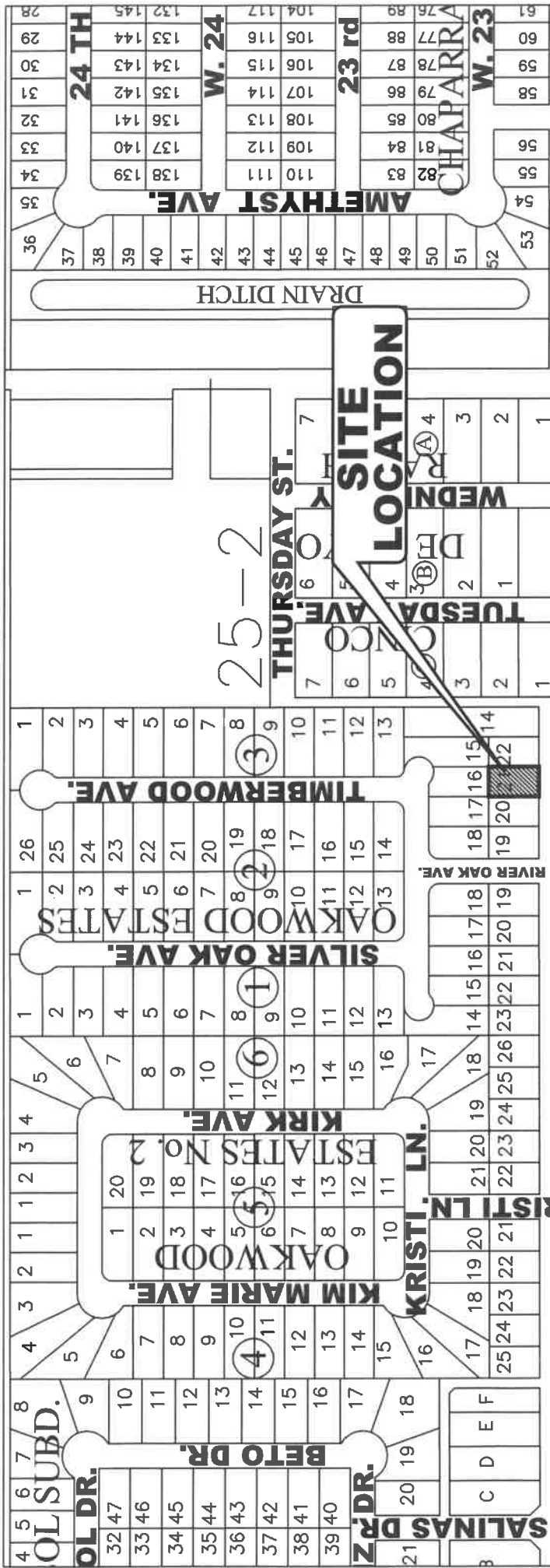
SURROUNDING ZONES:	N:	R-1	– Single Family Residential
	E:	C-3	– General Commercial
	W:	R-1	– Single Family Residential
	S:	C-3	– General Commercial

EXISTING LAND USES:	N:	Single Family Residential
	E:	Drive-Thru convenience store
	W:	Vacant
	S:	Daycare
	Site:	Vacant

FLUM: General Commercial (GC)

REVIEW COMMENTS: The proposed zone does comply with the City’s Future Land Use Map, and surrounding land uses.

RECOMMENDATION: Staff is recommending Approval.



Item 9.

No.

CITY OF MISSION
 HIDALGO COUNTY, TEXAS
 1201 E. 8th. Street
 MISSION, TX 78572

PH: (956) 580-8672
 FAX: (956) 580-8680

24-1

Central
Kitchen

24-

25-2

SITE LOCATION



C2150-00-002-0001-00 (133341)
CANO ENRIQUE
2034 PENA ST
MISSION TX 78572

C4450-00-00C-0001-00 (135882)
CHAVEZ FIDEL JR & EUSEBIO A
368 OAKWOOD RD
NICHOLLS GA 31554

C4450-00-00C-0003-00 (135884)
HERNANDEZ RIGOBERTO & MARILU
2305 TUESDAY AVE
MISSION TX 78574

C4450-00-00C-0004-00 (135885)
SILVA CRISTOBAL & MARIA A
2307 TUESDAY AVE
MISSION TX 78574

C4450-00-00C-0005-00 (135886)
WORTHEN W PAUL
C/O NOE & IMELDA GANDARIA
5714 LA JOYA ST
MISSION TX 78574

O0900-00-001-0018-00 (250376)
NAVARRO ADRIANNA M & MARIA G
2401 SILVER OAK
MISSION TX 78574

O0900-00-001-0019-00 (250377)
BRISENO MARGIE J
1805 W 21ST ST
MISSION TX 78572

O0900-00-002-0014-00 (250395)
GARCIA EMILIO Jr
2401 TIMBERWOOD AVE
MISSION TX 78574

O0900-00-003-0012-00 (250419)
RODRIGUEZ NELLIE G
2408 TIMBERWOOD AVE
MISSION TX 78574

O0900-00-003-0014-00 (250421)
ROSAS ANDRES E & NELLY M
4405 SANTA LYDIA
MISSION TX 78572

O0900-00-003-0015-00 (250422)
TRONCOSO OLGA
2406 TIMBERWOOD AVE
MISSION TX 78574

O0900-00-003-0016-00 (250423)
LONGORIA GLORIA A
2404 TIMBERWOOD AVE
MISSION TX 78574

O0900-00-003-0017-00 (250424)
GARZA MAGDALENA
2402 TIMBERWOOD
MISSION TX 78574

O0900-00-003-0018-00 (250425)
MENDOZA EDUARDO
2400 TIMBERWOOD AVE
MISSION TX 78574

O0900-00-003-0019-00 (250426)
SANCHEZ HOMES INC
6901 W INTERSTATE HWY 2
MISSION, TX 78572-1868

O0900-00-003-0020-00 (250427)
MENDOZA JUAN
1611 E MILE 3 RD
PALMHURST, TX 78573-8363

O0900-00-003-0021-00 (250428)
GARCIA SERGIO H CERDA & NALLELY
1907 S 48TH LN
MCALLEN TX 78503-0023

O0900-00-003-0022-00 (250429)
ADAME JUAN ANTONIO
1811 W 30TH ST
MISSION TX 78574

O3100-09-000-0050-00 (450504)
CHAVEZ HECTOR E & EMMA L
7060 MAPLE ISLAND RD
NUNICA MI 49448

S3594-00-000-0001-00 (686137)
SITAL FRANK & DIANA
1509 RANKIN ST
MISSION TX 78572

S3594-00-000-0002-00 (686138)
SITAL FRANK & DIANA
1509 RANKIN ST
MISSION TX 78572

K8753-00-000-0001-00 (715668)
DFS FAMILY LIMITED PARTNERSHIP
1509 RANKIN ST
MISSION TX 78572



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 25, 2023
PRESENTED BY: Susana De Luna, Planning Director
AGENDA ITEM: 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#_____ - De Luna

NATURE OF REQUEST:

On September 13, 2023 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site is 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.

BUGETED: Yes / No / N/A **FUND:** _____ **ACCT. #:** _____

BUDGET: \$ _____ **EST. COST:** \$ _____ **CURRENT BUDGET BALANCE:** \$ _____

BID AMOUNT: \$ _____

STAFF RECOMMENDATION: Staff recommends approval subject to: 1) No Separate utility and electrical connections, 2) Transferability to other future owners imposing the same conditions imposed to this applicant, and 3) Not to be used for rental purposes.

Departmental Approval: N/A

Advisory Board Recommendation: P&Z Approval

City Manager's Recommendation: Approval *RP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

ORDINANCE NO. _____

**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**

WHEREAS, the City Council of the City of Mission finds that during consideration of the conditional use permit request of September 13, 2023, the Planning and Zoning Commission of the City of Mission upon duly recognized motion and second, voted to recommend to the City Council that the conditional use permit shown below be granted.

WHEREAS, The City Council of the City of Mission, held a public hearing at 4:30 p.m. Monday, September 25, 2023, in the Council Chambers of the City Hall to consider the following conditional use permit:

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS, THAT THE FOLLOWING CONDITIONAL USE PERMIT BE GRANTED:

Legal Description	Type	Conditions of Approval
2800 Summer Breeze, Lot 16, Shary Oaks Subdivision R-1	Build a Pool House On Property Zoned R-1 (Single Family Residential)	1) No separate utility and electrical connections, 2) Transferability to other future owners imposing the same conditions imposed to this applicant, and 3) Not to be used for rental purposes.

READ, CONSIDERED AND PASSED, this the 25th day of September, 2023.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

ITEM# 1.2

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

REVIEW DATA

The subject site is located approximately 710' west of N. Shary Road along the south side of Summer Breeze. – see vicinity map. The applicant is requesting a conditional use permit for the construction of a pool house. The proposed pool house will consist of a game room, indoor lounge, bath, storage, covered patio totaling 1,651 sq.ft. Pool houses are allowed in an R-1 (Single-Family Residential) Zone as long as they apply for a conditional use permit and comply with the following conditions:

- Lot be a minimal of 12,000 sq. ft.
- Cannot be made available or used for lease, rent, hire, and the owner of such use may not receive remuneration for the use of one of the above
- Proposal must be clearly secondary to the primary residence
- Shall not have access to a public street (No shared/extended driveway)
- Shall not have separate kitchen area or utilities

REVIEW COMMENTS: This conditional use permit request seems to be consistent with other similar requests approved by this Board. Staff notes that the lot measures 21,580 sq. ft. and all building setbacks will be met. The proposed driveway is more than sufficient to accommodate any guest's vehicle. Of course, all utilities will have to be interconnected to the primary residence. Staff mailed out 27 notices to property owners within 200' radius and staff has not received any comments in favor or against this request.

RECOMMENDATION: Staff recommends approval subject to:

- 1) No separate utility and electrical connections,
- 2) Transferability to other future owners imposing the same conditions imposed to this applicant,
and
- 3) Not to be used for rental purposes.

PHASE III

HUT

12

5

4

1

2

COMMERCIAL

(95)

E. GRIFFIN PARKWAY (F.M. 495)

1

NGFIELD SUBDIVISION PHASE I

GLENWOOD SUB. 9 8 7 6 5

T.R.B. MISSION 1 2 1

NORTHEAST JUNCTION SUBDIVISION 1 2 3 4 5 6 7 8 9

VALLEY EXPRESS

37 36 35 34 33 32 31 30 29 28 27 26 25

22 21 20 19 18 17 16 15 14 13 12

11 10 9 8 7 6 5 4

SHARY BUSINESS 1 2 3 4 5 6 7 8 9 10

4 3

QUAIL LN.

CREEK RUN

SUBDIVISION

HELEN AVE

BROCK ST.

GLENWOOD AVE

OAK GLEN TERRACE 3 A B

SHARY BUSINESS 10 11 12 13

SUMMIT

44 45 46 47 48 49 50 51 52 53 54 55

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16

61 62 63 64 65 66 67 68 69 70 71 72

CENTRAL 11 12 13

61 62

55 54 53 52 51 50 49 48 47 46 45 44

11 10 9 8 7 6 5 4 3 2 1

60 59 58 57 56 55 54 53

SHARY BUSINESS 10 11 12 13

61 62

62 63 64 65 66 67 68

12 13 14 15 16 17 18 19

21 20 19 18 17 16 15 14 13 12 11 10

BORIOUEN SUBD. 53 54 55 56 57 58 59

E. 22nd ST.

71 70 69 68 67 66 65 64 63 62 61 60

6 5 4 3 2 1

30 29 28 27 26 25 24 23 22 21 20 19 18 17 16 15 14 13 12 11 10 9 8 7 6 5 4 3 2 1

E. 22nd ST.

E. 22nd ST.

80 81

1 2 3 4 5 6 7 8 9 10 11

30 29 28 27 26 25 24 23 22 21 20 19 18 17 16 15 14 13 12 11 10 9 8 7 6 5 4 3 2 1

E. 22nd ST.

E. 22nd ST.

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18

19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85

30 29 28 27 26 25 24 23 22 21 20 19 18 17 16 15 14 13 12 11 10 9 8 7 6 5 4 3 2 1

E. 22nd ST.

E. 22nd ST.

4 5 6 7 8 9 10 11 12 13 14 15 16 17 18

19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85

30 29 28 27 26 25 24 23 22 21 20 19 18 17 16 15 14 13 12 11 10 9 8 7 6 5 4 3 2 1

E. 21st ST.

E. 21st ST.

37 36 35 34 33 32 31 30 29 28 27 26 25 24 23

22 21 20 19 18 17 16 15 14 13 12 11 10 9 8 7 6 5 4 3 2 1

40 39 38 37 36 35 34 33 32 31 30 29 28 27 26 25 24 23 22 21 20 19 18 17 16 15 14 13 12 11 10 9 8 7 6 5 4 3 2 1

E. 21st ST.

E. 21st ST.

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15

18 17 16 15 14 13 12 11 10 9 8 7 6 5 4 3 2 1

39 38 37 36 35 34 33 32 31 30 29 28 27 26 25 24 23 22 21 20 19 18 17 16 15 14 13 12 11 10 9 8 7 6 5 4 3 2 1

E. 21st ST.

E. 21st ST.

SUNRISE MEADOWS SHARY PALMS

HELEN AVE SHARY PALMS

GRANITE AVE MULBERRY

E. 21st ST.

GRAPEFRUIT AVE

SITE LOCATION



CITY OF MISSION HIDALGO COUNTY, TEXAS

1201 E. 8th Street MISSION, TX 78372

PH: (956) 586-8672 FAX: (956) 586-8680

No.



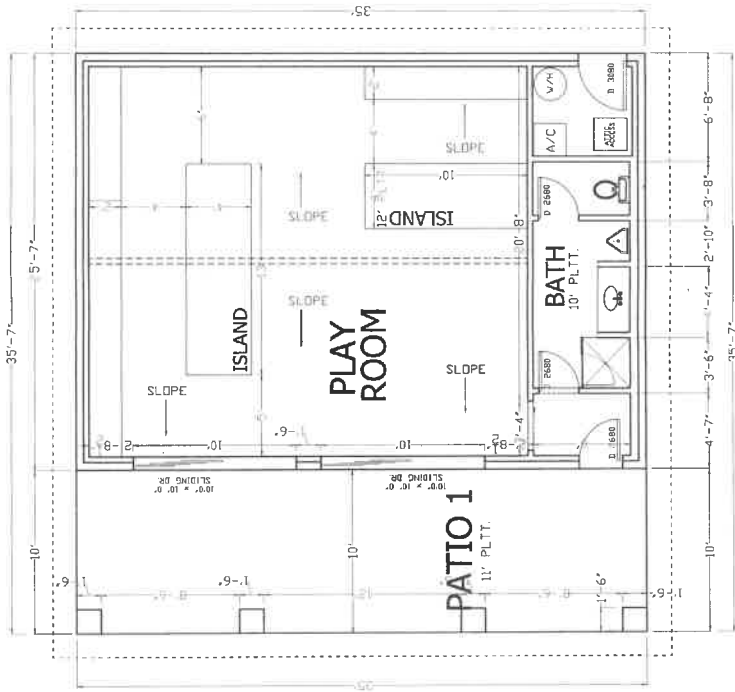
G.R. LOERA
DESIGN

895 SQFT PLAY ROOM
158 SQFT STORAGE
158 SQFT PATIO 1
48 SQFT PATIO 2
1651 SQFT TOTAL

FLOOR PLAN
(BLDG. 1)

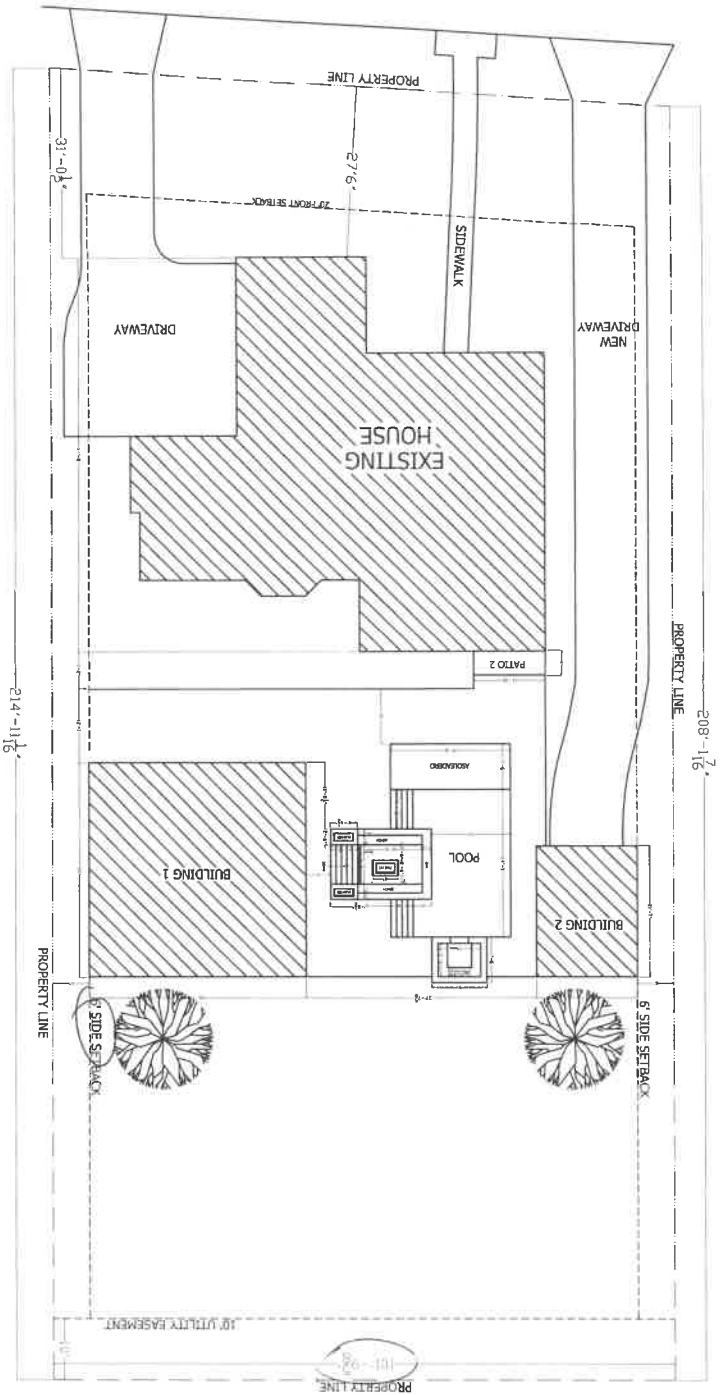
SCALE: N.T.S.
ADDITION
GUERRA
PROJECT
MARCO

1



G. R. LOERA DESIGN	895 SQFT PLAY ROOM 339 SQFT STORAGE 350 SQFT PATIO 1 48 SQFT PATIO 2 1651 SQFT TOTAL	SITE PLAN	6 SCALE: N.E.S. MARCO GUERRA PROJECT
	10' UTILITY EASEMENT		

SUMMER BREEZE RD.



SHARY OAKS SBDV.
LOT 16
MISSION, TX.



S2971-00-000-0005-00 (545458)
HERNANDEZ JORGE E & ARACELI
2301 SUMMER BREEZE RD
MISSION TX 78572

S2971-00-000-0006-00 (545459)
CONFIDENTIAL
2211 SUMMER BREEZE RD
MISSION TX 78572

S2971-00-000-0007-00 (545460)
MENDOZA ROJAS MIGUEL & PATRICIA I
2209 SUMMER BREEZE RD
MISSION TX 78572

S2971-00-000-0008-00 (545461)
THOMAS SAMUEL W & SUSANNA LYNN
602 N VICTORIA DRIVE NO 182
DONNA, TX 78573-9748

S2971-00-000-0009-00 (545462)
EDWARDS GARRETT W & KAYLEE
2205 SUMMER BREEZE RD
MISSION TX 78572

S2971-00-000-0013-00 (545466)
ELIZONDO LUIS & MARISOL
2202 SUMMER BREEZE RD
MISSION TX 78572

S2971-00-000-0014-00 (545467)
BENAVIDES HOMERO O & MARCELA S
2204 SUMMER BREEZE RD
MISSION TX 78572

S2971-00-000-0015-00 (545468)
LUTHER DENNIS & DIANE
2206 SUMMER BREEZE RD
MISSION TX 78572

S2971-00-000-0016-00 (545469)
GUERRA MARIA TERESA
2208 SUMMER BREEZE RD
MISSION TX 78572

S2971-00-000-0017-00 (545470)
MARTINEZ VANESSA & ESTEBAN JR
2210 SUMMER BREEZE RD
MISSION TX 78572

S2971-00-000-0018-00 (545471)
MIRMOHAMMADI M HOSSEIN
801 E NOLANA AVE STE 21
MCALLEN TX 78504

S2973-04-000-0001-00 (545551)
CLARKE MELISSA B
2216 E 23RD ST
MISSION TX 78572

S2973-04-000-0002-00 (545553)
CANALES HUMBERTO A JR
2214 E 23RD ST
MISSION TX 78572

S2973-04-000-0003-00 (545554)
SOMOSO APOLONIO & MAE
2212 E 23RD ST
MISSION TX 78572

S2973-04-000-0004-00 (545555)
HOLLYWOOD DEVELOPMENT &
2501 W DOVE AVE
MCALLEN TX 78504

S2973-04-000-0013-00 (545564)
GARZA RAY GUALBERTO & ALYSSA RENEE
2309 E 23RD ST
MISSION, TEXAS 78572-3279

S2973-04-000-0014-00 (545565)
ALANIS ALEJANDRA & GERARDO
2209 E 23RD ST
MISSION TX 78572

S2973-04-000-0015-00 (545566)
ZAPATA RODOLFO
2211 E 23RD ST
MISSION TX 78572

S2973-04-000-0016-00 (545567)
LAZO MARTINEZ INVESTMENTS LP
101 E EMORY AVE
MCALLEN TX 78504

S2973-04-000-0017-00 (545568)
CALDERON MANUEL F JR & GLORIA
2215 E 23RD ST
MISSION TX 78572

S2973-04-000-0018-00 (545569)
FREDERICKS RUTH M
349 W NESQUEHONING
EASTON PA 18042

S2973-04-000-0019-00 (545570)
MANTLE APRIL
2301 E 23RD ST
MISSION TX 78572

S2973-04-000-0020-00 (545571)
HARDISON INVESTMENTS L L C
322 NOLANA AVE
MCALLEN TX 78504

S2973-04-000-0021-00 (545572)
CRUZ NICOLE H
2305 E 23RD ST
MISSION TX 78572

S2973-04-000-0022-00 (545573)
CUMMINGS JENNY L
2307 E 23RD ST
MISSION TX 78572

S2973-04-000-0038-00 (545589)
PEREZ LAURA E DE GALVAN
2302 E 23RD ST
MISSION TX 78572

S2973-04-000-0039-00 (545590)
RESENDEZ JAVIER K
420 7TH ST NW APT 706
WASHINGTON DC 20004



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 25, 2023
PRESENTED BY: Susana De Luna, Planning Director
AGENDA ITEM: 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#_____ - De Luna

NATURE OF REQUEST:

On September 13, 2023 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit Renewal request. The subject site is 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.

BUGETED: Yes / No / N/A **FUND:** _____ **ACCT. #:** _____

BUDGET: \$ _____ **EST. COST:** \$ _____ **CURRENT BUDGET BALANCE:** \$ _____

BID AMOUNT: \$ _____

STAFF RECOMMENDATION: Staff recommends approval subject to: 1) 2 year re-evaluation at which time the applicant will have to renew his CUP and TABC License; and 2) Compliance with all city requirements including Health and Fire

Departmental Approval: N/A

Advisory Board Recommendation: P&Z Approval

City Manager's Recommendation: Approval *RP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

ORDINANCE NO. _____

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

WHEREAS, the City Council of the City of Mission finds that during consideration of the conditional use permit renewal request of September 13, 2023, the Planning and Zoning Commission of the City of Mission upon duly recognized motion and second, voted to recommend to the City Council that the conditional use permit shown below be granted.

WHEREAS, The City Council of the City of Mission, held a public hearing at 4:30 p.m. Monday, September 25, 2023, in the Council Chambers of the City Hall to consider the following conditional use permit:

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS, THAT THE FOLLOWING CONDITIONAL USE PERMIT BE GRANTED:

Legal Description	Type	Conditions of Approval
1702 E. Griffin Parkway, Ste. A Being the E. 51’ of Lot 8B, Stewart Village, Phase I, C-3	Sale & On-site Consumption of Alcoholic Beverages – La Cruda	1) 2-year re-evaluation at which time the requirements including Health and Fire, and 2) Compliance with all city requirements including Health and Fire.

READ, CONSIDERED AND PASSED, this the 25th day of September, 2023.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

ITEM# 1.3

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

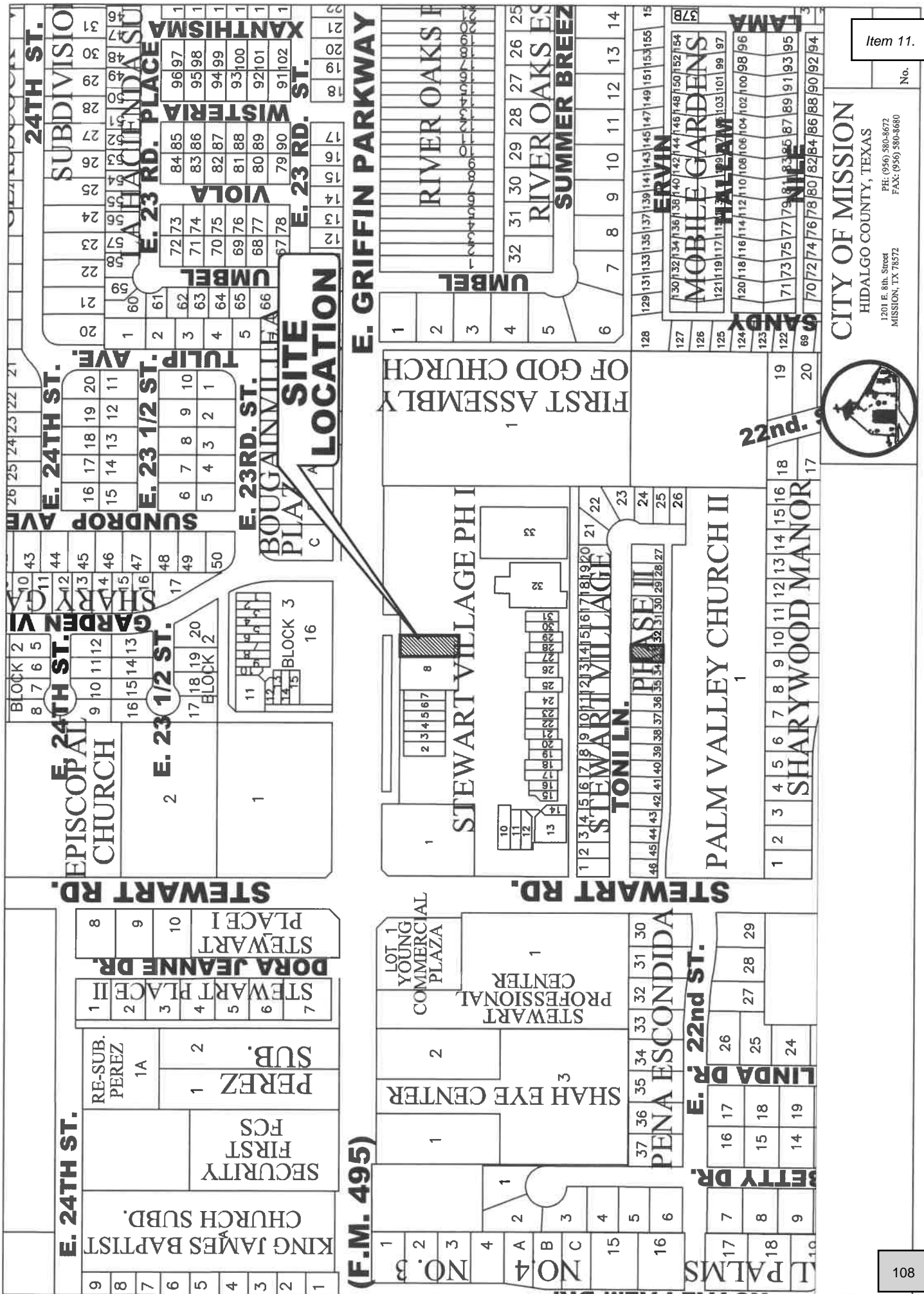
REVIEW DATA

The subject site is located near the SE corner of Stewart and F.M. 495 at the Stewart Village Commercial Plaza—see vicinity map. The applicant has leased a suite within the plaza for a ceviche snack bar. Access to the site is off of Griffin Parkway. The applicant would like to continue to offer alcoholic beverages in her menu. The last CUP approved for this location was on August 23, 2021 for a period of 2 years. The applicant would like to renew her conditional use permit for the Sale & On-Site Consumption of Alcoholic Beverages.

- **Days/Hours of Operation:** Tuesday – Sunday from 11:00 a.m. to 8 p.m.
- **Staff:** 2 employees plus owner and manager
- **Parking & Landscaping:** In reviewing the floor plan, the applicant proposed 29 seating spaces (5 tables with 4 chairs, 1 table with 2 chairs and 7 bar stools), which require 10 parking spaces (29 seats/1 space for every 3 seats = 10 parking spaces). It is noted that the parking spaces are held in common for this commercial plaza and it exceeds code. Landscaping complies to code.
- **Sale of Alcohol** – Such uses need to be 300' from residential uses. There are no residences within this radius.

REVIEW COMMENTS: Since the sale of alcohol does not seem to be the primary intent, it does not have a “drinking bar” component and would not be open after 8 p.m. staff does not object to the renewal. Additionally, notices were sent to property owners within a 200’ radius of the site and there have been no comments in favor or against this request forwarded to the Planning Department.

RECOMMENDATION: Staff recommends approval subject to: 1) 2-year re-evaluation at which time the applicant will have to renew her CUP and TABC License, and 2) Compliance with all city requirements including Health and Fire.



Item 11.

No.



CITY OF MISSION
 HIDALGO COUNTY, TEXAS
 1201 E. 8th Street
 MISSION, TX 78572

PH: (956) 380-8672
 FAX: (956) 380-5680











S2780-00-003-0016-00 (574186)
 MAXLER INVESTMENTS LLC
 2426 E 21ST ST
 MISSION TX 78572

S6260-01-000-0006-00 (605555)
 DELEON JORGE
 2002 ROYAL PALM DR
 MISSION TX 78572

S6260-01-000-0007-00 (605556)
 DE LEON JORGE & MINERVA
 2002 ROYAL PALM ST
 MISSION TX 78572

S6260-01-000-0009-00 (605559)
 PALM VALLEY CHURCH
 1720 E GRIFFIN PKWY
 MISSION TX 78572

S6260-01-000-0022-00 (605572)
 LITTLE CRAYONS INT LLC
 1640 E GRIFFIN PKWY
 MISSION TX 78572

S6260-01-000-0023-00 (605573)
 LITTLE CRAYONS INT LLC
 1640 E GRIFFIN PKWY
 MISSION TX 78572

S6260-01-000-0024-00 (605574)
 LITTLE CRAYONS INSTITUTE LLC
 1640 E GRIFFIN PKWY
 MISSION TX 78572

S6260-01-000-0026-00 (605577)
 BALLI AARON H JR
 1620 E GRIFFIN PKWY
 MISSION TX 78572

S6260-01-000-0028-00 (605579)
 SSB HOMES INC
 321 S MAIN ST
 MCALLEN TX 78501

S6260-01-000-0029-00 (605580)
 SSB HOMES INC
 321 S MAIN ST
 MCALLEN TX 78501

S6260-01-000-0030-00 (605581)
 MARIN EFRAILAN
 5112 GUMWOOD AVE
 MCALLEN TX 78501

S6260-01-000-0031-00 (605582)
 JJAB LIMITRD PARTNERSHIP
 PO BOX 279
 MISSION TX 78573

S6260-01-000-0032-00 (605583)
 ORNELAS ALBERT
 1716 E GRIFFIN PKWY
 MISSION TX 78572

S6260-01-000-0033-00 (605584)
 STORE MASTER FUNDING I LLC
 ATTN CORNERSTONE FITNESS
 1201 E RIDGE ROAD STE E
 MCALLEN TX 78503

S6260-01-000-009A-00 (605558)
 PALM VALLEY CHURCH
 1720 E GRIFFIN PKWY
 MISSION TX 78572

S6260-01-000-008A-00 (670768)
 RRCP CO INVESTMENTS HOLDINGS I LLC
 8872 HSC PARKWAY STE 401
 BRYAN TX 77807

S6260-01-000-008B-00 (670769)
 BALLI AARON
 1624 E GRIFFIN PKWY
 MISSION TX 78572

S6260-01-000-008C-00 (670770)
 BALLI AARON
 1624 E GRIFFIN PKWY
 MISSION TX 78572

S6260-01-000-008B-05 (899158)
 SPCD PROPERTIES LLC
 PO BOX 6804
 MCALLEN TX 78502



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 25, 2023

PRESENTED BY: Susana De Luna, Planning Director

AGENDA ITEM: 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#_____ - De Luna

NATURE OF REQUEST:

On September 13, 2023 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit Renewal request. The subject site is located 130' north of W. 2nd 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.

BUGETED: Yes / No / N/A **FUND:** _____ **ACCT. #:** _____

BUDGET: \$ _____ **EST. COST:** \$ _____ **CURRENT BUDGET BALANCE:** \$ _____

BID AMOUNT: \$ _____

STAFF RECOMMENDATION: Staff recommends approval subject to: 1) 2-year re-evaluation to assess this operation, and 2) Compliance with all city requirements including Health and Fire.

Departmental Approval: N/A

Advisory Board Recommendation: P&Z Approval

City Manager's Recommendation: Approval *RP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

ORDINANCE NO. _____

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

WHEREAS, the City Council of the City of Mission finds that during consideration of the conditional use permit renewal request of September 23, 2023, the Planning and Zoning Commission of the City of Mission upon duly recognized motion and second, voted to recommend to the City Council that the conditional use permit renewal shown below be granted.

WHEREAS, The City Council of the City of Mission, held a public hearing at 4:30 p.m. Monday, September 11, 2023, in the Council Chambers of the City Hall to consider the following conditional use permit renewal:

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS, THAT THE FOLLOWING CONDITIONAL USE PERMIT BE GRANTED:

Legal Description	Type	Conditions of Approval
208 N. Inspiration Road Lot 1, Madrigal Subdivision C-2	To Place a Mobile Food Truck – Fiesta Hotdogs	1) 2-year re-evaluation to assess this operation, and 2) Compliance with all city requirements including Health and Fire.

READ, CONSIDERED AND PASSED, this the 25th day of September, 2023.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

ITEM# 1.4**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
 C-2
 Fiesta Hot Dogs
 (c/o Federico Garcia & Lucero Vasquez)

REVIEW DATA

The subject site is located 130' north of W. 2nd Street along the east side of Inspiration Road within the Fiesta Grocery site. – see vicinity map. The applicant has a 17' x 8' mobile food truck on the west side of the Fiesta Grocery for the sale of Hotdogs, hamburgers, tortas, tacos and fries. The applicant is also the person operating the grocery store. Access to the site is from an existing driveway along Inspiration Road. The existing restroom facilities located within the grocery store would be available for the mobile food truck customers.

- **Hours of Operation:** Monday – Thursday from 6pm – 12am and Friday – Sunday from 6pm – 1am
- **Staff:** 4 employees
- **Parking:** There are approximately 9 spaces available for the grocery store which would be shared with the mobile food truck. There is also plenty of room along the north side of the property, which could be utilized as additional parking if it were properly striped. The applicant would need to add some landscaping to help improve the existing site.

REVIEW COMMENTS: We have approved several mobile food trucks in the past. Notices were sent to property owners within 200' where Staff has not received any comments in favor or against this CUP.

RECOMMENDATION: Approval subject to: 1) 2-year re-evaluation to assess this operation, 2) Compliance with all city requirements including Health and Fire.

U.S. EXP

E. FABELA

RIVALSEBAS

SITE LOCATION

JAY ST.
MOBILE HOMES
COUNTRY CLUB
PH II
CHESTOR
MOBILE HOME
ADAMS ST.

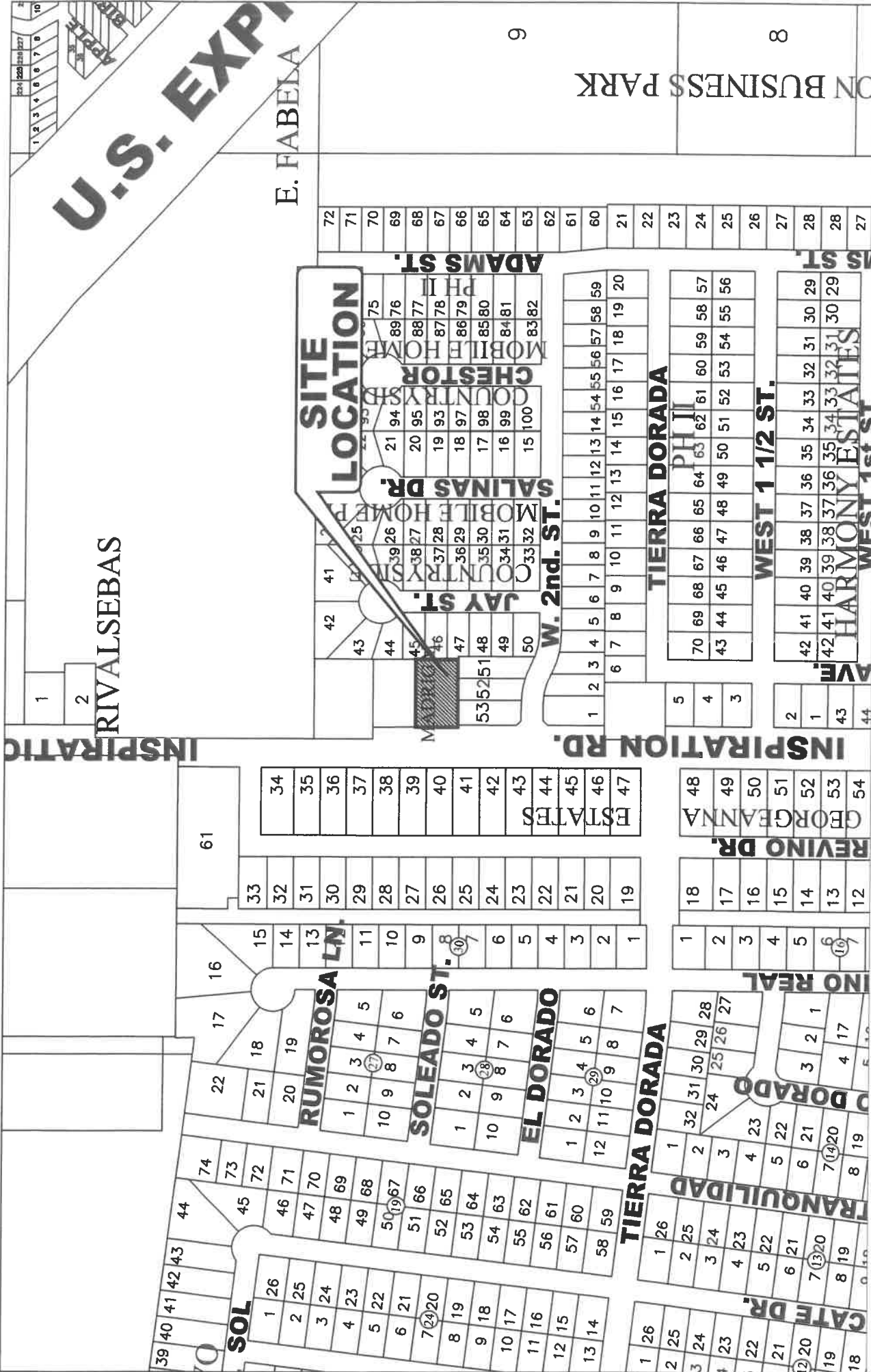
ON BUSINESS PARK

Item 12.

No.



CITY OF MISSION
 HIDALGO COUNTY, TEXAS
 1201 E. 8th Street
 MISSION, TX 78572
 PH: (956) 380-8672
 FAX: (956) 380-8680









G3185-00-000-0036-00 (534535)
CORTEZ PEDRO & GRACIELA H
222 ALBERTO TREVINO ST
MISSION TX 78572

G3185-00-000-0037-00 (534537)
VILLANUEVA GERARDO
220 ALBERTO TREVINO ST
MISSION TX 78572

G3185-00-000-0038-00 (534538)
LOPEZ SYLVIA N
218 ALBERTO TREVINO ST
MISSION TX 78572

G3185-00-000-0039-00 (534539)
GUILLEN LUCILA CANO
216 ALBERTO TREVINO DR
MISSION TX 78572

G3185-00-000-0040-00 (534541)
CARDOZA CLAUDIA
214 ALBERTO TREVINO ST
MISSION TX 78572

G3185-00-000-0041-00 (534542)
GARCIA JOSE G & BERTHA
212 ALBERTO TREVINO ST
MISSION TX 78572

G3185-00-000-0042-00 (534543)
REYNA RENATO
210 ALBERTO TREVINO DR
MISSION TX 78572

G3185-00-000-0043-00 (534544)
SALGADO ADRIANA
208 ALBERTO TREVINO ST
MISSION TX 78572

G3185-00-000-0044-00 (534545)
RAMIREZ SILVESTRE & GRACIELA
206 ALBERTO TREVINO ST
MISSION TX 78572

W0100-00-019-0001-00 (316716)
MADRIGAL OMAR & ROSA B
85 E CALDWOOD DR APT 19
BEAUMONT TX 77707

W0100-00-019-0001-01 (316717)
BOWYER INVESTMENTS
PO BOX 1269
MCALLEN TX 78505

C9045-01-000-0001-00 (599010)
GUERRERO JANETTE EUNICE
2302 OCASO RD
MISSION TX 78572

C9045-01-000-0002-00 (599011)
RIVAS EDWIN A & SANTA ELVIRA G C
2109 W 2ND ST
MISSION TX 78572-6858

C9045-01-000-0033-00 (599042)
GARZA DAISY RUBY
200 JAY AVE
MISSION TX 78572

C9045-01-000-0034-00 (599043)
SOLIS JOSE V CANTU & CLAUDIA E GN
202 JAY AVE
MISSION TX 78572

C9045-01-000-0035-00 (599044)
BOLANOS SERGIO EDWARD
204 JAY AVE
MISSION TX 78572

C9045-01-000-0036-00 (599045)
BOLANOS MERCEDES DEL CARMEN
206 JAY AVE
MISSION TX 78572

C9045-01-000-0037-00 (599046)
DE LEON ROMEO
400 ASH AVE
MCALLEN TX 78501

C9045-01-000-0038-00 (599047)
AVILA OTILIA & MELISSA C
1612 JAIME DR
YUBA CITY CA 95993

C9045-01-000-0039-00 (599048)
BAUTISTA LUIS ROBERTO & BRENDA
212 JAY AVE
MISSION TX 78572

C9045-01-000-0040-00 (599049)
QUINTANILLA BLANCA ESTHELA
214 JAY AVE
MISSION TX 78572

C9045-01-000-0041-00 (599050)
QUINTANILLA BLANCA
216 JAY AVE
MISSION TX 78572

C9045-01-000-0042-00 (599051)
DE HOYOS JUAN JOSE
217 JAY AVE
MISSION TX 78572

C9045-01-000-0043-00 (599052)
BOWYER INVESTMENTS
PO BOX 1269
MCALLEN TX 78505

C9045-01-000-0044-00 (599053)
BOWYER INVESTMENTS LTD
PO BOX 1269
MCALLEN TX 78505

C9045-01-000-0045-00 (599054)
GARZA CLAUDIA
211 JAY AVE
MISSION TX 78572

C9045-01-000-0046-00 (599055)
TOVAR JAIME
209 JAY
MISSION TX 78572

C9045-01-000-0047-00 (599056)
MACIEL ERNESTO L & MARIA T GARCIA
207 JAY AVE
MISSION TX 78572

C9045-01-000-0048-00 (599057)
GONZALEZ SILVIA E
205 JAY AVE
MISSION TX 78572

C9045-01-000-0049-00 (599058)
GARCIA MARTHA DELIA
203 JAY AVE
MISSION TX 78572

C9045-01-000-0050-00 (599059)
PENA RAUL & ELIZABETH
201 MINA DE ORO ST
MISSION TX 78572

C9045-01-000-0051-00 (599060)
PENA JOEL R & YESENIA N RAMIREZ
2106 W 2ND ST
MISSION TX 78572

C9045-01-000-0052-00 (599061)
RODRIGUEZ MARITZA A
PO BOX 1269
MCALLEN TX 78505

C9045-01-000-0053-00 (599062)
BARRIERE CARLOS
2110 W 2ND ST
MISSION TX 78572

M0358-00-000-0001-00 (598702)
LAMAD LLC
106 N CAMINO REAL ST
MISSION TX 78572



CITY COUNCIL REGULAR MEETING
MISSION CITY HALL
SEPTEMBER 11, 2023 at 4:30 PM

MINUTES

PRESENT:

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

ALSO PRESENT:

Jim & Beth Barnes
 Eva Martinez
 Esther Salinas
 Aaron Balli
 Emigdio Villanueva
 Anabel Arreano
 Rene Alvarez
 Brenda Enriquez
 Hector Gutierrez
 Eliel Gonzalez
 Paola Lopez, MPMC

STAFF PRESENT:

Rosember Ramirez, Police Officer
 Amy Tijerina, Events Manager
 JC Avila, Fleet Director
 Jesse Lerma, Civil Service Director
 Brad Bentsen, Parks & Recreation Director
 Jose Silva, Internal Auditor
 Mary Hernandez, Veterans Cemetery Director
 Joe Salazar, Accountant

ABSENT:

Jessica Ortega, Councilwoman

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
 Noemi Munguia, HR Director
 Robert Hinojosa, Risk Management Director
 Peter Geddes, Procurement 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
 Joanne Longoria, CDBG Director
 Yenni Espinoza, Assistant Library Director
 Cynthia Lopez, Museum Director
 Mario Flores, Golf Director
 Jesse Mares, Facilities Supervisor
 Aida Lerma, Arts & Cultural Tourism Director
 Roel Mendiola, Sanitation Dept. Director
 Jesse Lerma Civil Service Director
 Kenia Gomez, Media Relations Director
 Stephen Kotsatos, Health Director
 Christopher Navarette, Deputy Fire Chief
 Nereyda Pena, Assistant HR Director

REGULAR MEETING

CALL TO ORDER AND ESTABLISH QUORUM

With a quorum being present, Mayor Norie Garza Gonzalez called the meeting to order at 4:33 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 - Patriot Day - D. Flores**

Mayor Pro Tem Ruben Plata moved to approve the Proclamation – Patriot Day. Motion was seconded by Councilman Abiel Flores and approved unanimously 4-0.

2. Proclamation - National Preparedness Month - D. Flores

Mayor Pro Tem Plata moved to approve the Proclamation – National Preparedness Month. Motion was seconded by Councilman Alberto Vela and approved unanimously 4-0.

3. Proclamation - Gynecologic Cancer Awareness Month – Carrillo

Mayor Pro Tem Plata moved to approve the Proclamation – Gynecologic Cancer Awareness Month. Motion was seconded by Councilman Vela and approved unanimously 4-0.

4. Proclamation - Childhood Cancer Awareness Month – Torres

Mayor Pro Tem Plata moved to approve the Proclamation – Childhood Cancer Awareness Month. Motion was seconded by Councilman Vela and approved unanimously 4-0.

5. Proclamation - National Day of Remembrance for Murdered Victims – Torres

Mayor Pro Tem Plata moved to approve the Proclamation – National Day of Remembrance for Murdered Victims. Motion was seconded by Councilman Veal and approved unanimously 4-0.

6. July 2023 Employee of the Month – Munguia

Noemi Munguia, Human Resources Director, presented Mary Vasquez, Payroll Manager, and Delilah Gonzalez, Payroll Clerk, as the employees of the month for the July 2023. Both Mary and Delilah have always provided assistance and support, with compassion and very professionally, to all of the city employees. They have been complimented numerous times by other city departments and city employees for their hard work and dedication.

7. Report from the Greater Mission Chamber of Commerce – Enriquez

Brenda Enriquez, Mission Chamber of Commerce CEO, reported on upcoming events such as: Upcoming educational seminars for small businesses, Managing Your Business, Smart-Start, a Lunch & Learn for Emotionally Intelligence, Creating a Brand Style Guidebook and Best Practices. Ms. Enriquez also mentioned that decisions had already been made and the awards list for this year should be released shortly. The Community Impact award was given to “Paws Fur Help”., Business of the Year was awarded to BTZ Engineering. The complete list was to be released this evening. The Chamber of Commerce’s new website should be up and running by the end of this month.

8. Departmental Reports – Perez

Mayor Pro Tem Plata moved to approve the Departmental Reports. Motion was seconded by Councilman Flores and approved unanimously 4-0.

9. Citizen's Participation – Garza

None

PUBLIC HEARING

10. Public Hearing on 2023 Proposed Property Tax Rate – Perez

The notice of 2023 Tax Year Proposed Property Tax Rate for City of Mission was published in the Progress Times on Friday, September 1, 2023.

The proposed 2023 tax rate was \$0.5276 per \$100.

The public hearing was to give the opportunity for citizens to speak on the proposed tax rate.

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.

There was no action taken on this item, public hearing only.

PLANNING & ZONING RECOMMENDATIONS

11. Rezoning: A 2.97 tract of land out of Lot 26-12, West Addition to Sharyland, (AO-I) Agricultural Open Interim to (R-1A) Large Lot Single Family, Aaron Balli, and Adoption of Ordinance#5361 - De Luna

On August 23, 2023, the Planning and Zoning Commission held a Public Hearing to consider the rezoning request. The subject site was located at the southwest corner of Solar Drive and N. Stewart Road. 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.

Mayor Pro Tem Plata moved to approve the Rezoning: A 2.97 tract of land out of Lot 26-12, West Addition to Sharyland, (AO-I) Agricultural Open Interim to (R-1A) Large Lot Single Family, Aaron Balli, and Adoption of Ordinance#5361. Motion was seconded by Councilman Vela and approved unanimously 4-0.

ORDINANCE NO. 5361

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A REZONING A 2.97 TRACT OF LAND OF LOT 26-12, WEST ADDITION TO SHARYLAND, FROM (AO-I) AGRICULTURAL OPEN INTERIM TO (R-1a) LARGE LOT SINGLE FAMILY

12. Rezoning: A tract measuring 201.71' North and South by 431.90' East and West of the North 15.94 acres of Lot 211, John H. Shary Subdivision, containing 2.00 acres, more

or less, (AO-I) Agricultural Open Interim to (R-1T) Townhouse Residential, R.G.V. Villa Development, LLC, and Adoption of Ordinance#5362- De Luna

On August 23, 2023, the Planning and Zoning Commission held a Public Hearing to consider the rezoning request. The subject site was located 790' North of E. Business 83 along the East side of N. Stewart Road. There was public opposition during the P&Z Meeting. The concern voiced were in regards to higher tax rates. The board unanimously recommended approval.

Staff and City Manager recommended denial.

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

Emigdio Villanueva, RGV Villa Development, LLC, has an office here in Mission, and they are excited for this project and to be able use the land to build townhomes. This development would be beneficial to the city. The engineer for this project also provided a brief description of the project and how it would bring a new, residential community to Mission. The proposed project layout was presented to council as well.

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

Mayor Pro Tem Plata moved to approve the Rezoning: A tract measuring 201.71' North and South by 431.90' East and West of the North 15.94 acres of Lot 211, John H. Shary Subdivision, containing 2.00 acres, more or less, (AO-I) Agricultural Open Interim to (R-1T) Townhouse Residential, R.G.V. Villa Development, LLC, and Adoption of Ordinance#5362. Motion was seconded by Councilman Vela and approved unanimously 4-0.

ORDINANCE NO. 5362

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A REZONING FOR A TRACT MEASURING 201.71' NORTH AND SOUTH BY 431.90' EAST AND WEST OF THE NORTH 15.94 ACRES OF LOT 211, JOHN H. SHARY SUBDIVISION, CONTAINING 2.00 ACRES, MORE OR LESS, FROM (AO-1) AGRICULTURAL OPEN INTERIM TO (R-1T) TOWNHOUSE RESIDENTIAL

13. Rezoning: A tract of land containing 4.50 acres of land, being part of Lot 25-5, West Addition to Sharyland, (R-I) Single Family Residential to (R-1T) Townhouse Residential, JJAB Family Limited Partnership, and Adoption of Ordinance#5363 - De Luna

On August 23, 2023, the Planning and Zoning Commission held a Public Hearing to consider the rezoning request. The subject site was located 500' North of Griffin Parkway along the East side of N. Holland Road. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended denial.

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

Hector Gutierrez was requested for this area to be rezoned so that they could a higher density. The access to this area would be to the north rather than off of Holland. This project would allow for an affordable option for people to purchase homes. The rezoning would fall into place with the surrounding areas.

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

Mayor Pro Tem Plata moved to approve the Rezoning: A tract of land containing 4.50 acres of land, being part of Lot 25-5, West Addition to Sharyland, (R-1) Single Family Residential to (R-1T) Townhouse Residential, JJAB Family Limited Partnership, and Adoption of Ordinance#5363. Motion was seconded by Councilman Vela and approved unanimously 4-0.

ORDINANCE NO. 5363

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A REZONING FOR A TRACT OF LAND CONTAINING 4.50 ACRES OF LAND CONTAINING 4.50 ACRES OF LAND, BEING PART OF LOT 25-5, WEST ADDITION TO SHARYLAND (R-1) SINGLE FAMILY RESIDENTIAL TO (R-1T) TOWNHOUSE RESIDENTIAL

14. Rezoning: A tract of land containing 0.551 of one acre, more or less, being a part of portion of Lot 24-10, West Addition to Sharyland, (C-1) Office Building to (R-1) Single Family Residential, Ramiro Mata, and Adoption of Ordinance#5364 - De Luna

On August 23, 2023, the Planning and Zoning Commission held a Public Hearing to consider the rezoning request. The subject site was located 470' West of N. Bryan Road along the South side of E. Griffin Parkway. 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 Flores moved to approve the Rezoning: A tract of land containing 0.551 of one acre, more or less, being a part of portion of Lot 24-10, West Addition to Sharyland, (C-1) Office Building to (R-1) Single Family Residential, Ramiro Mata, and Adoption of Ordinance#5364. Motion was seconded by Mayor Pro Tem Plata and approved unanimously 4-0.

ORDINANCE NO. 5364

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A REZONING FOR A TRACT OF LAND CONTAINING 0.551 OF ONE ACRE, MORE OR LESS, BEING A PART OR PORTION OF LOT 24-10, WEST ADDITION TO SHARYLAND FROM (C-1) OFFICE BUILDING TO (R-1) SINGLE FAMILY RESIDENTIAL

15. Conditional Use Permit: Sale & On-Site Consumption of Alcoholic Beverages – 1942 Bar & Grill, 4001 S. Shary Road, Ste. 350, Lot 1, Sharyland Plantation Grove Tech-Center #2, PUD, The Best Flavored Beer, LLC, and Adoption of Ordinance#5365 - De Luna

On August 23, 2023 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site was located on the SE corner of San Mateo and Shary Road. 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.

Mayor Pro Tem Plata moved to approve the Conditional Use Permit: Sale & On-Site Consumption of Alcoholic Beverages – 1942 Bar & Grill, 4001 S. Shary Road, Ste. 350, Lot 1, Sharyland Plantation Grove Tech-Center #2, PUD, The Best Flavored Beer, LLC, and Adoption of Ordinance#5365. Motion was seconded by Councilman Flores and approved unanimously 4-0.

ORDINANCE NO. 5365

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A CONDITIONAL USE PERMIT FOR THE SALE & ON-SITE CONSUMPTION OF ALCOHOLIC BEVERAGES –1942 BAR & GRILL, 4001 S. SHARY ROAD, STE. 350, LOT 1, SHARYLAND PLANTATION GROVE TECH-CENTER #2

16. Conditional Use Permit: Indoor & Outdoor Soccer Fields, 117 Del Mar Drive, Being the West 120' of the East 180' of the South ½ of Block 8 Citriana Heights, & the Easternmost 60' of the South ½ of Block 8, Citriana Heights, C-3, Eva Martinez, and Adoption of Ordinance#5366 - De Luna

On August 23, 2023 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site was located on the NE corner of Delmar & Ebano Avenue. 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.

Mayor Garza asked if there was an issue with the parking to which Susie De Luna, Planning Director, replied that she was correct. They did not have enough parking for the amount of seating they were proposing.

Victor A. Flores, City Attorney, suggested that this item be referred back to the Planning & Zoning board since they did not have this new information about the parking when they initially reviewed the item. Since the council was suggesting to modify the parking, it would be acting as a variance.

Mayor Pro Tem Plata moved to approve the Conditional Use Permit: Indoor & Outdoor Soccer Fields, 117 Del Mar Drive, Being the West 120' of the East 180' of the South ½ of Block 8 Citriana Heights, & the Easternmost 60' of the South ½ of Block 8, Citriana Heights, C-3, Eva Martinez, and Adoption of Ordinance#5366 with the condition that they comply with the city's parking requirements. Motion was seconded by Councilman Vela and approved 3-1 with Councilman Flores voting against.

ORDINANCE NO. 5366

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A CONDITIONAL USE PERMIT FOR INDOOR & OUTDOOR SOCCER FIELDS - 117 DEL MAR DRIVE, BEING THE WEST 120' OF THE EAST 180' OF THE SOUTH ½ OF BLOCK 8, CITRIANA HEIGHTS & EASTERNMOST 60' OF THE SOUTH ½ OF BLOCK 8, CITRIANA HEIGHTS

17. Conditional Use Permit: To Keep a Portable Building for Sales Office Use – Universal Landscaping Supply, 1609 E. Expressway 83, Lots 3-6, Mission Palms Plaza C-4, Eliel Gonzalez, and Adoption of Ordinance#5367 - De Luna

On August 23, 2023 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site was located 600' east of Stewart Road along the northside of East Expressway 83 Frontage Road. 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.

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

Mayor Pro Tem Plata had a concern with the location for this request. There had been a lot of investment in this area recently, and he was concerned that a portable building would affect the beautification of the area.

Eliel Gonzalez, the applicant, was called up and explained that this is the second time they were applying for this permit. He stated that if the CUP was approved, he would then be cleaning up the lot, and since it was going to be a nursery, the area would be green.

Mayor Pro Tem Plata moved to approve the Conditional Use Permit: To Keep a Portable Building for Sales Office Use – Universal Landscaping Supply, 1609 E. Expressway 83, Lots 3-6, Mission Palms Plaza C-4, Eliel Gonzalez, and Adoption of Ordinance#5367. Motion was seconded by Councilman Vela and approved unanimously 4-0.

ORDINANCE NO. 5367

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
GRANTING A CONDITIONAL USE PERMIT TO KEEP A PORTABLE BUILDING FOR SALES
OFFICE USE – UNIVERSAL LANDSCAPPING SUPPLY 1609 E. EXPRESSWAY 83, LOTS 3-6,
MISSION PALMS PLAZA C-4, ELIEL GONZALEZ

18. Conditional Use Permit Renewal: Sale & On-Site Consumption of Alcoholic Beverages- Brick Fire Pizza, 704 E. Griffin Parkway, Suites 110 & 130, Being a 1.25 acre tract of land out of Lot 24-8, West Addition to Sharyland Subdivision, C-3, Brick Fire Pizza & More, c/o Steven Alaniz, and Adoption to Ordinance#5368 - De Luna

On August 23, 2023 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit Renewal request. The subject site was located within a commercial plaza between Mayberry Avenue and Augusta along the south side of E. Griffin Parkway. 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.

Mr. Flores, City Attorney, stated that the business would have to get a separate business license if they wanted to continue to operate the gaming machines. The applicant would be notified of this.

Mayor Pro Tem Plata moved to approve the Conditional Use Permit Renewal: Sale & On-Site Consumption of Alcoholic Beverages- Brick Fire Pizza, 704 E. Griffin Parkway, Suites 110 & 130, Being a 1.25 acre tract of land out of Lot 24-8, West Addition to Sharyland Subdivision, C-3, Brick

Fire Pizza & More, c/o Steven Alaniz, and Adoption to Ordinance#5368. Motion was seconded by Councilman Vela and approved unanimously 4-0.

ORDINANCE NO. 5368

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 – BRICK FIRE PIZZA 704 E. GRIFFIN
PARKWAY, SUITES 110 & 130, BEING A 1.25 ACRE TRACT OF LAND OUT OF LOT 24-8,
WEST ADDITION TO SHARYLAND SUBDIVISION

19. Preliminary & Final Re-Plat Approval: Replat of Retama Village Phase V, A replat of .700 of one acre, being all of Lots 304, 305, and 306, Retama Village Phase V and 15.0' out of Lot 14, Del Monte Irrigation Co. Subdivision, PUD, Developer: ML Rhodes, LTD, Engineer: Melden & Hunt, Inc., – De Luna

On August 23, 2023, the Mission Planning and Zoning held a Public Hearing to consider the Preliminary & Final Re-Plat Approval for Replat of Retama Village Phase V Subdivision. The subject site was located within Retama Village Phase V Subdivision at the SE corner of Bentsen Palm Dr. and Military Pkwy. 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 Preliminary & Final Re-Plat Approval: Replat of Retama Village Phase V, A replat of .700 of one acre, being all of Lots 304, 305, and 306, Retama Village Phase V and 15.0' out of Lot 14, Del Monte Irrigation Co. Subdivision, PUD, Developer: ML Rhodes, LTD, Engineer: Melden & Hunt, Inc.. Motion was seconded by Mayor Pro Tem Plata and approved unanimously 4-0

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

20. Approval of Minutes – Carrillo

Regular Meeting – August 28, 2023 and Special Meeting – September 5, 2023

21. Acknowledge Receipt of Minutes – Perez

Parks & Recreation Board – June 13, 2023

Citizen's Advisory Committee – July 25, 2023

Mission Economic Development Corporation – July 26, August 14, 2023

Mission Economic Development Authority – July 26, 2023

Mission Redevelopment Authority – July 25, 2023

Mission Education Development Council – July 26, 2023

Mission Tax Increment Reinvestment Zone – July 25, 2023

22. Authorization to accept the FY 2023-2024 Other Victim Assistance Grant (OVAG) from the Office of the Attorney Generals' Crime Victim Services Division – Torres

The grant was a one-year grant for FY 2023-2024. The total amount of the grant award was \$49,500.00. This grant would allow the Mission Police Department to continue the services provided by our Crime Victims Liaison program. There was no cash match required by the City of Mission. This grant would be in effect from September 2023 through August 2024.

23. Authorization to re-enter into a Memorandum of Understanding between Tropical Texas Behavioral Health and the City of Mission Police Department – Torres

The Mission Police Department was requesting authorization to re-enter into a memorandum of understanding with Tropical Texas Behavioral Health, for the purpose of providing our community with resources for mental health and/or substance use disorders. This agreement included assigning a Mental Health Unit Clinician to our police department, to assist & support our mental health unit police officers during calls for service in our community. This agreement would be in effect from September 2023 to August 2024.

24. Authorization to accept the 2024 STEP Comprehensive Grant from the Texas Department of Transportation – Torres

The Mission Police Department was requesting authorization to accept the 2024 Comprehensive Selective Traffic Enforcement Program Grant from the Texas Department of Transportation. The grant award amount was \$37,000.00 and would be utilized for traffic enforcement purposes. There was an in-kind match of \$9,417.02 required by the City of Mission.

25. Approval of Ordinance #5369 adopting the Mission Economic Development Corporation Fiscal Year 2023-2024 Annual Budget – Perez

Attached was Resolution # 2023-06 that was approved by MEDC on Wednesday August 30, 2023.

ORDINANCE NO. 5369

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS ADOPTING APPROPRIATIONS FOR THE SUPPORT OF THE MISSION ECONOMIC DEVELOPMENT CORPORATION FOR FISCAL YEAR BEGINNING OCTOBER 1, 2023 AND ENDING SEPTEMBER 30, 2024

26. Approval of Ordinance #5370 adopting the Mission Economic Development Authority Fiscal Year 2023-2024 Annual Budget – Perez

Attached was Resolution # 2023-01 that was approved by MEDA on Wednesday, August 30, 2023.

Mission Economic Development Authority Appropriations - \$38,000

ORDINANCE NO. 5370

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS ADOPTING APPROPRIATIONS FOR THE SUPPORT OF THE MISSION ECONOMIC DEVELOPMENT

AUTHORITY FOR FISCAL YEAR BEGINNING OCTOBER 1, 2023 AND ENDING SEPTEMBER 30, 2024

27. Approval of Resolution #1850 of the City Council for the City of Mission amending Resolution No. 1789 adopting the Public Funds Investment Policy and Strategy – Vela

As per Chapter 2256 of the Texas Government Code, known as “Public Funds Investment Act,” the City WAS required to adopt the investment policy and strategy on an annual basis through resolution.

There are no changes to the investment policy this fiscal year.

RESOLUTION NO. 1850

A RESOLUTION OF THE MISSION CITY COUNCIL AMENDING RESOLUTION No. 1789 AMENDING THE PUBLIC FUNDS INVESTMENT POLICY AND STRATEGY

28. Authorization to extend First One-Year renewal option for Sealcoat Pavement Services for Public Works Department – Terrazas

Staff was seeking authorization to extend the First One-Year Renewal Option for Sealcoat Pavement Services with Valley Striping Corp. effective September 21st, 2023. Prices would remain the same in the amount of \$0.139 per square foot. Orders would be placed on an as needed basis throughout the one-year base term.

29. Authorization to extend First One-Year renewal option for Striping, Pavement Marking Services for Public Works Department – Terrazas

Staff was seeking authorization to extend the First One-Year Renewal Option for Striping, Pavement Marking Services with Valley Striping Corp. effective September 21st, 2023. Prices would remain the same. Orders would be placed on an as needed basis throughout the one-year base term.

30. Amendment to Memorandum of Understanding between Mission CISD and Boys & Girls Club of Mission to include meal program – Venecia

Mission CISD entered into a Memorandum of Understanding with the Boys and Girls Club of Mission to provide transportation services from select campuses to the Boys and Girls Club facility on August 28, 2023. The amendment to the Agreement will allow meal services under the Texas Department of Agriculture sponsored Child and Adult Care At-Risk Supper meals. This partnership would positively impact the students to allow the participation in the district's Child Nutrition Supper program, ensuring students receive the nutrition they need.

31. Authorization to enter into a Personal Services Contract under Tex. Local Gov't Code 252.022(a)(4) with De Saro Public Relations Firm for services related to the City of Mission State of The City Address – Geddes

De Saro Public Relations Firm would provide event coordination, event design, management services, sponsorship sales, and visual content for the 2023 Mayor's State Of The City Address.

Mayor Pro Tem Plata moved to approve all consent agenda items 20 thru 31 as presented. Motion was seconded by Councilman Vela and approved unanimously 4-0.

APPROVALS AND AUTHORIZATIONS

32. Final Plat Approval: Las Comadres #11 Subdivision, Being a 40.85 acre tract of land out of all of Lots 14, 15, 16 & 18, Nick Doffing Co. Subdivision, Suburban ETJ, Developer: Carlos Leal, Engineer: South Texas infrastructure Group - De Luna

On November 14, 2022 the Mission City Council held a Public Hearing to consider the Preliminary Plat Approval for Palmettos Cove Subdivision. The subject site was located approximately 3,000 feet north of 3 Mile Line (Mission Suburban ETJ). There was no public opposition during the Planning and Zoning Meeting. The Board unanimously recommended approval.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve the Final Plat Approval: Las Comadres #11 Subdivision, Being a 40.85 acre tract of land out of all of Lots 14, 15, 16 & 18, Nick Doffing Co. Subdivision, Suburban ETJ, Developer: Carlos Leal, Engineer: South Texas infrastructure Group. Motion was seconded by Councilman Vela and approved unanimously 4-0.

33. Approval of Ordinance #5371 authorizing Classified Positions for the Mission Fire Department for FY 2023-24 – J. Lerma

As per Chapter 143 of the Texas Local Government Code, classified positions had to be approved for every FY. Ordinance would expire on September 30, 2024.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve Ordinance #5371 authorizing Classified Positions for the Mission Fire Department for FY 2023-24. Motion was seconded by Councilman Flores and approved unanimously 4-0.

ORDINANCE NO. 5371

AN ORDINANCE ESTABLISHING THE CLASSIFICATIONS FOR THE MISSION FIRE DEPARTMENT FOR THE FISCAL YEAR 2023-24

34. Approval of Ordinance #5372 authorizing the Base salaries and incentive package for the Mission Fire Department FY 2023-24 – J. Lerma

As Required by Chapter 143 of the Texas Local Government Code. Base salaries and incentive pay package must be approved by governing body on a yearly basis. Ordinance would expire on September 30, 2024.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve Ordinance #5372 authorizing the Base salaries and incentive package for the Mission Fire Department FY 2023-24. Motion was seconded by Councilman Vela and approved unanimously 4-0.

ORDINANCE NO. 5372

AN ORDINANCE PROVIDING FOR THE BASE SALARIES FOR CIVIL SERVICE EMPLOYEES OF THE MISSION FIRE DEPARTMENT; PROVIDING FOR EMPLOYEE INCENTIVE PAY FOR MEMBERS OF THE MISSION FIRE DEPARTMENT SUCH INCENTIVE PAY BEING LONGEVITY PAY, SENIORITY PAY, CERTIFICATION PAY, EDUCATIONAL PAY, AND ASSIGNMENT PAY; ESTABLISHING THE RATE OF PAY FOR SUCH INCENTIVE PAYS, ESTABLISHING THE CRITERIA FOR QUALIFICATIONS FOR SUCH PAY; PROVIDING FOR PUBLICATION; PROVIDING FOR SEVERABILITY, AND ORDAINING OTHER PROVISIONS RELATING TO THE SUBJECT MATTER THEREFORE.

35. Approval of Ordinance #5373 authorizing Classified Positions for the Mission Police Department for FY 2023-24 – J. Lerma

As per Chapter 143 of the Texas Local Government Code, classified positions had to be approved for every FY. Ordinance would expire on September 30, 2024.

Staff and City Manager recommended approval.

Councilman Flores moved to approve Ordinance #5373 authorizing Classified Positions for the Mission Police Department for FY 2023-24. Motion was seconded by Councilman Vela and approved unanimously 4-0.

ORDINANCE NO. 5373

AN ORDINANCE ADOPTING THE CLASSIFICATIONS FOR THE MISSION POLICE DEPARTMENT FOR FISCAL YEAR 2023-24

36. Approval of Ordinance #5374 authorizing the Base salaries and incentive package for the Mission Police Department FY 2023-24 – J. Lerma

As Required by Chapter 143 of the Texas Local Government Code. Base salaries and incentive pay package must be approved by governing body on a yearly basis. Ordinance would expire on September 30, 2024.

Staff and City Manager recommended approval.

Councilman Vela moved to approve Ordinance #5374 authorizing the Base salaries and incentive package for the Mission Police Department FY 2023-24. Motion was seconded by Mayor Pro Tem Plata and approved unanimously 4-0.

ORDINANCE NO. 5374

AN ORDINANCE PROVIDING FOR THE BASE SALARIES FOR CIVIL SERVICE EMPLOYEES OF THE MISSION POLICE DEPARTMENT; PROVIDING FOR EMPLOYEE INCENTIVE PAY FOR MEMBERS OF THE MISSION POLICE DEPARTMENT SUCH INCENTIVE PAY BEING LONGEVITY PAY, SENIORITY PAY, CERTIFICATION PAY, EDUCATIONAL PAY, ASSIGNMENT PAY, AND CLOTHING ALLOWANCE; ESTABLISHING THE RATE OF PAY FOR SUCH INCENTIVE PAYS, ESTABLISHING THE CRITERIA FOR QUALIFICATIONS FOR SUCH PAY; PROVIDING FOR PUBLICATION; PROVIDING FOR SEVERABILITY, AND ORDAINING OTHER PROVISIONS RELATING TO THE SUBJECT MATTER THEREFORE.

37. Authorization to purchase a medical dispatch protocol system from Priority Dispatch a Sole Source Vendor – Garcia

The Mission Fire Department was seeking authorization to purchase a medical dispatch protocol system from Priority Dispatch to assist with prioritization of dispatch calls.

Staff and City Manager recommended approval.

Councilman Flores moved to authorize the purchase a medical dispatch protocol system from Priority Dispatch a Sole Source Vendor. Motion was seconded by Councilman Vela and approved unanimously 4-0.

38. Approval of Purchasing Department Procurement Manual outlining policies and procedures for the City of Mission acquisitions – Geddes

The manual was revised to include changing the dollar threshold from \$1,000 to \$5,000, changes to the travel policy and p-card process, signing authority limits, and updates to

thresholds for solicitations of professional, personal, and consulting services. The policies and procedures outlined in the manual would ensure that City Departments comply with Federal, State and Local statutes regulating competitive solicitations, the procurement of professional services, high technology purchases, cooperative purchases, emergency and sole source purchases.

Staff and City Manager recommended approval.

Councilman Flores moved to approve Purchasing Department Procurement Manual outlining policies and procedures for the City of Mission acquisitions. Motion was seconded by Councilman Vela and approved unanimously 4-0.

39. Approval of Resolution #1851 approving the issuance or notes by the Mission Redevelopment Authority on behalf of Reinvestment Zone Number One, City of Mission, Texas, in an amount not to exceed \$30,000,000; authorizing Mayor to execute said resolution, and making certain findings related thereto – Perez

The Mission Redevelopment Authority was seeking to secure bonds in the amount of \$30,000,000 for certain projects as listed on the attached proposed project list.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve Resolution #1851 approving the issuance or notes by the Mission Redevelopment Authority on behalf of Reinvestment Zone Number One, City of Mission, Texas, in an amount not to exceed \$30,000,000; authorizing Mayor to execute said resolution, and making certain findings related thereto. Motion was seconded by Councilman Vela and approved unanimously 4-0.

RESOLUTION NO. 1851

APPROVING THE ISSUANCE OF BONDS OR NOTES BY THE MISSION REDEVELOPMENT AUTHORITY ON BEHALF OF REINVESTMENT ZONE NUMBER ONE, CITY OF MISSION, TEXAS, IN AN AMOUNT NOT TO EXCEED \$30,000,000; AND MAKING CERTAIN FINDINGS RELATING THERETO

40. Approval of Ordinance #5375 adopting the Fiscal Year 2023-2024 Annual Budget – Perez

The attached ordinance formally adopted the FY 2023-2024 City Budget.

General Fund Budget	\$	63,437,644
Utility Fund Budget	\$	24,360,052
Golf Course Budget	\$	1,756,984
Capital Golf Course Budget	\$	49,107
Solid Waste Budget	\$	9,427,373
Event Center Budget	\$	1,077,779
Special Revenue Funds Budget	\$	25,715,972
Group Health Budget	\$	8,070,277
Debt Service Budget	\$	6,255,452
TOTAL	\$	140,150,640

Staff and City Manager recommended approval.

Councilman Vela moved to approve Ordinance #5375 adopting the Fiscal Year 2023-2024. Motion was seconded by Councilman Flores and approved unanimously 4-0.

ORDINANCE NO. 5375

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS MAKING APPROPRIATIONS FOR THE SUPPORT OF THE CITY OF MISSION FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2023 AND ENDING SEPTEMBER 30, 2024; APPROPRIATING MONEY TO A DEBT SERVICE FUND TO PAY INTEREST AND PRINCIPAL DUE ON THE CITY'S INDEBTEDNESS; AND ADOPTING THE ANNUAL BUDGET OF THE CITY OF MISSION FOR THE 2023 – 2024 FISCAL YEAR

41. Approval of Ordinance #5376 Adopting the Tax Rate – Perez

The Tax Rate for the fiscal year 2023-2024 was \$0.5276 per \$100 property value. In addition to establishing the tax rate, this ordinance provided a \$10,000 exemption for the elderly and a \$10,000 exemption for the disabled. The City would also continue the tax freeze established in 2005 for the elderly and disabled, ensuring the total amount of ad valorem taxes paid would not increase.

Interest & Sinking Rate (I&S)	\$0.0781
Maintenance & Operation (M&O)	\$0.4495
Total Tax Rate	\$0.5276.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve Ordinance #5376 Adopting the Tax Rate. Motion was seconded by Councilman Flores and approved unanimously 4-0.

ORDINANCE NO. 5376

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS LEVYING AN AD VALOREM TAXES FOR USE AND SUPPORT OF THE MUNICIPAL GOVERNMENT OF THE CITY OF MISSION FOR THE FISCAL YEAR 2023-2024; PROVIDING FOR APPORTIONING EACH LEVY FOR SPECIFIC PURPOSES; PROVIDING WHEN TAXES SHALL BECOME DUE AND WHEN SAME SHALL BECOME DELINQUENT IF NOT PAID; AND PROVIDING FOR EXEMPTIONS FOR THE ELDERLY AND FOR THE DISABLED

42. Approval of Budget Amendment: Designated Fund – Vela

Approval of the attached budget amendments:

Designated Purpose Fund (ARPA) – (\$2,500,00.00 Reclassification).

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve Budget Amendment BA-23-13: Designated Fund. Motion was seconded by Councilman Flores and approved unanimously 4-0.

UNFINISHED BUSINESS

None

ROUTINE MATTERS

City Manager Comments – Childhood Cancer Awareness Event on Wednesday, September 13 at 7:00 pm at the Mission Event Center, Leagues of Our Own – Exhibit Closing Ceremony

Thursday, September 14 from 5:30 – 7:00pm at the Mission Historical Museum, Community Tool Shed Ribbon Cutting Ceremony, September 20th at 9:30am at the Speer Memorial Library, One Stop Shop on September 20th from 1:00-5:00 pm at the CDBG Office.

Mayor's Comments – Mayor Garza was honored by all of the attendees at the meeting. Today was a very significant day in the City of Mission and the whole country.

City Council Comments - None

ADJOURNMENT

At 6:32 p.m., Mayor Pro Tem Plata moved for adjournment. Motion was seconded by Councilman Flores and approved unanimously 4-0.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 25, 2023

PRESENTED BY: Randy Perez, City Manager

AGENDA ITEM: Acknowledge Receipt of Minutes – Perez
Citizen’s Advisory Committee – August 29, 2023
Mission Civil Service Commission – August 21, 2023
Parks & Recreation – August 8, 2023
Youth Advocacy Advisory Board – July 11, 2023

NATURE OF REQUEST:

See Attached Minutes

BUGETED: N/A **FUND:** _____ **ACCT. #:** _____

BUDGET: \$ _____ **EST. COST:** \$ _____ **CURRENT BUDGET BALANCE:** \$ _____

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval *RP*

RECORD OF VOTE: **APPROVED:** _____
 DISAPPROVED: _____
 TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

CITIZEN'S ADVISORY COMMITTEE
August 29, 2023
Special Meeting

Members Present

Lorenzo Garza
 Roxanne Mendez
 Alma Garcia
 Zoreida Lopez
 Francisco Cadena
 Marsha Terry

Members Absent

Cynthia Pacheco
 Alex Guerra

Staff Present

Esther Rivera
 Helen Torres
 Jo Anne Longoria

Call Special Meeting to Order

Chairman Lorenzo Garza called the Special Meeting to order at 5:41 p.m. Ms. Jo Anne Longoria conducted roll call. She stated six members were present, therefore there was a quorum.

Citizens Participation

Chairman Garza asked if there were any citizens present that wanted to express their concerns at this Special Meeting. With no one present and no comments, he continued with the next agenda item.

Discussion and Recommendation to Approve Minutes for Regular Meeting held on July 25, 2023

Ms. Helen Torres presented the minutes of the Regular Meeting held on July 25, 2023. There being no questions or comments, Chairman Garza asked for a motion to approve the minutes as presented. Ms. Alma Garcia motioned to approve the minutes as presented. Vicechair Zoreida Lopez seconded the motion. Motion carried. (6-0)

Discussion on Final Five-Year Consolidated Plan & Strategy 2023-2027 Annual Action Plan 2023-2024

Ms. Longoria presented the Final Five-Year Consolidated Plan & Strategy 2023-2027 and Annual Action Plan 2023-2024. She stated the correct awarded amount \$962,334 and the funding recommendations made by City Council were approved on July 24, 2023. She mentioned the document consisted of program and specific goals. Ms. Longoria went over the amounts awarded to each agency and department. The document was submitted to HUD on August 16, 2023 and are waiting for approval. The members expressed concern on funding increases for Silver Ribbon (\$3,000), and Affordable Homes of South Texas (\$100,000), and Amigos del Valle was decreased (\$17,000). Ms. Longoria stated that the Mayor and Council Members opted for City Manager and staff recommendations which were slightly modified. After a brief discussion, Chairman Garza continued with the next agenda item. No action was taken.

Discussion and Recommendation on Status of Housing Assistance Program Applicant Waiting List

Ms. Esther Rivera presented the Status of Housing Assistance Program Applicant Waiting List. She provided a list of the applicants on the waiting list and stated there was one applicant at 604 N Nicholson Ave. that was pending title clearance. She mentioned the next applicants to be assisted

are number five through number ten. After a brief discussion, Chairman Garza asked for a motion to approve the Status of Housing Assistance Program Waiting List as presented. Ms. Garcia motioned to approve the Status of Housing Assistance Program Waiting List as presented. Mr. Francisco Cadena seconded the motion. Motion carried. (6-0)

Presentation on Housing Assistance Program (HAP) Phase 22-I Welcome Home Events & HAP 22-II Construction Phase

Ms. Rivera presented a PowerPoint on Housing Assistance Program (HAP) Phase 22-I Welcome Home Events and HAP 22-II Construction Phase. She showed the HAP Phase 22-I Welcome Home Events for the following projects: 209 E Melba Carter Rd; 128 S Slabaugh Ave; 213 Del Mar St; 969 N Los Ebanos pending final inspection; 415 N Slabaugh Ave pending electrical pole installation. She also showed the construction pictures for three projects HAP Phase 22-II: 202 El Ranchito at 10% complete; 917 Rankin St at 10% complete; 4027 E Beatty St at 10% complete. After a brief discussion, Chairman Garza continued with the next agenda item. No action was taken.

Presentation on Emergency Assistance Program (EAP)

Ms. Rivera presented a PowerPoint on Emergency Assistance Program (EAP). She stated that eleven (11) households attended the “One Stop Shop” event held on August 23, 2023. In addition, Ms. Rivera mentioned staff will continue to reach out to churches, home healthcare offices, adult daycares, children daycares, and Mission CISD to distribute information about the program. After a brief discussion, Chairman Garza continued with the next item. No action was taken.

Other Business

A. Progress Reports- July 2023

Ms. Torres presented the Unofficial Progress Report for July 2023. Chairman Garza expressed concerns for Silver Ribbon not utilizing the funds. Ms. Torres mentioned she had contacted the agency regarding the pending months and stated Silver Ribbon will process their payment requests and continues to work on qualifying applicants to utilize their funding. After a brief discussion, Chairman Garza asked for a motion to approve the progress report. Ms. Garcia motioned to approve the progress report. Ms. Marsha Terry seconded the motion. Motion carried. (6-0).

B. Chairman’s Comments

Chairman Garza mentioned we are at the end of the fiscal year and need to stay focused on the expenditures for the agencies programs that utilize the funds. Ms. Longoria invited the members to visit the agency’s office and to attend City Council meetings for support. The members present stated they would like to visit the agency’s and attend City Council Meetings.

C. Committee Member’s Comments

Vicechair Lopez wished everyone a safe Labor Holiday. Ms. Mendez expressed concerns between 15th St and Perkins Ave (821 W. 15th St.) street parking due to road been narrow and heavy traffic during school hours and wished everyone a restful day. Ms. Garcia recommended the department provide a personalized welcome home sign provided by the city for the recipients of the Housing Assistance Program. Ms. Longoria stated the signs and house warming gifts are already being purchased by the city. Mr. Cadena expressed

concerns on S Mayberry St & Citriana Dr. (Castro Elementary School) with weeds growing between sidewalks/streets. No other comments were made by the members present.

Adjourn

Chairman Garza asked for a motioned to adjourn the meeting. Ms. Garcia motioned to adjourn the meeting. Mr. Cadena seconded. Motion carried (6-0). The meeting was adjourned at 6:30 P.M.

Lorenzo Garza, Chairman

**MINUTES FOR THE
MISSION CIVIL SERVICE COMMISSION
August 21, 2023**

Commission-Present

**Jerry Saenz-Chairman
Polo Garza-Vice-Chair
Michael Davis-Member**

Staff Present

**Jesse Lerma Jr-CS Director
Noemi Munguia-HR Director
Victor Flores-City Attorney
Robert Hinojosa-Director OD
Cesar Torres-Chief of Police
Alexandra Leal-Cpl PD
Adrian Alejandro-Cpl PD**

Call to Order

Mr. Jerry Saenz called the meeting to order at 9:00 a.m.

Approval of Minutes-June 29, 2023

Mr. Lerma submitted the minutes for review. After a brief discussion, Mr. Davis made a motion to approve the minutes as submitted. Mr. Garza seconded the motion. Motion was approved unanimously.

Approval of Mission Police Department SGT's Promotional Examination Scores and the Creation of a New Eligibility List (pending appeal)

Mr. Lerma advised the Commission that they held a promotional examination for SGT for the Mission Police Department on August 10, 2023. He advised them that five (5) individuals had participated and these were the scores pending the APPEAL:

1. Adrian Alejandro 71 plus 10 seniority points-81
2. Marco Bazaldua-69 plus 10 seniority points-79
3. Alejandra Leal-68 plus 10 seniority points-78
4. Tomas Garces-63 plus 10 seniority points-73
5. Mario Monforte-60 plus 10 seniority points-70

Mr. Lerma advised the Commission that Alejandra Leal and Adrian Alejandro had submitted appeals and that those would be heard today then we would approve the final scores and the eligibility list for the position. Mr. Lerma advised the Commission that both individuals submitted their appeals in writing as required, both received the same packets as the Commission, and both were advised to show up to the meeting.

Appeal #1-Both appealed question #27, included in your packets. CPL Alejandro did not show up so CPL Leal was up. The question was:

A basic principle of what scholars label the morality of law is that for a criminal statute to carry moral authority it must be which of the following:

- A. Be understandable by the average person
- B. It is specific enough and focused enough to avoid the suggestion that it is too vague to be understood
- C. Specific
- D. All of the Above

ANSWER: D

CPL Leal stated that in the sentence the word must making it singular. I was aware that all 3 pertained to the question but when it said must I chose to be which and selected specific

CPL Alejandro stated that he could not find answer B so it could not be all of the above. The testing agency and the sources specifically and respectfully showed where all the answers were there and therefore concluded that the question was valid, accurate, and required no action. After a brief review and discussion, Mr. Davis made a motion to deny the appeal, to approve the scores as presented and to create an eligibility list for SGT. Mr. Garza seconded the Motion. Motion was approved unanimously. Mr. Lerma advised the Commission that CPL Alejandro and CPL Bazaldua would be promoted immediately and CPL Leal would remain as #1.

Approval of Mission Policed Department Promotional Examination Resource List for CPL

Mr. Lerma advised the Commission that with the promotions of the CPLs it created two opening so we needed to start the process to fill the position. Chief Torres and his staff were recommending the following sources for approval:

- 1. High Risk Patrol-Reducing the Danger to You, 4th Edition
- 2. Common Sense Police Supervision-Practical Tips for the First Line Leader-6th Edition
- 3. Mission Police Department Policy Manual

After a brief discussion, Mr. Garza made a motion to approve the resource list as presented. Mr. Davis seconded the motion. Motion was approved unanimously.

Approval of Mission Police Department Promotional Examination Schedule for CPL

Mr. Lerma was requesting the following examination schedule for approval:

- 1. Post Resource List-August 21, 2023
- 2. 30 Day Notice-October 31, 2023
- 3. Deadline to submit MOI-November 9, 2022
- 4. Date of Examination-November 30, 2023

After a brief discussion, Mr. Davis made a motion to approve the schedule as presented. Mr. Garza seconded the motion. Motion was approved unanimously.

Approval of Classified Positions for the Mission Police Department for FY2023-24

Mr. Lerma advised the Commission that we needed to approve the classified positions as required by law for the next fiscal year. Chief Torres was recommending the following positions for FY 2023-24: LT, SGT, CPL, and Patrolman. After a brief discussion, Mr. Davis made a motion to approve the classified positions as presented. Mr. Garza seconded the motion. Motion was approved unanimously.

Approval of Base Pay & Incentive Package for the Mission Police Department for FY 2023-24

Mr. Lerma advised the Commission that we needed to approve the base pay and incentive package for the next fiscal year. Mr. Lerma advised the Commission that the numbers presented reflected an increase of 6% to all police officers and they would be presented for approval at the next city council meeting. He advised them that if any changes were made at city council they would be presented at the next CS meeting. After a brief discussion, Mr. Garza made a motion to approve the base pay and incentive package as presented. Mr. Davis seconded the motion. Motion was approved unanimously.

Approval of Classified Positions for the Mission Fire Department for FY 2023-24

Mr. Lerma advised the Commission that we needed to approve the classified positions as required by law for the next fiscal year. Chief Garcia was recommending the following positions for FY 2023-24: Deputy Chief, Captain, LT, ENG, and FF. After a brief discussion, Mr. Davis made a motion to approve the classified positions as presented. Mr. Garza seconded the motion. Motion was approved unanimously.

Approval of Base Pay & Incentive Package for the Mission Fire Department for FY 2023-24

Mr. Lerma advised the Commission that we needed to approve the base pay and incentive package for the next fiscal year. Mr. Lerma advised the Commission that the numbers presented reflected an increase of 5% to all firefighters and they would be presented at the next city council meeting for approval. He advised them that if any changes occurred at city council they would be presented at the next CS meeting. After a brief discussion, Mr. Garza made a motion to approve the base pay and incentive package as presented. Mr. Davis seconded the motion. Motion was approved unanimously.

Pending Business

No pending business

Adjourn

Meeting was adjourned at 9:35 a.m.

PARKS AND RECREATION BOARD MEETING

August 8, 2023

<u>BOARD MEMBERS PRESENT</u>	<u>STAFF</u>
Tony Guerrero	Brad Bentsen
Chris Voss	Pete Lopez
Jesus Mendiola	Ricardo Contreras
Maggie Guajardo Pena	Juan Carlos Calderon
Melissa Reyna	
Mark Minton	
Karina Garza	

Call to Order

Tony Guerrero called the meeting to order.

Roll Call

Roll call was taken and quorum was met.

Prayer

Mark Minton led us in prayer.

Approval of Minutes

The Board Members approved the minutes for the June 13, 2023 Board meeting. Motion to approve was made by Mark Minton and seconded by Melissa Reyna. The motion to approve minutes passed unanimously.

CITIZEN PARTICIPATION

Patricia Castillo from the South Texas CTA presented to the board her interest in a partnership with the City to help operate the tennis center at the Birdwell Tennis Courts. Through the partnership they are hoping to bring structure, education, and high-level coaching to the tennis community in the RGV while operating as nonprofit.

The South Texas CTA is currently operating out of the Birdwell Tennis Courts and is hosting classes every other Saturday for children between the ages of 4-18. The program has had a great response as participants have increased from 6 to 16. A L5 tennis tournament was also hosted at the Birdwell Tennis courts in the month of July through STX CTA.

With the lack of a tennis center, there is currently no supervision to help control and operate the Birdwell Tennis courts. South Texas CTA would like the opportunity to be the ones to do so, however the board mentioned it may be best to hire someone through the city to run the facility, just how the Aquatics department has lifeguards to run the pool.

The main concern for establishing the tennis center is the funds, the South Texas CTA encouraged a joint fundraising campaign to help generate money to build the tennis center. The board also mentioned that with having the tennis center, it would only be fair that the City facility be used for city events and can be used by others on a rental basis, just how the baseball fields are rented out.

UPDATE OF PARKS

Parks Department is still helping clean up damage from the storm at different parks and city facilities, some structures are still in need of getting repaired, such as the fence at Bannworth Park.

Due to the extreme heat, Parks employees have agreed to start coming in at 6:00 A.M. – 3:00 P.M. to avoid working during the hottest hours.

The month of July was National Parks and Recreation Month so staff was treated to a breakfast by the Human Resources Department.

Parks Department assisted with the 4th of July event at the Mission Event Center, street dedication for Sandra Coronado, event at Market Square for Locks of Love, Mission PD Safety Zone unveiling event, and the Texas Citrus Car Show.

We are currently still working on projects such as pressure washing and painting the pavilion at Bannworth park, and digging holes at Astroland and Lions Park.

UPDATE OF RECREATION

The Recreation department hosted a track meet at Tom Landry stadium before the state meet in Brownsville and had great participation from other cities.

The state meet took place from July 27-30, all participants had their own transportation while coaches were transported through rental vehicles provided by the City.

At the Games of Texas, we had participants in our summer track program place 4th, 5th, 6th, 8th, and 9th. For the summer tennis program three participants placed 2nd, and two placed 3rd.

Aquatics Update

This summer, the TAAF Swim team was made up of 180 members, 80 of those swimmers made it to State with 28 swimmers getting 1st place, 16 swimmers getting 2nd place, and 10 swimmers getting 3rd place.

A TAAF record for boys was set by Mission Marlins, Gerardo Tellez in the 50-yard freestyle.

To finish up the summer, the Aquatics Department hosted a regional swim meet consisting of 15 teams from across the valley.

Other Business

N/A

Adjournment

Mark Minton made a motion to adjourn the meeting and was seconded by **Melissa Reyna**. The Board voted unanimously to approve.



BOYS AND GIRLS CLUB OF MISSION

Minutes of the Boys and Girls Club Mission
Youth Advocacy Advisory Board Meeting, July 11th, 2023

The Youth Advocacy Advisory Board of the Boys and Girls Club of Mission held a regularly scheduled meeting on Tuesday, July 11th, 2023 at 12:30 p.m. at the Main Unit of the Boys and Girls Club Mission

Board Members Present:

April Chapa	Reynaldo Reyna
Rebecca Lopez	Scott Meyer
Henry Rodriguez	Jennifer Lee Venecia
Nanette Ortiz (Z)	Sergio Cruz (Z)

Christine Barrera
Jesus Garcia

Board Members Absent:

Joel Garcia

BGCM Staff:

Rick Venecia	Nanette Galvan
Xavier Sanchez	Abraham Gutierrez
Cayla Garza	Esau Garza
Edgar Villarreal	

Guests:

David Flores, A. C. M.

I. Call to Order

H. Rodriguez called the meeting to order at 12:33 p.m.

II. Approval of Minutes for May 10th, 2022 Meeting

After a brief review, a motion was made by Jesus Garcia to approve the minutes for the June 13th, 2023 meeting; the motion was seconded by April Chapa; the motion carried unanimously.

III. Citizen Participation

No citizens participated . . .

IV. Director's Report

R. Venecia reported that the Sumer Program is running exceptionally smooth. He reviewed the current numbers at each unit and the status of the Clubs that have students. He also expressed his gratitude for the staff that are doing a tremendous job with our students. There was some discussion concerning social interactions with the students and the pandemic may have influenced their behavior. Mr. Venecia did mention that the possibility of using a Licensed Professional Counselor was a possibility but more further research would have to be initiated.

V. Programs Reported

N. Galvan reported that the Summer Program has been going great with little to no incidents with the daily average attendance being 140 members at Main Unit and 100 members at our Bannworth Unit. N. Galvan also mentioned the field trips scheduled for the Summer Program. H. Rodriguez stated that he may be able to find sponsors for some of the activities planned.

VI. Athletics Report

E. Villarreal reviewed with the Board the outcome of the scheduled Summer Soccer League. He stated that the Soccer League play would resume in November and that they were working on refunds for those parents who requested one. He also mentioned the start of registration for Flag football and Volleyball will begin July 10th, 2023.

VII. Grants Report

C. Garza reported to the Board the current number of grants that the Club has been able to secure. She also added the monetary amounts associated with the grants. Some discussion was generated concerning the number of grants being applied for and the actual acquisition of said grants. More data would need to be reviewed for future Board Meetings.

VIII. Chairperson Comments

None at this time . . .

IX. Adjournment

After a brief discussion, H. Rodriguez entertained a motion to adjourn. A motion was made by J. Venecia; the motion was seconded by R. Reyna; the motion passed unanimously. Adjournment time was 12:55 p.m.

Minutes of the Boys and Girls Club Mission
Board of Director's Regularly Scheduled Meeting, July 11th, 2023

The Board of Directors of the Boys and Girls Club of Mission held a regularly scheduled meeting on Tuesday, July 11th, 2023, 12:30 p.m. at the Main Unit of the Boys and Girls Club Mission

I. Call to Order

H. Rodriguez called the meeting to order at 1:00 p.m.

II. Approval of 501c3 Minutes for June 13, 2023 Meeting

After a brief review, a motion was made by Jesus Garcia to approve the minutes for the June 13th, 2023 501c3 meeting; the motion was seconded by J. Venecia; the motion carried unanimously.

III. 501C3 Financial Report

No official financial report was presented; however, R. Venecia did review with the Board basic account status.

IV. Approval of Tax Services – Margaret Baldwin

R. Venecia announced to the Board the Tax Services to prepare the I. R. S. Tax Form 990 will be due soon. He also stated that Margaret Baldwin has been doing the 990 taxes for several years now. After a brief discussion, a motion was made by A. Chapa to approve an amount for Margaret Baldwin's quote when presented to the Club. The motion was seconded by R. Lopez; the motion carried unanimously.

V. BGCA Southwest Conference

R. Venecia stated to the Board the importance of the Southwest Conference for Board members. He emphasized the fact that this conference addresses issues relating to Club leaders including Directors and Board Members. Several members did state that they would be very interested in attending. More information to follow.

VI. Blind Tennis Request

R. Venecia announced to the Board that the Club would like to sponsor a blind tennis player to compete in Poland. The cost of the fees would be approximately \$5,000.00. After several rounds of discussion, a motion was made by Jesus Garcia to approve the allocated amount to the Club member and his coach; the motion was seconded by A. Chapa; the motion carried unanimously.

VII. Movies at the Club

R. Venecia informed the Board that the Club will be hosting Movies in the evenings at the Main Unit Gymnasium. The first showing will be July 22nd, 2023. He stated that in order to show the movies, he would need to purchase a movie license to allow people to come into the Club. The cost associated for the license is \$495.00. After a brief discussion, a motion was made by R. Lopez to allocate the funds to Mr. Venecia; the motion was seconded by S. Cruz; the motion carried unanimously.

VIII. Skate Park Report

R. Venecia shared with the Board that a private citizen donated \$2,000.00 for the renovation of the Mission Skate Park located just behind the CWV Gymnasium on Mayberry Rd. The funds will be used to purchase painting supplies and materials for our Teen Center to re-paint the park. Mr. Venecia also noted that a local painter will be helping the students with certain aspects of the park. More information to be forthcoming.

IX. Bentsen Palm Park Project

R. Venecia informed the Board that BGCM will be playing its Flag Football League on Mission High School practice fields. He also expressed a need to improve the fields at the Bentsen Palm Park on Inspiration Rd. He emphasized that the park is capable of supporting Flag Football fields but the land will need to be developed. More information to be forthcoming.

X. Scholarship Awards


R. Venecia reviewed with the Board those members who are part of the Scholarship Committee. He emphasized the fact that the current 2023 Scholarship Applications have not been scored and when might be a good time to meet to score them. Those Board Members agreed to meet with Mr. Venecia and select a time which is suitable for the Board.

XI. Announcements

No announcements at this time . . .

XII. Adjournment

After a brief discussion, H. Rodriguez entertained a motion to adjourn. A motion was made by S. Cruz; the motion was seconded by R. Reyna; the motion passed unanimously. Adjournment time was 1:29 p.m.



Xavier Sanchez
Operations Administrator

Sergio Cruz
BGCM Board Secretary



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 25, 2023
PRESENTED BY: Aida Lerma, Arts, Culture and Tourism Director
AGENDA ITEM: Authorization to purchase beer, wine and liquor for resale at the Mission Event Center – A. Lerma

NATURE OF REQUEST:

Staff is 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 is exempt from the procurement process.

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

BUGETED: FY23-24 **FUND:** Event Center **ACCT. #:** 23-452-64170

BUDGET: \$50,000 **EST. COST:** \$42,000 **CURRENT BUDGET BALANCE:** \$50,000

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *RP*

RECORD OF VOTE:

APPROVED: _____
DISAPPROVED: _____
TABLED: _____

_____ AYES
 _____ NAYS
 _____ DISSENTING _____

STATE OF TEXAS §

COUNTY OF §

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

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

WITNESSETH

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

WHEREAS, the City has requested the temporary closure of a single southbound lane on Bryan Road (FM 396) from 8th 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 purpose of the The Beer Run 5k, as described in the attached “Exhibit A,” hereinafter identified as the “Event;” and

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

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

WHEREAS, on the 25th day of September 2023, the Mission City Council passed Resolution / Ordinance No. _____, attached hereto and identified as “Exhibit B,” establishing that the Event serves a public purpose and authorizing the City to enter into this agreement with the State; and

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

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

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

A G R E E M E N T

Article 1. CONTRACT PERIOD

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

Article 2. EVENT DESCRIPTION

The description of the Event, including the proposed schedule of start and stop times, approximate number of people attending the Event, and equipment involved shall be attached hereto and identified as "Exhibit C."

Article 3. OPERATIONS OF THE EVENT

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

Article 4. OWNERSHIP OF DOCUMENTS

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

Article 5. TERMINATION

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

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

Article 6. DISPUTES

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

Article 7. RESPONSIBILITIES OF THE PARTIES

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

Article 8. INSURANCE

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

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

Article 9. AMENDMENTS

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

Article 10. COMPLIANCE WITH LAWS

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

Article 11. LEGAL CONSTRUCTION

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

Article 12. NOTICES

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

City:	State:
<u>City of Mission</u> <u>1201 East 8th Street, Mission, Tx</u> <hr/> <hr/>	Texas Department of Transportation <hr/> <hr/> <hr/>

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

Article 13. SOLE AGREEMENT

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

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

THE CITY OF MISSION

Executed on behalf of the City by:

By _____ Date _____
 City Official

Typed or Printed Name and Title _____

THE STATE OF TEXAS

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

By _____ Date _____
 District Engineer

By _____ Date _____
 Director of Maintenance

Exhibit A

ROAD CLOSURE EVENT NAME AND DATE

NAME: The Beer Run 5k

DATE OF CLOSURE: Friday, October 13th, 2023

TIME OF CLOSURE: 7:00 pm to 9:00 pm

(SEE ATTACHED ROUTE MAP AND ROAD CLOSURES)

Exhibit B

RESOLUTION

Exhibit C

Agreement No. _____

Item 16.

Resolution No. _____

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 8TH 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 THEREFORE;

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

WHEREAS, the City has requested the temporary closure of a single southbound lane on Bryan road (FM 396) from 8th 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), between the hours of 7:00 p.m. to 9:00 p.m. on Friday, October 13, 2023.

WHEREAS, the event will be located within the City’s incorporated area; and

WHEREAS, the State, in recognition of the public purpose of the event, wishes to cooperate with the City so long as the safety and convenience of the traveling public is ensured and that the closure of the State’s right-of-way will be performed within the State’s requirement, and in connection therewith, the State requires an agreement between the City and the State in regard thereto; and

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

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

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

SECTION 1: The Beer Run 5k is an event that serves a public purpose.

SECTION 2: The attached agreement which is made a part hereof for all purposes is approved and the City Manager is authorized to sign same on behalf of the City.

SECTION 3: Pursuant to said agreement, the City will close the outer southbound lane on Bryan road (FM 396) from 8th street to First street & the outer 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 the outer southbound lane of Bryan road (FM 396).

SECTION 4: The City Manager is authorized to issue a parade permit for The Been Run 5k run.

READ, CONSIDERED AND APPROVED on this, the 25th day of September, 2023.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 25, 2023
PRESENTED BY: Cesar Torres, Chief of Police
AGENDA ITEM: Approval of Resolution No.____ 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

NATURE OF REQUEST:

The agreement is 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 will 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 will be responsible for securing the route and safety of all participants.

BUGETED: Yes / No / N/A **FUND:** _____ **ACCT. #:** _____

BUDGET: \$ _____ **EST. COST:** \$ _____ **CURRENT BUDGET BALANCE:** \$ _____

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *RP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

Resolution No. _____

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 THEREFORE;

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

WHEREAS, the City has requested the temporary closure of a single southbound lane on Bryan Road (FM 396) from IH 2 Frontage Road to Trinity road, between the hours of 7:00 a.m. to 12:00 p.m. on Saturday, October 14, 2023.

WHEREAS, the event will be located within the City’s incorporated area; and

WHEREAS, the State, in recognition of the public purpose of the event, wishes to cooperate with the City so long as the safety and convenience of the traveling public is ensured and that the closure of the State’s right-of-way will be performed within the State’s requirement, and in connection therewith, the State requires an agreement between the City and the State in regard thereto; and

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

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

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

SECTION 1: The 14th Annual Pink 5k walk/run is an event that serves a public purpose.

SECTION 2: The attached agreement which is made a part hereof for all purposes is approved and the City Manager is authorized to sign same on behalf of the City.

SECTION 3: Pursuant to said agreement, the City will close the single southbound lane on Bryan Road (FM 396) from IH 2 Frontage Road to Trinity road, for safety reasons. The original route will 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.

SECTION 4: The City Manager is authorized to issue a parade permit for the 14th Annual Pink 5k walk/run.

READ, CONSIDERED AND APPROVED on this, the 25th day of September, 2023.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

STATE OF TEXAS §

COUNTY OF §

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

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

WITNESSETH

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

WHEREAS, the City has requested the temporary closure of a single southbound lane on Bryan Road (FM 396) from IH 2 Frontage Road to Trinity Road, for the purpose of the 14th Annual Pink 5k Run/Walk, as described in the attached “Exhibit A,” hereinafter identified as the “Event;” and

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

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

WHEREAS, on the 25th day of September 2023, the Mission City Council passed Resolution / Ordinance No. _____, attached hereto and identified as “Exhibit B,” establishing that the Event serves a public purpose and authorizing the City to enter into this agreement with the State; and

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

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

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

A G R E E M E N T

Article 1. CONTRACT PERIOD

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

Article 2. EVENT DESCRIPTION

The description of the Event, including the proposed schedule of start and stop times, approximate number of people attending the Event, and equipment involved shall be attached hereto and identified as "Exhibit C."

Article 3. OPERATIONS OF THE EVENT

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

Article 4. OWNERSHIP OF DOCUMENTS

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

Article 5. TERMINATION

- A.** This agreement may be terminated by any of the following conditions:
- (1) By mutual written agreement and consent of both parties.
 - (2) By the State upon determination that use of the State's right-of-way is not feasible or is not in the best interest of the State and the traveling public.
 - (3) By either party, upon the failure of the other party to fulfill the obligations as set forth herein.
 - (4) By satisfactory completion of all services and obligations as set forth herein.
- B.** The termination of this agreement shall extinguish all rights, duties, obligations and liabilities of the State and City under this agreement. If the potential termination of this agreement is due to the failure of the City to fulfill its contractual obligations as set forth herein, the State will notify the City that possible breach of contract has occurred. The City

must remedy the breach as outlined by the State within ten (10) days from receipt of the State's notification. In the event the City does not remedy the breach to the satisfaction of the State, the City shall be liable to the State for the costs of remedying the breach and any additional costs occasioned by the State.

Article 6. DISPUTES

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

Article 7. RESPONSIBILITIES OF THE PARTIES

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

Article 8. INSURANCE

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

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

Article 9. AMENDMENTS

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

Article 10. COMPLIANCE WITH LAWS

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

Article 11. LEGAL CONSTRUCTION

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

Article 12. NOTICES

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

Agreement No. _____

City:	State:
<u>City of Mission</u> <u>1201 East 8th Street, Mission, Tx</u> _____ _____ _____	Texas Department of Transportation _____ _____ _____

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

Article 13. SOLE AGREEMENT

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

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

THE CITY OF MISSION

Executed on behalf of the City by:

By _____ Date _____
City Official

Typed or Printed Name and Title _____

THE STATE OF TEXAS

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

By _____ Date _____
District Engineer

By _____ Date _____
Director of Maintenance

Exhibit A

ROAD CLOSURE EVENT NAME AND DATE

NAME: The Pink 5k Run/Walk

DATE OF CLOSURE: Saturday, October 14th, 2023

TIME OF CLOSURE: 7:00 am to 12:00 pm

(SEE ATTACHED ROUTE MAP AND ROAD CLOSURES)

Exhibit B

RESOLUTION

Exhibit C

Agreement No. _____

Item 17.



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 25, 2023

PRESENTED BY: Cesar Torres, Chief of Police

AGENDA ITEM: Authorization to accept the FY 2023-2024 Local Border Security Program (LBSP) grant from the Office of the Governor (OOG) – Torres

NATURE OF REQUEST:

The grant is a one-year grant for FY 2023-2024. The total amount of the grant award is \$190,000.00. This grant will 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 is no cash match required by the City of Mission. This grant will be in effect upon approval through November 2024.

BUGETED: Yes / No / N/A **FUND:** _____ **ACCT. #:** _____

BUDGET: \$ _____ **EST. COST:** \$ _____ **CURRENT BUDGET BALANCE:** \$ _____

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval *RP*

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

Statement of Grant Award (SOGA)

Item 18.

The Statement of Grant Award is the official notice of award from the Office of the Governor (OOG). This Grant Agreement and all terms, conditions, provisions and obligations set forth herein shall be binding upon and shall inure to the benefit of the Parties and their respective successors and assigns and all other State of Texas agencies and any other agencies, departments, divisions, governmental entities, public corporations, and other entities which shall be successors to each of the Parties or which shall succeed to or become obligated to perform or become bound by any of the covenants, agreements or obligations hereunder of each of the Parties hereto.

The approved project narrative and budget for this award are reflected in eGrants on the 'Narrative' and 'Budget/Details' tabs. By accepting the Grant Award in eGrants, the Grantee agrees to strictly comply with the requirements and obligations of this Grant Agreement including any and all applicable federal and state statutes, regulations, policies, guidelines and requirements. In instances where conflicting requirements apply to a Grantee, the more restrictive requirement applies.

The Grant Agreement includes the Statement of Grant Award; the OOG Grantee Conditions and Responsibilities; the Grant Application in eGrants; and the other identified documents in the Grant Application and Grant Award, including but not limited to: 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards; Chapter 783 of the Texas Government Code, Title 34, Part 1, Chapter 20, Subchapter E, Division 4 of the Texas Administrative Code, and the Texas Grant Management Standards (TxGMS) developed by the Comptroller of Public Accounts; the state Funding Announcement or Solicitation under which the grant application was made, and for federal funding, the Funding Announcement or Solicitation under which the OOG was awarded funds; and any applicable documents referenced in the documents listed above. For grants awarded from the U.S. Department of Justice, the current applicable version of the Department of Justice Grants Financial Guide and any applicable provisions in Title 28 of the CFR apply. For grants awarded from the Federal Emergency Management Agency (FEMA), all Information Bulletins and Policies published by the FEMA Grants Program Directorate apply. The OOG reserves the right to add additional responsibilities and requirements, with or without advance notice to the Grantee.

By clicking on the 'Accept' button within the 'Accept Award' tab, the Grantee accepts the responsibility for the grant project, agrees and certifies compliance with the requirements outlined in the Grant Agreement, including all provisions incorporated herein, and agrees with the following conditions of grant funding. The grantee's funds will not be released until the grantee has satisfied the requirements of the following Condition(s) of Funding and Other Fund-Specific Requirement(s), if any, cited below:

Grant Number:	2992609	Award Amount:	\$190,000.00
Date Awarded:	PREVIEW - AWARD NOT ACTIVE	Grantee Cash Match:	\$0.00
Grant Period:	09/01/2023 - 08/31/2024	Grantee In Kind Match:	\$0.00
Liquidation Date:	11/29/2024	Grantee GPI:	\$0.00
Program Fund:	BL-Local Border Security Program (LBSP)	Total Project Cost:	\$190,000.00
Grantee Name:	Mission, City of		
Project Title:	Local Border Security Program		
Grant Manager:	Lynne Crow		
Unique Entity Identifier (UEI):	N5ELUNS44TE1		

CFDA:	N/A
Federal Awarding Agency:	N/A - State Funds
Federal Award Date:	N/A - State Funds
Federal/State Award ID Number:	2024-BL-ST-0016
Total Federal Award/State Funds Appropriated:	\$5,100,000.00
Pass Thru Entity Name:	Texas Office of the Governor – Homeland Security Grants Division (HSGD)
Is the Award R&D:	No
Federal/State Award Description:	Grants for local law enforcement agencies to support Operation Border Star. The grant funds may also support the humane processing of remains of undocumented migrants, when specifically awarded for that purpose.



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 25, 2023
PRESENTED BY: Michael Elizalde, Grants Administrator
AGENDA ITEM: Authorization to submit a grant application to TSLAC for the Texas Family Place Libraries Grant. - Elizalde

NATURE OF REQUEST:

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

BUGETED: Yes / No / N/A **FUND:** _____ **ACCT. #:** _____

BUDGET: \$ _____ **EST. COST:** \$ _____ **CURRENT BUDGET BALANCE:** \$ _____

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: N//A

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *RP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

MEMORANDUM OF AGREEMENT
by and between
CITY OF MISSION
and
THE LOWER RIO GRANDE VALLEY TPDES STORMWATER TASK
FORCE PARTNERSHIP, INC.
for preparation of a Regional
Texas Pollutant Discharge Elimination System (TPDES)
Stormwater Permit Application and Stormwater Program Plan
For the Lower Rio Grande Valley TPDES Stormwater Task Force

This Memorandum of Agreement (hereafter termed “MOA”) is entered into by and between **CITY OF MISSION**, a political subdivision of the State of Texas (hereafter referred to as “**CITY**”) and **THE LOWER RIO GRANDE VALLEY TPDES STORMWATER TASK FORCE PARTNERSHIP, INC.** (hereafter referred to as “**TASK FORCE**”), a 501(c)3 Not-for Profit formed to promote and coordinate the collaborative and cooperative use of technology by and among colleges, high schools, community school districts, public and school libraries, health care facilities, government offices, businesses, health and educational professionals, other educational and community services organizations and community residents for the benefit of the collaborating organizations, their clients, and community residents of the Rio Grande Valley.

SECTION 1
PURPOSE

- 1.01** **CITY** and **TASK FORCE** agree to enter into this **MOA** as a manner by which **TASK FORCE** can actively participate in this **CITY’S** effort to respond and comply with the *Texas Commission on Environmental Quality* (“**TCEQ**”) *TPDES Phase II Stormwater Rules* for the 5th MS4 (municipal separate stormwater sewer system) permit period to begin in 2024. **CITY** desires to participate in the development of a Regional TPDES Stormwater Permit Application, since such participation will provide **CITY** with:
- A. A cost-effective approach in developing its Stormwater MS4 program.
 - B. A regional strategy to assure local resources are shared and utilized effectively.
 - C. Compliance support to include technical, administrative, and training tasks.
- 1.02** **TASK FORCE** desires to participate in the development of a Regional Texas Pollutant Discharge Elimination System (“**TPDES**”) Stormwater Permit Application, since such participation will provide **TASK FORCE** with an avenue for students and stakeholders to:
- A. Provide research and educational opportunities, including allowing students of all ages to prepare official municipal documents for compliance with federal and state environmental regulations.

- B. Gain knowledge and experience in the process and procedures of technical, financial, and managerial compliance with governmental environmental regulations.
- C. Provide capacity development experiences to the entire spectrum of stakeholders to promote collaborative and mutually beneficial regional economic development; and,
- D. Study, research, and design storm water system requirements pursuant to state and federal environmental regulations.

SECTION 2 TERM

- 2.01** *Fixed Term:* This **MOA** commences on the date of execution of final signature and will terminate immediately after issuance by TCEQ of a Stormwater Permit, unless extended according to section 2.02 of this **MOA**.
- 2.02** *Extension:* Upon written, mutual consent of **CITY** and **TASK FORCE**, this **MOA** may be extended for a maximum of one (1) calendar year, after the date of expiration of the Fixed Term.
- 2.03** *Cancellation:* This **MOA** may be cancelled prior to the expiration of the Fixed Term of any Extension Term, upon thirty (30) calendar days written notice to the other party.

SECTION 3 CONSIDERATION

- 3.01** *Fee:* **CITY** agrees to pay **TASK FORCE** **\$8,000.00**. Payment of such fee is due in one single payment, tendered by check or wire transfer, payable to **TASK FORCE** and delivered at the address indicated in Section 5.01 of this **MOA**. Payment must be made within fourteen (14) days after execution of this **MOA**. Failure of **CITY** to make such payment within the prescribed time, and without a written extension from **TASK FORCE**, will result in this **MOA** terminating.

SECTION 4 RIGHTS AND DUTIES

- 4.01** The following rights and duties will be held or performed by **CITY**:
 - A. **CITY** will provide information and documentation requested by **TASK FORCE** within two (2) weeks. **CITY** will assign a point of contact to oversee this project, and provide to **TASK FORCE**, in writing, the name and contact information of the point(s) contact. **CITY** will perform field work and any other effort necessary to fulfill a request by **TASK FORCE** associated with this item 4.01(A), if necessary.

- B. **CITY** will be responsible for paying the fee as detailed in Section 3.01 of this Agreement and any fees due to the TCEQ to assure the MS4 permit is provided to the **CITY** by the TCEQ.
- C. The **CITY** may make recommendations to **TASK FORCE**.
- E. **CITY** shall submit SWMP and NOI to TCEQ upon completion, but prior to any deadlines established by the TCEQ. **TASK FORCE** shall provide guidance and assure timely submittal of all MS4 permit documents.

4.02 The following rights and duties will be held or performed by **TASK FORCE**:

- A. Governance:
 - 1. **TASK FORCE** will provide **CITY** with an update of the work progress as requested.
 - 2. **TASK FORCE** will provide the following pursuant to TCEQ regulations:
 - a. Regional Stormwater Management Program (SWMP) Plan
 - b. Notice of Intent (NOI). NOI is identified as TCEQ Form 20368.
 - 3. **TASK FORCE** shall provide guidance.
- B. **TASK FORCE** will formulate and propose to the **CITY**, methods and approaches for compliance with the *Texas Commission on Environmental Quality Phase II Stormwater Rules*.
- C. Funding paid to **TASK FORCE** will be utilized by **TASK FORCE** for costs associated with but not necessarily limited to staffing, travel, training, equipment and materials, recruiting, scholarships, meal, and food expenses associated with meetings and events, and communication related expenses.
- D. **TASK FORCE** is authorized to utilize funding to leverage grant funds, provide and support outreach activities, to support outreach events, and for sponsorships for environmental and educational events.
- E. Implementation of the BMPs included in the SWMP is beyond the scope of this **MOA** but may be included within the scope of Task Force membership agreement held with the current Task Force fiscal agent.

**SECTION 5
MISCELLANEOUS**

- 5.01** *Addresses*: Fee payment or notices required under this **MOA** may be sent by United States Postal Service regular surface mail, certified mail, registered mail, overnight delivery, or hand delivery. Written notice delivery is deemed made when the notice is deposited into a USPS mail receptacle, or deposited with an overnight carrier, or hand delivered. **CITY**

and/or **TASK FORCE** can change the notice address by sending to the other party written indication of the new address. Notices should be addressed as follows:

CITY: CITY OF MISSION
 Juan Terrazas
 1201 E 8th St.
 Mission, TX 78573-5812
 (956) 227-7934
jpterrazas@missiontexas.us

TASK FORCE: TASK FORCE
 C/O Javier Guerrero
 P.O. Box 557
 Elsa, TX 78543
jguerrero@lrgvstormwatertaskforce.org
 956-929-7189

- 5.02** Force Majeure: Any and all duties, obligations, and covenants of this **MOA** will be suspended during time of natural disaster, war, acts of terrorism, or other “Acts of God”, which prevent a party from fulfilling any and all duties, obligations, and/or covenants of this **MOA**. If a party is prevented from fulfilling a duty, obligation, and/or covenant of this **MOA**, due to Force Majeure, the party prevented from fulfilling will notify the other party in writing, sent pursuant to Section 5.01 **MOA**, within fourteen (14) calendar business days of the Force Majeure event.
- 5.03** Parties Relationship: Nothing in the **MOA** should be construed as creating a partnership, joint venture, agency relationship, or any other relationship other than, between **CITY** and **TASK FORCE**.
- 5.04** Applicable Law: This **MOA** is construed under and in accordance with the laws of the State of Texas.
- 5.05** Cumulative Rights: All rights, options, and remedies contained in this **MOA** and held by **CITY** and **TASK FORCE** are cumulative and the exercising of one will not exclude exercising another. **CITY** and **TASK FORCE** each have the right to pursue any remedy or relief which may be provided by law, in equity, or by the stipulations of this **MOA**.
- 5.06** Non-waiver: A waiver by either **CITY** or **TASK FORCE**, or both, of any obligation, duty, or covenant of this **MOA** will not constitute a waiver of any other breach of any obligation, duty, or covenant of this **MOA**.
- 5.07** Counterparts: This **MOA** can be executed in multiple counterparts, each of which is declared an original.

- 5.08** Severability: If any clause or provision of this **MOA** is illegal, invalid, or unenforceable under present or future law, **CITY** and **TASK FORCE** intend that the remaining clauses or provisions of this **MOA** will not be affected and will remain in full force and effect.
- 5.09** Entire MOA: This **MOA** contains the final and entire **MOA** between **CITY** and **TASK FORCE**, and will not be amended, explained, or superceded by any oral or written communications; unless done so in a subsequent, written, and mutually agreed upon amendment.
- 5.10** Successors and Assigns: All the obligations, duties, covenants, and rights contained in this **MOA** and performable by **CITY** will be applicable and binding upon respective successors and assigns, including any successor by merger or consolidation; however, nothing in this provision shall be construed to be consent of Assignment of this **MOA**.
- 5.11** Nondiscrimination: **CITY** and **TASK FORCE**, and their agents or employees, are prohibited from discriminating on the basis of race, color, sex, age, religion, national origin, or handicap, in the performance of the terms, conditions, covenants and obligations of this **MOA**.
- 5.12** Dispute Resolution:
- A. Any controversy claim or dispute between **CITY** and **TASK FORCE** regarding this **MOA** relating to the provisions of this **MOA** or the breach, termination or validity thereof shall, upon written request of any party, immediately be referred jointly for resolution of the controversy by non-binding mediation.
 - B. The mediation must be concluded within any period mutually agreed upon by the parties but in no event later than within forty-five (45) days after written notice is given by any party of its intent to proceed to mediation. Unless the parties expressly agree otherwise, each party shall bear its own costs, legal and expert fees incurred in the mediation, and evenly share the costs of the mediator. If after proceeding in good faith the parties, with the assistance of a neutral mediator, do not resolve the dispute within the forty-five (45) day period, the parties may proceed in accordance with paragraph (C) below.
 - C. After exhausting the procedures set forth above, either party may initiate litigation to resolve the dispute. The Law of the State of Texas shall control the matter in controversy. Venue is mandatory in Hidalgo County, Texas. Any notice of dispute tendered by **CITY** should be addressed to Mr. Javier Guerrero of the **TASK FORCE**.

EXECUTED the _____ day of _____, 2023, by **CITY**, by its duly authorized agent, as evidenced by authorization by the **CITY COUNCIL**.

**“CITY”
CITY OF MISSION**

By: _____
Norie Gonzalez Garza
Mayor

ATTEST:

By: _____
Arcelia L. Felix
City Secretary

ACKNOWLEDGMENT

EXECUTED the _____ day of _____, 2023, by **TASK FORCE**, by its duly authorized officer.

**“TASK FORCE”
LRGV TPDES STORMWATER TASK FORCE
PARTNERSHIP, INC.**

By: _____
Javier Guerrero
Executive Director



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 25, 2023
PRESENTED BY: Mary Hernandez, Veteran’s Cemetery Director
AGENDA ITEM: Amendment No. 4 to Interlocal Cooperation Agreement for the Management and Operation of the Rio Grande Valley State Veterans Cemetery – Hernandez

NATURE OF REQUEST:

Amendments to the agreement are regarding Section 5.04 Employee Matters and Section 5.05 Disaster Preparedness (attached)

BUGETED: Yes / No / N/A **FUND:** _____ **ACCT. #:** _____

BUDGET: \$ _____ **EST. COST:** \$ _____ **CURRENT BUDGET BALANCE:** \$ _____

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval *RP*

RECORD OF VOTE:

	APPROVED:	_____
	DISAPPROVED:	_____
	TABLED:	_____

_____ AYES

_____ NAYS

_____ DISSENTING _____



**AMENDMENT NO. 4 TO
GLO CONTRACT NO. 21-049-000-C607**

THE GENERAL LAND OFFICE and **VETERANS LAND BOARD** (the “Board”) and **CITY OF MISSION** (“Provider”), each a “Party” and collectively “the Parties” to GLO Contract No. 21-049-000-C607 (the “Contract”), desire to amend the Contract.

1. **SECTION 5.04** of the contract is hereby deleted and replaced with the following:

“5.04 Employee Matters

Except for the Board’s On-Site Representative, Provider shall (i) recruit, employ, train, promote, direct, discipline, suspend, and discharge all personnel, in compliance with all applicable federal and state employment laws; (ii) establish salary levels, personnel policies, and employee benefits; and (iii) establish employee performance standards as needed during the term of this Contract, to ensure the efficient operation of all departments within, and services offered by, the Veterans Cemetery. The Board shall have the right to review the selection and continued employment of the Veterans Cemetery Director. In the event that either Party has concerns about the selection or continued employment of this individual, either Party shall submit in writing to the other Party evidence indicating that such individual has failed to comply with policies or procedures, or that the performance of such individual has not been adequate as promulgated either by the Provider or the Board. Provider shall address such concerns by taking such remedial action as Provider deems appropriate. Nothing contained herein shall in any way be deemed to modify any employee’s status as an at will employee of Provider, nor shall any individual fulfilling such position be in any way a third-party beneficiary or receive any other rights or authorities under the terms of this clause. The selection and continued employment of any individual fulfilling this function described above is in the discretion of the Provider.

(a) **Background Checks**

Prior to employment, all employees shall be subjected to a thorough background investigation in accordance with all applicable federal and state laws and regulations. Background checks shall include criminal history, employment history and, where appropriate, contractor eligibility. In exercising its obligations hereunder, Provider may obtain information from any third parties in the business of providing such investigations. The results and documentation thereof will be maintained by Provider as part of the employee’s personnel file.

(b) Orientation and Training

Provider shall provide all personnel with an employee orientation and training program regarding the Board's Operating Manual, and its own internal policies and procedures. Provider shall retain records for all training required under this paragraph. Such records shall be made available for inspection to the Board or the Board's On-Site Representative during regular business hours.

(c) Emergency Staffing

Provider shall, to the extent reasonably possible, use its best efforts to ensure continued operation and appropriate staffing in the event of a catastrophic event, including natural disasters, epidemic, pandemic, war, labor strike, or dispute. However, where the Board's approval is first obtained, staffing costs which exceed Provider's current prevailing wages or salaries for regular full-time employees, but are required to ensure continuing operation, shall not be an Operating Expense of Provider but, instead, shall be an expense of the Board.

(d) Offer of Employment Upon Termination of Contract

Upon termination of this Contract for any cause, the Board or the successor provider selected by the Board shall have the right (but not the obligation) to offer employment to any or all employees of Provider who are regularly employed in providing services at the Veterans Cemetery, in order to ensure the continuing operation thereof.

(e) Board Investigations or Reviews

Upon request by the Board or its designee, when Provider employees are witnesses to relevant events, Provider shall cooperate with the Board for purposes of investigating any potential legal claims made about a Board employee's performance of his/her job duties. Notwithstanding the preceding sentence, such cooperation shall include, without limitation, interviews by the Board's Human Resources department and/or legal counsel- all of which shall require the approval of the Provider's legal counsel only if, upon the sole determination by Provider's legal counsel, such potential legal claim involves or may involve a dispute with Provider. Employees shall be made aware of the Provider's obligations outlined in this Contract, specifically **Article VII**.

2. **SECTION 5.05** of the contract is hereby deleted and replaced with the following:**“5.05 DISASTER PREPAREDNESS**

Within thirty (30) days from the Effective Date of this Contract, Provider shall submit a disaster preparedness plan which shall include emergency evacuation plans and procedures. The disaster preparedness shall be based on the Board's existing disaster preparedness plan and shall be amended to suit Provider's operations at the Veterans Cemetery. Provider shall submit any proposed amendments to the disaster preparedness plan to the Board. The Board shall review any proposed amendment(s) and shall provide a written response to Provider, within thirty (30) days of receipt indicating whether Provider's proposed amendment(s) has been rejected and stating the basis for such rejection. Provider's disaster preparedness plan shall be in compliance

with all applicable federal, state, and local regulations concerning safety and fire prevention, and all of Provider's employees shall receive regular training in disaster preparedness. The Board is the sole authority for the closure of the cemetery.”

3. **ATTACHMENT D-A-2** to the Contract, **Budget Summary**, is deleted in its entirety and replaced with the **Budget Summary**, attached hereto and incorporated herein in its entirety for all purposes as **ATTACHMENT D-A-3**.
4. This Amendment shall be effective upon the date of the last signature.
5. The terms and conditions of the Contract not amended herein shall remain in force and effect.

SIGNATURE PAGE FOLLOWS

**SIGNATURE PAGE FOR AMENDMENT NO. 4 TO
GLO CONTRACT No. 21-049-000-C607**

**GENERAL LAND OFFICE AND
VETERANS LAND BOARD**

CITY OF MISSION

Mark A. Havens

Chief Clerk

Date of execution: _____

Name: Norie Gonzalez Garza

Mayor

Date of execution: _____

OGC _____

DD _____

DGC _____

VLB ES _____

GC _____

DLC _____

ATTACHED TO THIS AMENDMENT:

ATTACHMENT D-A-3 – BUDGET SUMMARY

**CITY OF MISSION, TEXAS
 VETERANS CEMETERY FUND
 FISCAL YEAR 2023-2024 BUDGET SUMMARY**

		FY 2021-2022 Actual	FY 2022-2023 Original Budget	FY 2022-2023 Amended Budget	FY 2022-2023 Estimate	FY 2023-2024 Operating Budget	FY 2023-2024 Additional Dept Request	FY 2023-2024 City Manager Recomm.	FY 2023-2024 City Council Approval
BEGINNING WORKING CAPITAL		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<u>ESTIMATED REVENUES:</u>									
State Funds	35-300-33100	\$ 877,312	\$ 750,000	\$ 750,000	\$ 750,000	\$ 750,000	\$ -	\$ 750,000	\$ -
						-	-	-	-
Total Estimated Revenues		<u>877,312</u>	<u>750,000</u>	<u>750,000</u>	<u>750,000</u>	<u>750,000</u>	<u>-</u>	<u>750,000</u>	<u>-</u>
<u>TRANSFERS IN</u>									
General Fund		-	-	-	-	-	-	-	-
Total Estimated Revenues & Transfers		<u>\$ 877,312</u>	<u>\$ 750,000</u>	<u>\$ 750,000</u>	<u>\$ 750,000</u>	<u>\$ 750,000</u>	<u>\$ -</u>	<u>\$ 750,000</u>	<u>\$ -</u>
TOTAL AVAILABLE RESOURCES		<u>\$ 877,312</u>	<u>\$ 750,000</u>	<u>\$ 750,000</u>	<u>\$ 750,000</u>	<u>\$ 750,000</u>	<u>\$ -</u>	<u>\$ 750,000</u>	<u>\$ -</u>
<u>APPROPRIATIONS:</u>									
Operating Expenses:									
Cemetery Operations	35-410	\$ 877,312	\$ 750,000	\$ 750,000	\$ 750,000	\$ 750,000	\$ -	\$ 750,000	\$ -
Total Appropriations		<u>\$ 877,312</u>	<u>\$ 750,000</u>	<u>\$ 750,000</u>	<u>\$ 750,000</u>	<u>\$ 750,000</u>	<u>\$ -</u>	<u>\$ 750,000</u>	<u>\$ -</u>
<u>TRANSFERS OUT</u>									
General Fund									
ENDING WORKING CAPITAL		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**CITY OF MISSION, TEXAS
BUDGET
FISCAL YEAR 2023-2024 BUDGET SUMMARY**

Fund No.: VETERANS CEMETERY
Function: CEMETERY FUND (35)
Department: VETERANS CEMETERY DEPT. (410)

Account Description	Account Object	FY 2021-2022 Actual	FY 2022-2023 Original Budget	FY 2022-2023 Amended Budget	FY 2022-2023 Estimate	FY 2023-2024 Operating Budget	FY 2023-2024 Additional Dept Request	FY 2023-2024 City Manager Recomm.	FY 2023-2024 City Council Approval
EMPLOYEE SALARIES AND WAGES:	14000								
Salaries of Department Heads and Foremen	14020	66,407	70,000	70,000	70,000	75,705	-	74,180	-
Salaries of Employees	14030	302,708	339,581	339,581	339,581	349,593	-	351,665	-
Overtime	14040	4,304	7,500	7,500	7,500	7,500	-	7,500	-
SUBTOTAL		373,419	417,081	417,081	417,081	432,798	-	433,345	-
EMPLOYEE BENEFITS:	24000								
Social Security Tax	24060	27,626	31,909	31,909	31,909	33,110	-	33,151	-
Health Insurance	24070	74,500	74,500	74,500	74,500	74,500	-	74,500	-
Employee Retirement	24080	33,280	34,726	34,726	34,726	36,072	-	36,118	-
Unemployment Compensation Insurance	24100	91	2,871	2,871	2,871	2,061	-	2,061	-
Worker's Compensation Insurance	24110	12,336	19,643	19,643	19,643	20,287	-	20,354	-
SUBTOTAL		147,833	163,649	163,649	163,649	166,030	-	166,184	-
PURCHASED PROF. & TECHNICAL SERV:	34000								
Other Professional Services	34499	65,827	68,182	68,182	66,050	49,000	-	49,000	-
SUBTOTAL		65,827	68,182	68,182	66,050	49,000	-	49,000	-
PURCHASED PROPERTY SERVICES:	44000								
<i>Utilities</i>									
Electricity	44570	13,792	15,000	15,000	12,500	15,000	-	15,000	-
Water/Garbage	44590	5,587	5,000	5,000	5,500	5,500	-	5,500	-
<i>Repairs and Maintenance Services</i>									
Building Repair & Maint Services	44610	1,277	2,000	2,000	1,000	2,000	-	2,000	-
Other Structures & Improvements	44630	-	1,000	1,000	-	1,000	-	1,000	-
Repairs & Maint.-Machinery and Equipment	44640	-	2,000	2,000	1,500	2,000	-	2,000	-
Rental of Machinery and Equipment	44660	1,799	1,800	1,800	1,800	1,800	-	1,800	-
SUBTOTAL		22,455	26,800	26,800	22,300	27,300	-	27,300	-
OTHER PURCHASED SERVICES:	54000								
Telephone	54470	3,545	2,500	2,500	1,100	2,500	-	2,500	-
Internet Connection	54480	2,872	3,000	3,000	2,000	3,600	-	3,600	-
Postage	54490	11	500	500	50	500	-	500	-

**CITY OF MISSION, TEXAS
BUDGET
FISCAL YEAR 2023-2024 BUDGET SUMMARY**

Fund No.: VETERANS CEMETERY
Function: CEMETERY FUND (35)
Department: VETERANS CEMETERY DEPT. (410)

Account Description	Account Object	FY 2021-2022 Actual	FY 2022-2023 Original Budget	FY 2022-2023 Amended Budget	FY 2022-2023 Estimate	FY 2023-2024 Operating Budget	FY 2023-2024 Additional Dept Request	FY 2023-2024 City Manager Recomm.	FY 2023-2024 City Council Approval
Travel and Training	54500	(308)	2,000	2,000	500	1,000	-	1,000	-
Auto, Truck, & Equip. Insurance	54550	1,820	2,200	2,200	2,300	2,300	-	2,300	-
General Liability Insurance	54560	2,690	3,300	3,300	3,300	3,300	-	3,300	-
SUBTOTAL		10,630	13,500	13,500	9,250	13,200	-	13,200	-
SUPPLIES:	64000								
<i>Office:</i>									
Office Equipment	64120	-	-	-	-	-	-	-	-
Office Supplies	64140	1,903	2,500	2,500	2,500	2,500	-	2,500	-
<i>Operating Supplies:</i>									
Motor Vehicle Fuel	64180	5,484	7,000	7,000	7,000	7,000	-	7,000	-
Agricultural and Landscaping	64210	3,794	4,000	4,000	4,000	4,000	-	4,000	-
Cemetery Supplies	64215	4,814	5,000	5,000	5,000	5,000	-	5,000	-
Chemical & Laboratory Supplies	64220	5,614	6,000	2,700	5,000	6,000	-	6,000	-
Cleaning and Sanitation Supplies	64230	1,960	2,000	2,000	2,000	2,000	-	2,000	-
Food, Ice, and Bottled Water	64250	934	1,000	1,000	1,000	1,000	-	1,000	-
Safety Supplies	64265	1,053	1,000	1,000	600	1,000	-	1,000	-
Clothing and Uniforms	64270	3,083	6,000	6,000	5,200	6,000	-	6,000	-
<i>Repair and Maintenance Supplies</i>									
Motor Vehicle Repair Parts and Supplies	64300	2,788	2,500	2,500	2,500	2,500	-	2,500	-
Building Repair and Maintenance Supplies	64310	17,193	17,000	17,000	14,000	15,000	-	15,000	-
Other Repair and Maintenance Supplies	64360	-	500	500	15,120	500	-	500	-
Small Tools	64380	317	1,000	1,000	250	1,000	-	1,000	-
Minor Equipment (Under \$1,000)	64390	818	1,000	1,000	500	1,000	-	1,000	-
SUBTOTAL		49,755	56,500	53,200	64,670	54,500	-	54,500	-
CAPITAL OUTLAYS:	74000								
<i>Improvements Other Than Buildings</i>									
Other Structures and Improvements	74940	203,744	-	-	-	-	-	-	-
Machinery and Equipment (Over \$1,000)	74950	-	-	-	-	-	-	-	-
SUBTOTAL		203,744	-	-	-	-	-	-	-
MISCELLANEOUS	94000								
Dues and Memberships	94700	1,346	1,000	1,000	700	1,000	-	1,000	-
Contractual Services not Otherwise Classified	94810	2,303	1,500	4,800	4,800	4,800	-	4,800	-
Other	94899	-	1,788	1,788	1,500	1,372	-	671	-
SUBTOTAL		3,649	4,288	7,588	7,000	7,172	-	6,471	-
TOTALS		\$ 877,312	\$ 750,000	\$ 750,000	\$ 750,000	\$ 750,000	\$ -	\$ 750,000	\$ -



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 25, 2023

PRESENTED BY: Adrian Garcia, Fire Chief

AGENDA ITEM: 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

NATURE OF REQUEST:

The Mission Fire Department is 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 has a fire module.

BUGETED: Yes **FUND:** ARPA **ACCT. #:** 15-411-74950

BUDGET: \$ 26,048.00 **EST. COST:** \$ 26,048.00 **CURRENT BUDGET BALANCE:** \$ 26,048.00

BID AMOUNT: \$ 26,048.00

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval *RP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____



Quote Date: 05/10/2023
 Customer Name: Mission Fire Department
 Quote #: Q-115717
 Quote Expiration date: 11/08/2023
 ESO Account Manager: Wade Estes

Item 23.

CUSTOMER CONTACT

Customer Mission Fire Department (TX)
 Name Christopher Navarrete
 Email cnavarrete@missiontexas.us
 Phone (956) 537-9568

BILLING CONTACT

Payor Mission Fire Department (TX)
 Name Adrian Garcia
 Email algarcia@missiontexas.us
 Phone (956) 580-8705
 Address 415 W. Tom Landry Ave.
 Mission TX, 78572
 Billing Frequency Annual
 Initial Term 12 months

Scheduling

Product	Volume	Total	Fee Type
ESO Scheduling	87 Employees	\$2,560.25	Recurring
ESO Scheduling - Setup & Online Training	3 Sessions	\$1,785.00	One-time

Asset Management/Checklist

Product	Volume	Total	Fee Type
ESO Checklists	8 Vehicles	\$707.75	Recurring
ESO Asset Management	8 Vehicles	\$1,420.25	Recurring
Asset Management & Online Training	1 Sessions	\$595.00	One-time

Fire

Product	Volume	Total	Fee Type
Fire Incidents CAD Integration	2800 Incidents	\$0.00	Recurring
ESO Fire Incidents	5 Stations	\$5,011.25	Recurring
ESO Inspections	5 Stations	\$2,256.25	Recurring
ESO Properties	5 Stations	\$1,971.25	Recurring
ESO Hydrants	5 Stations	\$1,610.25	Recurring
ESO Activities - Fire and Fire/EMS Agencies	5 Stations	\$1,135.25	Recurring
Fire Setup & Online Training	2 Sessions	\$1,190.00	One-time
Fire Incidents NFIRS Data Import	2800 Incidents	\$0.00	One-time
Properties/Inspections Data Import	5 Stations	\$0.00	One-time
IFC 2021 - National Codeset	5 Stations	\$875.00	One-time

Inventory

Product	Volume	Total	Fee Type
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*Additional fees may be applied by Customer's billing or CAD vendor for certain integrations or interfaces, and Customer is encouraged to discuss this with the applicable vendor.



Quote Date: 05/10/2023
Customer Name: Mission Fire Department
Quote #: Q-115717
Quote Expiration date: 11/08/2023
ESO Account Manager: Wade Estes

Item 23.

ESO Inventory - Fire/EMS Agencies 2800 Incidents \$1,895.25 Recurring

Personnel Management

Product	Volume	Total	Fee Type
Personnel Management	87 Employees	\$3,035.25	Recurring
Personnel Management Data Migration	87 Employees	\$0.00	One-time
Total Recurring Fees		\$	21,603.00
Total One-Time Fees		\$	4,445.00
TOTAL FEES		\$	26,048.00

DRAFT



Quote Date: 05/10/2023
Customer Name: Mission Fire Department
Quote #: Q-115717
Quote Expiration date: 11/08/2023
ESO Account Manager: Wade Estes

Item 23.

Asset Management/Checklist

Product	Description
Asset Management & Online Training	Setup and Webinar Training Session for ESO Asset Management.
ESO Asset Management	Web-based asset management for Fire and EMS.
ESO Checklists	Web-based apparatus checklist for Fire and EMS.

Fire

Product	Description
Fire Setup & Online Training	Setup and Webinar Training Session for ESO Fire.
Fire Incidents CAD Integration	Allows for integration of CAD data into the FIRE application. Ongoing maintenance included. Additional fees from your CAD vendor may apply.
ESO Fire Incidents	Includes Auto EHR-import or Auto-CAD import, federal NFIRS data reporting, software updates and upgrades.
ESO Inspections	Includes the ability to manage multiple code sets, using those to developed customized Check-lists for inspections. The application allows you to schedule, manage, execute and finalize inspections as well as reschedule any required follow up inspections.
ESO Properties	Includes CAMEO integration, Pre-Plan view. Stores property and occupant history (presence of chemicals and tanks, Incidents, and previous inspections).
Properties/Inspections Data Import	Data migration of Properties data and inspection reports into ESOs Properties and Inspections applications from a previously used RMS.
ESO Hydrants	Inventory and document testing and status of hydrants.
ESO Activities - Fire and Fire/EMS Agencies	Application for tracking non-response activities, including Operations and Community Risk Reduction and Daily Log.
Fire Incidents NFIRS Data Import	Data migration from previous RMS platform.
IFC 2021 - National Codeset	Complete set of IFC 2021 Code set in the software used for inspections.

Personnel Management

Product	Description
Personnel Management Data Migration	Migration of Information in Personnel Management that includes Demographics, Training Classes, Certifications, and Drivers License information.
Personnel Management	Includes tracking of Training classes, certifications, credentials, immunization records. Integrated with ESO EHR and Ad Hoc Reporting.

Scheduling

Product	Description
ESO Scheduling	Online scheduling, messaging and detailed reporting.
ESO Scheduling - Setup & Online Training	Webinar Training Session.

Inventory

Product	Description
ESO Inventory - Fire/EMS Agencies	Web-based inventory management software for Fire and EMS.



Quote Date: 05/10/2023
Customer Name: Mission Fire Department
Quote #: Q-115717
Quote Expiration date: 11/08/2023
ESO Account Manager: Wade Estes

Item 23.

DRAFT



September 1, 2023

To Whom It May Concern:

ESO Solutions, Inc. ("ESO") is the owner and sole authorized provider of both the Electronic Health Record software ("EHR") and "ESO Fire RMS" NFIRS report management software offered as a service, as well as its associated modules and integrations; fire codes and online training modules are provided by third parties on a non-exclusive basis.

As Mission Fire Department, TX, desires to upgrade software services from Backdraft Opco, LLC (more commonly known as Emergency Reporting, "ER" which was sold to ESO on July 22, 2021 and became a wholly-owned subsidiary of ESO) to the ESO software suite, no other organization can offer the level of cooperation and shared incentives as ESO in this endeavor. ESO offers unparalleled control over said products and their development as compared to any third-party supplier with no direct control over the ER Software. Following the acquisition, ESO has determined that ER would be sunset and ER Customers would be able to upgrade to ESO Fire RMS (which includes support and maintenance) that is only available for purchase directly from ESO. ESO Fire has numerous advantages, such as cloud hosting and an optimized end-user experience.

This letter is to confirm that no other company is in the unique position of ownership/control of both ESO and Emergency Reporting Records Management Systems. As a result of this unique position, ESO has developed proprietary migration tooling software connecting back-end systems to migrate data directly from Emergency Reporting databases to ESO databases. This proprietary migration tooling has been purpose built for agencies upgrading from Emergency Reporting software to ESO.

ESO does not license its rights to any of the above-named ESO products to any third party, and only ESO can support, maintain, upgrade, and host data for ESO Fire, ESO Scheduling and EHR. ESO (i) does work with billing partners, prime integrators and other third-party payment intermediaries for the benefit of customers, and (ii) has been awarded National Public Bid #2023-04 with Savvik Buying Group, a cooperative purchasing organization; however, ESO remains the contracting and fulfilling party in each case foregoing.

If you desire additional information, do not hesitate to contact me at 866-766-9471 at any time or visit our website at www.eso.com.

Thank you for your interest in ESO's software products.

Sincerely,

Robert Munden
Chief Legal & Compliance Officer



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 25, 2023
PRESENTED BY: Abel Bocanegra, P.E., City Engineer
AGENDA ITEM: Authorization to award bid to Frontera Materials for the purchase of Sand Backfill Material for the Public Works Department – Bocanegra

NATURE OF REQUEST:

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

BUDGETED: FY23-24 **FUND:** Streets **ACCT. #:** 01-440-64370

BUDGET: \$600,000 **EST. COST:** \$ **CURRENT BUDGET BALANCE:** \$600,000

BUDGETED: FY23-24 **FUND:** Utility (Water Distribution) **ACCT. #:** 02-412-64370

BUDGET: \$50,000 **EST. COST:** \$ **CURRENT BUDGET BALANCE:** \$50,000

BID AMOUNT: \$5/TON (\$20,000)

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval *ZP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

BID NAME/NUMBER: 23-561-09-07 / Purchase of Sand Backfill Material for Public Works Department



OPEN DATE: September 07, 2023 2:00 PM CST

Vendor Name:	CAPA	Terra Firma Materials, LLC.	Frontera Materials, Inc.	VMK Materials, LLC.
Street address:	3409 W. Palma Vista Dr.	9312 E. Curve Road	P.O. Box 1449	3408 N. Conway Ave.
City, State:	Palmview, TX 78572	Edinburg, TX 78542	Elsa, TX 78543	Mission, TX 78573
Phone:	(956) 867-2690	(956) 348-8215	(956) 316-8951	(713) 249-7030
Fax:		(956) 380-4085		
Contact:	Alberto Martinez	Nancy Davenport	Brandon Henry	Victor Garza
Email:	albertolab@capatexas.com	accounting@terrafirmamaterials.com	Brandon.Henry@fmitex.com	vgarza@vmkmaterials.com

DESCRIPTION:	UOM	Estimated Quantity	CAPA		Terra Firma		Frontera		VMK	
			Unit Price	Ext.	Unit Price	Ext.	Unit Price	Ext.	Unit Price	Ext.
1 Purchase of Sand Backfill Material for Public Works Department	Tons	4,000	\$8.00	\$32,000.00	\$32.50	\$130,000.00	\$5.00	\$20,000.00	\$10.25	\$41,000.00
1st. Yr. Renewal				10.00%		3.00%		5.00%		10.00%
2nd. Yr. Renewal				15.00%		3.00%		5.00%		10.00%
Addendums				None		None		None		None
Number of Days/Hours to Pick Up				1 Day		48 hours		24 hours		24 hours

Please Note:
Apparent lowest responsible bidder: Frontera Materials, Inc.

BID NAME/NUMBER: 23-561-09-07 / Purchase of Sand Backfill Material for Public Works Department

OPEN DATE: September 07, 2023 2:00 PM CST



Vendor Name:	CAPA	Terra Firma Materials, LLC.	Frontera Materials, Inc.	VMK Materials, LLC.
Street address:	3409 W. Palma Vista Dr.	9312 E. Curve Road	P.O. Box 1449	3408 N. Conway Ave.
City, State:	Palmview, TX 78572	Edinburg, TX 78542	Elsa, TX 78543	Mission, TX 78573
Phone:	(956) 867-2690	(956) 348-8215	(956) 316-8951	(713) 249-7030
Fax:		(956) 380-4085		
Contact:	Alberto Martinez	Nancy Davenport	Brandon Henry	Victor Garza
Email:	albertolab@capatexas.com	accounting@terrafirmamaterials	Brandon.Henry@fmitex.com	vgarza@vmkmaterials.com

DESCRIPTION of FORMS:					
	Solicitation Signed		Yes	Yes	Yes
	Terms & Conditions Included		Yes	Yes	Yes
	Pricing Schedule		Yes	Yes	Yes
	Non-Collusive		Yes	Yes	Yes
	Addenda(s)\		None	None	None
	Gen. Business Questionare		Yes	Yes	Yes
	References		No	Yes	No
	CIQ				



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 25, 2023
PRESENTED BY: Abel Bocanegra, P.E., City Engineer
AGENDA ITEM: Authorization to award bid to Frontera Materials for the purchase of Hot & Cold Mix Asphalt for the Public Works Department - Bocanegra

NATURE OF REQUEST:

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

BUDGETED: FY23-24 **FUND:** Streets **ACCT. #:** 01-440-64370
BUDGET: \$600,000 **EST. COST:** \$ **CURRENT BUDGET BALANCE:** \$600,000

BUDGETED: FY23-24 **FUND:** Utility (Water Distribution) **ACCT. #:** 02-412-64370
BUDGET: \$50,000 **EST. COST:** \$ **CURRENT BUDGET BALANCE:** \$50,000

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *RP*

RECORD OF VOTE: **APPROVED:** _____
 DISAPPROVED: _____
 TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

BID NAME/NUMBER: 23-562-09-08 / Hot & Cold Mix Asphalt

OPEN DATE: September 08, 2023 2:00 PM CST



Vendor Name:	Vulcan Construction Materials	Terra Firma	CAPA / Upper Valley Materials	Frontera Materials
Street address:	10101 Reunion Pl, Ste. 500	9312 E. Curve Rd.	3609 W. Palma Vista Dr.	P.O. Box 1449
City, State:	San Antonio, TX 78216	Edinburg, TX 78542	Palmview, TX 78572	Elsa, TX 78543
Phone:	(210) 965-0419	(956) 348-8215	(956) 867-8690	(956) 316-8952
Fax:	(210) 524-3555	(956) 380-4085		
Contact:	Julia Farrar	Nancy Davenport	Alberto Martinez	Brandon Henry
Email:	farrarj@vmcmail.com	accounting@terrafirmamaterials.com	albertolab@capatexas.com	Brandon.Henry@FMITex.com

DESCRIPTION:	UOM	QTY	Unit Price	Total Ext.	Unit Price	Total Ext.	Unit Price	Total Ext.	Unit Price	Total Ext.	
BASE TERM (ONE YEAR)											
1	Hot Mix Asphalt Type "D"	Ton	3,000	no bid	no bid	\$90.00	\$270,000.00	\$83.00	\$249,000.00	\$79.90	\$239,700.00
2	Cold Mix Asphalt Type "D"	Ton	1,000	\$136.70	\$136,700.00	\$109.00	\$109,000.00	\$119.00	\$119,000.00	\$97.92	\$97,920.00
HOT MIX ALTERNATE BID - Hot Mix without Delivery											
3	Hot Mix Asphalt Type "D"	Ton	3,000	no bid	no bid	\$76.00	\$228,000.00	\$70.00	\$210,000.00	\$70.00	\$210,000.00
TOTAL BID					\$136,700.00		\$607,000.00		\$578,000.00		\$547,620.00
ADDENDUMS											
Hours/Days to pick up product after receipt of purchase order				5 Days		48 Hours		24 Hours		24 Hours	
1st 6-month Renewal				6%		3%		5.0%		5.0%	
1st 6-month Renewal for alternate						3%		5.0%		5.0%	
2nd 6-month Renewal				6%		3%		5.0%		5.0%	
2nd 6-month Renewal for alternate						3%		5.0%		5.0%	

Please Note: Vulcan Construction and Waller County Asphalt did not bid on all items

BID NAME/NUMBER: 23-562-09-08 / Hot & Cold Mix Asphalt

OPEN DATE: September 08, 2023 2:00 PM CST



Vendor Name:	Vulcan Construction Materials	Terra Firma	CAPA / Upper Valley Materials	Frontera Materials
Street address:	10101 Reunion Pl, Ste. 500	9312 E. Curve Rd.	3609 W. Palma Vista Dr.	P.O. Box 1449
City, State:	San Antonio, TX 78216	Edinburg, TX 78542	Palmview, TX 78572	Elsa, TX 78543
Phone:	(210) 965-0419	(956) 348-8215	(956) 867-8690	(956) 316-8952
Fax:	(210) 524-3555	(956) 380-4085		
Contact:	Julia Farrar	Nancy Davenport	Alberto Martinez	Brandon Henry
Email:	farrar@vmcmail.com	accounting@terrafirmamaterials.com	albertolab@capatexas.com	Brandon.Henry@FMITex.com

DESCRIPTION of FORMS:					
	Solicitation Signed		Yes	Yes	Yes
	Terms & Conditions Included		Yes	Yes	Yes
	Non-Collusive		Yes	Yes	Yes
	Pricing Schedule		Yes	Yes	Yes
	Addenda(s)		None	None	None
	Gen. Business Questionare		Yes	Yes	Yes
	References		Yes	Yes	No
	CIQ				



CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 25, 2023
PRESENTED BY: Michael Elizalde, Grants Administrator
AGENDA ITEM: Approval of Resolution # _____ supporting the University of Texas Rio Grande Valley's submission of the region's Recompete Plan and Strategy Development Grant - Elizalde

NATURE OF REQUEST:

U.S. Economic Development Administration (EDA) released a notice of funding opportunity for Phase 1 of the Distressed Area Recompete Pilot Program. Phase 1 will 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 have been deemed fully eligible as "Local Labor Markets" as all four counties have a prime-age employment gap (PAEG) of at least 5% and a median annual household income of no more than \$75,000. The region has established the RGV Recompete Coalition including these initial stakeholders as well as equitably inviting others to join per the scope of the project. UTRGV has 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 are effectively coordinated within the RGV region

BUGETED: Yes / No / N/A **FUND:** _____ **ACCT. #:** _____
BUDGET: \$ _____ **EST. COST:** \$ _____ **CURRENT BUDGET BALANCE:** \$ _____

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *RP*

RECORD OF VOTE: **APPROVED:** _____
 DISAPPROVED: _____
 TABLED: _____

_____ AYES
_____ NAYS
_____ DISSENTING _____

RESOLUTION # _____

**EDA DISTRESSED AREA RECOMPETE PILOT PROGRAM
“RGV RECOMPETE COALITION”**

WHEREAS, the U.S. Economic Development Administration (EDA) released a notice of funding opportunity for Phase 1 of the Distressed Area Recompete Pilot Program. Phase 1 will comprise of a grant opportunity for a Strategy Development Grant as well as the opportunity to submit a region’s Recompete Plan; and

WHEREAS, EDA expects to approve at least 20 Recompete Plans, which would serve as the prerequisite for submission of the Phase 2 implementation competition. EDA anticipates funding 4-8 Implementation Grants, awarding regions an average of \$50 million; and

WHEREAS, all four counties of the Rio Grande Valley have been deemed fully eligible as “Local Labor Markets” as all four counties have a prime-age employment gap (PAEG) of at least 5% and a median annual household income of no more than \$75,000; and

WHEREAS, to formalize this process in response to the funding opportunity, the region has established the RGV Recompete Coalition including these initial stakeholders as well as equitably inviting others to join per the scope of the project; and

WHEREAS, UTRGV has 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 are effectively coordinated and braided within the RGV region; and

NOW THEREFORE, we the City Council of the City of Mission support the University of Texas Rio Grande Valley’s (UTRGV) submission of the region’s Recompete Plan and strategy development grant on behalf of the RGV Recompete Coalition and urge consideration of this innovative, inclusive project.

APPROVED on this the 25th day of September 2023

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 25, 2023

PRESENTED BY: Michael Elizalde, Grants Administrator

AGENDA ITEM: 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- Elizalde

NATURE OF REQUEST:

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 will support the city’s La Cuchilla Drainage Improvement Project.

BUGETED: Yes / No / N/A **FUND:** _____ **ACCT. #:** _____

BUDGET: \$ _____ **EST. COST:** \$ _____ **CURRENT BUDGET BALANCE:** \$ _____

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval *RP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

RESOLUTION NO. _____

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.

WHEREAS, City of Mission has received a Community Development Block Grant - Disaster Recovery award to provide Storm Sewer Improvements; and

WHEREAS, it is necessary to appoint persons to execute contractual documents and documents requesting funds from the Texas General Land Office and;

WHEREAS, an original signed copy of the CDBG-DR Depository/Authorized Signatories Designation Form is to be submitted with a copy of this Resolution, and;

WHEREAS, City of Mission acknowledges that in the event that an authorized signatory changes (elections, illness, resignations, etc.) the following will be required:

- a resolution stating the new authorized signatory (A new resolution is not required if this original resolution names only the title and not the name of the signatory); and
- a revised CDBG-DR *Depository/ Authorized Signatories Designation Form*.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CITY OF MISSION, TEXAS, AS FOLLOWS:

SECTION 1: The Mayor and City Manager be authorized to execute contractual documents between the Texas General Land Office and the City for the Community Development Block Grant Disaster Recovery Program.

SECTION 2: The Mayor, City Manager, Finance Director, and Director of Grants & Strategic Development be authorized to execute the *State of Texas Purchase Voucher* and *Request for Payment Form* documents required for requesting funds approved in the Community Development Block Grant Disaster Recovery Program.

SECTION 3: The Mayor and City Engineer be authorized to execute environmental review and related documents as the responsible entity (RE) for the Community Development Block Grant Disaster Recovery Program.

PASSED AND APPROVED BY THE City Council OF City of Mission, TEXAS, on September 25, 2023.

APPROVED:

Attest:

Norie Garza, Mayor

Anna Carrillo, City Secretary



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 25, 2023
PRESENTED BY: Michael Elizalde, Grants Administrator
AGENDA ITEM: Discuss, consider, and adopt Resolution # _____ regarding Civil Rights policies- Elizalde

NATURE OF REQUEST:

Discuss, consider, and adopt a resolution regarding Civil Rights policies which includes 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.

BUGETED: Yes / No / N/A **FUND:** _____ **ACCT. #:** _____

BUDGET: \$ _____ **EST. COST:** \$ _____ **CURRENT BUDGET BALANCE:** \$ _____

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *RP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

Resolution No. _____

Whereas, City of Mission, Texas, (hereinafter referred to as “City of Mission”) has been awarded a Community Development Block Grant – Disaster Recovery (CDBG-DR) grant from the Texas General Land Office (hereinafter referred to as “GLO”);

Whereas, City of Mission, in accordance with Section 109 of the Title I of the Housing and Community Development Act. (24 CFR 6); the Age Discrimination Act of 1975 (42 U.S.C. 6101-6107); and Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and for construction contracts greater than \$10,000, must take actions to ensure that no person or group is denied benefits such as employment, training, housing, and contracts generated by the CDBG-DR activity, on the basis of race, color, religion, sex, national origin, age, or disability;

Whereas, City of Mission, in consideration for the receipt and acceptance of federal funding for the Contract, agrees to comply with all federal rules and regulations including those rules and regulations governing citizen participation and civil rights protections;

Whereas, City of Mission, in accordance with Section 3 of the Housing and Urban Development Act of 1968, as amended, and 24 CFR Part 135 is required, to the greatest extent feasible, to provide training and employment opportunities to lower income residents and contract opportunities to businesses in the CDBG-DR project area;

Whereas, City of Mission, in accordance with Section 104(1) of the Housing and Community Development Act, as amended, and State’s certification requirements at 24 CFR 91.325(b)(6), must adopt an excessive force policy that prohibits the use of excessive force against non-violent civil rights demonstrations;

Whereas, City of Mission, in accordance with Executive Order 13166, must take reasonable steps to ensure meaningful access to services in federally assisted programs and activities by persons with Limited English Proficiency (LEP) and must have an LEP plan in place specific to the locality and beneficiaries for each CDBG-DR project;

Whereas, City of Mission, in accordance with Section 504 of the Rehabilitation Act of 1973, does not discriminate on the basis of disability and agrees to ensure that qualified individuals with disabilities have access to programs and activities that receive federal funds; and

Whereas, City of Mission, in accordance with Section 808(e)(5) of the Fair Housing Act (42 USC 3608(e)(5)) that requires HUD programs and activities be administered in a manner affirmatively to further the policies of the Fair Housing Act, agrees to conduct at least one activity during the contract period, to affirmatively further fair housing;

Whereas, City of Mission, has designated an overseer and will maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts.

NOW, THEREFORE, BE IT RESOLVED BY THE City Council OF City of Mission, TEXAS, THAT City of Mission ADOPTS THE FOLLOWING:

- 1. Citizen Participation Plan and Grievance Procedures;
- 2. Section 3 Policy;
- 3. Excessive Force Policy;
- 4. Limited English Proficiency (LEP) Standards Plan;
- 5. Section 504 Policy and Grievance Procedures;
- 6. Code of Conduct Policy; and
- 7. Fair Housing Policy.

Passed and approved this 25th day of September, 2023.

APPROVED:

Attest:

Norie Garza, Mayor

Anna Carrillo, City Secretary

**CITY OF MISSION
CITIZEN PARTICIPATION PLAN
TEXAS GENERAL LAND OFFICE (GLO)
COMMUNITY DEVELOPMENT BLOCK GRANT – DISASTER RECOVERY (CDBG-
DR) PROGRAM**

COMPLAINT PROCEDURES

These complaint procedures comply with the requirements of the Texas General Land Office's Community Development Block Grant – Disaster Recovery (CDBG-DR) Program and Local Government Requirements found in 24 CFR §570.486 (Code of Federal Regulations). Citizens can obtain a copy of these procedures at Mission offices, 1201 East 8th Street, Mission, Texas 78572-5812, (Street Address), (956) 580-8662 (Phone) during regular business hours.

Below are the formal complaint and grievance procedures regarding the services provided under the CDBG-DR project.

1. A person who has a complaint or grievance about any services or activities with respect to the CDBG-DR project(s), whether it is a proposed, ongoing, or completed CDBG-DR project(s), may during regular business hours submit such complaint or grievance, in writing to the Mayor of Mission at 1201 East 8th Street, Mission, Texas 78572-5812 or may call (956) 580-8662.
2. A copy of the complaint or grievance shall be transmitted by the Mayor to the entity that is the subject of the complaint or grievance and to the City Attorney within five (5) working days after the date of the complaint or grievance was received.
3. The Mayor shall complete an investigation of the complaint or grievance, if practicable, and provide a timely written answer to person who made the complaint or grievance within ten (10) days.
4. If the investigation cannot be completed within ten (10) working days per 3. above, the person who made the grievance or complaint shall be notified, in writing, within fifteen (15) days where practicable after receipt of the original complaint or grievance and shall detail when the investigation should be completed.
5. If necessary, the grievance and a written copy of the subsequent investigation shall be forwarded to the CDBG-DR for their further review and comment.
6. If appropriate, provide copies of grievance procedures and responses to grievances in both English and Spanish, or other appropriate language.

TECHNICAL ASSISTANCE

When requested, the City shall provide technical assistance to groups that are representative of persons of low- and moderate-income in developing proposals for the use of CDBG-DR funds. The City, based upon the specific needs of the community's residents at the time of the request, shall determine the level and type of assistance.

PUBLIC OUTREACH EFFORTS

In instances of a change in scope or impact to beneficiaries that result in a 15% increase or decrease in quantities, a 25% variance in number of beneficiaries, addition or subtraction of a targeted beneficiary area, or addition or subtraction of a HUD activity, the City shall provide for reasonable public notice, appraisal, examination and comment on the activities proposed for the use of CDBG-DR funds. These efforts shall include:

1. Provide for and encourage citizen participation, particularly by low and moderate income persons who reside in slum or blighted areas and areas in which CDBG-DR funds are proposed to be used;
2. Ensure that citizens will be given reasonable and timely access to local meetings, information, and records relating to an entity's proposed and actual use of CDBG-DR funds;
3. Furnish citizens information, including but not limited to:
 - a) the amount of CDBG-DR funds expected to be made available
 - b) the range of activities that may be undertaken with the CDBG-DR funds
 - c) the estimated amount of the CDBG-DR funds proposed to be used for activities that will meet the national objective of benefit to low and moderate income persons
 - d) if applicable, the proposed CDBG-DR activities likely to result in displacement and the entity's anti-displacement and relocation plan;
4. Provide citizens with reasonable advance notice of, and opportunity to comment on, proposed activities in an application to the state and, for grants already made, activities which are proposed to be added, deleted or substantially changed from the entity's application to the state. Substantially changed means changes made in terms of purpose, scope, location or beneficiaries as defined by criteria established by the state. Additional criteria may include:
 - a) A variance in quantity (ies) by more than 15%
 - b) A variance in total beneficiaries by more than 25%
 - c) Addition or deletion of a defined target benefit area
 - d) Addition or deletion of a HUD activity (ex. water improvements, sewer improvements)
 - e) Addition of acquisition activities or activity within a floodplain or floodway
5. These outreach efforts may be accomplished through one or more of the following methods:
 - a) Publication of notice in a local newspaper—a published newspaper article may be used so long as it provides sufficient information regarding program activities and relevant dates;
 - b) Notices prominently posted in public buildings and distributed to local Public Housing Authorities and other interested community groups;
 - c) Posting of notice on the local entity website (if available);
 - d) Public Hearing; or
 - e) Individual notice to eligible cities and other entities as applicable using one or more of the following methods:
 - i. Certified mail
 - ii. Electronic mail or fax
 - iii. First-class (regular) mail
 - iv. Personal delivery (e.g., at a Council of Governments [COG] meeting).

PUBLIC HEARING PROVISIONS

For each public hearing scheduled and conducted by a CDBG-DR applicant or recipient, the following public hearing provisions shall be observed:

1. 1. Furnish citizens information, including but not limited to:
 - (a) The amount of CDBG-DR funds available per application for Hurricane Harvey;
 - (b) The range of activities that may be undertaken with the CDBG-DR Hurricane Harvey funds;
 - (c) The estimated amount of the CDBG-DR Hurricane Harvey funds proposed to be used for activities that will meet the national objective of benefit to low- and moderate-income persons; and
 - (d) The proposed CDBG-DR activities likely to result in displacement and the unit of general local government's antidisplacement and relocation plans required under 24 CFR 570.488.
2. Public notice of any hearings must be published at least seventy-two (72) hours prior to the scheduled hearing. The public notice must be published in a local newspaper. Each public notice **MUST** include the **DATE, TIME, LOCATION** and **TOPICS** to be considered at the public hearing. A published newspaper article may also be used to meet this requirement so long as it meets all content and timing requirements. Notices should also be prominently posted in public buildings and distributed to local Public Housing Authorities and other interested community groups.
3. Each public hearing shall be held at a time and location convenient to potential or actual beneficiaries and will include accommodation for persons with disabilities. Persons with disabilities must be able to attend the hearings and an applicant must make arrangements for individuals who require auxiliary aids or services if contacted at least two days prior to each hearing.
4. When a significant number of non-English speaking residents can be reasonably expected to participate in a public hearing, an interpreter will be present to accommodate the needs of the non-English speaking residents.
5. City may conduct a public hearing via webinar if they also follow the provisions above. If the webinar is used to conduct a public hearing, a physical location with associated reasonable accommodations must be made available for citizens to participate so as to ensure that those individuals without necessary technology are able to participate.
6. If applicable, the locality must retain documentation of the hearing notice(s), attendance lists, minutes of the hearing(s), and any other records concerning the actual use of funds for a period of three years after the project is closed out. Such records must be made available to the public in accordance with Chapter 552, Government Code.

Norie Gonzalez Garza, Mayor

Date



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 25, 2023
PRESENTED BY: Abram Ramirez, Information Technology Director
AGENDA ITEM: Authorization to purchase renewal of Brazos software maintenance from sole source vendor, Tyler Technologies- Ramirez

NATURE OF REQUEST:

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.

BUDGETED: Yes **FUND:** General **ACCT. #:** 01-426-44640

BUDGET: Fiscal Year 2023-2024 **EST. COST:** \$36,091.53 **CURRENT BUDGET BALANCE:** Fiscal Year 2023-2024

BID AMOUNT: \$36,091.53

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *RP*

RECORD OF VOTE: **APPROVED:** _____
 DISAPPROVED: _____
 TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____



Remittance:
 Tyler Technologies, Inc.
 (FEIN 75-2303920)
 P.O. Box 203556
 Dallas, TX 75320-3556

Invoice

Invoice No	Date	Item 29.
130-140000	10/01/2023	1 of 2

Questions:
 Tyler Technologies - Public Safety
 Phone: 1-800-772-2260 Press 2, then 5
 Email: ar@tylertech.com



Bill To: MISSION POLICE DEPARTMENT
 ATTN: ABRAM RAMIREZ
 1200 EAST 8TH STREET
 MISSION, TX 78572

Ship To: MISSION POLICE DEPARTMENT
 ATTN: ABRAM RAMIREZ
 1200 EAST 8TH STREET
 MISSION, TX 78572

Cust No.-BillTo-ShipTo	Ord No	PO Number	Currency	Terms	Due Date
43895 - 12866 - 12866	27537		USD	NET30	10/31/2023

Date	Description	Units	Rate	Extended Price
Contract No.: Mission Police Department				
	Brazos Software Maintenance	23	363.48	8,360.04
	Maintenance: Start: 01/Oct/2023, End: 31/Oct/2024			
	Incode Interface Maintenance	1	0.00	0.00
	Maintenance: Start: 01/Oct/2023, End: 31/Oct/2024			
	Brazos Software Maintenance - Addl	5	181.73	908.65
	Maintenance: Start: 01/Oct/2023, End: 31/Oct/2024			
	Brazos eCrash Maintenance	28	276.91	7,753.50
	Maintenance: Start: 01/Oct/2023, End: 31/Oct/2024			
	eCitation - Brazos Rapid Extension Framework - PDA Maintenance	1	1,077.65	1,077.65
	Maintenance: Start: 01/Oct/2023, End: 31/Oct/2024			
	Brazos Software Maintenance - Brazos Crash Report Software (w/Drawing Tool)	1	1,130.74	1,130.74
	Maintenance: Start: 01/Oct/2023, End: 31/Oct/2024			
	Server Hosting	1	734.92	734.92
	Maintenance: Start: 01/Oct/2023, End: 31/Oct/2024			
	Brazos Hosting Fee	1	270.31	270.31
	Maintenance: Start: 01/Oct/2023, End: 31/Oct/2024			
	Crash Report Software (w/Drawing Tool) - SaaS Fee	4	288.43	1,153.71
	Maintenance: Start: 01/Oct/2023, End: 31/Oct/2024			
	REF License - PDA	1	810.95	810.95
	Maintenance: Start: 01/Oct/2023, End: 31/Oct/2024			
	Brazos REF License - PDA -Maintenance	5	196.83	984.15
	Maintenance: Start: 01/Oct/2023, End: 31/Oct/2024			
	Brazos Hosting Fee	5	328.06	1,640.28
	Maintenance: Start: 01/Oct/2023, End: 31/Oct/2024			
	Crash Report Software (w/Drawing Tool) - Maintenance	5	280.02	1,400.10
	Maintenance: Start: 01/Oct/2023, End: 31/Oct/2024			
	REF License- PDA	5	182.00	910.00
	Maintenance: Start: 01/Oct/2023, End: 31/Oct/2024			
	Crash Report Software (w/ drawing tool)	5	284.38	1,421.88
	Maintenance: Start: 01/Oct/2023, End: 31/Oct/2024			
	Hosting Fee	1	303.33	303.33
	Maintenance: Start: 01/Oct/2023, End: 31/Oct/2024			
Contract No.: Mission, City of				
	eCitation - Brazos Rapid Extension Framework - PDA	4	965.42	3,861.69
	Maintenance: Start: 01/Oct/2023, End: 31/Oct/2024			
	Server Hosting	1	270.31	270.31

3,861.69
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 Tyler Technologies, Inc.
 (FEIN 75-2303920)
 P.O. Box 203556
 Dallas, TX 75320-3556

Invoice

Invoice No	Date	Item 29.
130-140000	10/01/2023	2 of 2

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 Tyler Technologies - Public Safety
 Phone: 1-800-772-2260 Press 2, then 5
 Email: ar@tylertech.com

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 ATTN: ABRAM RAMIREZ
 1200 EAST 8TH STREET
 MISSION, TX 78572

Ship To: MISSION POLICE DEPARTMENT
 ATTN: ABRAM RAMIREZ
 1200 EAST 8TH STREET
 MISSION, TX 78572

Cust No.-BillTo-ShipTo	Ord No	PO Number	Currency	Terms	Due Date
43895 - 12866 - 12866	27537		USD	NET30	10/31/2023

Date	Description	Units	Rate	Extended Price
Maintenance: Start: 01/Oct/2023, End: 31/Oct/2024				
	Brazos Software - PDA (5)	5	196.83	984.15
Maintenance: Start: 01/Oct/2023, End: 31/Oct/2024				
	Server Hosting	1	328.06	328.06
Maintenance: Start: 01/Oct/2023, End: 31/Oct/2024				
	Crash Report Software (w/Drawing Tool)	5	299.74	1,498.68
Maintenance: Start: 01/Oct/2023, End: 31/Oct/2024				
	Crash Report Software (w/Drawing Tool)	1	288.43	288.43
Maintenance: Start: 01/Oct/2023, End: 31/Oct/2024				

****ATTENTION****
 Order your checks and forms from
 Tyler Business Forms at 877-749-2090 or
 tylerbusinessforms.com to guarantee
 100% compliance with your software.

Subtotal	36,091.53
Sales Tax	\$0.00
Invoice Total	36,091.53

One Tyler Drive
Yarmouth, ME 04096

P: 800.772.2260
F: 207.781.2459

www.tylertech.com

September 18, 2023

City of Mission
Attn: Abram Ramirez, IT Director
1201 E. 8th St.
Mission, TX 78572

RE: Sole Source for Procurement

Dear Mr. Ramirez:

Please accept this letter to confirm that Tyler Technologies is the sole source of its Enforcement Mobile, Enterprise Public Safety and Public Safety Pro software. Tyler is the only party authorized to implement, support and update Tyler's Enforcement Mobile, Enterprise Public Safety and Public Safety Pro software.

Tyler appreciates the trust that the City of Mission has placed in our company and products, and we will continue to work diligently to ensure your complete satisfaction with our software, service and support throughout the life of this partnership.

Please do not hesitate to contact me with any questions regarding the foregoing.

Regards,

Sherry Clark
Sherry Clark
Group General Counsel



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 25, 2023
PRESENTED BY: Abram Ramirez, Information Technology Director
AGENDA ITEM: Authorization to purchase renewal of New World Enterprise software maintenance from sole source vendor, Tyler Technologies- Ramirez

NATURE OF REQUEST:

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.

BUDGETED: Yes **FUND:** General **ACCT. #:** 01-426-44640

BUDGET: \$ Fiscal Year 2023-2024 **EST. COST:** \$126,732.95 **CURRENT BUDGET BALANCE:** \$ Fiscal Year 2023-2024

BID AMOUNT: \$126,732.95

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval *RP*

RECORD OF VOTE: **APPROVED:** _____
 DISAPPROVED: _____
 TABLED: _____

_____ AYES
_____ NAYS
_____ DISSENTING _____



Remittance
 Tyler Technologies, Inc.
 (FEIN 75-2303920)
 P.O. Box 203556
 Dallas, TX 75320-3556

Questions
 Tyler Technologies -
 Phone: 1-800-772-2260 Press 2
 Fax: 1-866-673-3274
 Email: ar@tylertech.com

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To: MISSION POLICE DEPARTMENT
 ATTN: ABRAM RAMIREZ
 1200 EAST 8TH STREET
 MISSION, TX 78572
 United States

Ship To: MISSION POLICE DEPARTMENT
 ATTN: ABRAM RAMIREZ
 1200 EAST 8TH STREET
 MISSION, TX 78572
 United States

Customer Grp/No.	Customer PO#	Payment Terms	Currency Code	Ship Via	Salesperson Cd
1 43895		Net 30	USD	ELEC	

No. Item/ Description/ Comments	Drop Ship	# Users	Quantity	U/M	Unit Price	Disc %	Total Cost
Contract No.: Mission Police Department							
1 Renewal: New World Third Party Maintenance - Data Analysis / Mapping Integration Maintenance Plan: ; Start: 11/01/2023, End: 10/31/2024; Term: 12 months Version No. : Inactive	No	1	1	EA	20.37	.00	20.37
2 Renewal: New World MSP Single Jurisdiction Law Enforcement CAD Standard Maintenance Maintenance: Start: 11/01/2023, End: 10/31/2024; Term: 12 months Version No. : Inactive	No	1	1	EA	5,548.87	.00	5,548.87
3 Renewal: Additional New World Software for LE Records Standard Maintenance - Alarm Tracking and Billing Maintenance: Start: 11/01/2023, End: 10/31/2024; Term: 12 months Version No. : Inactive	No	1	1	EA	1,513.11	.00	1,513.11
4 Renewal: Additional New World Software for LE Records Standard Maintenance - Bookings Maintenance: Start: 11/01/2023, End: 10/31/2024; Term: 12 months Version No. : Inactive	No	1	1	EA	1,513.11	.00	1,513.11
5 Renewal: Additional New World Software for LE Records Standard Maintenance - Case Management Maintenance: Start: 11/01/2023, End: 10/31/2024; Term: 12 months Version No. : Inactive	No	1	1	EA	1,008.93	.00	1,008.93
6 Renewal: New World Federal and State Compliance Reporting for LE Records Standard Maintenance - Federal UCR/IBR Maintenance: Start: 11/01/2023, End: 10/31/2024; Term: 12 months Version No. : Inactive	No	1	1	EA	1,008.93	.00	1,008.93
7 Renewal: New World Single Jurisdiction Base LE Records Standard Maintenance Maintenance: Start: 11/01/2023, End: 10/31/2024; Term: 12 months Version No. : Inactive	No	1	1	EA	5,548.31	.00	5,548.31



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No. Item/ Description/ Comments	Drop Ship	# Users	Quantity	U/M	Unit Price	Disc %	Total Cost
8 Renewal: New World Third Party LE Records Interface Standard Maintenance - Livescan Interface Maintenance: Start: 11/01/2023, End: 10/31/2024; Term: 12 months Version No. : Inactive	No	1	1	EA	806.94	.00	806.94
9 Renewal: Additional New World Software for LE Records Standard Maintenance - Pawn Shops Maintenance: Start: 11/01/2023, End: 10/31/2024; Term: 12 months Version No. : Inactive	No	1	1	EA	1,008.93	.00	1,008.93
10 Renewal: Additional New World Software for LE Records Standard Maintenance - Property Room Bar Coding Maintenance: Start: 11/01/2023, End: 10/31/2024; Term: 12 months Version No. : Inactive	No	1	1	EA	1,008.79	.00	1,008.79
11 Renewal: New World Mobile Standard Maintenance on the RS/6000 - Base Message Switch to State/NCIC(1-15 Units) Maintenance: Start: 11/01/2023, End: 10/31/2024; Term: 12 months Version No. : Inactive	No	1	1	EA	1,513.11	.00	1,513.11
12 Renewal: New World Standard Maintenance - Capture/View Stations Maintenance: Start: 11/01/2023, End: 10/31/2024; Term: 12 months Version No. : Inactive	No	1	1	EA	2,118.55	.00	2,118.55
13 Renewal: New World Imaging Standard Maintenance - LE Public Safety Lineups/Mug Shots Maintenance: Start: 11/01/2023, End: 10/31/2024; Term: 12 months Version No. : Inactive	No	1	1	EA	2,622.78	.00	2,622.78
14 Renewal: Additional New World MSP for CAD Standard Maintenance - Data Analysis/Crime Mapping/Mgmt Reporting Maintenance: Start: 11/01/2023, End: 10/31/2024; Term: 12 months Version No. : Inactive	No	1	1	EA	1,008.93	.00	1,008.93
15 Renewal: New World Standard Maintenance - Microsoft Word Interface Maintenance: Start: 11/01/2023, End: 10/31/2024; Term: 12 months Version No. : Inactive	No	1	1	EA	1,008.93	.00	1,008.93
16 Renewal: New World AVL Mapping Server Standard Maintenance Maintenance: Start: 11/01/2023, End: 10/31/2024; Term: 12 months Version No. : Inactive	No	1	1	EA	806.86	.00	806.86
17 Renewal: New World Base CAD/NCIC/Messaging Standard Maintenance	No	1	1	EA	0.00	.00	0.00



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Questions
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No. Item/ Description/ Comments	Drop Ship	# Users	Quantity	U/M	Unit Price	Disc %	Total Cost
Maintenance: Start: 11/01/2023, End: 10/31/2024; Term: 12 months							
18 Renewal: New World Data Merge to Aegis/MSP LE Records Standard Maintenance Maintenance: Start: 11/01/2023, End: 10/31/2024; Term: 12 months Version No. : Inactive	No	1	1	EA	111.14	.00	111.14
19 Renewal: New World Field Reporting Server Standard Maintenance Maintenance: Start: 11/01/2023, End: 10/31/2024; Term: 12 months Version No. : Inactive	No	1	1	EA	130.99	.00	130.99
20 Renewal: New World Mobile on MSP Server Integration Standard Maintenance - Mobile Upload Software (31-50 units) Maintenance: Start: 11/01/2023, End: 10/31/2024; Term: 12 months Version No. : Inactive	No	1	1	EA	2,118.53	.00	2,118.53
21 Renewal: New World Standard Maintenance - Supervisor Review and Approval Maintenance: Start: 11/01/2023, End: 10/31/2024; Term: 12 months Version No. : Inactive	No	1	1	EA	130.99	.00	130.99
22 Renewal: New World AVL Interface Standard Maintenance Maintenance: Start: 11/01/2023, End: 10/31/2024; Term: 12 months Version No. : Inactive	No	1	1	EA	706.10	.00	706.10
23 Renewal: New World Mobile Standard Maintenance on the RS/6000 - Base Message Switch to State/NCIC(31-50 Units) Maintenance: Start: 11/01/2023, End: 10/31/2024; Term: 12 months Version No. : Inactive	No	1	1	EA	4,438.59	.00	4,438.59
24 Renewal: Additional New World Standard Maintenance for RS/6000 Message Switch - New World CAD Interface (31-50 units) Maintenance: Start: 11/01/2023, End: 10/31/2024; Term: 12 months Version No. : Inactive	No	1	1	EA	1,614.26	.00	1,614.26
25 Renewal: New World Mobile Standard Maintenance on the RS/6000 - Base Message Switch to State/NCIC(16-30 Units) Maintenance: Start: 11/01/2023, End: 10/31/2024; Term: 12 months Version No. : Inactive	No	1	1	EA	403.52	.00	403.52
26 Renewal: New World Law Enforcement Mobile Unit Standard Maintenance - Mobile Message - Drivers Lic Mag Stripe Reader/Barcode Rea Maintenance: Start: 11/01/2023, End: 10/31/2024; Term: 12 months Version No. : Inactive	No	1	1	EA	534.48	.00	534.48



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 P.O. Box 203556
 Dallas, TX 75320-3556

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Questions
 Tyler Technologies -
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 Fax: 1-866-673-3274
 Email: ar@tylertech.com

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No. Item/ Description/ Comments	Drop Ship	# Users	Quantity	U/M	Unit Price	Disc %	Total Cost
27 Renewal: New World Law Enforcement Mobile Unit Standard Maintenance - Field-Based Reporting - LE Accident Field Reporting Maintenance: Start: 11/01/2023, End: 10/31/2024; Term: 12 months Version No. : Inactive	No	1	1	EA	1,210.93	.00	1,210.93
28 Renewal: New World Law Enforcement Mobile Unit Standard Maintenance - Field-Based Reporting - LE Accident Field Reporting Complian Maintenance: Start: 11/01/2023, End: 10/31/2024; Term: 12 months Version No. : Inactive	No	1	1	EA	635.18	.00	635.18
29 Renewal: New World Law Enforcement Mobile Unit Standard Maintenance - Mobile Message - LE CAD via Switch Maintenance: Start: 11/01/2023, End: 10/31/2024; Term: 12 months Version No. : Inactive	No	1	1	EA	1,714.64	.00	1,714.64
30 Renewal: New World Law Enforcement Mobile Unit Standard Maintenance - Field-Based Reporting - LE Field Reporting Maintenance: Start: 11/01/2023, End: 10/31/2024; Term: 12 months Version No. : Inactive	No	1	1	EA	2,421.90	.00	2,421.90
31 Renewal: New World Law Enforcement Mobile Unit Standard Maintenance - Field-Based Reporting - LE Field Reporting Compliance Maintenance: Start: 11/01/2023, End: 10/31/2024; Term: 12 months Version No. : Inactive	No	1	1	EA	635.18	.00	635.18
32 Renewal: New World Law Enforcement Mobile Unit Standard Maintenance - Mobile Message - Dispatch/Messaging/LE State/NCIC via Swit Maintenance: Start: 11/01/2023, End: 10/31/2024; Term: 12 months Version No. : Inactive	No	1	1	EA	1,613.83	.00	1,613.83
33 Renewal: New World Law Enforcement Mobile Unit Standard Maintenance - Field-Based Reporting - Mobile Upload of Field Reports Maintenance: Start: 11/01/2023, End: 10/31/2024; Term: 12 months Version No. : Inactive	No	1	1	EA	1,008.93	.00	1,008.93
34 Renewal: New World Law Enforcement Mobile Unit Standard Maintenance - Mobile Message - Mugshot Image Download Maintenance: Start: 11/01/2023, End: 10/31/2024; Term: 12 months Version No. : Inactive	No	1	1	EA	706.10	.00	706.10
35 Renewal: New World Mobile on MSP Server Integration Standard Maintenance - AVL CAD Interface (16-30 units) Maintenance: Start: 11/01/2023, End: 10/31/2024; Term: 12 months Version No. : Inactive	No	1	1	EA	706.10	.00	706.10



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No. Item/ Description/ Comments	Drop Ship	# Users	Quantity	U/M	Unit Price	Disc %	Total Cost
36 Renewal: New World Mobile on MSP Server Integration Standard Maintenance - MDT/MCT Base CAD/RMS Interface (31-50 units) Maintenance: Start: 11/01/2023, End: 10/31/2024; Term: 12 months Version No. : Inactive	No	1	1	EA	1,442.70	.00	1,442.70
37 Renewal: New World Mobile on MSP Server Integration Standard Maintenance - MDT/MCT Base LE CAD Interface (1-15 units) Maintenance: Start: 11/01/2023, End: 10/31/2024; Term: 12 months Version No. : Inactive	No	1	1	EA	1,311.67	.00	1,311.67
38 Renewal: New World Third Party Maintenance - CAD Mapping Integration Maintenance Plan: ; Start: 11/01/2023, End: 10/31/2024; Term: 12 months Version No. : Inactive	No	1	1	EA	60.75	.00	60.75
39 Renewal: Additional New World Software for LE Records Standard Maintenance - Pawn Shops Maintenance Plan: ; Start: 11/01/2023, End: 10/31/2024; Term: 12 months	No	1	1	EA	0.00	.00	0.00
40 Renewal: Additional New World Software for LE Records Standard Maintenance - Case Management Maintenance Plan: ; Start: 11/01/2023, End: 10/31/2024; Term: 12 months	No	1	1	EA	0.00	.00	0.00
41 Renewal: Additional New World Software for LE Records Standard Maintenance - Property Room Bar Coding Maintenance Plan: ; Start: 11/01/2023, End: 10/31/2024; Term: 12 months	No	1	1	EA	0.00	.00	0.00
42 Renewal: New World Enterprise Third Party Interface Standard Maintenance - E-911 Interface Maintenance Plan: ; Start: 11/01/2023, End: 10/31/2024; Term: 12 months	No	1	1	EA	0.00	.00	0.00
43 Renewal: Additional New World Software for LE Records Standard Maintenance - Web Briefing Notes Maintenance Plan: ; Start: 11/01/2023, End: 10/31/2024; Term: 12 months	No	1	1	EA	1,365.26	.00	1,365.26
44 Renewal: New World Enterprise Third Party Interface Standard Maintenance - New World CAD to New World CAD Interface Maintenance Plan: ; Start: 11/01/2023, End: 10/31/2024; Term: 12 months	No	1	1	EA	0.00	.00	0.00
45 Renewal: New World Third Party LE Records Interface Standard Maintenance - Ticket Writer Interface Maintenance Plan: ; Start: 11/01/2023, End: 10/31/2024; Term: 12 months	No	1	1	EA	0.00	.00	0.00
46 Renewal: Additional New World Enterprise Standard Maintenance for CAD - Service Vehicle Rotation	No	1	1	EA	1,365.26	.00	1,365.26



Remittance
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No. Item/ Description/ Comments	Drop Ship	# Users	Quantity	U/M	Unit Price	Disc %	Total Cost
Maintenance Plan: ; Start: 11/01/2023, End: 10/31/2024; Term: 12 months							
47 Renewal: New World Third Party LE Records Interface Standard Maintenance - Citizen Reporting Interface Maintenance Plan: ; Start: 11/01/2023, End: 10/31/2024; Term: 12 months	No	1	1	EA	2,275.42	.00	2,275.42
48 Renewal: New World Enterprise Third Party Interface Standard Maintenance - ASAP Interface Maintenance Plan: ; Start: 11/01/2023, End: 10/31/2024; Term: 12 months	No	1	1	EA	2,275.42	.00	2,275.42
49 Renewal: New World Enterprise Third Party Interface Standard Maintenance - New World State/NCIC Interface Maintenance Plan: ; Start: 11/01/2023, End: 10/31/2024; Term: 12 months	No	1	1	EA	0.00	.00	0.00
50 Renewal: New World Third Party LE Records Interface Standard Maintenance - On-Line Global Subjects Interface to State/NCIC Maintenance Plan: ; Start: 11/01/2023, End: 10/31/2024; Term: 12 months	No	1	1	EA	1,137.72	.00	1,137.72
51 Renewal: New World Third Party LE Records Interface Standard Maintenance - On-Line Pawn Shop Check Interface to State/NCIC Maintenance Plan: ; Start: 11/01/2023, End: 10/31/2024; Term: 12 months	No	1	1	EA	1,137.72	.00	1,137.72
52 Renewal: New World Imaging Standard Maintenance - LE Public Safety Lineups/Mug Shots Maintenance Plan: ; Start: 11/01/2023, End: 10/31/2024; Term: 12 months	No	1	1	EA	0.00	.00	0.00
53 Renewal: New World Corrections Management Standard Maintenance Base Package Maintenance Plan: ; Start: 11/01/2023, End: 10/31/2024; Term: 12 months	No	1	1	EA	3,563.64	.00	3,563.64
54 Renewal: Additional New World Enterprise Standard Maintenance for CAD - BOLOs Maintenance Plan: ; Start: 11/01/2023, End: 10/31/2024; Term: 12 months	No	1	1	EA	1,365.26	.00	1,365.26
55 Renewal: Additional New World Software for LE Records Standard Maintenance - Activity Reporting and Scheduling Maintenance Plan: ; Start: 11/01/2023, End: 10/31/2024; Term: 12 months	No	1	1	EA	1,213.57	.00	1,213.57
56 Renewal: Additional New World Software for LE Records Standard Maintenance - Alarm Tracking and Billing Maintenance Plan: ; Start: 11/01/2023, End: 10/31/2024; Term: 12 months	No	1	1	EA	0.00	.00	0.00
57 Renewal: New World Law Enforcement Mobile Unit Standard Maintenance - Mobile Message - Mugshot Image Download	No	1	1	EA	666.98	.00	666.98



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 Tyler Technologies, Inc.
 (FEIN 75-2303920)
 P.O. Box 203556
 Dallas, TX 75320-3556

Questions
 Tyler Technologies -
 Phone: 1-800-772-2260 Press 2
 Fax: 1-866-673-3274
 Email: ar@tylertech.com

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No. Item/ Description/ Comments	Drop Ship	# Users	Quantity	U/M	Unit Price	Disc %	Total Cost
Maintenance Plan: ; Start: 11/01/2023, End: 10/31/2024; Term: 12 months							
58 Renewal: Additional New World Software for LE Records Standard Maintenance - Bookings Maintenance Plan: ; Start: 11/01/2023, End: 10/31/2024; Term: 12 months	No	1	1	EA	0.00	.00	0.00
59 Renewal: New World Law Enforcement Mobile Unit Standard Maintenance - Mobile Message - In-Car Mapping Maintenance Plan: ; Start: 11/01/2023, End: 10/31/2024; Term: 12 months	No	1	1	EA	0.00	.00	0.00
60 Renewal: New World Law Enforcement Mobile Unit Standard Maintenance - Mobile Message - In-Car Routing Maintenance Plan: ; Start: 11/01/2023, End: 10/31/2024; Term: 12 months	No	1	1	EA	910.17	.00	910.17
61 Renewal: New World Law Enforcement Mobile Unit Standard Maintenance - Field-Based Reporting - LE Field Reporting Maintenance Plan: ; Start: 11/01/2023, End: 10/31/2024; Term: 12 months	No	1	1	EA	2,670.32	.00	2,670.32
62 Renewal: Dashboards for CAD Standard Maintenance Maintenance Plan: ; Start: 11/01/2023, End: 10/31/2024; Term: 12 months	No	1	1	EA	1,769.78	.00	1,769.78
63 Renewal: CAD Data Mart Standard Maintenance Maintenance Plan: ; Start: 11/01/2023, End: 10/31/2024; Term: 12 months Version No. : Inactive	No	1	1	EA	606.78	.00	606.78
64 Renewal: New World Law Enforcement Mobile Unit Standard Maintenance - Field-Based Reporting - Field Investigation Field Reporting(1 F Maintenance Plan: ; Start: 11/01/2023, End: 10/31/2024; Term: 12 months	No	1	1	EA	0.00	.00	0.00
65 Renewal: New World Law Enforcement Mobile Unit Standard Maintenance - Mobile Message - State Photo Download Maintenance Plan: ; Start: 11/01/2023, End: 10/31/2024; Term: 12 months	No	1	1	EA	758.48	.00	758.48
66 Renewal: New World Law Enforcement Mobile Unit Standard Maintenance - Mobile Message - Dispatch/Messaging/LE State/NCIC via Swit Maintenance Plan: ; Start: 11/01/2023, End: 10/31/2024; Term: 12 months	No	1	1	EA	2,670.32	.00	2,670.32
67 Renewal: Dashboards for Law Enforcement Standard Maintenance Maintenance Plan: ; Start: 11/01/2023, End: 10/31/2024; Term: 12 months	No	1	1	EA	2,123.73	.00	2,123.73
68 Renewal:	No	1	1	EA	2,275.42	.00	2,275.42



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 Tyler Technologies, Inc.
 (FEIN 75-2303920)
 P.O. Box 203556
 Dallas, TX 75320-3556

Questions
 Tyler Technologies -
 Phone: 1-800-772-2260 Press 2
 Fax: 1-866-673-3274
 Email: ar@tylertech.com

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No. Item/ Description/ Comments	Drop Ship	# Users	Quantity	U/M	Unit Price	Disc %	Total Cost
New World Data Sharing Standard Maintenance - Multi-Server Search Maintenance Plan: ; Start: 11/01/2023, End: 10/31/2024; Term: 12 months							
69 Renewal: New World Additional CAD Workstations Standard Maintenance Maintenance Plan: ; Start: 11/01/2023, End: 10/31/2024; Term: 12 months	No	1	1	EA	0.00	.00	0.00
70 Renewal: Additional New World Software for LE Records Standard Maintenance - Orders of Protection Maintenance Plan: ; Start: 11/01/2023, End: 10/31/2024; Term: 12 months	No	1	1	EA	1,478.43	.00	1,478.43
71 Renewal: Additional New World Enterprise Standard Maintenance for CAD - Web CAD Monitor Maintenance Plan: ; Start: 11/01/2023, End: 10/31/2024; Term: 12 months	No	1	1	EA	3,033.90	.00	3,033.90
72 Renewal: Additional New World Software for LE Records Standard Maintenance - Narcotics Mgmt/Intelligence Maintenance Plan: ; Start: 11/01/2023, End: 10/31/2024; Term: 12 months	No	1	1	EA	1,820.34	.00	1,820.34
73 Renewal: New World Enterprise Single Jurisdiction Law Enforcement CAD Standard Maintenance Maintenance Plan: ; Start: 11/01/2023, End: 10/31/2024; Term: 12 months	No	1	1	EA	0.00	.00	0.00
74 Renewal: Additional New World Software for LE Records Standard Maintenance - Gang Tracking Maintenance Plan: ; Start: 11/01/2023, End: 10/31/2024; Term: 12 months	No	1	1	EA	1,820.34	.00	1,820.34
75 Renewal: Additional New World Software for LE Records Standard Maintenance - Career Criminal Registry Maintenance Plan: ; Start: 11/01/2023, End: 10/31/2024; Term: 12 months	No	1	1	EA	1,213.57	.00	1,213.57
76 Renewal: Additional New World Software for LE Records Standard Maintenance - Field Investigations Maintenance Plan: ; Start: 11/01/2023, End: 10/31/2024; Term: 12 months	No	1	1	EA	1,213.57	.00	1,213.57
77 Renewal: Additional New World Software for LE Records Standard Maintenance - Equipment Tracking Maintenance Plan: ; Start: 11/01/2023, End: 10/31/2024; Term: 12 months	No	1	1	EA	0.00	.00	0.00
78 Renewal: Additional New World Software for LE Records Standard Maintenance - Demographic Profiling Reporting Maintenance Plan: ; Start: 11/01/2023, End: 10/31/2024; Term: 12 months	No	1	1	EA	1,820.34	.00	1,820.34
79 Renewal:	No	1	1	EA	0.00	.00	0.00



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 Tyler Technologies, Inc.
 (FEIN 75-2303920)
 P.O. Box 203556
 Dallas, TX 75320-3556

Questions
 Tyler Technologies -
 Phone: 1-800-772-2260 Press 2
 Fax: 1-866-673-3274
 Email: ar@tylertech.com

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No. Item/ Description/ Comments	Drop Ship	# Users	Quantity	U/M	Unit Price	Disc %	Total Cost
Additional New World Software for LE Records Standard Maintenance - DataAnalysis/Crime Mapping/Mgmt Reporting Maintenance Plan: ; Start: 11/01/2023, End: 10/31/2024; Term: 12 months							
80 Renewal:	No	1	1	EA	1,365.26	.00	1,365.26
Additional New World Enterprise Standard Maintenance for CAD - CAD Auto Routing Maintenance Plan: ; Start: 11/01/2023, End: 10/31/2024; Term: 12 months							
81 Renewal:	No	1	1	EA	606.78	.00	606.78
Law Enforcement Management Data Mart (^CAD, RMS) Standard Maintenance - Includes 2 users Maintenance Plan: ; Start: 11/01/2023, End: 10/31/2024; Term: 12 months							
82 Renewal:	No	1	1	EA	1,820.34	.00	1,820.34
Additional New World Software for LE Records Standard Maintenance - Permits Maintenance Plan: ; Start: 11/01/2023, End: 10/31/2024; Term: 12 months							
83 Renewal:	No	1	1	EA	0.00	.00	0.00
New World Law Enforcement Mobile Unit Standard Maintenance - Field-Based Reporting - MCT Ticket Writer Interface Maintenance Plan: ; Start: 11/01/2023, End: 10/31/2024; Term: 12 months							
84 Renewal:	No	1	1	EA	556.22	.00	556.22
New World Law Enforcement Mobile Unit Standard Maintenance - Mobile Message - Drivers Lic Mag Stripe Reader/Barcode Rea Maintenance Plan: ; Start: 11/01/2023, End: 10/31/2024; Term: 12 months							
85 Renewal:	No	1	1	EA	1,896.20	.00	1,896.20
New World Standard Maintenance - Tyler Content Manager Maintenance Plan: ; Start: 11/01/2023, End: 10/31/2024; Term: 12 months							
86 Renewal:	No	1	1	EA	1,516.96	.00	1,516.96
Additional New World Software for LE Records Standard Maintenance - Vehicle Tracking and Maintenance Maintenance Plan: ; Start: 11/01/2023, End: 10/31/2024; Term: 12 months							
87 Renewal:	No	1	1	EA	0.00	.00	0.00
Additional New World Enterprise Standard Maintenance for CAD - CAD AVL Maintenance Plan: ; Start: 11/01/2023, End: 10/31/2024; Term: 12 months							
88 Renewal:	No	1	1	EA	1,820.34	.00	1,820.34
Additional New World Enterprise Standard Maintenance for CAD - Unit Management Maintenance Plan: ; Start: 11/01/2023, End: 10/31/2024; Term: 12 months							
89 Renewal:	No	1	1	EA	0.00	.00	0.00
New World Federal and State Compliance Reporting for LE Records Standard Maintenance - Federal UCR/IBR Maintenance Plan: ; Start: 11/01/2023, End: 10/31/2024; Term: 12 months							
90 Renewal:	No	1	1	EA	0.00	.00	0.00



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 Tyler Technologies, Inc.
 (FEIN 75-2303920)
 P.O. Box 203556
 Dallas, TX 75320-3556

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 Tyler Technologies -
 Phone: 1-800-772-2260 Press 2
 Fax: 1-866-673-3274
 Email: ar@tylertech.com

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No. Item/ Description/ Comments	Drop Ship	# Users	Quantity	U/M	Unit Price	Disc %	Total Cost
New World Third Party LE Records Interface Standard Maintenance - Livescan Interface Maintenance Plan: ; Start: 11/01/2023, End: 10/31/2024; Term: 12 months							
91 Renewal: New World Mobility Server Standard Maintenance Maintenance Plan: ; Start: 11/01/2023, End: 10/31/2024; Term: 12 months	No	1	1	EA	0.00	.00	0.00
92 Renewal: New World Law Enforcement Standard Maintenance - SECTOR Ticket/Accident Interface Maintenance Plan: ; Start: 11/01/2023, End: 10/31/2024; Term: 12 months	No	1	1	EA	0.00	.00	0.00
93 Renewal: Additional New World Software for LE Records Standard Maintenance - Index Cards Maintenance Plan: ; Start: 11/01/2023, End: 10/31/2024; Term: 12 months	No	1	1	EA	1,213.57	.00	1,213.57
94 Renewal: New World Enterprise Third Party Interface Standard Maintenance - Pictometry Interface Maintenance Plan: ; Start: 11/01/2023, End: 10/31/2024; Term: 12 months	No	1	1	EA	0.00	.00	0.00
95 Renewal: New World Enterprise Third Party Interface Standard Maintenance - NG911 Interface Maintenance Plan: ; Start: 11/01/2023, End: 10/31/2024; Term: 12 months	No	1	1	EA	2,275.42	.00	2,275.42
96 Renewal: New World Single Jurisdiction Base LE Records Standard Maintenance Maintenance Plan: ; Start: 11/01/2023, End: 10/31/2024; Term: 12 months	No	1	1	EA	0.00	.00	0.00
97 Renewal: New World Third Party Embedded Maintenance Maintenance Plan: ; Start: 11/01/2023, End: 10/31/2024; Term: 12 months	No	1	1	EA	4,171.62	.00	4,171.62
98 Renewal: New World Third Party Maintenance - Esri ArcGIS Engine Runtime for CAD Workstations Maintenance Plan: ; Start: 11/01/2023, End: 10/31/2024; Term: 12 months	No	1	1	EA	1,011.30	.00	1,011.30
99 Renewal: New World Third Party Maintenance - Esri Mobile In-Car Mapping and Routing unit(s) Maintenance Plan: ; Start: 11/01/2023, End: 10/31/2024; Term: 12 months	No	1	1	EA	3,792.38	.00	3,792.38
100 Renewal: Stop Data Reporting Maintenance Plan: ; Start: 11/01/2023, End: 10/31/2024; Term: 12 months	No	1	60	EA	18.24	.00	1,094.31



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Phone: 1-800-772-2260 Press 2
Fax: 1-866-673-3274
Email: ar@tylertech.com

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Company	Order No.	Date	Page
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Does not include any applicable taxes

Order Total: 117,414.40

Comments: **Upon acceptance please email your purchase order to PO@tylertech.com**



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To: MISSION POLICE DEPARTMENT
 ATTN: ABRAM RAMIREZ
 1200 EAST 8TH STREET
 MISSION, TX 78572
 United States

Ship To: MISSION POLICE DEPARTMENT
 ATTN: ABRAM RAMIREZ
 1200 EAST 8TH STREET
 MISSION, TX 78572
 United States

Customer Grp/No.	Customer PO#	Payment Terms	Currency Code	Ship Via	Salesperson Cd
1 43895		Net 30	USD	ELEC	

No. Item/ Description/ Comments	Drop Ship	# Users	Quantity	U/M	Unit Price	Disc %	Total Cost
Contract No.: Mission Police Department							
1 Renewal: New World Third Party Maintenance - Data Analysis / Mapping Integration Maintenance Plan: ; Start: 10/01/2023, End: 10/31/2023; Term: 1 months Version No. : Inactive	No	1	1	EA	1.62	.00	1.62
2 Renewal: New World MSP Single Jurisdiction Law Enforcement CAD Standard Maintenance Maintenance: Start: 10/01/2023, End: 10/31/2023; Term: 1 months Version No. : Inactive	No	1	1	EA	440.39	.00	440.39
3 Renewal: Additional New World Software for LE Records Standard Maintenance - Alarm Tracking and Billing Maintenance: Start: 10/01/2023, End: 10/31/2023; Term: 1 months Version No. : Inactive	No	1	1	EA	120.09	.00	120.09
4 Renewal: Additional New World Software for LE Records Standard Maintenance - Bookings Maintenance: Start: 10/01/2023, End: 10/31/2023; Term: 1 months Version No. : Inactive	No	1	1	EA	120.09	.00	120.09
5 Renewal: Additional New World Software for LE Records Standard Maintenance - Case Management Maintenance: Start: 10/01/2023, End: 10/31/2023; Term: 1 months Version No. : Inactive	No	1	1	EA	80.07	.00	80.07
6 Renewal: New World Federal and State Compliance Reporting for LE Records Standard Maintenance - Federal UCR/IBR Maintenance: Start: 10/01/2023, End: 10/31/2023; Term: 1 months Version No. : Inactive	No	1	1	EA	80.07	.00	80.07
7 Renewal: New World Single Jurisdiction Base LE Records Standard Maintenance Maintenance: Start: 10/01/2023, End: 10/31/2023; Term: 1 months Version No. : Inactive	No	1	1	EA	440.34	.00	440.34



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No. Item/ Description/ Comments	Drop Ship	# Users	Quantity	U/M	Unit Price	Disc %	Total Cost
8 Renewal: New World Third Party LE Records Interface Standard Maintenance - Livescan Interface Maintenance: Start: 10/01/2023, End: 10/31/2023; Term: 1 months Version No. : Inactive	No	1	1	EA	64.04	.00	64.04
9 Renewal: Additional New World Software for LE Records Standard Maintenance - Pawn Shops Maintenance: Start: 10/01/2023, End: 10/31/2023; Term: 1 months Version No. : Inactive	No	1	1	EA	80.07	.00	80.07
10 Renewal: Additional New World Software for LE Records Standard Maintenance - Property Room Bar Coding Maintenance: Start: 10/01/2023, End: 10/31/2023; Term: 1 months Version No. : Inactive	No	1	1	EA	80.06	.00	80.06
11 Renewal: New World Mobile Standard Maintenance on the RS/6000 - Base Message Switch to State/NCIC(1-15 Units) Maintenance: Start: 10/01/2023, End: 10/31/2023; Term: 1 months Version No. : Inactive	No	1	1	EA	120.09	.00	120.09
12 Renewal: New World Standard Maintenance - Capture/View Stations Maintenance: Start: 10/01/2023, End: 10/31/2023; Term: 1 months Version No. : Inactive	No	1	1	EA	168.14	.00	168.14
13 Renewal: New World Imaging Standard Maintenance - LE Public Safety Lineups/Mug Shots Maintenance: Start: 10/01/2023, End: 10/31/2023; Term: 1 months Version No. : Inactive	No	1	1	EA	208.16	.00	208.16
14 Renewal: Additional New World MSP for CAD Standard Maintenance - Data Analysis/Crime Mapping/Mgmt Reporting Maintenance: Start: 10/01/2023, End: 10/31/2023; Term: 1 months Version No. : Inactive	No	1	1	EA	80.07	.00	80.07
15 Renewal: New World Standard Maintenance - Microsoft Word Interface Maintenance: Start: 10/01/2023, End: 10/31/2023; Term: 1 months Version No. : Inactive	No	1	1	EA	80.07	.00	80.07
16 Renewal: New World AVL Mapping Server Standard Maintenance Maintenance: Start: 10/01/2023, End: 10/31/2023; Term: 1 months Version No. : Inactive	No	1	1	EA	64.04	.00	64.04
17 Renewal: New World Base CAD/NCIC/Messaging Standard Maintenance	No	1	1	EA	0.00	.00	0.00



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 Tyler Technologies, Inc.
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 P.O. Box 203556
 Dallas, TX 75320-3556

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 Tyler Technologies -
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 Fax: 1-866-673-3274
 Email: ar@tylertech.com

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No. Item/ Description/ Comments	Drop Ship	# Users	Quantity	U/M	Unit Price	Disc %	Total Cost
Maintenance: Start: 10/01/2023, End: 10/31/2023; Term: 1 months							
18 Renewal: New World Data Merge to Aegis/MSP LE Records Standard Maintenance Maintenance: Start: 10/01/2023, End: 10/31/2023; Term: 1 months Version No. : Inactive	No	1	1	EA	8.82	.00	8.82
19 Renewal: New World Field Reporting Server Standard Maintenance Maintenance: Start: 10/01/2023, End: 10/31/2023; Term: 1 months Version No. : Inactive	No	1	1	EA	10.40	.00	10.40
20 Renewal: New World Mobile on MSP Server Integration Standard Maintenance - Mobile Upload Software (31-50 units) Maintenance: Start: 10/01/2023, End: 10/31/2023; Term: 1 months Version No. : Inactive	No	1	1	EA	168.14	.00	168.14
21 Renewal: New World Standard Maintenance - Supervisor Review and Approval Maintenance: Start: 10/01/2023, End: 10/31/2023; Term: 1 months Version No. : Inactive	No	1	1	EA	10.40	.00	10.40
22 Renewal: New World AVL Interface Standard Maintenance Maintenance: Start: 10/01/2023, End: 10/31/2023; Term: 1 months Version No. : Inactive	No	1	1	EA	56.04	.00	56.04
23 Renewal: New World Mobile Standard Maintenance on the RS/6000 - Base Message Switch to State/NCIC(31-50 Units) Maintenance: Start: 10/01/2023, End: 10/31/2023; Term: 1 months Version No. : Inactive	No	1	1	EA	352.27	.00	352.27
24 Renewal: Additional New World Standard Maintenance for RS/6000 Message Switch - New World CAD Interface (31-50 units) Maintenance: Start: 10/01/2023, End: 10/31/2023; Term: 1 months Version No. : Inactive	No	1	1	EA	128.12	.00	128.12
25 Renewal: New World Mobile Standard Maintenance on the RS/6000 - Base Message Switch to State/NCIC(16-30 Units) Maintenance: Start: 10/01/2023, End: 10/31/2023; Term: 1 months Version No. : Inactive	No	1	1	EA	32.03	.00	32.03
26 Renewal: New World Law Enforcement Mobile Unit Standard Maintenance - Mobile Message - Drivers Lic Mag Stripe Reader/Barcode Rea Maintenance: Start: 10/01/2023, End: 10/31/2023; Term: 1 months Version No. : Inactive	No	1	1	EA	42.42	.00	42.42



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 P.O. Box 203556
 Dallas, TX 75320-3556

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No. Item/ Description/ Comments	Drop Ship	# Users	Quantity	U/M	Unit Price	Disc %	Total Cost
27 Renewal: New World Law Enforcement Mobile Unit Standard Maintenance - Field-Based Reporting - LE Accident Field Reporting Maintenance: Start: 10/01/2023, End: 10/31/2023; Term: 1 months Version No. : Inactive	No	1	1	EA	96.11	.00	96.11
28 Renewal: New World Law Enforcement Mobile Unit Standard Maintenance - Field-Based Reporting - LE Accident Field Reporting Complian Maintenance: Start: 10/01/2023, End: 10/31/2023; Term: 1 months Version No. : Inactive	No	1	1	EA	50.41	.00	50.41
29 Renewal: New World Law Enforcement Mobile Unit Standard Maintenance - Mobile Message - LE CAD via Switch Maintenance: Start: 10/01/2023, End: 10/31/2023; Term: 1 months Version No. : Inactive	No	1	1	EA	136.08	.00	136.08
30 Renewal: New World Law Enforcement Mobile Unit Standard Maintenance - Field-Based Reporting - LE Field Reporting Maintenance: Start: 10/01/2023, End: 10/31/2023; Term: 1 months Version No. : Inactive	No	1	1	EA	192.21	.00	192.21
31 Renewal: New World Law Enforcement Mobile Unit Standard Maintenance - Field-Based Reporting - LE Field Reporting Compliance Maintenance: Start: 10/01/2023, End: 10/31/2023; Term: 1 months Version No. : Inactive	No	1	1	EA	50.41	.00	50.41
32 Renewal: New World Law Enforcement Mobile Unit Standard Maintenance - Mobile Message - Dispatch/Messaging/LE State/NCIC via Swit Maintenance: Start: 10/01/2023, End: 10/31/2023; Term: 1 months Version No. : Inactive	No	1	1	EA	128.08	.00	128.08
33 Renewal: New World Law Enforcement Mobile Unit Standard Maintenance - Field-Based Reporting - Mobile Upload of Field Reports Maintenance: Start: 10/01/2023, End: 10/31/2023; Term: 1 months Version No. : Inactive	No	1	1	EA	80.07	.00	80.07
34 Renewal: New World Law Enforcement Mobile Unit Standard Maintenance - Mobile Message - Mugshot Image Download Maintenance: Start: 10/01/2023, End: 10/31/2023; Term: 1 months Version No. : Inactive	No	1	1	EA	56.04	.00	56.04
35 Renewal: New World Mobile on MSP Server Integration Standard Maintenance - AVL CAD Interface (16-30 units) Maintenance: Start: 10/01/2023, End: 10/31/2023; Term: 1 months Version No. : Inactive	No	1	1	EA	56.04	.00	56.04



Remittance
 Tyler Technologies, Inc.
 (FEIN 75-2303920)
 P.O. Box 203556
 Dallas, TX 75320-3556

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Questions
 Tyler Technologies -
 Phone: 1-800-772-2260 Press 2
 Fax: 1-866-673-3274
 Email: ar@tylertech.com

Company	Order No.	Date	Page
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No. Item/ Description/ Comments	Drop Ship	# Users	Quantity	U/M	Unit Price	Disc %	Total Cost
36 Renewal: New World Mobile on MSP Server Integration Standard Maintenance - MDT/MCT Base CAD/RMS Interface (31-50 units) Maintenance: Start: 10/01/2023, End: 10/31/2023; Term: 1 months Version No. : Inactive	No	1	1	EA	114.50	.00	114.50
37 Renewal: New World Mobile on MSP Server Integration Standard Maintenance - MDT/MCT Base LE CAD Interface (1-15 units) Maintenance: Start: 10/01/2023, End: 10/31/2023; Term: 1 months Version No. : Inactive	No	1	1	EA	104.10	.00	104.10
38 Renewal: New World Third Party Maintenance - CAD Mapping Integration Maintenance Plan: ; Start: 10/01/2023, End: 10/31/2023; Term: 1 months Version No. : Inactive	No	1	1	EA	4.82	.00	4.82
39 Renewal: Additional New World Software for LE Records Standard Maintenance - Pawn Shops Maintenance Plan: ; Start: 10/01/2023, End: 10/31/2023; Term: 1 months	No	1	1	EA	0.00	.00	0.00
40 Renewal: Additional New World Software for LE Records Standard Maintenance - Case Management Maintenance Plan: ; Start: 10/01/2023, End: 10/31/2023; Term: 1 months	No	1	1	EA	0.00	.00	0.00
41 Renewal: Additional New World Software for LE Records Standard Maintenance - Property Room Bar Coding Maintenance Plan: ; Start: 10/01/2023, End: 10/31/2023; Term: 1 months	No	1	1	EA	0.00	.00	0.00
42 Renewal: New World Enterprise Third Party Interface Standard Maintenance - E-911 Interface Maintenance Plan: ; Start: 10/01/2023, End: 10/31/2023; Term: 1 months	No	1	1	EA	0.00	.00	0.00
43 Renewal: Additional New World Software for LE Records Standard Maintenance - Web Briefing Notes Maintenance Plan: ; Start: 10/01/2023, End: 10/31/2023; Term: 1 months	No	1	1	EA	108.35	.00	108.35
44 Renewal: New World Enterprise Third Party Interface Standard Maintenance - New World CAD to New World CAD Interface Maintenance Plan: ; Start: 10/01/2023, End: 10/31/2023; Term: 1 months	No	1	1	EA	0.00	.00	0.00
45 Renewal: New World Third Party LE Records Interface Standard Maintenance - Ticket Writer Interface Maintenance Plan: ; Start: 10/01/2023, End: 10/31/2023; Term: 1 months	No	1	1	EA	0.00	.00	0.00
46 Renewal: Additional New World Enterprise Standard Maintenance for CAD - Service Vehicle Rotation	No	1	1	EA	108.35	.00	108.35



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No. Item/ Description/ Comments	Drop Ship	# Users	Quantity	U/M	Unit Price	Disc %	Total Cost
Maintenance Plan: ; Start: 10/01/2023, End: 10/31/2023; Term: 1 months							
47 Renewal: New World Third Party LE Records Interface Standard Maintenance - Citizen Reporting Interface Maintenance Plan: ; Start: 10/01/2023, End: 10/31/2023; Term: 1 months	No	1	1	EA	180.59	.00	180.59
48 Renewal: New World Enterprise Third Party Interface Standard Maintenance - ASAP Interface Maintenance Plan: ; Start: 10/01/2023, End: 10/31/2023; Term: 1 months	No	1	1	EA	180.59	.00	180.59
49 Renewal: New World Enterprise Third Party Interface Standard Maintenance - New World State/NCIC Interface Maintenance Plan: ; Start: 10/01/2023, End: 10/31/2023; Term: 1 months	No	1	1	EA	0.00	.00	0.00
50 Renewal: New World Third Party LE Records Interface Standard Maintenance - On-Line Global Subjects Interface to State/NCIC Maintenance Plan: ; Start: 10/01/2023, End: 10/31/2023; Term: 1 months	No	1	1	EA	90.30	.00	90.29
51 Renewal: New World Third Party LE Records Interface Standard Maintenance - On-Line Pawn Shop Check Interface to State/NCIC Maintenance Plan: ; Start: 10/01/2023, End: 10/31/2023; Term: 1 months	No	1	1	EA	90.30	.00	90.29
52 Renewal: New World Imaging Standard Maintenance - LE Public Safety Lineups/Mug Shots Maintenance Plan: ; Start: 10/01/2023, End: 10/31/2023; Term: 1 months	No	1	1	EA	0.00	.00	0.00
53 Renewal: New World Corrections Management Standard Maintenance Base Package Maintenance Plan: ; Start: 10/01/2023, End: 10/31/2023; Term: 1 months	No	1	1	EA	282.83	.00	282.83
54 Renewal: Additional New World Enterprise Standard Maintenance for CAD - BOLOs Maintenance Plan: ; Start: 10/01/2023, End: 10/31/2023; Term: 1 months	No	1	1	EA	108.35	.00	108.35
55 Renewal: Additional New World Software for LE Records Standard Maintenance - Activity Reporting and Scheduling Maintenance Plan: ; Start: 10/01/2023, End: 10/31/2023; Term: 1 months	No	1	1	EA	96.32	.00	96.31
56 Renewal: Additional New World Software for LE Records Standard Maintenance - Alarm Tracking and Billing Maintenance Plan: ; Start: 10/01/2023, End: 10/31/2023; Term: 1 months	No	1	1	EA	0.00	.00	0.00
57 Renewal: New World Law Enforcement Mobile Unit Standard Maintenance - Mobile Message - Mugshot Image Download	No	1	1	EA	52.94	.00	52.93



Remittance
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 (FEIN 75-2303920)
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Company	Order No.	Date	Page
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No. Item/ Description/ Comments	Drop Ship	# Users	Quantity	U/M	Unit Price	Disc %	Total Cost
Maintenance Plan: ; Start: 10/01/2023, End: 10/31/2023; Term: 1 months							
58 Renewal: Additional New World Software for LE Records Standard Maintenance - Bookings Maintenance Plan: ; Start: 10/01/2023, End: 10/31/2023; Term: 1 months	No	1	1	EA	0.00	.00	0.00
59 Renewal: New World Law Enforcement Mobile Unit Standard Maintenance - Mobile Message - In-Car Mapping Maintenance Plan: ; Start: 10/01/2023, End: 10/31/2023; Term: 1 months	No	1	1	EA	0.00	.00	0.00
60 Renewal: New World Law Enforcement Mobile Unit Standard Maintenance - Mobile Message - In-Car Routing Maintenance Plan: ; Start: 10/01/2023, End: 10/31/2023; Term: 1 months	No	1	1	EA	72.24	.00	72.24
61 Renewal: New World Law Enforcement Mobile Unit Standard Maintenance - Field-Based Reporting - LE Field Reporting Maintenance Plan: ; Start: 10/01/2023, End: 10/31/2023; Term: 1 months	No	1	1	EA	211.93	.00	211.93
62 Renewal: Dashboards for CAD Standard Maintenance Maintenance Plan: ; Start: 10/01/2023, End: 10/31/2023; Term: 1 months	No	1	1	EA	140.46	.00	140.46
63 Renewal: CAD Data Mart Standard Maintenance Version No. : Inactive Maintenance Plan: ; Start: 10/01/2023, End: 10/31/2023; Term: 1 months	No	1	1	EA	48.16	.00	48.16
64 Renewal: New World Law Enforcement Mobile Unit Standard Maintenance - Field-Based Reporting - Field Investigation Field Reporting(1 F Maintenance Plan: ; Start: 10/01/2023, End: 10/31/2023; Term: 1 months	No	1	1	EA	0.00	.00	0.00
65 Renewal: New World Law Enforcement Mobile Unit Standard Maintenance - Mobile Message - State Photo Download Maintenance Plan: ; Start: 10/01/2023, End: 10/31/2023; Term: 1 months	No	1	1	EA	60.20	.00	60.20
66 Renewal: New World Law Enforcement Mobile Unit Standard Maintenance - Mobile Message - Dispatch/Messaging/LE State/NCIC via Swit Maintenance Plan: ; Start: 10/01/2023, End: 10/31/2023; Term: 1 months	No	1	1	EA	211.93	.00	211.93
67 Renewal: Dashboards for Law Enforcement Standard Maintenance Maintenance Plan: ; Start: 10/01/2023, End: 10/31/2023; Term: 1 months	No	1	1	EA	168.55	.00	168.55
68 Renewal:	No	1	1	EA	180.59	.00	180.59



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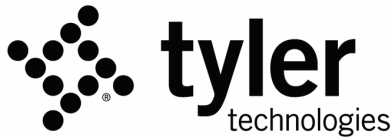
Questions
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No. Item/ Description/ Comments	Drop Ship	# Users	Quantity	U/M	Unit Price	Disc %	Total Cost
New World Data Sharing Standard Maintenance - Multi-Server Search Maintenance Plan: ; Start: 10/01/2023, End: 10/31/2023; Term: 1 months							
69 Renewal: New World Additional CAD Workstations Standard Maintenance Maintenance Plan: ; Start: 10/01/2023, End: 10/31/2023; Term: 1 months	No	1	1	EA	0.00	.00	0.00
70 Renewal: Additional New World Software for LE Records Standard Maintenance - Orders of Protection Maintenance Plan: ; Start: 10/01/2023, End: 10/31/2023; Term: 1 months	No	1	1	EA	117.34	.00	117.34
71 Renewal: Additional New World Enterprise Standard Maintenance for CAD - Web CAD Monitor Maintenance Plan: ; Start: 10/01/2023, End: 10/31/2023; Term: 1 months	No	1	1	EA	240.79	.00	240.79
72 Renewal: Additional New World Software for LE Records Standard Maintenance - Narcotics Mgmt/Intelligence Maintenance Plan: ; Start: 10/01/2023, End: 10/31/2023; Term: 1 months	No	1	1	EA	144.47	.00	144.47
73 Renewal: New World Enterprise Single Jurisdiction Law Enforcement CAD Standard Maintenance Maintenance Plan: ; Start: 10/01/2023, End: 10/31/2023; Term: 1 months	No	1	1	EA	0.00	.00	0.00
74 Renewal: Additional New World Software for LE Records Standard Maintenance - Gang Tracking Maintenance Plan: ; Start: 10/01/2023, End: 10/31/2023; Term: 1 months	No	1	1	EA	144.47	.00	144.47
75 Renewal: Additional New World Software for LE Records Standard Maintenance - Career Criminal Registry Maintenance Plan: ; Start: 10/01/2023, End: 10/31/2023; Term: 1 months	No	1	1	EA	96.32	.00	96.31
76 Renewal: Additional New World Software for LE Records Standard Maintenance - Field Investigations Maintenance Plan: ; Start: 10/01/2023, End: 10/31/2023; Term: 1 months	No	1	1	EA	96.32	.00	96.31
77 Renewal: Additional New World Software for LE Records Standard Maintenance - Equipment Tracking Maintenance Plan: ; Start: 10/01/2023, End: 10/31/2023; Term: 1 months	No	1	1	EA	0.00	.00	0.00
78 Renewal: Additional New World Software for LE Records Standard Maintenance - Demographic Profiling Reporting Maintenance Plan: ; Start: 10/01/2023, End: 10/31/2023; Term: 1 months	No	1	1	EA	144.47	.00	144.47
79 Renewal:	No	1	1	EA	0.00	.00	0.00



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Company	Order No.	Date	Page
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No. Item/ Description/ Comments	Drop Ship	# Users	Quantity	U/M	Unit Price	Disc %	Total Cost
Additional New World Software for LE Records Standard Maintenance - DataAnalysis/Crime Mapping/Mgmt Reporting Maintenance Plan: ; Start: 10/01/2023, End: 10/31/2023; Term: 1 months							
80 Renewal:	No	1	1	EA	108.35	.00	108.35
Additional New World Enterprise Standard Maintenance for CAD - CAD Auto Routing Maintenance Plan: ; Start: 10/01/2023, End: 10/31/2023; Term: 1 months							
81 Renewal:	No	1	1	EA	48.16	.00	48.16
Law Enforcement Management Data Mart (^CAD, RMS) Standard Maintenance - Includes 2 users Maintenance Plan: ; Start: 10/01/2023, End: 10/31/2023; Term: 1 months							
82 Renewal:	No	1	1	EA	144.47	.00	144.47
Additional New World Software for LE Records Standard Maintenance - Permits Maintenance Plan: ; Start: 10/01/2023, End: 10/31/2023; Term: 1 months							
83 Renewal:	No	1	1	EA	0.00	.00	0.00
New World Law Enforcement Mobile Unit Standard Maintenance - Field-Based Reporting - MCT Ticket Writer Interface Maintenance Plan: ; Start: 10/01/2023, End: 10/31/2023; Term: 1 months							
84 Renewal:	No	1	1	EA	44.14	.00	44.14
New World Law Enforcement Mobile Unit Standard Maintenance - Mobile Message - Drivers Lic Mag Stripe Reader/Barcode Rea Maintenance Plan: ; Start: 10/01/2023, End: 10/31/2023; Term: 1 months							
85 Renewal:	No	1	1	EA	150.49	.00	150.49
New World Standard Maintenance - Tyler Content Manager Maintenance Plan: ; Start: 10/01/2023, End: 10/31/2023; Term: 1 months							
86 Renewal:	No	1	1	EA	120.39	.00	120.39
Additional New World Software for LE Records Standard Maintenance - Vehicle Tracking and Maintenance Maintenance Plan: ; Start: 10/01/2023, End: 10/31/2023; Term: 1 months							
87 Renewal:	No	1	1	EA	0.00	.00	0.00
Additional New World Enterprise Standard Maintenance for CAD - CAD AVL Maintenance Plan: ; Start: 10/01/2023, End: 10/31/2023; Term: 1 months							
88 Renewal:	No	1	1	EA	144.47	.00	144.47
Additional New World Enterprise Standard Maintenance for CAD - Unit Management Maintenance Plan: ; Start: 10/01/2023, End: 10/31/2023; Term: 1 months							
89 Renewal:	No	1	1	EA	0.00	.00	0.00
New World Federal and State Compliance Reporting for LE Records Standard Maintenance - Federal UCR/IBR Maintenance Plan: ; Start: 10/01/2023, End: 10/31/2023; Term: 1 months							
90 Renewal:	No	1	1	EA	0.00	.00	0.00



Remittance
 Tyler Technologies, Inc.
 (FEIN 75-2303920)
 P.O. Box 203556
 Dallas, TX 75320-3556

Questions
 Tyler Technologies -
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Company	Order No.	Date	Page
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No. Item/ Description/ Comments	Drop Ship	# Users	Quantity	U/M	Unit Price	Disc %	Total Cost
New World Third Party LE Records Interface Standard Maintenance - Livescan Interface Maintenance Plan: ; Start: 10/01/2023, End: 10/31/2023; Term: 1 months							
91 Renewal: New World Mobility Server Standard Maintenance Maintenance Plan: ; Start: 10/01/2023, End: 10/31/2023; Term: 1 months	No	1	1	EA	0.00	.00	0.00
92 Renewal: New World Law Enforcement Standard Maintenance - SECTOR Ticket/Accident Interface Maintenance Plan: ; Start: 10/01/2023, End: 10/31/2023; Term: 1 months	No	1	1	EA	0.00	.00	0.00
93 Renewal: Additional New World Software for LE Records Standard Maintenance - Index Cards Maintenance Plan: ; Start: 10/01/2023, End: 10/31/2023; Term: 1 months	No	1	1	EA	96.32	.00	96.31
94 Renewal: New World Enterprise Third Party Interface Standard Maintenance - Pictometry Interface Maintenance Plan: ; Start: 10/01/2023, End: 10/31/2023; Term: 1 months	No	1	1	EA	0.00	.00	0.00
95 Renewal: New World Enterprise Third Party Interface Standard Maintenance - NG911 Interface Maintenance Plan: ; Start: 10/01/2023, End: 10/31/2023; Term: 1 months	No	1	1	EA	180.59	.00	180.59
96 Renewal: New World Single Jurisdiction Base LE Records Standard Maintenance Maintenance Plan: ; Start: 10/01/2023, End: 10/31/2023; Term: 1 months	No	1	1	EA	0.00	.00	0.00
97 Renewal: New World Third Party Embedded Maintenance Maintenance Plan: ; Start: 10/01/2023, End: 10/31/2023; Term: 1 months	No	1	1	EA	331.08	.00	331.08
98 Renewal: New World Third Party Maintenance - Esri ArcGIS Engine Runtime for CAD Workstations Maintenance Plan: ; Start: 10/01/2023, End: 10/31/2023; Term: 1 months	No	1	1	EA	80.26	.00	80.26
99 Renewal: New World Third Party Maintenance - Esri Mobile In-Car Mapping and Routing unit(s) Maintenance Plan: ; Start: 10/01/2023, End: 10/31/2023; Term: 1 months	No	1	1	EA	300.98	.00	300.98
100 Renewal: Stop Data Reporting Maintenance Plan: ; Start: 10/01/2023, End: 10/31/2023; Term: 1 months	No	1	60	EA	1.45	.00	86.84



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Email: ar@tylertech.com

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Company	Order No.	Date	Page
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Does not include any applicable taxes

Order Total: 9,318.55

Comments: **Upon acceptance please email your purchase order to PO@tylertech.com**

One Tyler Drive
Yarmouth, ME 04096

P: 800.772.2260
F: 207.781.2459

www.tylertech.com

September 18, 2023

City of Mission
Attn: Abram Ramirez, IT Director
1201 E. 8th St.
Mission, TX 78572

RE: Sole Source for Procurement

Dear Mr. Ramirez:

Please accept this letter to confirm that Tyler Technologies is the sole source of its Enforcement Mobile, Enterprise Public Safety and Public Safety Pro software. Tyler is the only party authorized to implement, support and update Tyler's Enforcement Mobile, Enterprise Public Safety and Public Safety Pro software.

Tyler appreciates the trust that the City of Mission has placed in our company and products, and we will continue to work diligently to ensure your complete satisfaction with our software, service and support throughout the life of this partnership.

Please do not hesitate to contact me with any questions regarding the foregoing.

Regards,

Sherry Clark
Sherry Clark
Group General Counsel



Remittance:
 Tyler Technologies, Inc.
 (FEIN 75-2303920)
 P.O. Box 203556
 Dallas, TX 75320-3556

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Invoice No	Date	Page
	09/21/2023	1 of 1

Item 31.

Questions:
 Tyler Technologies - Local Government
 Phone: 1-800-772-2260 Press 2, then 2
 Email: ar@tylertech.com



Bill To: CITY OF MISSION
 1201 EAST 8TH STREET
 MISSION, TX 78572

Ship To: CITY OF MISSION
 1201 EAST 8TH STREET
 MISSION, TX 78572

Cust No.-BillTo-ShipTo	Ord No	PO Number	Currency	Terms	Due Date
43895 - MAIN - MAIN	131440	2020-11260	USD	NET45	

Description	Extended Price
Incode SaaS Fees - Year 5 (11/01/2023 to 10/31/2024)	136,939.00

Milestone Details

Description:	Contract Amount:	Percent Invoiced:	Amount Invoiced:
System Software Non SQL - Annual SaaS	4,735.00	20%	947.00
Purchase Orders Subscription Fees - Annual SaaS	28,735.00	20%	5,747.00
Misc Accounts Receivable Subscription Fees - Annual SaaS	22,100.00	20%	4,420.00
Human Resources Subscription Fees - Annual SaaS	97,950.00	20%	19,590.00
Core Financials Subscription Fees - Annual SaaS	76,060.00	20%	15,212.00
Payroll-Personnel Subscription Fees - Annual SaaS	40,560.00	20%	8,112.00
Secure Signatures (includes 2 signatures) Subscription Fees - Annual SaaS	2,610.00	20%	522.00
Building Projects Subscription Fees - Annual SaaS	22,100.00	20%	4,420.00
Central Cash Collection Subscription Fees - Annual SaaS	25,245.00	20%	5,049.00
Cemetery Records Subscription Fees - Annual SaaS	9,085.00	20%	1,817.00
Utility CIS System Subscription Fees - Annual SaaS	97,815.00	20%	19,563.00
Business License Subscription Fees - Annual SaaS	15,775.00	20%	3,155.00
Collection Agency Export Interface Subscription Fees - Annual SaaS	6,855.00	20%	1,371.00
Criminal Court Case Mgt Subscription Fees - Annual SaaS	118,290.00	20%	23,658.00
INCODE : Tyler Content Manager Standard Edition (TCM SE) - Annual SaaS Fees	48,225.00	33%	16,075.00
Host Reporting Services	9,000.00	33%	3,000.00
Utility Payment Import Subscription Fees	3,189.00	33%	1,063.00
Tyler Output Processor Server - Annual SaaS Fee	7,425.00	33%	2,475.00
Forms Overlay - Annual SaaS Fee	2,229.00	33%	743.00

****ATTENTION****
 Order your checks and forms from
 Tyler Business Forms at 877-749-2090 or
 tylerbusinessforms.com to guarantee
 100% compliance with your software.

Subtotal	136,939.00
Sales Tax	\$0.00
Invoice Total	136,939.245



One Tyler Drive
Yarmouth, ME 04096

P: 800.772.2260
F: 207.781.2459

www.tylertech.com

February 23, 2023

City of Mission
Abram Ramirez
1201 E. 8th Street
Mission, TX 78572

Dear City of Mission,

Please allow this letter to confirm that ERP Pro 9 (Incode), as well as the Tyler Products currently used by the City of Mission which may be migrated are products of Tyler Technologies, Inc. which we develop and license to our customers. Tyler is the sole source for the development, licensing, implantation, maintenance, and support of the Incode software.

Tyler appreciates the trust the City has placed in our company, products, and will continue to work diligently to ensure that complete satisfaction with our software, service, and support throughout the life of this partnership. Please do not hesitate to contact me with any questions regarding the foregoing.

Sincerely,

A handwritten signature in blue ink that reads "Dane Womble".

Dane Womble
President, Local Government Division



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 25, 2023
PRESENTED BY: Teclo Garcia, CEO
AGENDA ITEM: Authorization to enter into a contract with Noble Texas Builders LLC for roof repairs to the CEED Building via Buy Board Contract #620-21 – Garcia

NATURE OF REQUEST:

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.

BUGETED: Yes **FUND:** MEDC FUND 21 **ACCT. #:** 21-412-44610

BUDGET: \$180,822.45 **EST. COST:** \$180,822.45 **CURRENT BUDGET BALANCE:** \$215,822.45

BID AMOUNT: \$180,822.45

STAFF RECOMMENDATION: Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval *RP*

RECORD OF VOTE: **APPROVED:** _____
 DISAPPROVED: _____
 TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

Contractor's Price Proposal - Summary

Date: August 07, 2023
Re: IQC Master Contract #: 660-21
Work Order #: 120195.00
Owner PO #:
Title: Mission EDC Roof Repairs
Contractor: Noble Texas Builders
Proposal Value: \$180,822.45

Section - 01	\$9,877.15
Section - 02	\$15,858.36
Section - 05	\$64,798.26
Section - 06	\$9,252.26
Section - 07	\$77,431.74
Section - 09	\$3,604.68
Proposal Total	\$180,822.45

This total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding.

The Percentage of NPP on this Proposal: %

Contractor's Price Proposal - Detail Continues..

Work Order Number: 120195.00
Work Order Title: Mission EDC Roof Repairs

Section - 05

11	05 12 23 00 0063	TON	4" x 3", 2" Weight Range 6-13 LB/LF Structural Tubing - Rectangle						\$52,548.92
		Installation	Quantity	Unit Price	Factor	=	Total		
			4.00	10,594.54	x	1.2400	=	52,548.92	
12	05 12 23 00 0116	SF	Touch Up Paint - Type 1 Red Oxide Field Painting Prime Coat						\$1,984.00
		Installation	Quantity	Unit Price	Factor	=	Total		
			2,000.00	0.80	x	1.2400	=	1,984.00	
13	05 12 23 00 0475	LF	6" x 6" x 3/8" Thick, Plain Steel Angle Iron						\$3,011.71
		Installation	Quantity	Unit Price	Factor	=	Total		
			80.00	30.36	x	1.2400	=	3,011.71	
14	05 41 00 00 0003	SF	3-5/8" Width, 16" On Center, 18 Gauge, Load Bearing, Structural Metal Stud Framing With Tracks And Runners						\$4,779.08
		Installation	Quantity	Unit Price	Factor	=	Total		
			870.00	4.43	x	1.2400	=	4,779.08	

Subtotal for Section - 05 **\$64,798.26**

Section - 06

15	06 11 16 00 0144	LF	2" x 4" Pressure Treated Wood Blocking To Steel						\$2,516.58
		Installation	Quantity	Unit Price	Factor	=	Total		
			550.00	3.69	x	1.2400	=	2,516.58	
16	06 11 16 00 0145	LF	2" x 6" Pressure Treated Wood Blocking To Steel						\$4,131.68
		Installation	Quantity	Unit Price	Factor	=	Total		
			700.00	4.76	x	1.2400	=	4,131.68	
17	06 16 33 00 0003	SF	3/8" Thick CDX Plywood Roof Decking Applied to wood rafters.						\$2,604.00
		Installation	Quantity	Unit Price	Factor	=	Total		
			1,500.00	1.40	x	1.2400	=	2,604.00	

Subtotal for Section - 06 **\$9,252.26**

Section - 07

18	07 22 16 00 0387	SF	6" Average Thickness (34.2 Average R-Value), 1/4" Slope, Tapered Polyisocyanurate Board, Mechanically Fastened						\$8,308.25
		Installation	Quantity	Unit Price	Factor	=	Total		
			780.00	8.59	x	1.2400	=	8,308.25	
19	07 54 23 00 0005	SQ	45 Mil, Single Ply TPO Roofing Membrane, Mechanically Fastened Includes fasteners.						\$45,518.85
		Installation	Quantity	Unit Price	Factor	=	Total		
			225.00	163.15	x	1.2400	=	45,518.85	
20	07 62 13 00 0012	SF	32 Gauge, 0.010" Thick, Stainless Steel Flashing And Trim						\$23,374.00
		Installation	Quantity	Unit Price	Factor	=	Total		
			2,500.00	7.54	x	1.2400	=	23,374.00	
21	07 91 23 00 0004	LF	1/2" Polyethylene Or Polyurethane Backer Rod						\$230.64
		Installation	Quantity	Unit Price	Factor	=	Total		
			200.00	0.93	x	1.2400	=	230.64	

Subtotal for Section - 07 **\$77,431.74**

Section - 09

22	09 24 23 00 0004	SF	Scratch/Finish, Two Coat Troweled Stucco Excludes lath and felt. Interior or exterior, one side.						\$3,604.68
		Installation	Quantity	Unit Price	Factor	=	Total		
			900.00	3.23	x	1.2400	=	3,604.68	

Contractor's Price Proposal - Detail Continues..

Work Order Number: 120195.00
Work Order Title: Mission EDC Roof Repairs

Subtotal for Section - 09 **\$3,604.68**

Proposal Total **\$180,822.45**

This total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding.

The Percentage of NPP on this Proposal: %



Vendor Contract Information Summary

Vendor Noble Texas Builders, LLC.
 Contact Eric Delgado
 Phone 9562770708
 Email eric.delgado@nobletx.net
 Vendor Website www.nobletx.net
 TIN 47-3035911
 Address Line 1 108 South Main Street
 Vendor City La Feria
 Vendor Zip 78559
 Vendor State TX
 Vendor Country USA
 Delivery Days 10
 Payment Terms Noble is Net 30
 Ship Via Common Carrier
 Designated Dealer No
 EDGAR Received Yes
 Service-disabled Veteran Owned No
 Minority Owned Yes
 Women Owned No
 Certificate Number 1473035911500
 Certifying Agency State of Texas / Texas Comptroller of Public Accounts
 National No
 No Foreign Terrorist Orgs Yes
 No Israel Boycott Yes
 MWBE Yes
 States Select Texas Regions Only
 Contract Name Regional Job Order Contracting (Gordian ezIQC)
 Contract No. 660-21
 Effective 12/01/2021
 Expiration 11/30/2026
 Accepts RFQs No



CITY OF MISSION, TEXAS FINANCIAL SUMMARY REPORT as of July 31, 2023

Departments Funds	REVENUES			EXPENSES				
	Amended Budget	Actual Amount	YTD % Received	Amended Budget	Actual Amount	Encumb.	Actual w/Encumb.	YTD % Used
10-Legislative	-	-	0.00%	35,588	1,282	1,180	2,462	47.80%
11-Executive	-	-	0.00%	998,873	54,086	-	54,086	74.44%
12-Finance	446,000	7,221	5.63%	946,573	56,029	3,535	59,564	70.78%
13-Municipal Court	810,500	67,531	93.35%	741,491	46,530	2,052	48,582	68.39%
14-Planning	1,480,000	158,358	106.06% ¹	1,319,691	134,577	25,455	160,032	71.38%
15-Facilities Maint.	-	-	0.00%	1,210,369	73,997	84,884	158,881	80.86%
16-Fleet Maint.	-	-	0.00%	1,166,176	60,979	149,088	210,067	92.74%
17-Organizational	46,388,000	2,060,840	85.71%	2,570,736	135,972	258,582	394,554	84.13%
18-Purchasing	-	-	0.00%	336,404	23,615	6,440	30,055	78.66%
19-City Secretary	213,200	11,904	56.44%	431,782	29,227	8,095	37,322	79.23%
22-Risk	25,000	79,287	394.63% ²	696,559	498,076	2,580	500,656	91.76%
24-Civil Service	-	-	0.00%	198,300	16,487	4,670	21,157	67.44%
25-Human Resources	-	-	0.00%	360,220	27,194	95	27,288	79.04%
26-Information Tech.	-	-	0.00%	1,138,944	102,639	96,478	199,116	85.77%
27-Media Relations	-	-	0.00%	324,098	25,467	1,896	27,363	79.05%
28-Legal	-	-	0.00%	561,239	31,349	7,861	39,210	68.95%
30-Police	1,417,518	14,273	74.01%	20,487,381	1,395,546	127,121	1,522,667	76.60%
31-Fire	45,000	3,331	722.10% ³	9,775,612	743,688	4,446,472	5,190,161	119.11% ¹
32-Fire Prevention	-	-	0.00%	818,123	59,097	3,295	62,392	83.65%
40-Streets	-	12,000	0.00%	4,736,925	502,211	247,192	749,403	86.91%
43-Health Regulation & Inspection	89,500	2,750	55.63%	362,945	24,376	4,050	28,425	64.02%
44-Animal Welfare	-	-	0.00%	652,690	55,573	69,929	125,502	81.22%
51-Mission Historical Museum	-	-	0.00%	366,119	23,834	778	24,612	75.24%
60-Parks & Rec Administration	-	-	0.00%	271,590	21,645	500	22,145	76.50%
61-Parks	25,000	496	58.04%	2,934,585	198,837	98,736	297,573	66.73%
63-Recreation	46,500	855	100.49% ⁴	408,164	71,834	2,788	74,622	64.82%
64-Library	65,500	77,286	179.47% ⁵	1,489,140	93,303	126,500	219,803	76.34%
65-Bannworth Pool	45,000	5,115	54.62%	283,646	18,836	14,612	33,448	58.91%
67-Mayberry Pool	30,000	6,885	110.77% ⁴	339,212	64,113	10,810	74,923	76.39%
98-Transfers Out	2,783,707	-	0.00%	3,305,658	-	-	-	0.00%
GENERAL FUND	53,910,425	2,508,130	81.64%	59,268,833	4,590,397	5,805,672	10,396,070	80.24%
SPECIAL REVENUE FUNDS	35,816,355	883,951	13.23%	38,214,174	2,371,725	6,737,994	9,109,719	54.80%
CAPITAL PROJECTS FUNDS	14,281,634	214,929	13.54%	32,127,137	2,376,827	19,037,199	21,414,026	103.37%
DEBT SERVICE FUNDS	7,036,000	41,836	65.08%	6,162,067	-	-	-	83.20%
UTILITY FUND	25,970,339	2,066,857	69.61%	25,860,006	1,501,279	1,134,515	2,635,794	61.18%
GOLF COURSE FUND	975,000	63,201	91.09%	1,598,144	115,615	74,175	189,790	64.90%
SOLID WASTE FUND	12,118,871	730,001	54.11%	12,549,631	1,378,342	4,847,954	6,226,295	82.36%
EVENT CENTER FUND	860,100	25,869	37.35%	877,333	99,671	29,509	129,180	68.08%
INTERNAL SERVICE FUND	7,180,583	393,142	76.09%	6,831,277	518,263	4,779	523,043	79.04%
Grand Total	158,149,307	6,927,916		183,488,602	12,952,120	37,671,797	50,623,917	

4th Quarter
All Exp < 100%

Adjusted FUND BALANCE 7/31/2023
6,400,328
(7,066,870)
13,583,014
926,096
4,971,683
(5,483,987)
5,434,463
(487,008)
11,373
18,289,091

¹ Increase in inspection and construction fees due to high development.

² Increase in insurance claims due to wind storm damage.

³ Increase in reimbursements for ambulance services.

⁴ Summer program increase in revenues.

⁵ County Library funds pending budget amendment.

¹ Fire Encumbrance for Enforcer Pumper results in increase of budget percentage.

**CITY OF MISSION, TEXAS
GENERAL FUND
FINANCIAL STATEMENTS FOR THE MONTH ENDING 7/31/23**

	General Fund
Beginning Adjusted Fund Balance	\$ 8,482,595.68
Revenues:	
Property Taxes	229,061.54
Sales Taxes	1,610,381.87
Other Taxes	194,633.34
Licenses and permits	110,826.56
Intergovernmental Revenues	96,099.25
Charges for Services	91,272.61
Fines and Forfeits	59,518.47
Interest Earned	4,020.54
Miscellaneous	112,315.75
Total Revenues:	2,508,129.93
Transfers In:	-
Total Resources Available:	10,990,725.61
Expenditures:	
Legislative	1,281.72
Executive	54,085.50
Finance	56,029.07
Municipal Court	46,529.93
Planning	134,577.28
Facilities Maintenance	73,997.28
Fleet Maintenance	60,978.60
Organizational	135,972.33
Purchasing	23,615.23
City Secretary	29,226.92
Risk Management	498,075.95
Civil Service	16,487.06
Human Resources	27,193.97
Information Technology	102,638.52
Media Relations	25,467.12
Legal	31,348.69
Police	1,395,546.22
Fire	743,688.38
Fire Prevention	59,097.07
Streets	502,211.10
Health	24,375.56
Animal Welfare	55,572.81
Museum	23,833.99
Parks and Recreation	21,644.71
Parks	198,836.83
Recreation	71,833.86
Library	93,303.37
Bannworth Pool	18,835.79
Mayberry Pool	64,112.52
Total Expenditures:	4,590,397.38
Transfers - Out:	-
Ending Fund Balance: (adjusted)	\$ 6,400,328.23

**CITY OF MISSION, TEXAS
GENERAL FUND
FINANCIAL STATEMENTS FOR THE MONTH ENDING 7/31/23**

Assets:	
Cash:	1,584,962.64
Investments:	493,764.85
Prepaid items	14,800.40
Receivables:	
Taxes	550,875.01
Accounts	2,224,307.54
Less: allowance for uncollectibles	(1,920,860.00)
Accrued interest receivable	(2.73)
Due from other governments	293,718.00
Due from other funds	5,633,252.29
Long-term receivable	6,000.00
Inventory	23,171.25
Total Assets:	<u><u>8,903,989.25</u></u>
 Liabilities and Fund Balance:	
Accounts Payable	63,916.01
Other liabilities	282,333.91
Accrued payroll	(4,204.86)
Due to other funds	2,253,480.12
Deferred Revenue	(91,864.16)
Total Liabilities	<u><u>2,503,661.02</u></u>
 Net Assets:	
Nonspendable	43,971.65
Committed	7,621,829.36
Unassigned	(1,265,472.78)
 Total Fund Balance	 <u><u>\$ 6,400,328.23</u></u>

FINANCIAL STATEMENT
AS OF: JULY 31, 2023

01 -GENERAL FUND

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUM.	BUDGET BALANCE
REVENUE SUMMARY						
	53,910,424.50	2,508,129.93	44,013,957.39	81.64	0.00	9,896,467.11
*** TOTAL REVENUES ***	53,910,424.50	2,508,129.93	44,013,957.39	81.64	0.00	9,896,467.11
EXPENDITURE SUMMARY						
10-LEGISLATIVE	35,588.00	1,281.72	15,829.85	47.80	1,180.00	18,578.15
11-EXECUTIVE	998,873.00	54,085.50	743,606.88	74.44	0.00	255,266.12
12-FINANCE	946,573.00	56,029.07	666,477.85	70.78	3,534.65	276,560.50
13-MUNICIPAL COURT	741,491.00	46,529.93	505,034.45	68.39	2,051.65	234,404.90
14-PLANNING	1,319,691.00	134,577.28	916,538.31	71.38	25,455.01	377,697.68
15-FACILITIES MAINTENANCE	1,210,369.00	73,997.28	893,783.43	80.86	84,883.83	231,701.74
16-FLEET MAINTENANCE	1,166,176.00	60,978.60	932,402.05	92.74	149,088.38	84,685.57
17-ORGANIZATIONAL EXPENSE	2,570,735.72	135,972.33	1,904,127.74	84.13	258,581.70	408,026.28
18-PURCHASING	336,404.00	23,615.23	258,189.05	78.66	6,439.80	71,775.15
19-CITY SECRETARY	431,782.00	29,226.92	333,994.31	79.23	8,094.68	89,693.01
22-RISK MANAGEMENT	696,559.00	498,075.95	636,563.24	91.76	2,580.00	57,415.76
23-ELECTIONS	0.00	0.00	0.00	0.00	0.00	0.00
24-CIVIL SERVICE	198,300.00	16,487.06	129,053.58	67.44	4,670.35	64,576.07
25-HUMAN RESOURCES	360,220.00	27,193.97	284,622.53	79.04	94.50	75,502.97
26-INFORMTION TECHNOLOGY	1,138,944.00	102,638.52	880,341.77	85.77	96,477.72	162,124.51
27-MEDIA RELATIONS	324,098.00	25,467.12	254,302.95	79.05	1,896.06	67,898.99
28-LEGAL	561,239.00	31,348.69	379,094.46	68.95	7,861.42	174,283.12
30-POLICE	20,487,381.00	1,395,546.22	15,565,759.59	76.60	127,120.53	4,794,500.88
31-FIRE	9,775,612.00	743,688.38	7,197,578.10	119.11	4,446,472.36	(1,868,438.46)
32-FIRE PREVENTION	818,123.00	59,097.07	681,104.57	83.65	3,294.62	133,723.81
40-STREETS	4,736,925.00	502,211.10	3,869,518.88	86.91	247,191.58	620,214.54
43-HEALTH REGULATION & IN	362,945.00	24,375.56	228,314.84	64.02	4,049.90	130,580.26
44-ANIMAL CONTROL	652,690.00	55,572.81	460,161.42	0.00	69,929.28	122,599.30
51-MISSION HISTORICAL MUS	366,119.00	23,833.99	274,672.32	75.24	778.00	90,668.68
60-PARKS & RECREATION ADM	271,590.00	21,644.71	207,254.03	76.50	500.00	63,835.97
61-PARKS	2,934,585.00	198,836.83	1,859,382.27	66.73	98,735.91	976,466.82
63-RECREATION	408,164.00	71,833.86	261,785.50	64.82	2,788.03	143,590.47
64-LIBRARY	1,489,140.00	93,303.37	1,010,253.42	76.34	126,500.09	352,386.49
65-BANNWORTH POOL	283,646.00	18,835.79	152,471.90	58.91	14,611.74	116,562.36
67-MAYBERRY POOL	339,212.00	64,112.52	248,316.96	76.39	10,810.45	80,084.59
99-TRANSFERS OUT	3,305,658.00	0.00	0.00	0.00	0.00	3,305,658.00
*** TOTAL EXPENDITURES ***	59,268,832.72	4,590,397.38	41,750,536.25	80.24	5,805,672.24	11,712,624.23

CITY OF MISSION, TEXAS
SPECIAL REVENUE BONDS
FINANCIAL STATEMENTS FOR
THE MONTH ENDING 7/31/23

	SPECIAL REVENUE PAGE 1						
	Total	CDBG Fund 04	Police State Sharing Fund 10	Police Federal Sharing Fund 11	Municipal Court Tech Fund 14	Designated Purpose (grants) Fund 15	Drainage Assessment Fund 16
Beginning Aadjusted Fund Balance	\$ (5,579,095.18)	\$ (9,042.73)	\$ 83,327.34	\$ 352,670.01	\$ 241,929.79	\$ (6,393,259.00)	\$ 601,962.58
Revenues:							
Intergovernmental Revenues	612,189.79	48,889.45	-	-	-	434,133.67	-
Other taxes	151,356.56	-	-	-	-	-	-
Charges for Services	13,926.46	-	-	-	3,193.06	-	-
Interest Earned	1,795.76	-	652.52	-	-	416.84	501.41
Special Assessments	104,682.49	-	-	-	-	-	104,682.49
Total Revenues:	883,951.06	48,889.45	652.52	-	3,193.06	434,550.51	105,183.90
Transfers In:	-	-	-	-	-	-	-
Total Resources Available:	<u>(4,695,144.12)</u>	<u>39,846.72</u>	<u>83,979.86</u>	<u>352,670.01</u>	<u>245,122.85</u>	<u>(5,958,708.49)</u>	<u>707,146.48</u>
Expenditures:							
Police	485,150.07	-	(466.51)	14,855.91	-	470,760.67	-
Organizational	1,633,141.09	-	-	-	-	1,540,611.67	-
Media	7,926.96	-	-	-	-	-	-
City Secretary	2,118.00	-	-	-	-	-	-
Municipal Court	3,170.78	-	-	-	200.58	-	-
Fire	46,162.77	-	-	-	-	46,162.77	-
Health & Welfare	10,663.65	-	-	-	-	10,663.65	-
Tourist Promotion	998.00	-	-	-	-	-	-
Drainage	13,884.59	-	-	-	-	-	13,884.59
Boys & Girls Club	81,795.75	-	-	-	-	-	-
Veteran's Cemetery	38,316.71	-	-	-	-	-	-
CDBG	48,397.01	48,397.01	-	-	-	-	-
Total Expenditures:	2,371,725.38	48,397.01	(466.51)	14,855.91	200.58	2,068,198.76	13,884.59
Transfers - Out:	-	-	-	-	-	-	-
Ending Adjusted Fund Balance:	<u>\$ (7,066,869.50)</u>	<u>\$ (8,550.29)</u>	<u>\$ 84,446.37</u>	<u>\$ 337,814.10</u>	<u>\$ 244,922.27</u>	<u>\$ (8,026,907.25)</u>	<u>\$ 693,261.89</u>
Assets:							
Cash:	12,661,768.85	271,838.86	53,170.21	346,464.76	245,122.85	9,209,477.37	626,221.86
Investments:	776,050.11	-	32,050.85	(571.60)	-	-	472,738.95
Receivables:							
Accounts	333,097.46	168.81	-	2,828.10	-	137.56	112,282.23
Less: Allowance for Bad Debt	(17,831.27)	-	-	-	-	-	(17,831.27)
Due from other governments	87,134.23	-	-	-	-	87,134.23	-
Due from other funds	1,100,772.00	765.67	-	-	-	575,505.93	57.92
Total Assets	<u>14,940,991.38</u>	<u>272,773.34</u>	<u>85,221.06</u>	<u>348,721.26</u>	<u>245,122.85</u>	<u>9,872,255.09</u>	<u>1,193,469.69</u>
Liabilities and Fund Balance:							
Accounts Payable	522,019.86	575.98	-	10,907.16	200.58	508,893.45	79.86
Payable from restricted assets:							
Retainage payable	107,998.52	-	-	-	-	107,998.52	-
Other Liabilities	25,292.95	5,333.41	774.69	-	-	11,107.76	127.94
Due to Other Funds	3,523,418.19	275,414.24	-	-	-	9,209.70	500,000.00
Deferred Revenue	17,829,131.36	-	-	-	-	17,261,952.91	-
Total Liabilities	<u>22,007,860.88</u>	<u>281,323.63</u>	<u>774.69</u>	<u>10,907.16</u>	<u>200.58</u>	<u>17,899,162.34</u>	<u>500,207.80</u>
Net Assets							
Restricted Fund Balance	<u>\$ (7,066,869.50)</u>	<u>\$ (8,550.29)</u>	<u>\$ 84,446.37</u>	<u>\$ 337,814.10</u>	<u>\$ 244,922.27</u>	<u>\$ (8,026,907.25)</u>	<u>\$ 693,261.89</u>

CITY OF MISSION, TEXAS
 SPECIAL REVENUE BONDS
 FINANCIAL STATEMENTS FOR
 THE MONTH ENDING 7/31/23

SPECIAL REVENUE PAGE 2

	Cemetery Trust Fund 17	Records Preservation Fund 20	Speer Memorial Fund 22	Hotel/Motel Tax Fund 24	Municipal Court Bldg Security Fund 25	Speer Memorial Breyfogle Fund 26	Park Dedication Fund 27
Beginning Aadjusted Fund Balance	\$ 19,634.20	\$ 10,950.27	\$ 27,476.62	\$ 597,392.56	\$ 174,206.59	\$ 6,811.75	\$ -
Revenues:							
Intergovernmental Revenues	-	-	-	-	-	-	-
Other taxes	-	-	-	151,356.56	-	-	-
Charges for Services	-	813.40	-	-	1,989.01	-	-
Interest Earned	-	-	-	20.13	-	-	-
Special Assessments	-	-	-	-	-	-	-
Total Revenues:	-	813.40	-	151,376.69	1,989.01	-	-
Transfers In:	-	-	-	-	-	-	-
Total Resources Available:	<u>19,634.20</u>	<u>11,763.67</u>	<u>27,476.62</u>	<u>748,769.25</u>	<u>176,195.60</u>	<u>6,811.75</u>	<u>-</u>
Expenditures:							
Police	-	-	-	-	-	-	-
Organizational	-	-	-	-	-	-	-
Media	-	-	-	-	-	-	-
City Secretary	-	2,118.00	-	-	-	-	-
Municipal Court	-	-	-	-	-	-	-
Fire	-	-	-	-	-	-	-
Health & Welfare	-	-	-	-	-	-	-
Tourist Promotion	-	-	-	998.00	-	-	-
Drainage	-	-	-	-	-	-	-
Boys & Girls Club	-	-	-	-	-	-	-
Veteran's Cemetery	-	-	-	-	-	-	-
CDBG	-	-	-	-	-	-	-
Total Expenditures:	-	2,118.00	-	998.00	-	-	-
Transfers - Out:	-	-	-	-	-	-	-
Ending Adjusted Fund Balance:	<u>\$ 19,634.20</u>	<u>\$ 9,645.67</u>	<u>\$ 27,476.62</u>	<u>\$ 747,771.25</u>	<u>\$ 176,195.60</u>	<u>\$ 6,811.75</u>	<u>\$ -</u>
Assets:							
Cash:	19,634.20	9,645.67	27,476.62	465,186.91	176,767.20	6,811.75	567,178.45
Investments:	-	-	-	65,487.10	(571.60)	-	-
Receivables:							
Accounts	-	-	-	217,097.24	-	-	-
Less: Allowance for Bad Debt	-	-	-	-	-	-	-
Due from other governments	-	-	-	-	-	-	-
Due from other funds	-	-	-	-	-	-	-
Total Assets	<u>19,634.20</u>	<u>9,645.67</u>	<u>27,476.62</u>	<u>747,771.25</u>	<u>176,195.60</u>	<u>6,811.75</u>	<u>567,178.45</u>
Liabilities and Fund Balance:							
Accounts Payable	-	-	-	-	-	-	-
Payable from restricted assets:							
Retainage payable	-	-	-	-	-	-	-
Other Liabilities	-	-	-	-	-	-	-
Due to Other Funds	-	-	-	-	-	-	-
Deferred Revenue	-	-	-	-	-	-	567,178.45
Total Liabilities	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>567,178.45</u>
Net Assets							
Restricted Fund Balance	<u>\$ 19,634.20</u>	<u>\$ 9,645.67</u>	<u>\$ 27,476.62</u>	<u>\$ 747,771.25</u>	<u>\$ 176,195.60</u>	<u>\$ 6,811.75</u>	<u>\$ -</u>

CITY OF MISSION, TEXAS
 SPECIAL REVENUE BONDS
 FINANCIAL STATEMENTS FOR
 THE MONTH ENDING 7/31/23

SPECIAL REVENUE PAGE 3

	Juevenile Case Manager Fund 28	Capital Asset Replacement Fund 29	PEG Capital Fund Fund 30	Boys & Girls Club Fund 32	Veteran's Cemetery Fund 35	Tax Increment Fund 81
Beginning Aadjusted Fund Balance	\$ 175,533.52	\$ (625,179.89)	\$ 675,677.79	\$ (1,368,146.52)	\$ (154,594.78)	\$ 3,554.72
Revenues:						
Intergovernmental Revenues	-	-	-	4,166.67	125,000.00	-
Other taxes	-	-	-	-	-	-
Charges for Services	2,115.99	-	-	5,815.00	-	-
Interest Earned	-	-	204.86	-	-	-
Special Assessments	-	-	-	-	-	-
Total Revenues:	<u>2,115.99</u>	<u>-</u>	<u>204.86</u>	<u>9,981.67</u>	<u>125,000.00</u>	<u>-</u>
Transfers In:	-	-	-	-	-	-
Total Resources Available:	<u>177,649.51</u>	<u>(625,179.89)</u>	<u>675,882.65</u>	<u>(1,358,164.85)</u>	<u>(29,594.78)</u>	<u>3,554.72</u>
Expenditures:						
Police	-	-	-	-	-	-
Organizational	-	92,529.42	-	-	-	-
Media	-	-	7,926.96	-	-	-
City Secretary	-	-	-	-	-	-
Municipal Court	2,970.20	-	-	-	-	-
Fire	-	-	-	-	-	-
Health & Welfare	-	-	-	-	-	-
Tourist Promotion	-	-	-	-	-	-
Drainage	-	-	-	-	-	-
Boys & Girls Club	-	-	-	81,795.75	-	-
Veteran's Cemetery	-	-	-	-	38,316.71	-
CDBG	-	-	-	-	-	-
Total Expenditures:	<u>2,970.20</u>	<u>92,529.42</u>	<u>7,926.96</u>	<u>81,795.75</u>	<u>38,316.71</u>	<u>-</u>
Transfers - Out:	-	-	-	-	-	-
Ending Adjusted Fund Balance:	<u>\$ 174,679.31</u>	<u>\$ (717,709.31)</u>	<u>\$ 667,955.69</u>	<u>\$ (1,439,960.60)</u>	<u>\$ (67,911.49)</u>	<u>\$ 3,554.72</u>
Assets:						
Cash:	175,632.86	-	461,039.28	-	100.00	-
Investments:	-	-	206,916.41	-	-	-
Receivables:						
Accounts	-	-	-	465.12	118.40	-
Less: Allowance for Bad Debt	-	-	-	-	-	-
Due from other governments	-	-	-	-	-	-
Due from other funds	-	520,887.76	-	-	-	3,554.72
Total Assets	<u>175,632.86</u>	<u>520,887.76</u>	<u>667,955.69</u>	<u>465.12</u>	<u>218.40</u>	<u>3,554.72</u>
Liabilities and Fund Balance:						
Accounts Payable	-	-	-	1,284.85	77.98	-
Payable from restricted assets:						
Retainage payable	-	-	-	-	-	-
Other Liabilities	538.99	-	-	5,244.19	2,165.97	-
Due to Other Funds	414.56	1,238,597.07	-	1,433,896.68	65,885.94	-
Deferred Revenue	-	-	-	-	-	-
Total Liabilities	<u>953.55</u>	<u>1,238,597.07</u>	<u>-</u>	<u>1,440,425.72</u>	<u>68,129.89</u>	<u>-</u>
Net Assets						
Restricted Fund Balance	<u>\$ 174,679.31</u>	<u>\$ (717,709.31)</u>	<u>\$ 667,955.69</u>	<u>\$ (1,439,960.60)</u>	<u>\$ (67,911.49)</u>	<u>\$ 3,554.72</u>

**CITY OF MISSION, TEXAS
CAPITAL PROJECTS FUNDS
FINANCIAL STATEMENTS FOR THE MONTH ENDING 07/31/23**

	Total	Capital Projects Fund 09	2018 CO Fund 75	2021 CO Fund 76
Beginning Adjusted Fund Balance	\$ 15,744,911.56	\$ (3,517,495.25)	\$ 5,136,865.77	\$ 14,125,541.04
Revenues:				
MRA Reimb.	22,621.25	22,621.25	-	-
Interest Earned	192,307.55	-	85,190.87	107,116.68
Total Revenues:	214,928.80	22,621.25	85,190.87	107,116.68
Transfers In:	-	-	-	-
Total Resources Available:	15,959,840.36	(3,494,874.00)	5,222,056.64	14,232,657.72
Expenditures:				
Facilities-Police & Fire Substation	331,453.64	331,453.64	-	-
Streets-Taylor Rd Project	285,717.84	285,717.84	-	-
Streets-S Inspiration Military Loop	28,683.60	28,683.60	-	-
Facilities - City Hall Roof	4,341.12	-	4,341.12	-
Facilities - Tom Landry Building	597.39	-	597.39	-
Parks - Lions Park Projects	-	-	27,155.00	(27,155.00)
Drainage - Esperanza	383,704.28	-	-	383,704.28
Drainage - Stewart A	291,807.13	-	-	291,807.13
Drainage - Tulip	1,050,521.59	-	-	1,050,521.59
Total Expenditures:	2,376,826.59	645,855.08	32,093.51	1,698,878.00
Transfers - Out:	-	-	-	-
Ending Adjusted Fund Balance:	\$ 13,583,013.77	\$ (4,140,729.08)	\$ 5,189,963.13	\$ 12,533,779.72
Assets:				
Cash:	3,650,936.85	-	1,033,106.57	2,617,830.28
Investments:	14,553,943.24	-	4,170,321.62	10,383,621.62
Receivables:				
Accrued interest receivable	(2.80)	-	-	(2.80)
Due from other governments	875,577.55	875,577.55	-	-
Due from other funds	487,740.97	487,740.97	-	-
Due from component unit	1,990,757.93	1,990,757.93	-	-
Total Assets	21,558,953.74	3,354,076.45	5,203,428.19	13,001,449.10
Liabilities and Fund Balance:				
Accounts payable	1,927.50	1,927.50	-	-
Retainage payable	822,016.60	340,882.16	13,465.06	467,669.38
Due to other funds	6,368,619.86	6,368,619.86	-	-
Deferred Revenue	783,376.01	783,376.01	-	-
Total Liabilities	7,975,939.97	7,494,805.53	13,465.06	467,669.38
Net Assets				
Restricted Fund Balance	\$ 13,583,013.77	\$ (4,140,729.08)	\$ 5,189,963.13	\$ 12,533,779.72

**CITY OF MISSION, TEXAS
DEBT SERVICE FUND
FINANCIAL STATEMENTS FOR THE MONTH ENDING 7/31/23**

	Debt Service Fund 08
Beginning Adjusted Fund Balance	884,260.49
Adjustment to Prior Year Fund Balance	-
Adjusted Fund Balance	884,260.49
Revenues:	
Property Taxes	32,119.41
Interest Earned	9,716.16
Total Revenues:	41,835.57
Transfers In:	-
Total Resources Available:	926,096.06
Expenditures:	
Organizational Costs	-
Total Expenditures:	-
Transfers - Out:	-
Adjusted Fund Balance:	926,096.06
Assets:	
Investments:	235,424.52
Receivables:	
Taxes	2,261,632.49
Less: allowance for uncollectibles	(192,141.30)
Due from Other Funds:	734,879.75
Total Assets	3,039,795.46
Liabilities and Fund Balance:	
Due to other funds	44,208.21
Deferred Revenue	2,069,491.19
Total Liabilities	2,113,699.40
Net Assets:	
Restricted Fund Balance	926,096.06

**CITY OF MISSION, TEXAS
UTILITY ENTERPRISE FUND
FINANCIAL STATEMENTS FOR THE MONTH ENDING 07/31/23
ADJUSTED**

	Total Utility Funds 02	Utility Fund	Utility Reserve & Ext Funds	Utility I&S Funds	Utility Capital Project Fund
Beginning Adjusted Retain Earnings	\$ 4,406,104.71	\$ 927,547.87	\$ 778,295.16	\$ 2,529,138.43	\$ 171,123.25
Revenues:					
Charges for Services	2,046,628.19	2,046,628.19	-	-	-
Interest Earned	9,931.52	4,212.78	2,390.77	3,284.31	43.66
Miscellaneous	287.50	287.50	-	-	-
Special Assessments	10,010.00	10,010.00	-	-	-
Total Revenues:	2,066,857.21	2,061,138.47	2,390.77	3,284.31	43.66
Transfers In:	-	-	-	-	-
Total Resources Available:	6,472,961.92	2,988,686.34	780,685.93	2,532,422.74	171,166.91
Expenditures:					
Administration	71,449.01	71,449.01	-	-	-
Water Distribution	284,464.14	284,464.14	-	-	-
Water Treatment	214,875.73	214,875.73	-	-	-
Wastewater Treatment	118,648.15	118,648.15	-	-	-
Industrial Pre-Treatment	6,118.87	6,118.87	-	-	-
Utility Billing and Collecting	43,554.27	43,554.27	-	-	-
Organizational Expense	346,814.57	311,505.42	35,309.15	-	-
Meter Readers	36,024.49	36,024.49	-	-	-
North Water Plant	377,829.93	377,829.93	-	-	-
Golf Course:					
Pro-shop	-	-	-	-	-
Grounds	-	-	-	-	-
Restaurant	-	-	-	-	-
Organizational	-	-	-	-	-
Solid Waste	-	-	-	-	-
Event Center	-	-	-	-	-
Bond Payments & Fees	1,500.00	-	-	1,500.00	-
Total Expenditures:	1,501,279.16	1,464,470.01	35,309.15	1,500.00	-
Transfers - Out:	-	-	-	-	-
Ending Retain Earnings: (adjusted)	\$ 4,971,682.76	\$ 1,524,216.33	\$ 745,376.78	\$ 2,530,922.74	\$ 171,166.91
Assets:					
Cash:	5,602,302.38	5,602,302.38	-	-	-
Investments:	1,162,277.88	1,162,277.88	-	-	-
Prepaid items	6,100.00	6,100.00	-	-	-
Receivables:					
Accounts	2,365,150.64	2,365,150.64	-	-	-
Less: allowance for uncollectibles	(334,869.09)	(334,869.09)	-	-	-
Accrued interest receivable	1,074.99	1,074.99	-	-	-
Due from other funds	599,479.51	537,902.11	60,523.85	1,000.00	53.55
Inventory	186,866.82	186,866.82	-	-	-
Total Current Assets	9,588,383.13	9,526,805.73	60,523.85	1,000.00	53.55
Non-Current Assets					
Restricted Assets:					
Cash and cash equivalents	14,565,906.84	12,405,408.71	354,016.07	1,635,368.70	171,113.36
Investments	1,748,250.08	522,859.18	330,836.86	894,554.04	-
Accrued interest	33.98	33.98	-	-	-
Deferred charges	639,980.02	639,980.02	-	-	-
Long-term receivable	19,486.06	19,486.06	-	-	-
Capital Assets:					
Land, water rights, and construction in prog	37,872,790.05	37,872,790.05	-	-	-
Other capital assets, net of accumulated dep	56,397,305.94	56,397,305.94	-	-	-
Total Non-current assets	111,243,752.97	107,857,863.94	684,852.93	2,529,922.74	171,113.36
Total Assets:	120,832,136.10	117,384,669.67	745,376.78	2,530,922.74	171,166.91
Liabilities:					
Accounts Payable	10,542.82	10,542.82	-	-	-
Retainage payable	126,171.07	126,171.07	-	-	-
Accrued interest payable	240,975.69	240,975.69	-	-	-
Other liabilities	42,496.24	42,496.24	-	-	-
Compensated absences	174,111.23	174,111.23	-	-	-
Accrued payroll	15,310.83	15,310.83	-	-	-
Due to other funds	5,661,870.25	5,661,870.25	-	-	-
Customer deposits	2,892,209.74	2,892,209.74	-	-	-
Deferred Revenue	885,584.50	885,584.50	-	-	-
Current portion of long-term	1,262,139.65	1,262,139.65	-	-	-
Subdividers deposits	2,771,149.10	2,771,149.10	-	-	-
Leases	883,688.67	883,688.67	-	-	-
Long-term obligations:	39,090,131.95	39,090,131.95	-	-	-
Total Liabilities	54,056,381.74	54,056,381.74	-	-	-
Net Assets:					
Nonspendable	61,804,071.60	61,804,071.60	-	-	-
Restricted	3,447,466.43	-	745,376.78	2,530,922.74	171,166.91
Committed	3,281,274.21	3,281,274.21	-	-	-
Unassigned	(1,757,057.88)	(1,757,057.88)	-	-	-
Total Net Assets	\$ 66,775,754.36	\$ 63,328,287.93	\$ 745,376.78	\$ 2,530,922.74	\$ 171,166.91

FINANCIAL STATEMENT
AS OF: JULY 31, 2023

02 -UTILITY FUND

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUM.	BUDGET BALANCE
REVENUE SUMMARY						
	25,970,339.00	2,066,857.21	18,077,248.10	69.61	0.00	7,893,090.90
*** TOTAL REVENUES ***	25,970,339.00	2,066,857.21	18,077,248.10	69.61	0.00	7,893,090.90
EXPENDITURE SUMMARY						
10-ADMINISTRATION	1,159,438.00	71,449.01	749,235.91	64.62	0.00	410,202.09
12-WATER DISTRIBUTION/SEW	4,801,072.00	284,464.14	3,194,816.97	74.85	398,857.55	1,207,397.48
13-SOUTH WATER PLANT	2,225,649.00	214,875.73	1,490,206.67	80.42	299,712.87	435,729.46
14-WASTEWATER TREATMENT	4,747,199.00	118,648.15	3,022,512.66	63.62	(2,497.34)	1,727,183.68
15-INDUSTRIAL PRE-TREATME	321,395.00	6,118.87	135,292.05	42.25	500.00	185,602.95
16-UTILITY BILLING AND CO	775,792.00	43,554.27	559,001.38	74.87	21,853.98	194,936.64
17-ORGANIZATIONAL EXPENSE	5,603,160.00	348,314.57	5,151,734.01	92.47	29,410.01	422,015.98
18-METER READERS	665,233.00	36,024.49	412,593.55	62.65	4,207.80	248,431.65
30-NORTH WATER PLANT	2,777,361.00	377,829.93	2,610,247.69	107.75	382,470.19	(215,356.88)
61-2015 TWDB BONDS	0.00	0.00	0.00	0.00	0.00	0.00
63-2021 PSI BOND	0.00	0.00	0.00	0.00	0.00	0.00
99-TRANSFERS OUT	2,783,707.00	0.00	0.00	0.00	0.00	2,783,707.00
98-CONTRA ACCOUNTS	0.00	0.00	(2,640,000.00)	0.00	0.00	2,640,000.00
*** TOTAL EXPENDITURES ***	25,860,006.00	1,501,279.16	14,685,640.89	61.18	1,134,515.06	10,039,850.05

**CITY OF MISSION, TEXAS
ALL OTHER ENTERPRISE FUNDS
FINANCIAL STATEMENTS FOR THE MONTH ENDING 07/31/23
ADJUSTED**

	Golf Course Fund 03	Solid Waste Fund 05	Event Center Fund 23
Beginning Adjusted Retain Earnings	\$ (5,431,572.84)	\$ 6,082,803.22	\$ (413,206.16)
Revenues:			
Charges for Services	63,116.58	729,796.68	25,869.16
Interest Earned	-	-	-
Miscellaneous	84.46	204.63	-
Special Assessments	-	-	-
Total Revenues:	63,201.04	730,001.31	25,869.16
Transfers In:	-	-	-
Total Resources Available:	(5,368,371.80)	6,812,804.53	(387,337.00)
Expenditures:			
Administration	-	-	-
Water Distribution	-	-	-
Water Treatment	-	-	-
Wastewater Treatment	-	-	-
Industrial Pre-Treatment	-	-	-
Utility Billing and Collecting	-	-	-
Organizational Expense	-	-	-
Meter Readers	-	-	-
North Water Plant	-	-	-
Golf Course:			
Pro-shop	38,202.90	-	-
Grounds	49,834.34	-	-
Restaurant	10,425.75	-	-
Organizational	17,152.08	-	-
Solid Waste	-	1,378,341.98	-
Event Center	-	-	99,671.14
Bond Payments & Fees	-	-	-
Total Expenditures:	115,615.07	1,378,341.98	99,671.14
Transfers - Out:	-	-	-
Ending Retain Earnings: (adjusted)	\$ (5,483,986.87)	\$ 5,434,462.55	\$ (487,008.14)
Assets:			
Cash:	650.00	1,636,743.22	2,500.00
Investments:	-	473,150.50	-
Prepaid items	5,000.00	-	4,115.00
Receivables:			
Accounts	6,720.63	822,179.24	6,218.02
Less: allowance for uncollectibles	-	(138,897.37)	-
Accrued interest receivable	-	(1.35)	-
Due from other funds	-	-	-
Inventory	44,737.92	-	17,713.00
Total Current Assets	57,108.55	2,793,174.24	30,546.02
Non-Current Assets			
Restricted Assets:			
Cash and cash equivalents	36,246.49	-	-
Investments	-	-	-
Accrued interest	-	-	-
Deferred charges	59,646.51	142,787.49	19,500.33
Long-term receivable	3,448.47	8,255.26	1,127.41
Capital Assets:			
Land, water rights, and construction in prog	1,642,918.52	-	-
Other capital assets, net of accumulated dep	1,729,435.13	3,867,694.29	62,621.10
Total Non-current assets	3,471,695.12	4,018,737.04	83,248.84
Total Assets:	3,528,803.67	6,811,911.28	113,794.86
Liabilities:			
Accounts Payable	571.30	84,633.79	4,396.19
Retainage payable	-	-	-
Accrued interest payable	1,071.88	1,224.09	1.87
Other liabilities	80,626.80	126,628.68	3,483.12
Compensated absences	12,345.44	14,610.92	-
Accrued payroll	1,066.11	2,070.49	-
Due to other funds	3,191,954.26	467,656.45	469,720.99
Customer deposits	-	-	-
Deferred Revenue	182,058.94	375,177.70	86,538.13
Current portion of long-term	100,737.53	12,665.07	3,041.67
Subdividers deposits	-	-	-
Leases	300,164.99	55,797.01	5,409.36
Long-term obligations:	110,374.38	236,984.53	28,211.67
Total Liabilities	3,980,971.63	1,377,448.73	600,803.00
Net Assets:			
Nonspendable	5,035,419.86	3,398,319.55	80,334.10
Restricted	35,599.04	-	-
Committed	-	1,500,477.49	-
Unassigned	(5,483,986.87)	535,665.51	(567,342.24)
	\$ (412,967.97)	\$ 5,434,462.55	\$ (487,008.14)

**CITY OF MISSION, TEXAS
INTERNAL SERVICE FUNDS
FINANCIAL STATEMENTS FOR THE MONTH ENDING 7/31/23**

	Fund 19 Total
Adjusted Fund Balance	\$ 136,493.64
Revenues:	
Charges for Services	238,987.99
Interest Earned	93.33
Miscellaneous	575.00
Total Revenues:	393,142.10
Transfers In:	-
Total Resources Available:	529,635.74
Expenditures:	
Insurance claim drafts	234,482.12
Premium payments	238,381.09
Dues & Memberships	3,822.30
Organizational Cost	41,577.69
Total Expenditures:	518,263.20
Transfers - Out:	-
Ending Unadjusted Fund Balance:	\$ 11,372.54
Assets:	
Cash:	70,100.48
Investments:	4,582.38
Accounts Recievable	4,527.87
Total Assets:	79,210.73
Liabilities:	
Accounts Payable	67,838.19
Total Liabilities	\$ 67,838.19
Net Assets:	
Restricted Fund Balance	\$ 11,372.54

JMR

Item 34.

PREPARED BY: JESSICA RODRIGUEZ

**PABLO "PAUL" VILLARREAL JR., ASSESSOR & COLLECTOR
CITY OF MISSION TAXES COLLECTED FOR:
JULY 2023**

COMPARATIVE RATE OF COLLECTIONS

CITY OF MISSION CMS (32)	ORIGINAL TAX LEVY	COLLECTED TO DATE	DROPPED YRS AFTER PURGE	MODIF. TO DATE	TAXES OUTSTANDING	PERCENT 2022/2023	COLLECTED 2021/2022
2022 TAX ROLL	28,910,952.02	28,028,618.37		109,120.87	991,454.52	96.58%	96.88%
2021 & PRIOR YRS	2,417,440.91	531,290.28	(23,500.12)	(56,451.29)	1,806,199.22	22.73%	25.65%
ROLLBACK	2,677.08	4,823.19		18,141.31	15,995.20	23.17%	69.10%
TOTALS	31,331,070.01	28,564,731.84	(23,500.12)	70,810.89	2,813,648.94		

BREAKDOWN OF TAX COLLECTIONS AND FEES FOR THE MONTH OF JULY 2023

	CITY OF MISSION	MONTHLY MODIFICATIONS
CURRENT YEAR-BASE TAX	143,128.42	(11,974.24) CURRENT
CURRENT YEAR-P&I	22,448.65	
PRIOR YEARS-BASE TAX	68,737.82	(1,745.11) PRIOR
PRIOR YEARS-P&I	36,582.22	
ROLLBACK	-	- ROLLBACK
ROLLBACK P&I	-	
ATTORNEY FEES	35,535.28	(23,500.12) PURGED
TOTAL COLLECTIONS	306,432.39	(37,219.47)
LESS TRANSFERRED	180,627.79	
LESS IN TRANSIT	119,079.18	
LESS DUE TO HCAD COMM. FEE	25.42	
LESS DUE TO CO TREASURER	6,700.00	

BALANCE -

*****AFFIDAVIT*****

I, PABLO "PAUL" VILLARREAL JR., ASSESSOR-COLLECTOR OF TAXES FOR THE CITY OF MISSION, DO SOLEMNLY SWEAR THAT THE ABOVE STATEMENT OF TAXES COLLECTED BY ME FOR THE MONTH OF JULY 2023 IS CORRECT.

Pablo Villarreal Jr.
ASSESSOR-COLLECTOR OF TAXES FOR CITY OF MISSION, TEXAS



SWORN AND SUBSCRIBED BEFORE ME THIS 8TH DAY OF AUGUST 2023 A.D.

Mark Martinez
NOTARY PUBLIC, HIDALGO COUNTY, TEXAS



JMG

PREPARED BY: JOHN M GONZALEZ

PABLO "PAUL" VILLARREAL JR., ASSESSOR & COLLECTOR
CITY OF MISSION TAXES COLLECTED FOR:
JULY 2022

COMPARATIVE RATE OF COLLECTIONS

CITY OF MISSION CMS (32)	ORIGINAL TAX LEVY	COLLECTED TO DATE	DROPPED YRS AFTER PURGE	MODIF. TO DATE	TAXES OUTSTANDING	PERCENT 2021/2022	COLLECTED 2020/2021
2021 TAX ROLL	25,552,721.06	25,201,175.84		459,950.93	811,496.15	96.88%	96.69%
2020 & PRIOR YRS ROLLBACK	2,436,594.87 6,430.91	613,017.95 12,072.16	(21,564.39)	(25,010.27) 11,038.44	1,777,002.26 5,397.19	25.65% 69.10%	24.24% 82.69%
TOTALS	27,995,746.84	25,826,265.95	(21,564.39)	445,979.10	2,593,895.60		

BREAKDOWN OF TAX COLLECTIONS AND FEES FOR THE MONTH OF JULY 2022

	CITY OF MISSION	MONTHLY MODIFICATIONS
CURRENT YEAR-BASE TAX	110,722.18	- CURRENT
CURRENT YEAR-P&I	14,212.17	
PRIOR YEARS-BASE TAX	29,984.93	- PRIOR
PRIOR YEARS-P&I	14,176.91	
ROLLBACK	539.87	- ROLLBACK
ROLLBACK P&I	161.97	
ATTORNEY FEES	15,845.71	(21,564.39) PURGED
TOTAL COLLECTIONS	185,643.74	(21,564.39)
LESS TRANSFERRED	120,996.04	
LESS IN TRANSIT	58,217.50	
LESS DUE TO HCAD COMM. FEE	49.20	
LESS DUE TO CO TREASURER	6,381.00	
BALANCE	-	

*****AFFIDAVIT*****

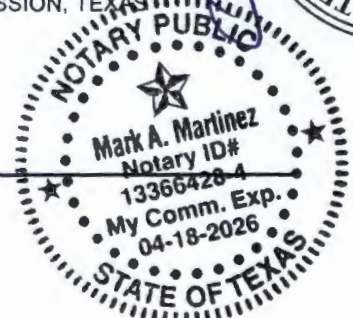
I, PABLO "PAUL" VILLARREAL JR., ASSESSOR-COLLECTOR OF TAXES FOR THE CITY OF MISSION, DO SOLEMNLY SWEAR THAT THE ABOVE STATEMENT OF TAXES COLLECTED BY ME FOR THE MONTH OF JULY 2022 IS CORRECT.

Pablo (Paul) Villarreal Jr.
ASSESSOR-COLLECTOR OF TAXES FOR CITY OF MISSION, TEXAS



SWORN AND SUBSCRIBED BEFORE ME THIS 10TH DAY OF AUGUST 2022 A.D.

Mark Martine
NOTARY PUBLIC, HIDALGO COUNTY, TEXAS



City of Mission, Texas
Summary of Current Levy Tax Collections
As of July 31, 2023

2022 Tax Levy

	<u>M&O</u>	<u>I&S</u>	<u>Total</u>
Original	\$ 24,862,654.91	\$ 4,048,297.11	\$ 28,910,952.02
Adjustments	93,841.08	15,279.79	109,120.87
Adjusted Levy	<u>\$ 24,956,495.99</u>	<u>\$ 4,063,576.90</u>	<u>\$ 29,020,072.89</u>
Collections as of July 2023	<u>\$ 24,103,871.00</u>	<u>\$ 3,924,747.37</u>	<u>\$ 28,028,618.37</u>
Outstanding as of July 2023	<u>\$ 852,624.99</u>	<u>\$ 138,829.53</u>	<u>\$ 991,454.52</u>
Percentage of 2022 Levy Collected as of July 2023	96.58%	96.58%	96.58%

City of Mission, Texas
Summary of Delinquent Levy Tax Collections
As of July 31, 2023

	M&O	I&S	Total
Original	\$ 1,981,213.09	\$ 436,227.83	\$ 2,417,440.91
Adjustments	(65,621.17)	(14,330.24)	(79,951.41)
Adjusted Levy	<u>\$ 1,915,591.92</u>	<u>\$ 421,897.59</u>	<u>\$ 2,337,489.50</u>
Collections as of July 2023	<u>\$ 438,153.55</u>	<u>\$ 93,136.73</u>	<u>\$ 531,290.28</u>
Outstanding as of July 2023	<u>\$ 1,477,438.37</u>	<u>\$ 328,760.86</u>	<u>\$ 1,806,199.22</u>
Percentage of 2022 Levy Collected as of July 2023	22.87%	22.08%	22.73%

Delinquent Tax Levy Breakdown

Year	Beg O/S	Adjustments	Paid	Ending O/S
2021	708,464.82	(40,134.63)	(270,030.19)	398,300.00
2020	357,078.13	(8,141.96)	(91,066.93)	257,869.24
2019	268,008.17	(2,604.11)	(62,370.14)	203,033.92
2018	167,024.96	(15,452.32)	(29,818.86)	121,753.78
2017	113,951.83	(1,353.68)	(17,178.29)	95,419.86
2016	95,926.05	(713.06)	(10,307.60)	84,905.39
2015	86,555.77	(577.08)	(11,840.26)	74,138.43
2014	73,527.03	(567.39)	(9,353.70)	63,605.94
2013	61,599.97	(24.39)	(5,723.23)	55,852.35
2012	55,263.76	(37.69)	(3,836.19)	51,389.88
2011	53,728.89	(41.79)	(4,444.92)	49,242.18
2010	54,963.69	(45.51)	(2,381.40)	52,536.78
2009	50,115.31	(50.37)	(3,294.90)	46,770.04
2008	47,738.36	(53.71)	(2,314.68)	45,369.97
2007	36,895.24	(165.36)	(2,011.50)	34,718.38
2006	30,170.29	(573.03)	(1,902.07)	27,695.19
2005	25,323.05	(382.64)	(975.16)	23,965.25
2004	23,774.09	(363.82)	(912.36)	22,497.91
2003	16,970.19	(635.81)	(499.73)	15,834.65
2002	16,306.82	(2,582.11)	(395.72)	13,328.99
2001	74,054.49	(5,450.95)	(632.45)	67,971.09
	2,417,440.91	(79,951.41)	(531,290.28)	1,806,199.22

City of Mission, Texas
Combined Property Tax Reconciliation - Receivable Accounts
FY 2022-23
As of September 30, 2023

	01/08-10900 Current Property Tax Receivable	01/08-11000 Delinquent Property Tax Receivable	combined Rollback Tax Receivable	Outstanding Taxes Prior to Allowance	01/08-11100 Allowance for Uncollectable Property tax	01/08-21900 Outstanding Taxes After Allowance	Deferred Property Tax Revenue	Difference
Beginning Balance	-	2,417,440.91	2,677.08	2,420,117.99	1,051,274.01	1,368,843.98	1,374,740.20	(5,896.21)
Auditors Adjustments	-	-	-	-	-	-	-	-
Adjusted Beginning Balance	-	2,417,440.91	2,677.08	2,420,117.99	1,051,274.01	1,368,843.98	1,374,740.20	(5,896.21)
Plus Levy	28,910,952.02	-	-	28,910,952.02	-	28,910,952.02	28,910,952.02	-
Plus Rollback taxes	-	-	18,141.31	18,141.31	-	18,141.31	18,141.31	-
Less Collections	(27,864,844.36)	(531,290.28)	(4,823.19)	(28,400,957.83)	-	(28,400,957.83)	(28,400,957.83)	-
Less Special Inventory	(163,774.01)	-	-	(163,774.01)	-	(163,774.01)	(163,774.01)	-
Adjustments to tax roll	109,120.87	(79,951.41)	-	29,169.46	-	29,169.46	29,169.46	-
Ending Balance	<u>991,454.52</u>	<u>1,806,199.22</u>	<u>15,995.20</u>	<u>2,813,648.94</u>	<u>1,051,274.01</u>	<u>1,762,374.93</u>	<u>1,768,271.15</u>	<u>(5,896.21)</u>
Adjustments to allowance	-	-	-	-	-	-	0.00	-
Adjusted Ending Balance	<u>991,454.52</u>	<u>1,806,199.22</u>	<u>15,995.20</u>	<u>2,813,648.94</u>	<u>1,051,274.01</u>	<u>1,762,374.93</u>	<u>1,768,271.15</u>	<u>(5,896.21)</u>
Accrual for September (prior yr)							55,269.34	(55,269.34)
Posted to G/L at 9/30 (Oct 2021)	-	-	-	-	-	-	-	-
Propose audit adj.	-	-	-	-	-	-	-	-
Reconciled to Tax Office Report	<u>991,454.52</u>	<u>1,806,199.22</u>	<u>15,995.20</u>	<u>2,813,648.94</u>	<u>1,051,274.01</u>	<u>1,762,374.93</u>	<u>1,823,540.49</u>	<u>(61,165.55)</u>

	01/08-10900	01/08-11000	
COLLECTIONS AGAINST RECEIVABLE			
collections up to 9/30/22	27,864,844.36	531,290.28	28,396,134.64
reverse prior year accrual	-	-	-
rollback taxes	-	4,823.19	4,823.19
motor vehicle taxes	163,774.01	-	163,774.01
accrual for Sept-coll in Oct	-	-	-
Total Collections	<u>28,028,618.37</u>	<u>536,113.47</u>	<u>28,564,731.84</u>
RECONCILIATION of RECEIVABLES			
Adjusted balance 9/30/22	-	2,420,117.99	2,420,117.99
Levy	28,910,952.02	-	28,910,952.02
adjustments to tax roll	109,120.87	(79,951.41)	29,169.46
Roll back taxes	-	18,141.31	18,141.31
Total tax collections	<u>(28,028,618.37)</u>	<u>(536,113.47)</u>	<u>(28,564,731.84)</u>
Total outstanding taxes 9/30/23	<u>991,454.52</u>	<u>1,822,194.42</u>	<u>2,813,648.94</u>

	01/08-300-31000	01/08-300-31200	
COLLECTIONS -REVENUE ACCOUNTS			
collections up to 9/30/22	27,864,844.36	531,290.28	28,396,134.64
reverse prior year accrual	-	(55,269.34)	(55,269.34)
rollback taxes	-	4,823.19	4,823.19
motor vehicle taxes	163,774.01	-	163,774.01
accrual for Sept-coll in Oct	-	-	-
Total Collections	<u>28,028,618.37</u>	<u>480,844.13</u>	<u>28,509,462.50</u>
county of hidalgo			
october collections	-	-	-
G/L at 9/30/23	28,028,618.37	480,844.13	28,509,462.50
audit adj.	-	-	-
adjusted total	<u>28,028,618.37</u>	<u>480,844.13</u>	<u>28,509,462.50</u>

RECONCILIATION:		
rollback tax receivables	15,645.05	15,645.05
O/S taxes w/out rollback	975,809.47	2,798,003.89
Total outstanding taxes 9/30/23	<u>991,454.52</u>	<u>2,813,648.94</u>

**CITY OF MISSION, TEXAS
COMBINED PROPERTY TAX COLLECTIONS, FY 22-23**

Item 34.

MONTH	CURRENT YEAR TAXES			PRIOR YEAR TAXES				TOTAL TAX COLLECTIONS	P & I		COSTS COLLECTED	LESS COMMISS.	Rendition Penalties	TOTAL COLLECTIONS
	General	I & S	Rollback	General	I & S	Rollback	prior yr accrual		General	I & S				
	01/08-300-31000		taxes	01/08-300-31200		taxes			01/08-300-31300		01-21880	01-417-34499	01-300-36150	
October	181,775.15	29,597.79	-	-	-	-	52,681.16	264,054.10	19,362.59	4,250.40	11,294.07	6,381.00	11.78	292,568.38
November	1,578,928.08	257,091.11	-	33,837.10	7,216.43	-	-	1,877,072.72	17,529.84	3,929.14	9,943.38	6,381.00	59.95	1,902,034.13
December	10,683,938.51	1,739,627.17	-	40,224.15	8,478.12	438.67	-	12,472,706.62	13,981.33	2,970.47	8,601.20	7,338.00	106.72	12,490,814.90
January	8,448,130.07	1,375,579.03	-	46,415.24	9,819.53	-	-	9,879,943.87	19,930.33	4,276.86	12,126.69	6,700.00	507.53	9,909,070.22
February	1,601,621.98	260,786.45	-	36,903.05	7,808.87	4,384.52	-	1,911,504.87	51,473.38	9,093.88	8,986.23	6,700.00	194.30	1,974,164.06
March	733,592.44	119,448.34	-	45,976.28	9,643.56	-	-	908,660.62	50,286.13	8,970.65	10,413.48	6,700.00	68.60	971,562.28
April	240,691.10	39,190.93	-	41,237.06	8,832.62	-	-	329,951.71	37,054.99	6,916.07	8,801.30	6,700.00	25.42	375,998.65
May	186,548.04	30,375.07	-	37,647.97	8,050.70	-	-	262,621.78	37,026.66	7,064.29	7,789.31	6,700.00	9.22	307,792.82
June	184,717.68	30,077.00	-	55,925.21	11,855.41	-	-	282,575.30	52,640.65	9,942.66	13,709.91	6,700.00	26.69	352,141.83
July	123,086.66	20,041.76	-	56,660.17	12,077.65	-	-	211,866.24	49,314.71	9,716.16	35,535.28	6,700.00	25.42	299,706.97
August	-	-	-	-	-	-	-	-	-	-	-	-	-	-
September	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Collections	23,963,029.71	3,901,814.65	-	394,826.23	83,782.89	4,823.19	52,681.16	28,400,957.83	348,600.61	67,130.58	127,200.85	67,000.00	1,035.63	28,875,854.24
VEHICLES	140,841.29	22,932.72	-	-	-	-	-	163,774.01	16,752.33	-	-	-	-	180,526.34
total coll tax office	24,103,871.00	3,924,747.37	-	394,826.23	83,782.89	4,823.19	52,681.16	28,564,731.84	365,352.94	67,130.58	127,200.85	67,000.00	1,035.63	29,056,380.58
Less revenue recognized in prior FY								-						
Total curr yr rev	24,103,871.00	3,924,747.37	-	394,826.23	83,782.89	4,823.19	52,681.16	28,564,731.84						

**TAX COLLECTIONS
FOR THE MONTH OF JULY, 2023**

	01-10900	01-11000	01-10900	01-21900	08-10900	08-11000	08-10900	08-21900							
	M&O				I&S				Total	P & I		Attorney	Less	Rendition	Total
DATE	Current 01-300-31000	Delinquent 01-300-31200	Rollback taxes	Total M&O	Current 08-300-31000	Delinquent 08-300-31200	Rollback taxes	Total I&S	Tax Collections	General 01-300-31300	I & S 08-300-31300	Fees 01-2188	Commission 01-417-34499	Penalty 01-300-36150	Total Collections
07/03/23	1,804.57	480.11		2,284.68	293.83	103.76		397.59	2,682.27	350.96	65.95	219.12			(3,381.70)
07/05/23	5,613.65	1,781.16		7,394.81	914.02	383.05		1,297.07	8,691.88	1,392.64	265.51	515.72			10,865.75
07/06/23	5,859.33	2,116.30		7,975.63	954.05	443.27		1,397.32	9,372.95	1,726.46	321.34	797.38			12,218.13
07/07/23	7,183.73	2,404.87		9,588.60	1,169.68	510.05		1,679.73	11,268.33	2,025.10	372.87	1,318.47			14,984.77
07/10/23	1,853.65	1,644.57		3,498.22	301.82	352.84		654.66	4,152.88	1,093.71	232.32	658.38			6,137.29
07/11/23	309.00	805.98		1,114.98	50.31	166.90		217.21	1,332.19	469.56	94.32	275.72			2,171.79
07/12/23	12,860.97	2,773.70		15,634.67	2,094.11	567.18		2,661.29	18,295.96	3,306.75	576.25	3,172.26			25,351.22
07/13/23	2,644.17	1,318.18		3,962.35	430.54	273.21		703.75	4,666.10	888.61	169.66	697.86			6,422.23
07/14/23	9,009.73	2,390.74		11,400.47	1,467.01	500.86		1,967.87	13,368.34	2,595.05	467.94	2,434.26			18,865.59
07/15/23	(866.52)	(307.18)		(1,173.70)	(141.08)	(65.56)		(206.64)	(1,380.34)	(3.60)	(0.75)	-			(1,384.69)
07/18/23	9,341.02	556.18		9,897.20	1,520.95	121.53		1,642.48	11,539.68	1,851.90	318.51	1,952.94			15,663.03
07/18/23	5,310.25	1,001.53		6,311.78	864.65	225.94		1,090.59	7,402.37	1,442.56	275.74	1,284.62			10,405.29
07/19/23	3,699.65	466.03		4,165.68	602.41	99.60		702.01	4,867.69	803.54	147.54	690.39			6,509.16
07/20/23	2,267.28	4,597.95		6,865.23	369.16	1,130.26		1,499.42	8,364.65	4,986.83	1,211.55	2,179.52			16,742.55
07/21/23	4,949.47	376.75		5,326.22	805.91	78.85		884.76	6,210.98	1,076.33	185.93	1,045.30			8,518.54
07/24/23	9,912.11	6,194.57		16,106.68	1,613.96	1,363.23		2,977.19	19,083.87	5,983.15	1,263.02	4,208.80			30,538.84
07/25/23	4,567.24	2,051.29		6,618.53	743.67	441.88		1,185.55	7,804.08	1,451.89	283.12	1,239.63			10,778.72
07/26/23	6,663.18	6,824.57		13,487.75	1,084.95	1,393.06		2,478.01	15,965.76	4,004.57	769.73	2,913.44			23,653.50
07/27/23	12,175.68	1,495.02		13,670.70	1,982.53	319.86		2,302.39	15,973.09	2,288.35	398.35	2,299.92			20,959.71
07/28/23	5,115.70	1,402.64		6,518.34	832.98	290.75		1,123.73	7,642.07	1,301.27	242.48	982.09			10,167.91
07/31/23	12,812.80	16,285.21		29,098.01	2,086.30	3,377.13		5,463.43	34,561.44	10,279.08	2,054.78	6,649.46		25.42	53,519.34
Total	123,086.66	56,660.17	-	179,746.83	20,041.76	12,077.65	-	32,119.41	211,866.24	49,314.71	9,716.16	35,535.28	6,700.00	25.42	299,706.97
JE#				-				-	-						-
				-				-	-						-
				-				-	-						-
To Record	123,086.66	56,660.17	-	179,746.83	20,041.76	12,077.65	-	32,119.41	211,866.24	49,314.71	9,716.16	35,535.28	6,700.00	25.42	299,706.97

O/S **108,300.46**



**CITY COUNCIL AGENDA ITEM &
RECOMMENDATION SUMMARY**

MEETING DATE: September 25, 2023
PRESENTED BY: Angie Vela, Finance Director
AGENDA ITEM: Approval of Amended Finance Department Fiscal Policies for Capital Assets outlining procedures for inventory – Vela

NATURE OF REQUEST:

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

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

BUGETED: N/A **FUND:** _____ **ACCT. #:** _____

BUDGET: \$ _____ **EST. COST:** \$ _____ **CURRENT BUDGET BALANCE:** \$ _____

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval *RP*

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____



Fiscal Policies Capital Assets

Capital assets represent one of the largest asset classifications of the City. The City utilizes Intellitrak (Fixed Asset System) and Incode to provide inventory control of and accountability for capital assets, and to gather information for the preparation of the Annual Comprehensive Financial Report (ACFR).

This policy discusses certain accounting standards that may allow for more than one accounting treatment under Generally Accepted Accounting Principles (GAAP). Actual FAS procedures and basic accounting are not discussed in this policy.

DEFINITIONS

Ancillary Costs: Costs in addition to purchase or construction costs, related to placing a capital asset into its intended location and condition for use. Ancillary costs are included in the cost of the capital asset; however, minor ancillary costs may be expensed. Ancillary costs include the following:

- For Buildings and Improvements Other Than Buildings - Professional fees of architects, attorneys, appraisers, financial advisors, and similar fees; damage claims; insurance premiums, interest expense (for enterprise fund assets), and related costs incurred during construction; and other expenditures/ expenses.
- For Land - Legal and title fees, surveying fees, appraisal and negotiation fees, damage payments, site preparation costs, costs related to demolition of unwanted structures, and other expenditures/expenses.
- For Machinery, Equipment, & Other - Transportation charges, installation costs, and any other normal and necessary expenditures/expenses.
- For Infrastructure - Landscaping, curbs, gutters, sidewalks, noise abatement walls, and any other necessary expenditures/expenses.

Book Value: The cost of any asset less its related accumulated depreciation or amortization.

Building: Walled and roofed structure plus improvements that are permanently attached. This capital asset is recorded at cost including ancillary costs. Land costs are excluded. A mobile home on a permanent foundation is a building. Building improvements include items such as loading docks, heating and air-conditioning equipment, and all other property permanently attached to the structure. Items not included are furniture or other equipment that are not an integral part of the structure.

Capital Asset: Land, inventoriable personal property (valued at \$5,000 or more). Capital assets include buildings, improvements other than buildings, construction in progress, land, infrastructure, machinery and equipment, capital leases, water rights, and computer software. Capital assets that have a value

equal to or greater than \$5,000 and a useful life greater than three years are included in the financial statements.

Capital Lease: Lease with contractual terms transferring to the City substantially all benefits and risks inherent in ownership of the property. Capital leases are capital assets meeting one or more of the four following criteria:

- Ownership of the leased property is transferred to the City by the end of the lease.
- The lease contains a bargain purchase option.
- The lease term is equal to 75 percent or more of the estimated useful life of the leased property.
- The present value of the minimum lease payments (at inception of the lease), excluding executory costs (e.g., insurance, maintenance, and taxes, including any profit thereon), is 90 percent or more of the fair value of the leased property.

Capital Outlay: A budgetary term. While capital assets may be purchased from the capital outlay budget, not all purchases from the capital outlay budget are capitalized.

Capitalized Asset: All capital assets with a cost of at least \$5,000 per asset and a life expectancy of greater than three years.

Construction in Progress: Capital asset reflecting the cost of construction work undertaken, but not yet completed, that will result in a capitalized asset when finished. Enterprise funds include interest expense in construction in progress; governmental activities, including internal service funds, do not include interest in the cost of capital assets.

Depreciation: Systematic allocation of the cost of a depreciable capitalized asset (less salvage value if any) over its estimated useful life.

Depreciable Capitalized Asset: Capitalized asset that is gradually used up and loses function over time due to normal and ordinary wear and tear, obsolescence, and other factors. These assets are exhaustible by their very nature. Most capitalized assets are depreciable. Land and easements are considered inexhaustible and are not depreciated. Construction in progress is not depreciated.

Donation: An asset received from an individual or a non-City entity, recorded at estimated fair market value at the date of acceptance.

Easement: An asset that reflects the purchased right to use land without ownership. This right is considered permanent and inexhaustible. Easements are perpetual in nature and transfer with the land if the land is sold. Permanent easements are recorded as land. Temporary easements purchased as ancillary to placing a capitalized asset into its intended state of operation are capitalized.

Improvements Other Than Buildings: Costs associated with permanent improvements such as parking lots, fencing, sidewalks, landscaping and lighting systems. The costs are not specifically identifiable to a particular City-owned building.

Infrastructure: Capital assets that are roads, bridges, drainage systems, water and sewer systems, and lighting systems owned or managed by the City of Mission.

Inventoriable Capital Asset: Capital assets of the City with a unit cost of at least \$5,000.

Land: Capital assets that are real property, excluding buildings and depletable resources, with the title owned by the City. Land costs include ancillary costs.

Machinery, Equipment, & Other: Durable capital assets that are complete in and of themselves and are not permanently attached to a building or land. This asset category includes such items as lawnmowers, tractors, graders, vehicles, computers, copy machines, office furniture, and similar assets. Mobile homes not on a permanent foundation should be included in this category.

Transferred Capital Asset: An asset transferred from one fund to another fund.

POLICY

Asset Identification

All inventoriable capital assets of the City will be tagged, when practical, with a numbered City of Mission Property Tag affixed in a readily identifiable location. Land and other assets that cannot be reasonably tagged are excluded from the tagging requirement; however, they are assigned a property number for tracking in the fixed asset system.

Capital Assets

Finance has the responsibility to record at a minimum all inventoriable capital assets. These assets should be systematically and accurately recorded and properly classified in Intellitrak and Incode.

Finance department annually requests each department director to conduct their annual inventory of all personal property. Personal property includes furniture, equipment, etc., that cost \$5,000 or more per item.

Any asset below the threshold of \$5,000 is considered a non-capitalized item and therefore, not inventoried.

Capitalized Assets

Only capitalized assets are reported in the financial statements. Assets below the \$5,000 capitalization threshold are expensed. Assets \$5,000 and above are generally capitalized by the city with the following exceptions:

- Construction in Progress (CIP): City will not record a CIP project as their own capital asset until Finance has received verbal confirmation from the department. Even though an agency may already be occupying the constructed building, the CIP project is carried as an asset until the confirmation is received from Finance.
- Capital Leases: If the lease involves acquisition of more than one asset, each asset is to be capitalized if the present value of minimum lease payments, or fair market value, whichever is less, is \$5,000 or more. Leases not meeting these criteria are treated as operating leases.
- Routine repairs and maintenance that help an asset maintain the original useful life are expensed regardless of cost. Asbestos removal should be expensed.

Depreciation and Amortization

For depreciable capital assets, depreciation or amortization expense is recorded as a direct expense of the fund and function (budget unit). Depreciation for all depreciable capitalized assets is calculated and recorded using the straight-line method:

$$\text{Depreciation} = \frac{\text{Cost} - \text{Salvage Value}}{\text{Useful Life}}$$

The following ranges are available for asset useful life:

Buildings: 10-30 years

Improvements: 5 - 50 years

Machinery, Equipment, & Other: 3 - 20 years

Infrastructure: 10 - 50 years

As part of the annual agency inventory physical count, it is recommended to review the useful life of assets and make appropriate changes.

Setting Useful Life for an Improvement

When recording useful life for an improvement, the general rule is to record the improvement at its anticipated useful life.

Dispositions

The procedures and guidelines set forth by the City are to be followed when an inventoriable capital asset is surplus from inventory. (Reference Exhibit A).

When a capital asset is replaced or disposed of, the original cost and accumulated depreciation are to be removed from the books. Any associated gain or loss upon disposal must be recorded at end of year, and removed from Intellitrack.

If in the event of a change to the capital asset threshold amount, all assets that fall under the new threshold may be removed from inventory once fully depreciated without being surplus.

Administrative Procedures

Intellitrak record systems shall contain at least the following data elements:

1. Department Name - The city department name.
2. Purchase Date/In-Service Date – The date the expense was posted to Incode accounting system.
3. Asset Class - General category that specific class codes will roll up to, such as Land, Buildings, Improvements, etc.
4. Asset Category - A code used to categorize the type of capital asset.

5. Unit Cost - The total cost (value) assigned to the capital asset.
6. Total Depreciation - The total depreciation expense incurred to date for the capital asset.
7. Current Depreciation - The total depreciation expense incurred fiscal-year-to-date for the capital asset.
8. Depreciable Value – The book value of the asset.
9. Account - The number of the fund and funding source or sources associated with the acquisition of the asset.
10. Asset Number - The City of Mission property tag affixed to the capital asset. This is not required for land, buildings, or other capital assets that cannot reasonably be tagged. However, an identifying number is needed with a leading letter.
11. Location - An identification code to indicate where the capital asset is located.
12. Owner – The title of the fund utilizing/purchasing the capital asset.
13. Useful Life - The estimated number of years of use to be received from the capital asset.
14. Status - Describes the condition of the property at the date of acquisition, or lists the property as sold, surplus or donated.
15. Depreciation Thru - Date the depreciation or amortization will be processed thru based on class selected.

We recommend that an agency capital asset record system include the following data elements for personal property:

- Serial Number - The sequential identification number assigned by the manufacturer (not the model number).
- Description - An explanation of what the capital asset is.
- Manufacturer - Either the name of the manufacturer or the commonly accepted trade name.
- Model year - For automobiles.
- Order Number - The purchase order number used for acquisition of the capital asset.

We recommend that an agency capital asset record system include the following data elements for real property:

- Block Number - A legal description of a specific real property.
- Parcel - A legal description of a specific real property.
- Tract - A legal description of a specific real property.
- Lot Number - A legal description of specific real property.

EXHIBIT A

CITY OF MISSION

PROCEDURES FOR DISPOSING ITEMS

Departments should submit Asset Surplus\Transfer Form for any asset that they determine is no longer of use, which will provide the following information to Finance:

- ♦ 1 Description of the asset.
- ♦ 2 Inventory asset number (if applicable).
- ♦ 3 Serial number (if applicable).
- ♦ 4 Present location of asset.

Finance will prepare proper disposition form to declare items surplus/salvage by city council.

Once items have been surplused at city council meeting, Finance will get with department to coordinate disposal/auction procedures.

- Disposal – Consist of getting with Sanitation to pick up asset.
- Auction – Coordinate with department to take pictures of asset in order to post on auction website and coordinate with Finance after sale in order to schedule pick up of asset.


CITY OF MISSION, TEXAS
OUTSTANDING INVESTMENTS BY FUND
AS of June 30, 2023

SECURITY NUMBER	TYPE	DATE PURCHASED	MATURITY DATE	DAYS INVESTED	INTEREST RATE	AMOUNT INVESTED	INTEREST @ MATURITY	INVESTMENT ACCOUNT NO.	DAYS OF ACCRUAL	ACCRUED INT. THROUGH June 30, 2023	
1	740367MU8	Agencies	6/30/23	1/29/24	213.00	0.2000	249,000.00	290.61	01-10200	0	-
2	07371AH89	Agencies	4/6/23	4/2/25	727.00	2.2000	247,000.00	10,823.34	01-10200	85	1,265.45
3	05580AYG3	Agencies	1/29/23	1/29/24	365.00	0.2500	100,000.00	250.00	02-10200	152	104.11
4	336460DN7	Agencies	6/3/23	2/3/26	976.00	0.1000	249,000.00	665.82	02-10200	27	18.42
5	39573LCG1	Agencies	6/14/23	2/12/24	243.00	0.2500	249,000.00	414.43	02-10200	16	27.29
6	633368FA8	Agencies	6/30/23	9/29/23	91.00	0.2500	249,000.00	155.20	02-10200	0	-
7	066519QU6	Agencies	6/30/23	4/1/24	276.00	0.4500	249,000.00	847.28	02-10200	0	-
8	889538AV6	Agencies	6/26/23	2/26/24	245.00	0.1500	249,000.00	250.71	02-10210	4	4.09
9	3134GYEQ1	Agencies	4/28/23	10/28/25	914.00	5.0000	500,000.00	62,602.74	02-10210	63	4,315.07
10	90348JM64	Agencies	6/16/23	6/17/24	367.00	0.3500	109,000.00	383.59	02-10230	14	14.63
11	410493FE5	Agencies	6/16/23	4/16/24	305.00	0.2500	249,000.00	520.17	02-10230	14	23.88
12	58517JAL6	Agencies	6/22/23	6/24/24	368.00	2.0000	249,000.00	5,020.93	02-10370	8	109.15
13	3130AQT37	Agencies	2/28/23	2/28/25	731.00	1.5000	249,000.00	7,480.23	05-10200	122	1,248.41
14	05600XQB9	Agencies	5/9/23	5/8/26	1,095.00	4.6000	244,000.00	33,672.00	05-10200	52	1,599.04
15	549104WA1	Agencies	2/20/23	2/20/24	365.00	0.1500	249,000.00	373.50	08-10200	130	133.03
16	50625LAY9	Agencies	6/30/23	3/21/25	630.00	2.2000	249,000.00	9,455.18	16-10200	0	-
17	20415QHL6	Agencies	6/29/23	1/29/24	214.00	0.2500	249,000.00	364.97	16-10200	1	1.71
18	90348JM64	Agencies	6/16/23	6/17/24	367.00	0.3500	70,000.00	246.34	24-10200	14	9.40
19	90348JM64	Agencies	6/16/23	6/17/24	367.00	0.3500	70,000.00	246.34	30-10200	14	9.40
20	05580AYG3	Agencies	1/29/23	1/29/24	365.00	0.2500	149,000.00	372.50	30-10200	152	155.12
21	3130AQT37	Agencies	2/28/23	2/28/25	731.00	1.5000	250,000.00	7,510.27	41-10250	122	1,253.42
22	64944JUT4	Agencies	6/30/23	7/1/24	367.00	0.3500	249,000.00	876.28	41-10250	0	-
23	3130ALD92	Agencies	3/15/23	3/15/24	366.00	0.2500	570,000.00	1,428.90	76-10200	107	417.74
24	3133EMDV1	Agencies	4/5/23	4/5/24	366.00	0.3300	930,000.00	3,077.41	76-10200	86	723.11
25	3133EMXB3	Agencies	4/22/23	4/22/24	366.00	0.3400	1,000,000.00	3,409.32	76-10200	69	642.74
26	32110YTJ4	Agencies	6/29/23	4/29/24	305.00	0.2000	249,000.00	416.14	76-10200	1	1.36
27	33651JAB7	Agencies	6/27/23	10/27/23	122.00	0.1500	249,000.00	124.84	76-10200	3	3.07
28	538036PQ1	Agencies	6/1/23	4/22/24	326.00	0.3500	249,000.00	778.38	76-10200	29	69.24
29	3130ALLM4	Agencies	3/28/23	3/28/24	366.00	0.3500	500,000.00	1,754.79	76-10200	94	450.68
30	06417NYP2	Agencies	6/7/23	11/7/23	153.00	0.1500	249,000.00	156.56	76-10200	23	23.54
31	319267JB7	Agencies	6/7/23	5/7/24	335.00	0.2000	249,000.00	457.07	76-10200	23	31.38
32	02772JCN8	Agencies	6/30/23	4/30/24	305.00	0.2500	249,000.00	520.17	76-10200	0	-
33	254673E69	Agencies	5/24/23	5/27/25	734.00	3.1000	246,000.00	15,335.57	76-10200	37	773.05
34	52168UHS4	Agencies	4/30/23	4/30/24	366.00	0.3000	249,000.00	749.05	76-10200	61	124.84
35	3130AQTTO	Agencies	2/28/23	2/28/25	731.00	1.5500	500,000.00	15,521.23	76-10200	122	2,590.41
Subtotal						10,465,000.00					16,142.78
Texpool Year to Date						25,620.97		01-10200			-
Texpool Year to Date						159,093.39		02-10210			-
Texpool Year to Date						118,427.61		02-10215			-
Texpool Year to Date						27,171.38		02-10230			-
Texpool Year to Date						168,899.01		02-10250			-
Texpool Year to Date						97,856.84		02-10370			-
Texpool Year to Date						31,911.96		10-10200			-
Texpool Year to Date						4,562.46		19-10200			-
Texpool Year to Date						4,152,252.35		75-10200			-
Texpool Year to Date						5,199,845.38		76-10200			-
Subtotal						9,985,641.35					0.00
Total		35.00		15,163.00		20,450,641.35				16,142.78	
AVERAGE INVESTMENT PERIOD				433.23 DAYS							
AVERAGE YIELD				0.87 PERCENT							
AVERAGE INVESTMENT AMOUNT				584,304.04							
TOTAL AMOUNT INVESTED (PRINCIPLE PLUS ACCURED INTEREST)						20,466,784.13					

*TEXPOOL investments are paid out interest on a monthly basis.

**City of Mission, Texas
Quarterly Investment Report-Summary
For the Quarter Ending June 30, 2023**

	<u>TEXPOOL</u> <u>(Detail Attached)</u>	<u>Agencies</u> <u>(Detail Attached)</u>	<u>Total</u>
Market Value			
Beginning of Period	\$ 9,824,876.11	\$ 10,719,000.00	\$ 20,543,876.11
Change during Period	\$ 160,765.24	\$ (254,000.00)	\$ (93,234.76)
End of Period	<u>\$ 9,985,641.35</u>	<u>\$ 10,465,000.00</u>	<u>\$ 20,450,641.35</u>
Book Value			
Beginning of Period	\$ 9,824,876.11	\$ 10,747,546.78	\$ 20,572,422.89
Change during Period	\$ 160,765.24	\$ (266,404.00)	\$ (105,638.76)
End of Period	<u>\$ 9,985,641.35</u>	<u>\$ 10,481,142.78</u>	<u>\$ 20,466,784.13</u>
Net Change during Period			
Purchases	\$ 160,765.24	\$ 244,000.00	\$ 404,765.24
Maturities	\$ -	\$ 498,000.00	\$ 498,000.00
Increase (Decrease) in Accrued Interest	\$ -	\$ (12,404.00)	\$ (12,404.00)
Net Change during Period	<u>\$ 160,765.24</u>	<u>\$ (266,404.00)</u>	<u>\$ (105,638.76)</u>

Prepared By: 

 Angie Vela, Finance Director

Approved By: 

 Ezeiza Garcia, Assistant Finance Director

Approved By: 

 Randy Perez, City Manager

CITY OF MISSION, TEXAS
 INVESTMENTS **PURCHASED** BY FUND
 For the Quarter Ending June 30, 2023

<u>SECURITY NUMBER</u>	<u>TYPE</u>	<u>DATE PURCHASED</u>	<u>MATURITY DATE</u>	<u>DAYS INVESTED</u>	<u>INTEREST RATE</u>	<u>AMOUNT INVESTED</u>	<u>INTEREST @ MATURITY</u>	<u>INVESTMENT ACCOUNT NO.</u>
	Texpool	Interest				412.52		01-10200
	Texpool	Interest				2,561.31		02-10210
	Texpool	Interest				1,906.63		02-10215
	Texpool	Interest				437.51		02-10230
	Texpool	Interest				2,719.23		02-10250
	Texpool	Interest				1,575.45		02-10370
	Texpool	Interest				513.63		10-10200
	Texpool	Interest				73.41		19-10200
	Texpool	Interest				66,849.83		75-10200
	Texpool	Interest				83,715.72		76-10200
Total Texpool						160,765.24		
05600XQB9	Agency	05/09/23	05/08/26	1095	4.600	244,000.00	33,672.00	05-10200
Total Agency						244,000.00		
Total Purchased Investments						404,765.24		

CITY OF MISSION, TEXAS
MATURED INVESTMENTS BY FUND
 For the Quarter Ending June 30, 2023

Item 36.

<u>SECURITY NUMBER</u>	<u>TYPE</u>	<u>DATE PURCHASED</u>	<u>MATURITY DATE</u>	<u>DAYS INVESTED</u>	<u>INTEREST RATE</u>	<u>AMOUNT INVESTED</u>	<u>INTEREST @ MATURITY</u>	<u>INVESTMENT ACCOUNT NO.</u>
654062KJ5	Agency	02/05/21	04/17/23	801	1.200	249,000.00	6,557.23	02-10250
320337EF1	Agency	03/25/20	05/08/23	1139	0.100	249,000.00	777.02	76-10200
Total Agency						498,000.00		
Total Matured Investments						498,000.00		

Interest Earned for the Quarter Ending on June 2023-YTD

Fund Number	Fund Description	Interest On Investments	Interest On Demand Accounts	Total Interest
01	General Fund	\$ 8,231.87	\$ -	\$ 8,231.87
02	Utility Fund	30,796.43	5,777.15	\$ 36,573.58
05	Solid Waste Fund	2,746.74	-	\$ 2,746.74
08	Debt Service	146.33	-	\$ 146.33
10	Police Dept. Special Fund	1,008.00	-	\$ 1,008.00
11	Police Federal Sharing US	198.35	-	\$ 198.35
15	ARPA Funds	-	36,036.34	\$ 36,036.34
16	Drainage Assessment Fund	4,557.70	-	\$ 4,557.70
19	Group Health -Employee	144.15	-	\$ 144.15
24	Hotel/Motel Tax Fund	173.84	-	\$ 173.84
25	Muni.Crt Bldg.Security Fund	198.36	-	\$ 198.36
30	PEG Capital Fund	297.35	-	\$ 297.35
41	MEDC Debt Service Fund	2,189.15	203.45	\$ 2,392.60
75	2018 CO	131,173.79	3,186.87	\$ 134,360.66
76	2021 CO	180,192.92	17,094.97	\$ 197,287.89
Total All Funds		\$ 362,054.98	\$ 62,298.78	\$ 424,353.76

Approved By: 
 Randy Perez, City Manager

Approved By: 
 Ezeiza Garcia, Assistant Finance Director

Approved By: 
 Angie Vela, Finance Director



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 25, 2023

PRESENTED BY: Angie Vela, Finance Director

AGENDA ITEM: Approval of Budget Amendment: General, Utility, Designated Purpose, Veteran's Cemetery and MEDC Fund - Vela

NATURE OF REQUEST:

Approval of the attached 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)

BUGETED: N/A **FUND:** _____ **ACCT. #:** _____

BUDGET: \$ _____ **EST. COST:** \$ _____ **CURRENT BUDGET BALANCE:** \$ _____

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *RP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

CITY OF MISSION BUDGET AMENDMENT REQUEST

FISCAL YEAR: 2022-2023
DATE: September 25, 2023
DEPARTMENT: Various
FUND: General Fund

BA-23-14

ACCOUNT NO.	ACCOUNT TITLE	CURRENT BUDGET	AMOUNT INCREASE (DECREASE)	PROPOSED BUDGET
01-415-44640	Repair & Maint. - Machinery & Eq.	1,200.00	7,200.00	8,400.00
01-415-64310	Building Repair & Maint. Supplies	160,000.00	22,000.00	182,000.00
01-416-34491	Fire - Vehicle Fleet Services	190,000.00	72,000.00	262,000.00
01-416-64360	Other Repair & Maint. Supplies	100,000.00	25,000.00	125,000.00
01-417-34420	Architectural & Engineering	60,000.00	60,000.00	120,000.00
01-417-34499	Other Professional Services	200,000.00	75,000.00	275,000.00
01-417-54590	Retiree - Health Insurance	25,000.00	33,767.00	58,767.00
01-425-34440	Medical & Dental Services	12,000.00	7,000.00	19,000.00
01-416-34490	Police - Vehicle Fleet Services	175,000.00	(20,000.00)	155,000.00
01-411-14030	Salaries of Other Employees	492,014.00	(75,000.00)	417,014.00
01-412-14030	Salaries of Other Employees	419,901.00	(50,000.00)	369,901.00
01-413-14020	Salaries of Dept Heads	279,150.00	(50,000.00)	229,150.00
01-414-14030	Salaries of Other Employees	75,000.00	(6,967.00)	68,033.00
01-417-94950	Contingency	100,000.00	(100,000.00)	-
		-	-	-
		-	-	-
		-	-	-
TOTAL		2,289,265.00	-	2,289,265.00

JUSTIFICATION

Budget Amendment is necessary to reclassify funds at year end to cover line item shortages within General Fund as recommended by city audit firm.

Finance Director: 

Date: 9/20/2023

City Council Approved on: _____

Date Posted: _____

CITY OF MISSION

BUDGET AMENDMENT REQUEST

FISCAL YEAR: 2022-2023

DATE: September 25, 2023

DEPARTMENT: Various

FUND: General Fund

BA-23-14

ACCOUNT NO.	ACCOUNT TITLE	CURRENT BUDGET	AMOUNT INCREASE (DECREASE)	PROPOSED BUDGET
01-430-14040	Overtime	575,000.00	244,690.00	819,690.00
01-430-34499	Other Professional Services	65,000.00	10,000.00	75,000.00
01-430-54470	Telephone	33,000.00	30,000.00	63,000.00
01-430-54500	Travel and Training	90,000.00	40,000.00	130,000.00
01-430-74950	Machinery & Equipment	-	17,476.00	17,476.00
01-431-14040	Overtime	652,898.00	600,000.00	1,252,898.00
01-431-74950	Machinery & Equipment	-	6,321.00	6,321.00
01-432-14040	Overtime	37,000.00	25,000.00	62,000.00
01-440-34420	Engineering & Architectural	100,000.00	275,000.00	375,000.00
01-440-44570	Electricity	1,100,000.00	300,000.00	1,400,000.00
01-461-74940	Other Structures	-	1,513.00	1,513.00
01-430-14030	Salaries of Employees	13,520,511.00	(580,000.00)	12,940,511.00
01-431-14030	Salaries of Employees	5,708,830.00	(800,000.00)	4,908,830.00
01-440-44620	Repair & Maint. Road & Bridges	170,000.00	(40,000.00)	130,000.00
01-440-44630	Repair & Maint. Other Structures	130,000.00	(30,000.00)	100,000.00
01-440-64370	Road Material	600,000.00	(100,000.00)	500,000.00
				-
TOTAL		22,142,239.00	-	21,887,549.00

JUSTIFICATION

Budget Amendment is necessary to reclassify funds at year end to cover line item shortages within General Fund as recommended by city audit firm.

Finance Director: _____

Date: 9/20/2023

City Council Approved on: _____

Date Posted: _____

CITY OF MISSION BUDGET AMENDMENT REQUEST

FISCAL YEAR: 2022-2023
DATE: September 25, 2023
DEPARTMENT: Fire/Parks
FUND: General Fund

BA-23-15

ACCOUNT NO.	ACCOUNT TITLE	CURRENT BUDGET	AMOUNT INCREASE (DECREASE)	PROPOSED BUDGET
01-300-39050	Other Financing Sources	-	475,841.00	475,841.00
01-300-39050	Other Financing Sources	-	1,659,103.00	1,659,103.00
01-300-39050	Other Financing Sources	-	159,500.00	159,500.00
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
TOTAL		-	2,294,444.00	2,294,444.00

JUSTIFICATION

Budget Amendment is necessary to allocate funding from lease financing for the purchase of Fire Trucks and Parks Backhoe.

Finance Director: 

Date: 9/20/2023

City Council Approved on: _____

Date Posted: _____

CITY OF MISSION BUDGET AMENDMENT REQUEST


FISCAL YEAR: 2022-2023
 DATE: September 25, 2023
 DEPARTMENT: Fire/Parks
 FUND: General Fund

BA-23-15

ACCOUNT NO.	ACCOUNT TITLE	CURRENT BUDGET	AMOUNT INCREASE (DECREASE)	PROPOSED BUDGET
01-431-74950	Fire - 2100 Gallon Tanker Truck	-	475,841.00	475,841.00
01-431-74950	Fire - Aerial Platform Apparatus	-	1,659,103.00	1,659,103.00
01-461-74950	Parks - Backhoe	-	159,500.00	159,500.00
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
TOTAL		-	2,294,444.00	1,818,603.00

JUSTIFICATION

Budget Amendment is necessary to allocate funding from lease financing for the purchase of Fire Trucks and Parks Backhoe.

Finance Director: 

Date: 9/20/2023

City Council Approved on: _____

Date Posted: _____

CITY OF MISSION BUDGET AMENDMENT REQUEST

FISCAL YEAR: 2022-2023
DATE: September 25, 2023
DEPARTMENT: Library
FUND: General Fund

BA-23-16

ACCOUNT NO.	ACCOUNT TITLE	CURRENT BUDGET	AMOUNT INCREASE (DECREASE)	PROPOSED BUDGET
01-300-35340	Hidalgo County - Library	15,000.00	75,000.00	90,000.00
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
TOTAL		15,000.00	75,000.00	90,000.00

JUSTIFICATION

Budget Amendment is necessary to allocate funding from Hidalgo County for the E-Library Project. Funds were used to purchase electronic library material.

Finance Director: 

Date: 9/20/2023

City Council Approved on: _____

Date Posted: _____

CITY OF MISSION BUDGET AMENDMENT REQUEST

FISCAL YEAR: 2022-2023
DATE: September 25, 2023
DEPARTMENT: Library
FUND: General Fund

BA-23-16

ACCOUNT NO.	ACCOUNT TITLE	CURRENT BUDGET	AMOUNT INCREASE (DECREASE)	PROPOSED BUDGET
01-464-94780	Library Books & Materials	-	75,000.00	75,000.00
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
TOTAL		-	75,000.00	-

JUSTIFICATION

Budget Amendment is necessary to allocate funding from Hidalgo County for the E-Library Project. Funds were used to purchase electronic library material.

Finance Director: 

Date: 9/20/2023

City Council Approved on: _____

Date Posted: _____

CITY OF MISSION BUDGET AMENDMENT REQUEST

FISCAL YEAR: 2022-2023
DATE: September 25, 2023
DEPARTMENT: Distribution & North Water Plant
FUND: Utilitiy Fund

BA-23-17

ACCOUNT NO.	ACCOUNT TITLE	CURRENT BUDGET	AMOUNT INCREASE (DECREASE)	PROPOSED BUDGET
02-412-14030	Salaries of Employees	791,888.00	(200,000.00)	591,888.00
02-412-44590	Water	40,000.00	95,000.00	135,000.00
02-412-64325	Repair & Maint. - Water Lines	150,000.00	132,000.00	282,000.00
02-412-64350	Repair & Maint. - Water Meters	75,000.00	110,000.00	185,000.00
02-412-74935	New Water Lines	1,300,000.00	(416,900.00)	883,100.00
02-412-74936	New Sewer Lines	-	134,000.00	134,000.00
02-412-74950	Machinery & Equipment	-	50,000.00	50,000.00
02-414-74937	Lift Stations	1,581,502.61	(229,000.00)	1,352,502.61
02-417-74870	Contingency	100,000.00	(100,000.00)	-
02-430-44570	Electricity	335,000.00	75,000.00	410,000.00
02-430-64220	Chemicals & Laboratory Supplies	700,000.00	100,000.00	800,000.00
02-430-64242	Raw Water	675,000.00	249,900.00	924,900.00
				-
				-
				-
				-
				-
TOTAL		5,748,390.61	-	5,748,390.61

JUSTIFICATION

Budget Amendment is necessary to reclassify funds at year end to cover line item shortages within Utility Fund as recommended by city audit firm.

Finance Director: 

Date: 9/20/2023

City Council Approved on: _____

Date Posted: _____

CITY OF MISSION BUDGET AMENDMENT REQUEST

FISCAL YEAR: 2022-2023
DATE: September 25, 2023
DEPARTMENT: Administration
FUND: Veteran's Cemetery Fund

BA-23-19

ACCOUNT NO.	ACCOUNT TITLE	CURRENT BUDGET	AMOUNT INCREASE (DECREASE)	PROPOSED BUDGET
35-410-14030	Salaries of Employees	339,581.00	(20,000.00)	319,581.00
35-410-74940	Other Structures	-	10,723.00	10,723.00
35-410-64360	Other Repair & Maint. Supplies	6,198.00	9,277.00	15,475.00
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
TOTAL		345,779.00	-	345,779.00

JUSTIFICATION

Budget Amendment is necessary to allocate funding for the irrigation improvement project closeout and for the purchase of supplies necessary for operations.

Finance Director: 

Date: 9/20/2023

City Council Approved on: _____

Date Posted: _____

CITY OF MISSION BUDGET AMENDMENT REQUEST

FISCAL YEAR: 2022-2023
DATE: September 25, 2023
DEPARTMENT: Facilities
FUND: MEDC

BA-23-20

ACCOUNT NO.	ACCOUNT TITLE	CURRENT BUDGET	AMOUNT INCREASE (DECREASE)	PROPOSED BUDGET
21-300-36160	Misc. Income - Insurance Sett.	-	70,000.00	70,000.00
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
TOTAL		-	70,000.00	70,000.00

JUSTIFICATION

Budget Amendment is necessary to allocate funds for roof damage repair caused during the severe weather from April 29, 2023. Insurance claim funds will reimburse a portion of the cost. MEDC Board approved 8/14/23.

Finance Director: 

Date: 9/20/2023

City Council Approved on: _____

Date Posted: _____

CITY OF MISSION BUDGET AMENDMENT REQUEST

FISCAL YEAR: 2022-2023
 DATE: September 25, 2023
 DEPARTMENT: Facilities
 FUND: MEDC

BA-23-20

ACCOUNT NO.	ACCOUNT TITLE	CURRENT BUDGET	AMOUNT INCREASE (DECREASE)	PROPOSED BUDGET
21-412-44610	Minor Equipment	-	180,822.00	180,822.00
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
TOTAL		-	180,822.00	-

JUSTIFICATION

Budget Amendment is necessary to allocate funds for roof damage repair caused during the severe weather from April 29, 2023. Insurance claim funds will reimburse a portion of the cost. MEDC Board approved 8/14/23.

Finance Director: 

Date: 9/20/2023

City Council Approved on: _____

Date Posted: _____

STATE OF TEXAS §
 COUNTY OF HIDALGO §
 CITY OF MISSION §

**FUNDING AGREEMENT BETWEEN THE CITY OF MISSION AND THE GREATER MISSION
 CHAMBER OF COMMERCE, INC.**

This Agreement is executed on this the 25th day of September, 2023 effective October 1, 2023, by and between the City of Mission, (hereinafter referred to as “City”) a municipal corporation of Hidalgo County, Texas, and the Greater Mission Chamber of Commerce, Inc. (hereinafter referred to as “Chamber”).

I.

The City of Mission, by authority of powers granted to it under state statutes and its City Charter has heretofore enacted a local hotel occupancy tax on occupants of hotels within the City.

II.

As part of its obligation under statutes (primarily V.A.T.S. Tax Code, Section 351.101) to use local hotel occupancy tax funds for attracting and promoting tourism and the convention and hotel industry, the City hereby agrees to pay to the Chamber a portion of the money actually received by the City from the local hotel occupancy tax as collected by the City Secretary (the “Hotel Occupancy Tax Funds”), in consideration for the Chamber advertising and promoting tourism for the visitor market from which the City derives direct tourism income benefit.

The Chamber agrees that any local Hotel Occupancy Tax Funds paid to it by the City shall be used only in the following specific areas:

1. The furnishing of facilities, personnel and materials for the registration of convention delegates, registrants and tourists.
2. Advertising and conducting solicitation and promotional programs to attract tourists and convention delegates or registrants to the City and its surrounding areas.
3. Advertising and conducting solicitation and promotional programs to encourage tourists and convention delegates to visit preserved historic sites or museums.
4. To furnish and provide services and programs as stipulated in the Budget – Attachment ‘A’
5. Devise and coordinate special events to attract (1) winter visitors, (2) conventions, (3) Mexican visitors, and (4) other Valley residents.
6. Create and coordinate an effective public relations campaign designed to build Mission as an enjoyable tourist destination.
7. Improve facilities to promote tourism with City Council’s written approval.

The Chamber agrees to conduct a continuing program of advertising and promotion for the purpose of attracting visitors, tourists and conventions to the local area and to the City by publishing and distributing brochures and community information packets, and by advertising in various tourist publications and general media publications which are appropriate, by representing the City in travel shows and other such events, by participating with state and regional agencies in tourist development programs of benefit to the local area and to the City, and by using all appropriate means to increase the traveling public’s awareness of the cultural and recreational advantages of the local area and the City.

The Chamber further agrees that it will seek to achieve economic benefit for the City through all of such activities, that it will provide tourist–related information about the City upon request, and that it will

serve as an advisory board to the City, on request, in matters related to expanding the tourist de economy.

III.

The following Performance Measures will be used as indicators of the services being provided by the Chamber:

- A. Increased Sales Tax Revenues
- B. Increased Hotel Occupancy Tax Revenues
- C. Enhance to maintain business relationships with tourism partners, ie. Hoteliers, RV Parks, etc.
- D. Timely and thorough tourism and financial reporting
- E. Creativity and innovation exhibited in Chamber Programs
- F. Level of participation at Chamber tourism activities

In the event the Sales Tax Revenues and/or the Hotel Occupancy Tax Revenues in any year exceed the corresponding budgeted Sales Tax and/or the Hotel Occupancy Tax Revenues for the respective fiscal year, the City shall pay the Chamber additional compensation in the amount of a fixed rate of \$310,000.00 (THREE HUNDRED TEN THOUSAND DOLLARS) of the excess Sales Tax Revenues and/or the Hotel Occupancy Tax Revenues (“Additional Stipend”). The Additional Stipend shall be paid in quarterly installments.

IV.

The City hereby also agrees to pay to the Chamber a portion from its general fund to be used for Chamber business development (the “General Funds”). The City will review on an annual basis the Chamber’s performance in order to determine whether an increase in the General Funds should be implemented to further support the mission of the Chamber.

V.

It is expressly understood and agreed by and between the parties that the Chamber is hired and engaged as an independent contractor and is not an officer, agent or employee of the City.

VI.

The Chamber shall secure sufficient number of employees to accomplish this Agreement. The Chamber shall further provide such office space, equipment, supplies and other materials as may be necessary to accomplish the purpose of this Agreement.

The Chamber shall provide to the City bi-monthly reports, on the activities that are conducted to benefit the City, as well as an annual financial audit and statement listing the expenditures made from revenue from the local hotel occupancy tax. This audit shall be presented no later than the third quarter of the Fiscal Year. It is further agreed by the Chamber that it shall maintain said revenue in a separate account established for that purpose and that it shall not co-mingle that revenue with any other money or maintain it in any other account.

The Chamber shall maintain complete and accurate financial records of each expenditure of local hotel occupancy tax revenue and, upon request by the City, shall make the records available for inspection and review.

VII.

It is understood and agreed by and between the parties that Hotel Occupancy Tax Funds may be by the Chamber for day-to-day operations including supplies, salaries, office rental, travel expenses, and other administrative costs, if same have been previously approved in the budget and if directly related to those duties listed in Section II. The portion of the total administrative costs for which hotel occupancy tax revenues are expended may not exceed the actual administrative cost for these activities. It is understood and agreed by and between the parties that General Funds may be spent by the Chamber for business development.

VIII.

The City agrees to pay the Chamber Hotel Occupancy Tax Funds in the annual sum of \$310,000.00 payable in quarterly installments. Such payments will be dependent upon and shall not exceed the availability of Hotel Occupancy Revenues for the fiscal year contracted. When applicable, the City also agrees to pay the Chamber the Additional Stipend as set forth in Section III hereof.

The City agrees to pay the Chamber General Funds in the annual sum of no less than \$92,000.00 payable in on lump sum.

Payment for services to the Chamber shall be based upon requests for reimbursement with proper documentation. Payment will be made in compliance with and as required by new state legislative law. The City shall have the right to audit and inspect the Chamber's records in order to verify expenditures.

IX.

This Agreement shall begin on the 1st day of October, 2023, and shall continue in force for a period of one (1) year, ending September 30, 2024. However, either the City or the Chamber shall, upon affording proper written notice in the manner herein below provided, have the option to terminate this Agreement at any time within twelve (12) months after giving such notice. The City shall review the Agreement annually prior to budget adoption. The City and Chamber, by mutual consent of each governing body, may amend and/or extend this agreement.

X.

Any notice necessary or appropriate relative to this Agreement shall be effective when deposited in the United States mail, either certified or registered mail, postage prepaid and addressed to the City Manager, City of Mission, 1201 E. 8th Street, Mission, Texas, 78572, or to the Mission Chamber of Commerce, 202 West Tom Landry, Mission, Texas, 78572.

XI.

No part of this Agreement may be assigned or delegated without the prior written consent of the other party, and any attempted assignment of benefits or rights or delegation of duties or obligations shall be a breach of this Agreement. However, nothing in this Agreement shall prohibit the Chamber from participating with regional or state tourism programs or to contract for joint promotion with other agencies.

XII.

This Agreement shall be subject to the laws and statutes of the State of Texas.

XIII.

The Chamber agrees to and shall indemnify and hold harmless and defend the City, its officers, and employees from any and all claims, losses, causes of action and damages, suits and liability of every kind, including all expenses of litigation, court costs, and attorney’s fees for injury to or death to any person, or for damage to any property, arising from or in connection with the operations of the Chamber, its officers, agents and employees, carried out in furtherance of this Agreement. It is the expressed intention of the parties hereto, both the Chamber and the City, that the indemnity provided for in this paragraph is also indemnity by the Chamber to indemnify and protect the City from the consequences of the City’s own negligence, where the negligence is a concurring cause of the injury, death or damage. The Chamber shall carry or cause to be carried public liability and bodily injury insurance on all automobiles used in the operations embraced by this agreement in the combined liability limits of Five Hundred Thousand and No/100 (\$500,000).

XIV.

The Chamber shall keep in effect a policy of general liability. Said insurance policy shall name the City as an additional insured. Said policy, or duplicate original thereof, must be filed with the City before any operations contemplated by this Agreement are begun.

IN WITNESS WHEREOF, the parties have executed this Agreement on the date and year first above written.

READ, CONSIDERED AND APPROVED on this the 25th day of September, 2023.

CITY OF MISSION

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

**GREATER MISSION CHAMBER OF
COMMERCE, INC.**

Chairman of the Board



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 25, 2023

PRESENTED BY: David Flores, Assistant City Manager

AGENDA ITEM: Approval of 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, multi-family, governmental, industrial and commercial garbage rates – D. Flores

NATURE OF REQUEST:

In order to finance the sanitation capital equipment operations, it is necessary to adjust the sanitation rates. With the changes in the Consumer Price Index, it has 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 will be implemented as of October 1, 2023.

BUGETED: Yes / No / N/A **FUND:** _____ **ACCT. #:** _____

BUDGET: \$ _____ **EST. COST:** \$ _____ **CURRENT BUDGET BALANCE:** \$ _____

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *RF*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

ORDINANCE NO. _____

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

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS THAT:

SECTION 90-56 FEES AND CHARGES "EXHIBIT A" SECTION 90-56 OF THE CODE OF ORDINANCES BE AMENDED AS FOLLOWS:

Garbage rates for residential, apartment and commercial accounts will be implemented as detailed in **EXHIBIT "A"** as attached.

If any section, subsection, sentence, clause, phrase or portion of this article is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions thereof.

This ordinance shall take effect the 1st day of October, 2023 and will be reflected on the utility bills mailed on or after that date.

READ, CONSIDERED AND APPROVED on this the 25th day of September, 2023.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

EXHIBIT "A"

**CITY OF MISSION, TEXAS
SANITATION RATE TABLE
RESIDENTIAL/APARTMENT ACCOUNT CLASSES
AS OF OCTOBER 1, 2023**

Rate Code	Cust Class	Description	Current Rate	New Rate
R	Residential	1 Residential Container	\$15.39	\$17.39
RX	Residential	Residential Extra Container	\$16.40	\$15.39
C	Commercial	1 Commercial 96gal Container	\$19.27	\$21.27
CX	Commercial	Commercial Extra 96gal Container	\$18.84	\$17.46
M	Multi-Family	Apartments, Townhomes, 4-plex	\$15.39 per unit	\$17.39
G	Government	Government Facilities/Institutions	\$15.39 per unit	\$17.39
I	Industrial	Industrial Facilities 96gal Container	\$19.27	\$21.27
B	Residential/Commercial	Brush/Debris Monthly Service	\$4.00	No change
BN	Nurseries	Brush	\$8.00	No change

RESOLUTION NO. _____**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.**

WHEREAS, the City of Mission's Home Rule Charter was adopted at an election held on August 29, 1961, and which the enumeration of powers made in the Charter shall never be construed to preclude, by implication or otherwise, the city from exercising the powers incident to the enjoyment of local self-government, nor to do any and all things not inhibited by the Constitution and Laws of the State of Texas; and

WHEREAS, on January 17, 1987, City of Mission, through a subsequent charter election, further authorized several substantive amendments to the City's Charter on January 17, 1987; and

WHEREAS, on May 10, 2008, City of Mission, through its third charter election, authorized one additional change; specifically, Section 3.01(C), changing the uniform election month to May, as provide by Section 41.001 of the Texas Election Code; and

WHEREAS, the City of Mission has not considered a holistic review and set of revisions of the City's Charter since 1987; and

WHEREAS, City Council desires to create a Charter Review Committee to review the City's Charter regarding possible revisions to said charter, determine which articles and sections of the Charter need amendment, deletion, or addition, develop a list of possible amendments to the Charter for review by the City Council and present those recommendations to the City Council for the purpose of calling a Charter Amendment Election; and

WHEREAS, the Mayor and Council shall each select one responsible and independent member as their appointment to serve on the committee; and

WHEREAS, each Committee member shall serve until recommendations have been presented to the City Council for their review and approval; and

WHEREAS, each member of the committee shall serve without compensation; and

WHEREAS, the City Manager, all Assistant City Managers, the Planning Director and the City Attorney, are hereby directed to support the Charter Review Committee.

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

Section 1. The following individuals are appointed to serve terms to the Charter Review Committee:

- 1. _____
- 2. _____
- 3. _____
- 4. _____
- 5. _____

Section 2. The Charter Review Committee is charged with considering and making recommendations to the City Council, including but not limited to technical and other updated amendments that might be suggested.

Section 3. The Charter Review Committee may adopt bylaws to govern the conduct of its meetings and hearings, but shall at all times be subject to the Texas Open Meetings Act.

Section 4. The Charter Review Committee shall meet during the months of October - December of 2023, research preliminary findings and make an interim report of these findings to be presented to the City Council on January 8, 2024 so that City Council may have at least two meetings to discuss any proposed Charter changes and still order special election of the Charter Amendments that must be called before February 16, 2024, the deadline to order a special charter election for May 2023.

Section 5. The Charter Review Committee shall conduct at least one (1) public workshop, prior to the January 8, 2024 interim report deadline to City Council, to solicit community feedback on issues to be considered in the City Charter Amendment election.

Section 6. The Charter Review Committee shall, by majority vote of all of its members, make its final recommendations to the City Council by submitting the report to the City Secretary’s Office by January 3, 2024, concerning the issues in the charge to the Charter Review Committee. The report may include the position of the minority and any accompanying explanations of the majority and minority position. The report adopted by the Charter Review Committee will be presented as part of the January 8, 2024, City Council Agenda Packet for Council’s review.

Section 7. The City Council may amend the charge of the Charter Review Committee at any time.

Section 8. Not later than January 22, 2024, the City Council shall hold a public hearing at its City Council meeting on the preliminary draft of the proposed City Charter Amendments to obtain citizen feedback on the Amendments under consideration.

Section 9. Not later than February 12, 2024, the City Council shall make the final determination concerning whether and when to hold a City Charter Amendment election and the propositions to be submitted to the voters at the election.

Section 10. The Charter Review Committee shall serve at the pleasure of the City Council and shall serve unless or until replaced by the City Council and shall be subject to rules applicable to other City boards.

Section 11. The Charter Review Committee shall cease to exist upon the accomplishment of the purpose for which it was created unless earlier abolished by majority vote of the City Council.

Section 12. The recitals set forth above are hereby incorporated as findings of fact and made part of this resolution for all purposes.

CONSIDERED, PASSED, AND APPROVED this 25th day of September, 2023, at a regular meeting of the City Council of the City of Mission, Texas, at which a quorum was present and which was held in accordance with Chapter 551, Texas Government Code.

CITY OF MISSION

By: _____
Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

APPROVED AS TO FORM:

Victor A Flores, City Attorney

RESOLUTION NO. _____

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.

WHEREAS, City Council desires to create an Ordinance Review Committee to review the City’s Code of Ordinances regarding possible revisions, determine which articles and sections of the Ordinances need amendment, deletion, or addition, develop a list of possible amendments to the City’s Code of Ordinances for review by the City Council; and

WHEREAS, the Mayor and Council shall each select one responsible and independent member as their appointment to serve on the committee; and

WHEREAS, each Committee member shall serve until recommendations have been presented to the City Council for their review and approval; and

WHEREAS, each member of the committee shall serve without compensation; and

WHEREAS, the Mayor and one Councilmember, on a rotating basis, shall also participate and attend Ordinance Review Committee Meetings; and

WHEREAS, 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.

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

Section 1. The following individuals are appointed to serve terms to the Ordinance Review Committee:

- 1. _____
- 2. _____
- 3. _____
- 4. _____
- 5. _____

Section 2. The Ordinance Review Committee is 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.

Section 3. The Ordinance Review Committee shall meet at least once per month and shall periodically submit final recommendations to the City Council by submitting the report to the City Secretary’s Office to be placed on a City Council Agenda for Council’s review, consideration, and action, if any is required.

Section 4. The City Council may amend the charge of the Ordinance Review Committee at any time.

Section 5. The Ordinance Review Committee shall serve at the pleasure of the City Council and shall serve unless or until replaced by the City Council and shall be subject to rules applicable to other City boards and committees.

Section 6. The Ordinance Review Committee shall cease to exist upon the accomplishment of the purpose for which it was created unless earlier abolished by majority vote of the City Council.

Section 7. The recitals set forth above are hereby incorporated as findings of fact and made part of this resolution for all purposes.

CONSIDERED, PASSED, AND APPROVED this 25th day of September, 2023, at a regular meeting of the City Council of the City of Mission, Texas, at which a quorum was present and which was held in accordance with Chapter 551, Texas Government Code.

CITY OF MISSION

By: _____
Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

APPROVED AS TO FORM:

Victor A Flores, City Attorney